

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 3 July 2017

Notice of meeting:

Children and Young People Select Committee

Tuesday, 11th July, 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 the minutes of the previous meeting.	1 - 12
5.	Performance report 2016/17.	13 - 42
6.	To appoint a representative from the Children and Young People Select Committee to sit on the Schools Budget Forum.	43 - 48
7.	Work Programme Report.	49 - 54
8.	List of actions arising from the previous meeting.	55 - 56
9.	Children and Young People Select Committee Forward Work Programme.	57 - 58
10.	Council and Cabinet Business - Forward Plan.	59 - 72
11.	To confirm the date and time of the next meeting.	

Thursday 14th September 2017 at 10.00am.

Paul Matthews
Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

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

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.

Public Document Pack Agenda Item 4

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, 22nd June, 2017 at 10.00 am

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

County Councillors: L. Brown, D. Jones, M. Lane, M. Powell, T. Thomas and J. Watkins,

County Councillors V. Smith and P. Clarke attended the meeting by invitation of the Chair.

Added Members:

Members voting on educational issues only:

Dr. A. Daly (Church in Wales)

M Fowler (Parent Governor Representative)

OFFICERS IN ATTENDANCE:

Claire Marchant	Chief Officer Social Care, Health & Housing
Will McLean	Chief Officer for Children and Young People
Paul Keeble	Traffic and Network Manager
Nikki Wellington	Finance Manager
Tyrone Stokes	Finance Manager
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

APOLOGIES:

County Councillor S. Woodhouse and Mr. K. Plow

1. To note the appointment of the Select Chair

We noted the appointment of County Councillor Groucutt as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor L. Jones as Vice-Chair.

3. Declarations of Interest

County Councillor L. Jones declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct as her Mother is the Cabinet Member for Social Care, Safeguarding and Health and was present at the meeting.

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County Councillor M. Powell declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of any references made to secondary schools within Monmouthshire, as she is a governor of King Henry VIII Comprehensive School.

4. Public Open Forum

There were no members of the public present.

5. Confirmation of Minutes

The minutes of the Children and Young People Select Committee meeting dated 16th February 2017 were confirmed and signed by the Chair.

6. Director of Social Services Annual Report 2017

Context:

To receive the Director of Social Services annual report 2017 – Improving Outcomes. Improving Lives.

Key Issues:

- The report is currently in draft format.
- To highlight the issues in terms of Children and Young People and Children's Social Services.
- The format of the report is now nationally prescribed and aligns with the Social Services and Wellbeing in Wales Act.
- The report is scheduled to be presented to Full Council before the end of July 2017 and will be presented to Cabinet at its July 2017 meeting.

Member Scrutiny:

- In response to a question raised regarding monitoring the safeguarding of children, it was noted that management of risk is the business of social services. Referrals are received and the risk is assessed at that point. For children where further investigation is required, the risk is managed in various ways. The Directorate either puts in place a care and support plan or the risk is managed through a multi-agency decision onto the child protection register.
- More children are being managed through a child protection plan.
- One of the Directorate's priorities for this year is to focus its family support services at two places. One of these is pre the edge of care, providing more intensive family support options prior to children coming into the looked after

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system. The other aspect is to focus resources around family support, which is pre-child protection register.

- Therefore, it is better to engage with families earlier to manage risk prior to child protection registration.
- In response to a Select Committee Member's question regarding the lack of data in some sections of the report, the Chief Officer informed the Committee that the report is still in draft format and the purpose of bringing the report to the Select Committee at this stage is to incorporate any comments that the Select Committee might have so that the final version reflects those comments made.
- It was noted that there is also an annual report regarding complaints in Children's Services which is brought to the Select Committee.
- With regard to the format of the report, the Act that we adhere to in Wales, which came into being from April 2017, refers to people rather than adults or children. The report is therefore people focussed, rather than just children or adults focussed.
- In terms of complaints regarding child protection issues, the Directorate is learning as a service and working with staff to support them to resolve more matters at stage 1 of the complaints procedure and to reduce the number of complaints proceeding to stage 2. However, if an allegation is made that requires investigation, this is undertaken in a multi-agency way with Gwent Police. The Directorate is effective in resolving and closing down this type of investigation quickly. Where there has been less support for families is when the Directorate has gone through a child protection process and children no longer live with their family, there is a significant grieving process that that family has to go through and there are very sparse services being provided at this stage. Therefore, this can lead to complaints being made against the Directorate around the process undertaken. More needs to be done to help the families going through this stressful time.
- A key priority for improvement for the Directorate is to recruit more foster carers within the County. Investment has been made into the in house foster carer service in order to try to improve recruitment figures for in house foster carers. However, to date, this has not worked. The Directorate is working closely with the Authority's marketing division and major campaigns are ongoing around initial recruitment. There are a number of foster carers that are coming through. One of the features of Monmouthshire is that we have foster carers but many are choosing to foster for the agencies rather than the Authority. There is a need to ascertain why this is the case, which is being looked at.
- Monmouthshire Family and Friends Carers means that when a child is placed with, for example, a relative or friend of the parents, this will often be referred to as a kinship carer.

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- Monmouthshire County Council does not operate any residential care facilities. The Authority has one residential educational establishment which is Mounton House. This service is regulated and inspected by the Care and Social Services Inspectorate for Wales (CSSIW).
- Welsh Government has commissioned a significant piece of work, which the Authority is a part of, which is looking at outcomes for looked after children who came into the system in 2013/14.
- Outcomes for Key Stage 4 for looked after children is a priority for the authority. It is a relatively small cohort but it is important that these children are known and identified early. There is good work between the school and whoever is providing the care to ensure that they are supported out of school, as well as in school. It is hoped that the gaps will begin to be filled that the children have experienced. Work is continually being undertaken to ensure that provision for those children is appropriate and that the right courses are available to them. Officers will be talking with Estyn regarding supporting vulnerable groups next week.
- Under the new National Outcomes Framework, surveys are required to be undertaken every year of adults with care and support needs of carers and of children and young people who come in to contact with the Authority. The framing of the questions has been nationally prescribed so the questions don't always flow the way that the Directorate might like to ask questions in terms of people's experiences of the Directorate.
- There is a need for the Directorate to look in more detail regarding the differential between carers and those with care and support needs and how the Directorate can continue to support carers.
- The Authority has a service called Face to Face Counselling which is run by the Youth Service and provides support for children and young people across all schools within Monmouthshire at both primary and secondary sectors. This work is supported by a Welsh Government grant and by core funding from the Authority. The Authority has counsellors that go into schools and there are people who work with the children in school. Other routes are also being investigated to expedite this matter, such as a model which will shortly be implemented where the Authority will be working with Primary Mental Health which will provide a quicker referral process.
- In response to a Select Committee Member's question regarding ways to increase in house foster provision by providing council tax exemptions for foster carers, as undertaken in some local authorities in England, it was noted that council tax exemption has not been considered by the Authority but the Directorate would be willing to look at any practice from any authorities across the UK where they have managed to have success in increasing in house foster care provision.

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- It was noted that there was a need to intervene earlier where vulnerable young people are concerned establishing preventative approaches enabling more children to remain with their families. There are a range of services currently available, i.e., Families First, the Acorn Centre, Flying Start and health visiting. At a strategic level via the Public Service Board, the Authority is working with Public Health Wales regarding the first 1000 days of children with a view to looking at the interventions required from pre-birth up to pre-school. This is critically important and necessary to refocus resources along these lines.
- In response to a question raised regarding the percentage of agency staff being used, the Chief Officer will obtain and provide the Member with the figure.
- At the beginning of 2016/17 there were 17 agency workers across Children's Services. This has been steadily reducing throughout the year. At the end of the year there were 8 agency workers within the service which is a reduction of over 50% in year.
- In Management positions from team manager upwards, the Directorate no longer has any agency workers in place.
- Over the previous 18 months, the reputation of Monmouthshire Social Services has improved considerably and recruitment over this period has been positive.
- In response to a question raised regard the Child Protection process, it was noted that the Directorate has, in the last six months, moved the Team Around the Family from Partnerships into Children's Services and the Directorate is reviewing and re-modelling that approach.
- A review of Family Support is also being implemented with the first phase being to align services into a more coherent set of services.
- Last year the performance indicator for completion of children's assessments was at 75% at the end of the last financial year. A permanent Team Manager is now in place and is monitoring this regularly. The performance indicator is now in excess of 90%.

Committee's Conclusion

- The Chair thanked the Committee for asking some searching questions and in time, the Select Committee will be looking to monitor issues for improvement that have been raised.
- On behalf of the Select Committee, the Chair thanked the Chief Officer for presenting the report and providing clear and precise answers to questions raised and asked the Chief Officer to pass on the thanks of the Committee to her staff for the work that they are undertaking.

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7. Corporate Safeguarding Policy

Context:

To inform the Select Committee of the introduction of the new Corporate Safeguarding Policy

Key Issues:

- Safeguarding children and adults at risk has the very highest priority in the Council.
- Safeguarding, under the Social Services and Wellbeing Act (Wales) 2014, is recognised as everybody's responsibility and considerable progress has been made over the last five years to systematically embed safeguarding culture, knowledge and practice.
- All staff, paid and unpaid, and Councillors share a responsibility both corporately and individually to ensure that children and adults at risk are treated with respect and protected from harm.
- Whilst the Council does have an existing safeguarding policy in place it is heavily focussed towards educational settings and other child and family services. Safeguarding is therefore firmly embedded in some Directorates and service areas. However, there are varying levels of understanding with regard to expectations in other parts of the organisation.
- This policy will be a mechanism to evaluate understanding, systems and training throughout the Council and ensures that safeguarding is firmly placed as core to the business of the council.

Member Scrutiny:

- It was noted that all Members should be trained to at least Level 1 in safeguarding.
- The mechanisms attached to the policy will help the authority to adhere to the Corporate Safeguarding Policy. The Policy refers to the self- evaluative process which now all service areas will be required to undertake.
- In undertaking the self-evaluations, it enables individual service areas and their departmental management teams to evaluate where they are and to put in place action plans to address the areas where improvement is required. These self-evaluations are expected to be completed by 31st July 2017.
- In terms of training for Members, there is a session being held in July 2017. A register will be kept of Members who are unable to attend the session with a view to holding a further session to ensure all Members have received the training.

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- A training plan will be established to ensure that staff may receive appropriate training, the majority of which will be held in their work settings.
- All Monmouthshire school governors are required to undertake the training which will be monitored via the individual school's self-evaluation process.
- Training will also be provided by the regional Safeguarding Boards.
- Concern was expressed that schools were not being provided with the full information relating to the Prevent Strategy and therefore potentially not being made aware of its importance. It was noted that schools have been through the training and should therefore be aware of this strategy.

Committee's Conclusion

- This is an area where the Council has acted promptly after weaknesses had been identified in previous performance.
- On behalf of the Select Committee, the Chair thanked officers for the preparation and presentation of the report.
- It was considered that the Authority could look with more confidence and secure practice throughout the County and will help to guarantee a higher level of safeguarding across the whole County and its services.

8. Update on Safeguarding arrangements - Kerbcraft Scheme

Context:

Prior to submission to Cabinet on 5th July 2017, to provide the Children and Young People Select Committee Members with an update on the action plan approved by Council on the 20th March 2017 (appendix 2 of the report titled 'Wales Audit Office report on safeguarding within the kerbcraft scheme in Monmouthshire County Council').

Key Issues:

- Following a review by Wales Audit Office (WAO) of the provision of kerbcraft training by Monmouthshire County Council staff on behalf of the Welsh Government, an action plan was reported to Council on 20th March 2017.
- Appendix 1 of the report replicates the action plan but in italics under relevant headings an update is provided.

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- One of the actions requires the preparation and implementation of new procedures for the provision of kerbcraft training and that the future operating model be reported to Cabinet. The Children and Young People Select Committee has the opportunity to review the report before it is presented to Cabinet.
- During March and April 2017, officers reviewed previous and current working arrangements and developed a new procedure for the provision for kerbcraft training.
- The new policy and working procedures are provided in appendices 2, 3 and 4 of the report.
- A major weakness highlighted by WAO was the control and recording of volunteers that supported Monmouthshire County Council in the training of children at each school.
- Since WAO expressed concern over the management of volunteers in August 2016, none have been used and all kerbcraft training has been provided by Monmouthshire County Council kerbcraft trainers, occasionally with assistance from school support staff.
- The new procedure limits the use of volunteers to six at any one time so the checking and recording of safeguarding information relating to the volunteers becomes much more straightforward (previously records for up to 80 volunteers were required).
- This change in procedure, along with clear instructions on how the scheme is to be delivered, will offer greater confidence that safeguarding is controlled in the provision of this service.

Member Scrutiny:

- In response to a Select Committee Member's question, it was noted that at the moment, the Authority might struggle if the new model was accepted. However, the Authority would be able to use the six volunteers on an area wide basis but with more resources from internal sources, this should be achievable. It is hoped that the core volunteers might be able to provide their services on more occasions, i.e. fewer volunteers but able to provide more of their time for longer.
- A significant amount of time will be saved by reducing the programme from 12 to 9 weeks. Officers have advertised through the volunteering network and a number of people have expressed an interest in becoming one of the six core volunteers.
- Monitoring of the Kerbcraft Scheme will indicate how it is progressing. The information that is currently reported back to the Welsh Government is limited. However, it is hoped that by extending the monitoring process to obtain further information and feedback from the children themselves and from the schools,

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hopefully this will provide more meaningful information to be fed back to Welsh Government.

- The Welsh Government is updating its procedures with a view to making the scheme more meaningful.

Committee's Conclusion

- On behalf of the Select Committee, the Chair thanked the Traffic and Network Manager for presenting the report to the Committee.
- The Scheme is seeking to address the issues raised with the Authority by the Wales Audit Office (WAO).
- The Select Committee will receive an update report in due course.

9. Revenue and Capital Monitoring 2016/17 Outturn Statement

Context:

To receive information on the revenue outturn position of the Authority at the end of period 4 which represents the financial outturn position for the 2016/17 financial year.

Recommendations proposed to Cabinet:

- That Members consider a net revenue outturn underspend of £884,000, an improvement of £805,000 on quarter 3 outturn predictions.
- Members consider a capital outturn spend of £40.03 million against a revised budget of £40.98 million, after proposed slippage of £17.5 million, resulting in a net underspend of £951,000.
- Consider and approve the £17.5 million capital slippage recommended, paying attention to those schemes described in para 3.3.6 of the report, where slippage has been requested by the service manager but is not being recommended to slip (£198,000).
- Considers the use of reserves proposed in para 3.4.1 of the report.
- Supports the apportionment of general underspend in supplementing reserve levels as described below:

Priority Investment Fund	£570,000
Redundancy & Pension Reserve	£114,000
IT Transformation Reserve	£100,000

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Capital Receipts Generation Reserve £100,000

Total £884,000

- Members note that the low level of earmarked reserves will severely reduce the flexibility the Council has in meeting the challenges of scarce resources going forward.
- Members note the significant reduction in the overall school balance at the end of 2016/17 and supports the continuing work with schools to ensure that the Council's Fairer Funding scheme requirements are met and that the overall schools balance remains positive in 2017/18.

Member scrutiny:

- Chepstow Comprehensive School has made significant improvements in reducing its budget deficit.
- There has been a significant decrease in schools' budget reserves across the County in this financial year.
- It was noted that it was the responsibility of school governors to set their schools' budgets. It was recognised that there are fixed costs within schools. However, where there are areas in which schools can make savings, officers are working closely with schools to ensure that the savings are utilised.
- There are a number of projects ongoing within schools looking at ways in which the schools might be able to save money.
- Officers are working closely with the WLGA and are looking at the Business Manager model with a view to achieving some funding.
- Concern was expressed that some additional responsibilities were going into schools but the funding for these additional responsibilities was not coming forward. The Finance Manager stated that she needed to look into this matter which is occurring across the authority and not just in the Children and Young People Directorate.
- In response to a question raised regarding Phase 3 of the Additional Learning Needs Review in respect of Mounton House School, it was noted that the school had been allowed a three year recovery plan. In terms of Deri View Primary School, the Special Needs Resource base (SNRB) is still there. However, the saving required was made by reducing the numbers of staff due to the fall in pupil numbers.
- In response to a question raised regard whether schools could work more in clusters with a view to creating more inset days to save money and receive

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training on the new curriculum, The Finance Manager stated that she would take this matter back to the Chief Officer for Children and Young People.

- In response to a question raised regarding successful future grant funding from the Education Achievement Service (EAS) equating to £0, the Finance Manager informed the Committee that the grant funding became available in 2016/17 and it wasn't allocated at that time when the Authority received the grants, it was to be used across the schools. For example, for the Abergavenny cluster, the Authority had received a grant which was to be divided amongst the schools. At the end of the year the money had been spent by the schools.

Committee's Conclusion

On behalf of the Select Committee, the Chair thanked the Finance Officers for presenting the report.

We resolved to receive the report and noted its content.

10. Actions arising from the previous meeting

We received and noted the list of actions that had been completed arising from the Children and Young People Select Committee meeting held on 16th February 2017. In doing so, the following points were noted:

- The Chair has met with the Chief Officer for Children and Young People and with the Chief Officer, Social Care and Health to discuss future issues for scrutiny.
- Discussion will take place at the next Select Committee meeting in July 2017 with regard to ascertaining the priorities of the Committee and formulating the forward work plan.

11. Children and Young People Select Committee Forward Work Plan

We received the Select Committee's forward work plan. In doing so, the following points were noted:

July 2017 Select Committee meeting:

- Report by the Scrutiny Manager regarding co-option onto the Select Committee.
- Work Programme discussion.

September 2017 Select Committee meeting:

- Discussion with Engage to Change (E2C – the County's youth council).

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12. Council and Cabinet Business - Forward Plan.

We received the Council and Cabinet Business Forward Work Plan and noted its content.

The Scrutiny Manager informed the Select Committee that it was the responsibility of officers to suggest items to be put forward to Cabinet and then it is the responsibility of the Democratic Services Section to populate the work planner.

We are currently at the beginning of a new administration and it has been highlighted to officers that there is a need to populate the planner going forward.

13. Timings of future Children and Young People Select Committee meetings

We resolved to continue to meet at 10.00am, as outlined in the Council diary.

The meeting ended at 11.35 am.

SUBJECT: Performance report 2016/17

MEETING: Children and Young People Select Committee

DATE: Tuesday 11th July 2017

DIVISIONS/WARDS AFFECTED: All

1. PURPOSE

- 1.1 To ensure that members understand the Council's performance framework (appendix 1).
- 1.2 To present the 2016/17 performance information under the remit of Children and Young People Select Committee, this includes:
 - Reporting back on how well we did against the objectives which the previous Council set for 2016/17 (appendix 2):
 - Information on how we performed against a range of nationally set measures for Children's Social services used by all councils in Wales (appendix 3).

2. RECOMMENDATIONS

- 2.1 Members familiarise themselves with the council's performance framework to ensure that they understand the parts of the system that must work together to deliver improvement.
- 2.2 Members are invited to scrutinise how well the authority performed against the objectives it set for the previous financial year and scrutinise delivery measured using a range of nationally set measures that fall within the remit of the committee.
- 2.3 Members use this report to consider the appropriateness of targets set for Children's Social services in 2017/18 (appendix 3).

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 sure that everyone is pulling in the same direction to deliver real and tangible outcomes. This is shown at appendix 1. Further information on the council's performance framework is available on [the hub](#).
- 3.2 Over the coming years the shape of public services in Wales is likely to change significantly influenced by two very significant pieces of Welsh legislation, The Well-being of Future Generations Act and The Social Services and Well-being Act as well as financial pressures, demographic changes, changes in customer needs and expectations and regulatory and policy changes. Services need to continue to think more about the long-term, work better with people and communities, look to prevent problems before they arise and take a more joined-up approach.
- 3.3 The council has recently completed two substantial assessments of need as a result of this legislation and these are available on www.monmouthshire.gov.uk/our-monmouthshire. This information has provided a much deeper evidence base of well-being in the county and, as required by the Future Generations Act, this has been

used to produce the council's well-being objectives and statement 2017 available on www.monmouthshire.gov.uk/improvement.

- 3.4 The shift in focus in the well-being objectives means that activities will need to be focused on longer term challenges at a community level rather than some of the internal process issues and outputs that could sometimes be found in its predecessor, The Improvement Plan. When dealing with more complex societal challenges it will take longer for measurable change to come about and longer still to be able to evidence those changes in a meaningful way. In the short-term there will continue to be milestones that can be used to track our improvement journey. This will be supported by a range of performance reports select committee can request as part of their work programme and the structure of performance reports received by committee will be revised to reflect this emphasis.
- 3.5 Appendix 2 sets out performance achieved in 2016/17 against the actions and performance measures approved by Council in May 2016 as part of its Improvement Plan. As well as being presented to select committees the objectives will be included alongside a further evaluation of performance in 2016/17 that will be reported to Council and published by October. The Welsh Government have recently consulted on plans to repeal the Local Government (Wales) Measure 2009 which means this is likely to be the final plan and report in this format.
- 3.6 Appendix 3 provides a report card on Children's social services performance in 2016/17. This presents data from the new measurement framework introduced in 2016/17 as part of the Social Services and Well-being Act and sets it within the context of the requirements of the act and contribution to the Council's objectives. The performance measures are a blend of quantitative (numerical) data and qualitative data collected through questionnaires to children and parents about their experience of social services and whether this has contributed to improving their well-being. A full list of the measures are provided at the end of the report card. Targets for 2016/17 were set where feasible and targets for 2017/18 have been included where available and applicable, these will be better informed when comparable local authority data is available in autumn 2017.
- 3.7 Activity that contributes to the delivery of some objectives cross cuts select committee remits and these have also been reported to the other relevant committee(s). Therefore it is suggested members particularly focus their scrutiny on the activity relevant to the committee with consideration of its contribution to the objective as a whole. In some cases there may be duplication of indicators already included in other sections of the report. Where indicators relate to the performance of services that are under the remit of more than one committee these will also be reported to the other relevant committee(s).

4. REASONS:

- 4.1 To ensure that members have an understanding of performance in 2016/17 and the council's performance framework.

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

7. AUTHORS:

Richard Jones, Policy and Performance Officer

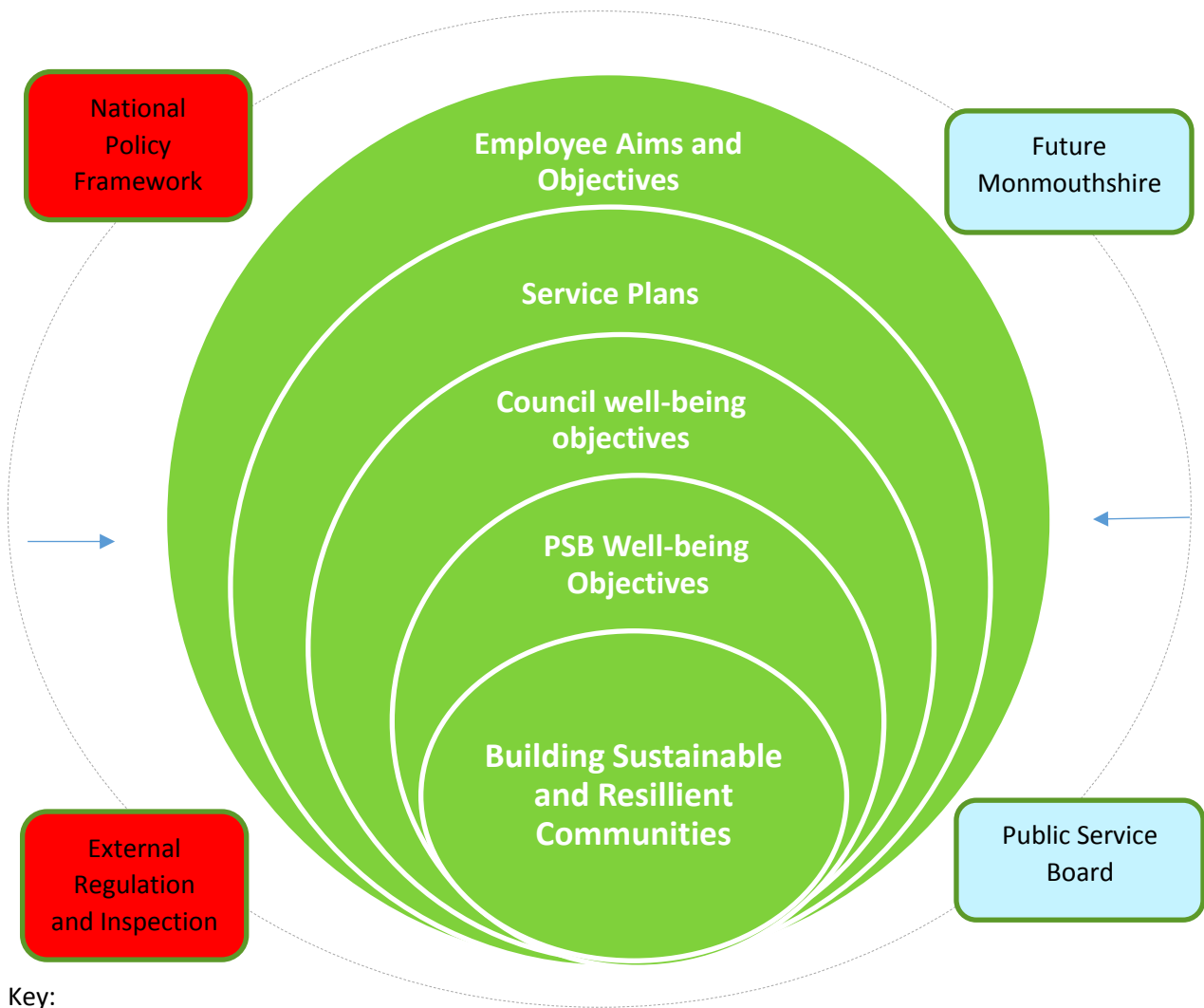
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Sian Schofield, Data Analyst

email: sianschofield@monmouthshire.gov.uk Telephone: 01633 644483

Our Performance Framework

In Monmouthshire it's even more than the place, it's the people. Not just those on the council's payroll but all of the people who work with us in delivering services and achieving value for money. Our Performance Framework makes sure that everyone is pulling in the same direction to deliver real and tangible outcomes.



Key:

- Performance Framework
- Improvement Activity
- External Influences

Building Sustainable and Resilient Communities



We want to enable the building of sustainable and resilient communities that support the well-being of current and future generations.

This purpose is at the heart of everything we do to improve the economic, social, environmental and cultural well-being of Monmouthshire. We will consider sustainable development in how we plan and deliver our well-being objectives and contribute to the achievement of the seven national well-being goals for Wales.

PSB Well-being Objectives



The Well-being of Future Generations Act also puts a well-being duty on specified public bodies to act jointly via Public Service Boards (PSB) to improve the economic, social, environmental and cultural well-being of their area by contributing to the achievement of the well-being goals.

We are a partner in the PSB. The PSB has produced a Well-being Assessment for Monmouthshire and in 2018 will publish a well-being plan, including objectives for the county, which we will contribute to.

Council well-being objectives



The Well-being of Future Generations Act requires the council to set and publish well-being objectives and a statement, take all reasonable steps to meet those objectives and make arrangements to publish an annual report of progress.

The well-being objectives bring together the latest evidence from the well-being assessment, policy and legislation to set out how we will deliver a public service that meets the needs of the present without compromising the ability of future generations to meet their own needs.

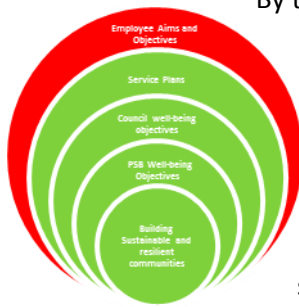
Service Plans



Each of our teams has a service plan that aligns to the objectives we are striving to achieve. This describes what they are doing to deliver the outcomes of the council, contains measures that can be used to assess progress and whether people are better off because of our work and identifies and manages risks facing the service.

All our Service Plans are available on the council's Intranet, the hub.

Employee aims and objectives



By their very nature, service and business plans contain standard measures and targets relating to employee performance. The responsibility for delivery of the plans and improvements rests with all employees. Our employee aims and objectives show the contributions that individual colleagues make to these objectives and delivering the organisations vision in accordance with our values.

We must involve and empower all employees to be the best they can be so that they can think differently and develop solutions to problems; and sustain 21st century public services.

MCC Improvement Objective 1 : We will improve at all key stages of education					
Why have we chosen this?					
Education is one of the four priorities for the council. We are working to improve performance at all key stages. While at a headline level our key stage results are amongst the best in Wales we still need to raise standards across all key stages of education for all pupils.					
Summary					
<p>The local authority continues to work with the Education Achievement Service (EAS) to raise standards of education. The Gap in attainment between 'all pupils' and those eligible for Free School Meals has narrowed in key stages 2 & 3 but has widened at Foundation phase and key stage 4.</p> <p>Work continues to increase the proportion of pupils with statements of special educational learning needs accessing or receiving education within main-stream settings. The authority has established an external reference group, which is an informal continuation of the Estyn recovery board process. The group provides challenge to ensure the Council has a consolidated process in place to continue and maintain our improvement in identified areas.</p> <p>The ICT investment programme for schools is nearing completion so that schools can maximise the impact of technology for learning and development. Paldicot and Monmouth school builds remain on target for the revised schedules.</p>					
What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress
Continue to raise standards across all key stages of education for all pupils, particularly in relation to literacy, numeracy and closing the gap in key stage performance between pupils receiving free school meals and those who do not.	Jun 2017	<p>Measure: Percentage of schools in the top free school meal benchmark quartile across all key stages</p> <p>Measure: Percentage of pupils achieving the core subject indicator at all key stages i) not eligible for free school meals and ii) eligible for free school meals.</p>	<p>The local authority continues to work with the Education Achievement Service (EAS) to raise standards of education.</p> <p>An EAS Business Plan was agreed for 2016-2019 which sets out four priorities for the service and a programme of work to achieve these was set out in detail for 2016-17 and will be reviewed for future years. For Monmouthshire this set the high level targets for pupil outcomes</p>	<p>Performance in 2016: Foundation Phase Performance for all pupils in the Core Subject Indicator (CSI) saw a minimal, 0.1 percentage point, decline to 91.7% and moved up to be ranked 1st in Wales.</p> <p>The FSM attainment gap widened from 10.0 to 17.3 percentage points.</p>	Some key stage indicators are on target and others are behind target

What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress
		<p>Measure: Percentage of pupils achieving key Stage 4 level 2 threshold including English and maths</p>	<p>and pupil attendance, specific support that will be provided to schools requiring enhanced support and any bespoke Local Authority intervention programmes.</p> <p>The business plan has been reviewed and the plan covering the next three year period, 2017-2020, was endorsed by Cabinet in March 2017.</p>	<p>In 2016 20% (6) schools were in the top free school meal benchmark quartile, a slight decline from (23%) in 2015.</p> <p>Key stage 2: Performance for all pupils in the Core Subject Indicator (CSI) improved to 94.1% and remained ranked 1st in Wales.</p> <p>The FSM attainment gap narrowed from 11.9 to 9.7 percentage points.</p> <p>In 2016 30% (9) schools were in the top free school meal benchmark quartile, a slight decline from (32%) in 2015.</p> <p>Key stage 3: Performance for all pupils in the Core Subject Indicator (CSI) improved to 91.9% and dropped to 3rd place in Wales from 2nd place last year.</p> <p>The FSM attainment gap narrowed from 31.3 to 21.5 percentage points. In 2016 no schools were in the top free school meal benchmark</p>	

What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress
				<p>quartile, a decline from 1 (25%) in 2015.</p> <p>Key stage 4: Performance for all pupils at key Stage 4 level 2 threshold including English and maths in 2016 is 67.0% an improvement of 0.1 percentage points. Monmouthshire was ranked 3rd place in Wales a drop from 1st place last year.</p> <p>The FSM attainment gap widened from 31.6 to 41.2 percentage points. In 2016 1 school (25%) was in the top benchmark quartile</p>	
<p>Increase the proportion of pupils who have a statement of special educational learning needs, accessing or receiving education within main-stream settings.</p>	<p>March 2017</p>	<p>Measure: The percentage of pupils with ALN educated in mainstream education settings within the county</p>	<p>Work progresses with schools to improve capacity to support pupils with ALN within main stream settings.</p>	<p>Work continues to increase the proportion of pupils with additional learning needs accessing or receiving education within main-stream settings. Currently the percentage of pupils with a statement of special educational learning need educated in mainstream education setting (including in Special Needs Resource Bases) within the county is 70.95%</p>	<p>On target</p>

What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress
Engage a critical friend to help the authority continue to improve on the performance elements identified in the latest Estyn inspection	March 2017	Milestone: we will have a consolidated process in place to continue and maintain our improvement	The authority has established an external reference group, which is an informal continuation of the Estyn recovery board process. The group provides support to the children and young people directorate to continue to improve on the performance elements identified in the latest Estyn inspection and children's services on its improvement plan.	The group provides challenge to ensure the Council has a consolidated process in place to continue and maintain our improvement in identified areas.	On target
Invest in ICT so that schools can maximise the impact of technology	December 2016	Milestone: Implement phase 1 of the ICT in schools to upgrade equipment and infrastructure as well as implement SIMS in the classroom.	<p>A comprehensive Service Level Agreement with the SRS and schools commenced in April 2016.</p> <p>A separate programme for the upgrade of the schools ICT infrastructure was approved by Council.</p> <p>The first phase of the investment programme upgrading broadband and teachers infrastructure is completed, this was behind the original schedule due to further cabinet and council approval required to proceed with the investment as not all schools had signed up to the SLA.</p>	<p>The investment programme has a priority plan and has been sequenced to cover schools with the poorest quality of ICT infrastructure first but at the same time enable schools further down the list to see some benefits early on.</p> <p>The investment programme will provide all schools with a 100mb data line which can also be used for voice data. This is a vast improvement on the previous lines that ran to primary schools.</p> <p>The existing Wi-Fi capabilities of the school buildings are being upgraded to ensure</p>	Behind original target

What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress
			<p>Phase 2 of the investment programme - migration of schools data and information storage – has been completed for 90% of schools as at May 2017. The programme is due to be completed, reviewed and closed by September 2017.</p>	<p>there is good Wi-Fi connectivity across the school.</p> <p>The SRS have prioritised the replacement of teaching equipment to enable SIMS in the classroom to be rolled out. This has been completed for all schools with the benefits that teachers can access SIMS information from anywhere in the school and when working remotely.</p> <p>All teaching equipment has been upgraded for all schools signed up to the SLA, and 90% of student laptops have been upgraded or replaced.</p> <p>A project close down and evaluation will be completed in September 2017.</p>	
<p>Build and refurbish our school estate as prioritised so they are fit for learning and teaching.</p>	<p>Current timescales: Caldicot - September 2017 Monmouth</p>	<p>Milestone: New secondary schools in Caldicot and Monmouth</p>	<p>A 6 month process of value engineering at both Caldicot and Monmouth schools has been completed and revised construction costs agreed. Council agreed in October 2016 to approve an additional funding</p>	<p>The impact of the new schools at Caldicot and Monmouth have on teaching and learning can't be evaluated until their final completion and occupancy.</p>	<p>The builds remain on target for the revised schedules</p>

What will we do?	Timescale/ milestone	How we will measure success	What have we done?	What difference has it made?	Progress	
	Comprehensive – July 2018		<p>requirement of £11.9 million for the delivery of the programme to be financed by a 50% contribution from Wales Government and 50% from the Council.</p> <p>The completion date for occupancy of the new school in Caldicot remains September 2017 with a further 6 months of demolition and reinstatement of the external environment.</p> <p>Main construction works on site for the new school in Monmouth have commenced. The main build is due to complete in July 2018 with a further 6 months of demolition and reinstatement of the external environment.</p>	Stakeholders have been engaged through the build processes to ensure the schools reflect requirements as far as possible.		
How will we know the difference it has made			2014-15 (13-14 Academic)	2015-16 (14-15 Academic)	2016-17 Target (15-16 Academic)	2016-17 Actual (15-16 Academic)
The percentage of pupils achieving the Foundation Phase indicator:			i) 92.2%	i) 92.9%	i) 92.8%	i) 93.9%
i) Pupils not eligible for free school meals			ii) 82.6%	ii) 82.9%	ii) 81.0%	ii) 76.6%
ii) Pupils receiving free school meals						
The percentage of pupils achieving the Key Stage 2 Core Subject Indicator:			i) 92.2%	i) 93.8%	i) 94.0%	i) 95.3%
i) Pupils not eligible for free school meals			ii) 70%	ii) 81.9%	ii) 88.1%	ii) 85.6%
ii) Pupils receiving free school meals						
The percentage of pupils achieving the Key Stage 3 Core Subject Indicator:			i) 86.9%	i) 93.6%	i) 95.3%	i) 94.6%
i) Pupils not eligible for free school meals			ii) 66.3%	ii) 62.3%	ii) 78.9%	ii) 73.1%
ii) Pupils receiving free school meals						

How will we know the difference it has made	2014-15 (13-14 Academic)	2015-16 (14-15 Academic)	2016-17 Target (15-16 Academic)	2016-17 Actual (15-16 Academic)
The percentage of all pupils achieving Key Stage 4 Level 2 Threshold including English or Welsh and Maths i) Pupils not eligible for free school meals ii) Pupils receiving free school meals	i) 70.6% ii) 25%	i) 71.0% ii) 39.4%	i) 75.4% ii) 40.7%	i) 72.2% ii) 31.0%
Percentage of schools in the top free school meal benchmark quartile across all key stages i) Foundation Phase ii) Key Stage 2 iii) Key Stage 3 iv) Key Stage 4 level 2 inclusive	i) 35% ii) 16% iii) 0% iv) 25%	i) 23% ii) 32% iii) 25% iv) 50%	i) 30% ii) 40% iii) 50% iv) 50%	i) 20% ii) 30% iii) 0% iv) 25%

There are also a number of Education Key Performance Indicators included in the National Performance indicator set that are under the committee's remit, which is an important set of indicators that are used to evaluate Council performance. The majority of indicators cover attainment and attendance from the academic year 2015/16, some of which are included in the objective above, which have been reported to the committee previously in detail in the Performance of pupils at the end of Foundation Phase, Key Stages 2 and 3 2015/16 [report](#) and Performance of pupils at the end of Key Stage 4 and 5 2015/16 [report](#). Included below are the indicators from this set that do not relate to attainment and attendance for the committees information.

Ref	National Performance Indicator framework	2013/14	2014/15	2015/16	2016/17	Target 16/17	Target met? 16/17	Trend 15/16 - 16/17	Comment
EDU/0 15a	The percentage of final statements of special education need issued within 26 weeks including exceptions	57.1	64.5	75	65	Not set	N/A	Declined	In the last couple of years the trend has seen fewer statements of SEN issued. In 2016/17 there has been an increase in the number of requests for statutory assessments in the year, including exceptions 20 pupils were issued statements in 2016/17
EDU/0 15b	The percentage of final statements of special education need issued within 26 weeks excluding exceptions	100	100	100	100	100	✓	Unchanged	In the last couple of years the trend has seen fewer statements of SEN issued. In 2016/17 there has been an increase in the number of requests for statutory assessments in the year, excluding exceptions 7 pupils were issued statements in 2016/17.

MCC Improvement Objective 2: We will safeguard people, whether young or old, while reducing peoples dependence on social care					
Why have we chosen this?					
Protecting the vulnerable is one of our four priorities. In the current financial and demographic context if we don't find ways to support people to find better solutions we will end up rationing services and only intervening in crisis situations. The human cost of failing to have the right conversations at the right time includes young people placed in institutional placements away from home and older people experiencing isolation and loneliness in their communities					
What will we do?	Timescale/ milestone	How we will Measure success	What have we done?	What difference has it made?	Progress
Redesign traditional social care services, in-line with the new Social Services and Well-being (Wales) Act.	March 2017	<p>Milestone: We will have commissioned a new approach to care at home</p> <p>Milestone: We will have re-provided the council's residential care for older people with dementia through an innovative partnership arrangement</p>	<p>We introduced a relationship based approach to supporting people at home.</p> <p>All 110 members of the council's care at home teams are now salaried and working in smaller clusters. We are continuing to work with independent providers of care at home through a series of workshops as part of an approach called Turning the World Upside Down. ...</p> <p>Initial meetings took place to scope the potential to develop a new residential home.</p>	<p>A transactional approach based on task without a relationship will inevitable encourage dependency. The new approach focuses on consistency and knowing the person ordinarily. This relationship based approach plays a crucial role in managing complex situations and avoiding crisis as well as supporting the well-being of our teams.</p> <p>This is still at the planning stage. Early discussions have yet to result in an agreed option for residential care.</p>	On Target

		Milestone: Mardy Park will have been remodelling as an integrated community hub	Work on remodelling Mardy Park is complete. This has included capital investments, accommodation reviews, service developments and a staffing restructure.	Services have diversified to provide more choice and a hub that is better able to respond to what matters to the person. Staffing and leadership arrangements are proportionate and practice based. There is a clear platform for greater integration across health, social care and the 3 rd sector.	
Develop place based approaches to sustaining and developing social capital which promote individual and community well-being and develop a targeted, evidence based model of early intervention and prevention in children's services.	March 2017	Milestone: New approach to early intervention, prevention and well-being are in place. Measure: Number of adults requiring traditional long term social care	We have worked with our partners to identify shared purpose, shared outcomes and to optimise the funding streams we can use to achieve these. We have created an overview of the initial place-based team and how this will meet the principles of the Well-being of Future Generations and Social Services and Well-being Acts. We have recruited to all key posts	We now have a shared understanding of prevention and early intervention and the unifying feature of place. These will begin to impact on service users once the agreed changes are implemented and rolled-out. The number of adults requiring a traditional long-term care is broadly unchanged suggesting a stable position while the number of older people in the county increases.	On-Target
Our whole authority safeguarding group will continue to provide leadership of safeguarding and ensure all parts of the council address the priority actions within	March 2017	Milestone: Safeguarding is a key strand of the council's service plans and contractual arrangements with other providers who care for children and adults	Safeguarding is now an explicit section within all service plans. The authority's safeguarding group has senior officers from council services which ensures a high level of	The authority has a clear understanding of what is important around safeguarding. We have an understanding of our strengths and our weak areas in ensuring safeguarding and	On-Target

<p>the latest internal audit report.</p>		<p>Milestone: An audit report which demonstrates positive progress</p>	<p>accountability. The scope has extended to include safeguarding of children and adults at risk. The revised Safeguarding Audit tool is launched to reflect this and will provide the council with a detailed quality assurance programme for each directorate covering safe recruitment, safeguarding training and operating practices in all settings. The work of the Whole Authority Safeguarding Group includes a comprehensive activity programme with schools, care professionals in the public and private sectors dealing with adults and children, volunteers and regional partners.</p> <p>In 2016-17 the council received a statutory recommendation from WAO relating to safeguarding arrangements in the Kerbcraft scheme</p>	<p>have set a path to address the concerns.</p> <p>The authority recognises the findings of the WAO report and actions to address the findings were agreed by council in March 2017.</p>	
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<p>Deliver practice improvements in Children's Services, stabilise and recruit a permanent workforce and develop a commissioning approach for looked after children</p>	<p>March 2018</p>	<p>Measure: A balanced budget in children's services</p> <p>Measure: A reduction in the use of agency staff</p> <p>Measure: Improved performance against new measures in the national performance framework.</p>	<p>Children's Services in a year into a three year practice centred improvement plan. An independent audit through IPC has indicated that the changes required are on track, but with a considerable programme of work ahead, together with some inherent vulnerabilities.</p> <p>We have developed an Admissions and Prevention Panel to ensure that any admission into care is appropriate and that an early return to family is facilitated where ever possible.</p> <p>We have developed a commissioning strategy which outlines our vision for children, young people and their families, while addressing key areas for development. This includes rebalancing towards families with more complex needs and edge of care services and expanding the availability of looked after</p>	<p>The Admissions and Prevention Panel ensures that children and their families receive the appropriate support they need at the right time, to help them make the changes contained within the care and support plan. There has been an increase in the looked after population during 2016-17 from 130 to 133. This is set against a sharp rise in child protection registrations from 33 to 91 over the period.</p> <p>The total spend in Children Services was £10.3m, over half of which relates to looked after children, in particular placements for looked after children.</p> <p>At year end Children's Services were £573k overspent.</p> <p>We now have greater clarity on our vision for children, young people and their families. This will enable us to commission</p>	<p>Behind original target</p>
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			<p>children placements to meet the wide range of children we have in Monmouthshire.</p> <p>The service has been restructured and permanent appointments made to key posts in early 2017. There has been a small reduction in the use of agency staff from 12 to 10 by the end of 2016-17.</p> <p>All measures in the new framework are now being reported and feature on the Select Committee agenda. This gives us a clear baseline against which to measure future progress.</p>	<p>and offer better, joined up early intervention and preventative services as well as expanding the availability of looked after children placements.</p> <p>76% of children that the service works with are happy with the care and support they receive.</p>	
<p>We will review access points for our services to ensure people can access the information and advice they need to make decisions about their own lives</p>	<p>Dec 2016</p>	<p>Milestone: Clear approach to Information, Advice and Assistance (IAA) presented to Select and Cabinet</p> <p>Measure: The percentage of people who received advice and assistance and who have not needed to contact the service again</p>	<p>We have undertaken a snapshot of the entry-points for Information, Advice and Assistance across the county. This is much broader than council services. The approach which was presented to Select Committee on 22nd November 2016.</p> <p>We are now measuring the impact of this approach</p>	<p>We now have greater clarity on our access points. This enables us to offer preventative information, advice and assistance which diverts people from statutory services.</p> <p>76.6% of the people who accessed information, advice and assistance at the front-door did not need to contact the organisation again within six months.</p>	<p>On-Target</p>

			using the national framework.			
How will we know the difference it has made			2014-15	2015-16	2016-17 Target	2016-17 Actual
Number of people aged 18 and over receiving a service (revised measure as existing measure has been dropped from national reporting framework)			2,838	2,836	Not set	2,696
Percentage of adults receiving social care who are satisfied with the service			93%	93%	95%	85% (revised question)
Percentage of reviews of children on the child protection register that were carried out on time			95.5%	93.0%	100%	97.0%
Percentage of referral decisions to children's services made within one day			99.6%	98%	99.2%	98.1%
The number of agency staff working in children's services			6	12	3	10

Improvement Objective 2016-17: We will safeguard people, whether young or old, while reducing peoples dependence on social care

Why we focus on this

Safeguarding vulnerable people is a key issue for the authority. 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.

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What progress are we making?

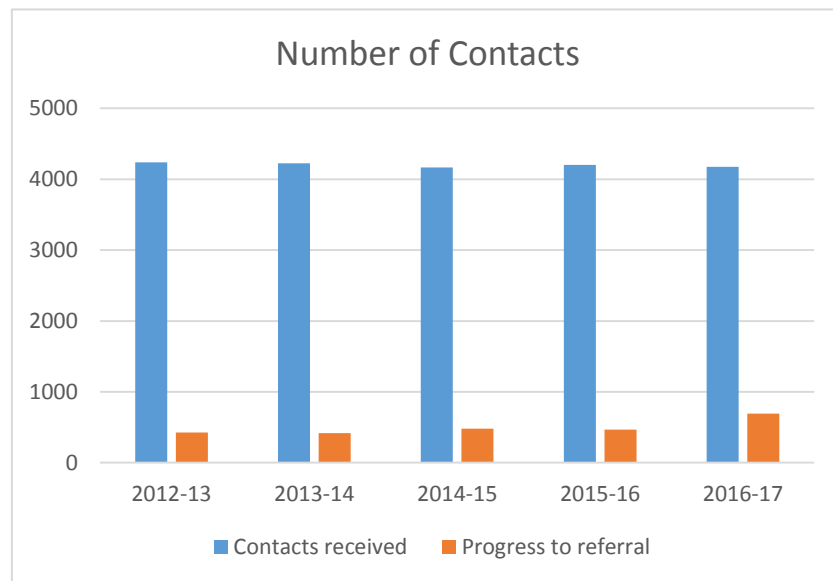


Chart 1: Numbers of contacts received and progressed to referral

Front Door

Children's Services received 4,173 contacts on 1,929 children during 2016/17. Of these, 691 were progressed either to assessment or where children are at risk of harm to child protection strategy discussion.

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 from children indicate that 69% feel they have had the right information or advice when they needed it.

In Children's Services the assessment process has been simplified and a focus placed on what matters to the child who should have a strong voice during the assessment.

The previous 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 is some way below the target set.

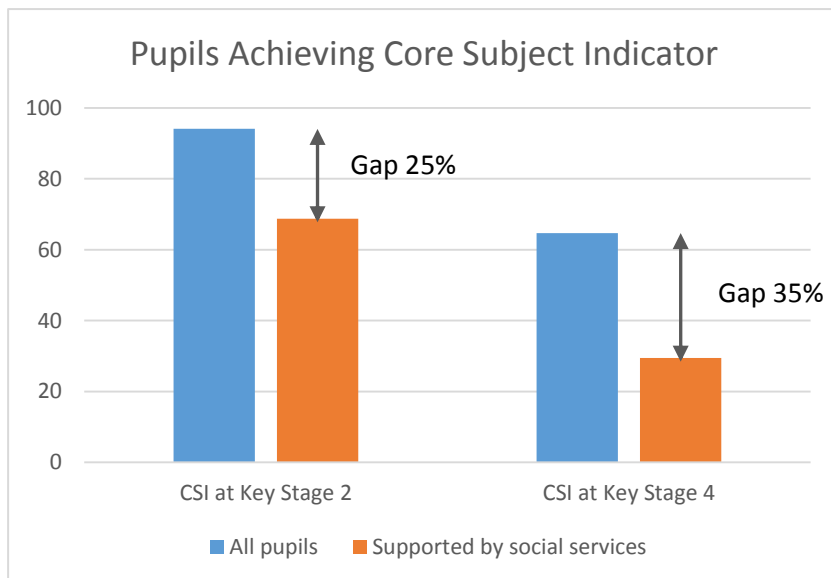


Chart 2: Pupils achieving the Core Subject Indicator at Key Stage 2 and 4, academic year 2015/16

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 which will be 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 show that 64% feel their views about their care and support have been listened to. Parents were asked if they agree that they have been actively involved in all decisions about how their child's/children's care and support was provided, to which 64% replied 'yes'.

Stepping in early to support children is important in helping children stay in their families. 61.6%* of children are supported to remain living within their family (measure 25).

Educational outcomes at key stage 2 and 4 are measured for children receiving care and support, which includes children with disabilities. In the academic year 2015/16 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 when compared to the all pupil population in Monmouthshire, as displayed at chart 2. The 'gap' in achievement widens from 25% at key stage 2 to 35% at key stage 4.

* Provisional data, final data to be provided by Welsh Government

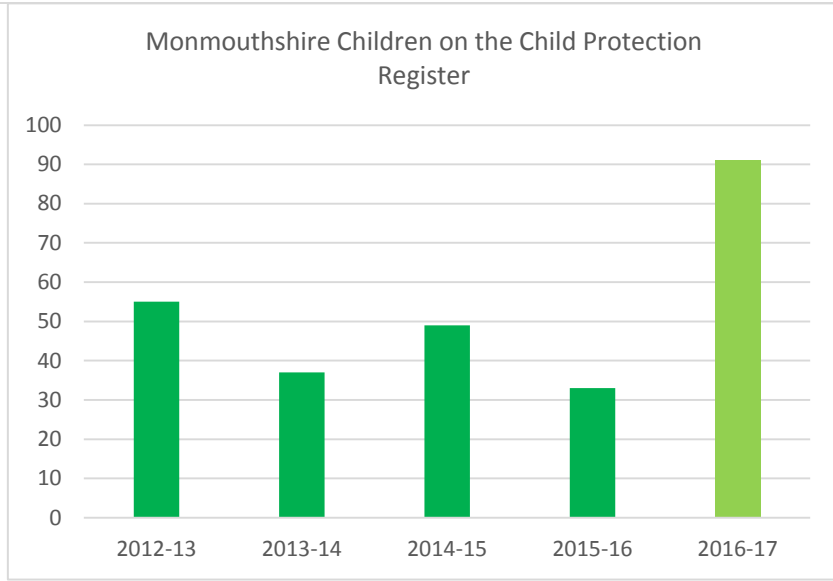


Chart 3: Number of children on the Child Protection Register

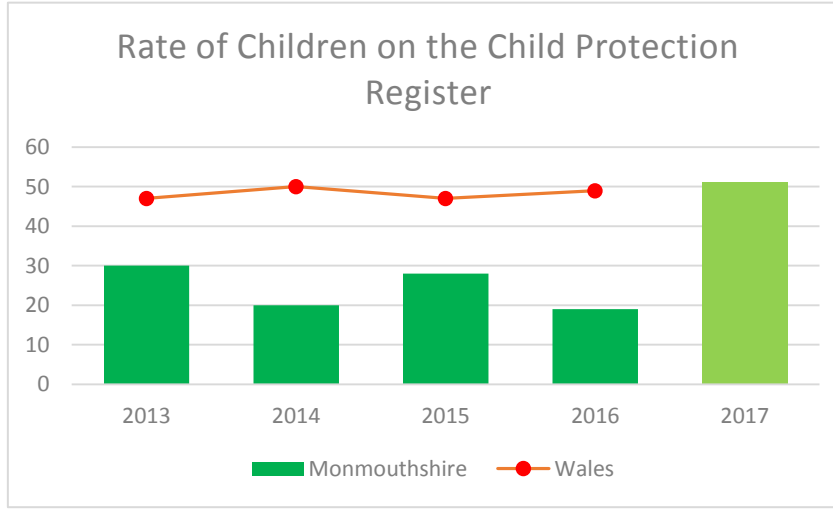


Chart 4: Rate of children on the Child Protection Register, Monmouthshire compared to Wales

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 work 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 during the year from a four year low of 33 at the end of 2015/16 to 91 at the end of 2016/17 (see chart 3). When considered as a rate per child population, this is now approximately the same as the Welsh average of last year (see chart 4).

126 children were added to the child protection register during the year. Of these, 2.4% had a previous registration which ended in the preceding 12 months (measure 27). 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 68 children deregistered during the year, on average they spent 230 days on the register (measure 28), ranging from under a month to over two years.

Of the children deregistered during the year, 35% went on to be looked after.

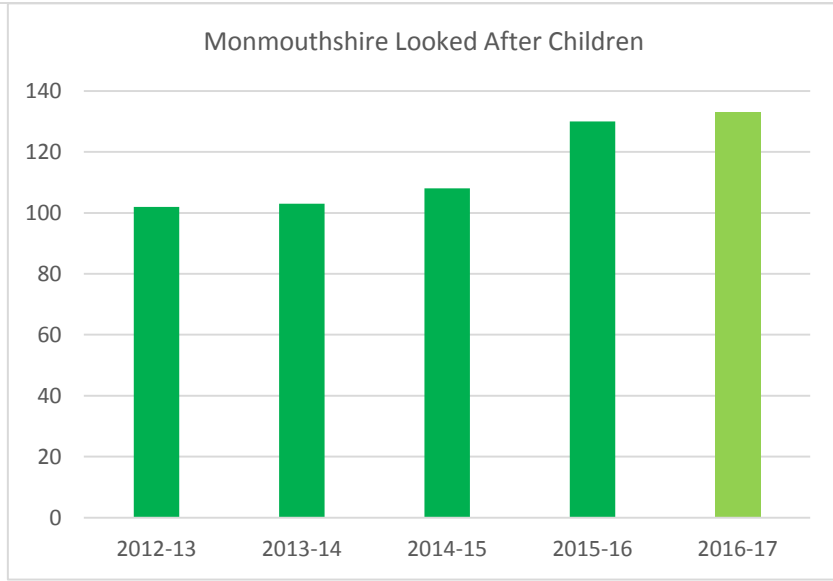


Chart 5: Number of Looked after Children

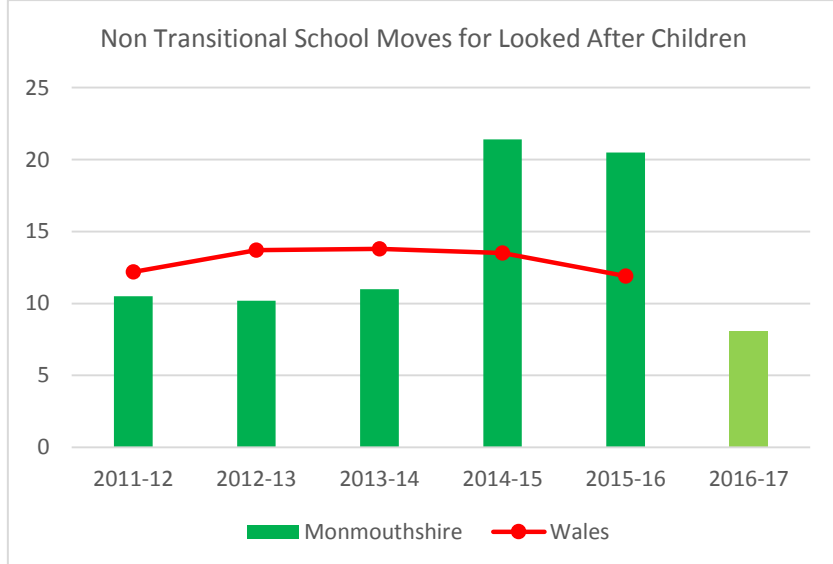


Chart 6: Non transitional school moves for Looked after Children

Looked After Children

The number of looked after children has increased slightly from 130 at the end of 2016 to 133 at the end 2017 (see chart 4).

The local authority must promote the health and well-being of looked after children. 56.5% of looked after children had a dental check within 3 months of becoming looked after (measure 30). 98.3% 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.

8.1% of looked after children have experienced one or more changes of school for non-transitional reasons during the year (measure 32). This is an improvement on performance in the last two years as shown in Chart 6.

The number of looked after children experiencing 3 or more placements during the year (measure 33) is not yet available from Welsh Government.

Children leave care for a variety of reasons. During the year 49 children left the looked after system and 133 children remain in care. The percentage of children who return home from care during the year (measure 26) is not yet available from Welsh Government.

I have had advice, help and support that will prepare me for adulthood

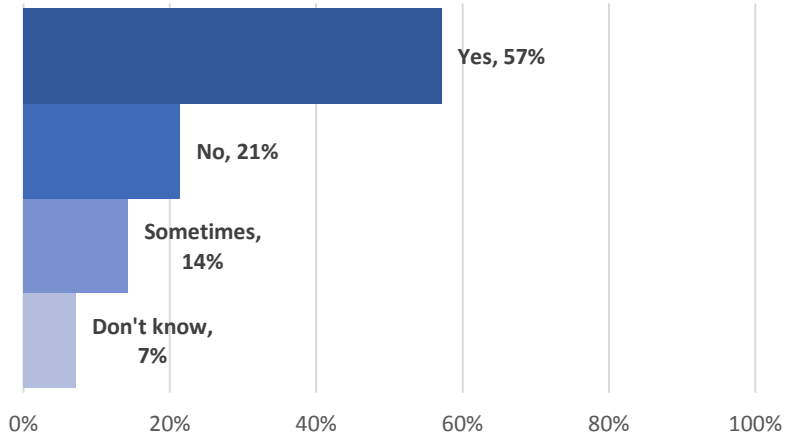


Chart 5: Age 16/17 year olds responses to “I have had advice, help and support that will prepare me for adulthood”

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, 63.6% are engaged in education, training or employment (measure 34a). Of those who left care 24 months ago, 50% are engaged in education, training or employment (measure 34b).

Of all care leavers, 5.5% have experienced homelessness at some point during the year (measure 35).

Of the 16 and 17 year old children who replied to the questionnaire, 57% agreed they had ‘had advice, help and support that will prepare me for adulthood’ (see chart 5).

Service Comments

This is our first report using the new suite of measures and it is pleasing to see that there are key areas where we are doing well and improving, particularly as this is within the context of increasing numbers of children on the Child Protection Register and children who are ‘Looked After’.

This year in particular saw a sharp increase in our child protection figures. Our initial analysis shows that there are a number of contributing issues, including better risk assessment in the early stages, alongside of not having access to intensive family support services that might intervene in direct preventative work. This is an area of service development we are now addressing and have recently invested in support worker posts to provide direct work.

Of concern is the drop in performance in completing assessments on time. We have put in place a performance dashboard system at the front door which monitors the completion of assessments in real time, and this has already begun to drive an improvement.

Regarding the educational Achievement of our LAC population, we will continue to work in partnership with our colleagues in education to address the gap in attainment and have recently given restricted access to Head Teachers and Safeguarding Leads to our Plant care system to encourage more effective communication and support for vulnerable children/young people.

	Our other area of focus is around engagement with care leavers, which due to small numbers, together with some of the particular difficulties around supporting asylum seeking young people accessing education and housing has shown a drop in performance this year.
Collaboration/ Partners we are working with	South East Wales Adoption Service, Gwent Police, Education, Youth Offending Service, Action for Children and Aneurin Bevan University Health Board.
What we have spent on this objective	During 2016/17 the budget for Children Services was £10.1m (including the Youth Offending Team), over half of which relates to looked after children, in particular placements for looked after children. At year end Children's Services were £573k overspent (excluding the Youth Offending Team).
How do we compare other areas 37	National Performance Indicators – How we compare: Comparable data for other local authorities for 2016/17 is unavailable until October 2017. When available, updates on how we compare will be included within a quarter 2 2017/18 report.

Quantitative Performance Measures:

Performance Indicators	2013/14 Actual	2014/15 Actual	2015/16 Actual	2016/17 Actual	2016/17 Target	2016/17 RAG	2017/18 Target
How Much?							
Number of Looked After Children	103	108	130	133	Not Applicable	Not applicable	Not applicable
Number of Children on the Child Protection Register	37	49	33	91	Not Applicable	Not applicable	Not applicable
How Well?							
24: The percentage of assessments completed for children within statutory timescales	N/A	N/A	N/A	74.69% 611/818	90%		90%
28: The average length of time for all children who were on the CPR during the year	195	198	N/A	230 15,660/68	<365 days		<365 days
30: The percentage of children seen by a registered dentist within 3 months of becoming looked after	N/A	N/A	N/A	56.52% 13/23	Not Applicable	Not applicable	60%
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	N/A	98.33% 59/60	82.4%		100%
Is anyone better off?							
25: The percentage of children supported to remain living within their family	N/A	N/A	N/A	61.56%* 213/346	Not Applicable	Not applicable	70%
26: The percentage of looked after children returned home from care during the year	N/A	N/A	N/A	Not Available	Not Applicable	Not applicable	Not Available#
27: The percentage of re-registrations of children on local authority Child Protection Registers (CPR)	15.8% 12/76	6.8% 5/74	18.2% 12/66	2.38%~	<10%		<10%
29: Percentage of children achieving the core subject indicator at key stage 2 and key stage 4	15% N/A	39% N/A	67% N/A	68.75% 29.41%	Not Applicable	Not applicable	Not Available
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	11.0% 8	21.4% 15	20.5% 15	8.14% 7/86	14%		14%
33: The percentage of looked after children on 31 March who have had three or more placements during the year	10.7% 11	1.9% 2	8.5% 11	Not Available	6.5%	Not Available	6.5%
34: The percentage of all care leavers who are in education, training or employment at:	N/A	N/A	N/A	63.64% 7/11	75%		75%

a)12 months after leaving care							
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	N/A	50.00%~	75%		75%
35: The percentage of care leavers who have experienced homelessness during the year	N/A	N/A	N/A	5.45%~	0%		0%

* Provisional data, final data to be provided by Welsh Government

Target not set while we establish a baseline

~Numerator and denominator removed due to low numbers

Qualitative Performance Measures:

Children and parents responses to questionnaires:

Children's responses are based on 51 questionnaire responses (22% response rate) and parents 36 responses (14% response rate):

Who did we ask?		Children	Parents
Children	I live in a home where I am happy	80%	-
Children	I am happy with the people that I live with	78%	-
Children	I can do the things I like to do	59%	-
Children	I feel I belong in the area where I live	69%	-
Children	I am happy with my family, friends and neighbours	76%	-
Children	I feel safe	90%	-
Children and parents	I know who to contact about my/my child's care and support	88%	78%
Children and parents	I have had the right information or advice when I needed it	69%	47%
Children and parents	My views about my/my child's care and support have been listened to	64%	53%
Parents	I have been actively involved in all decisions about how my child's/children's care and support was provided	-	64%
Children and parents	I have been able to use my everyday language	98%	100%
Children and parents	I was treated with respect	88%	77%
Children and parents	I am happy with the care and support I have/my child has had	76%	64%
Children	If you are aged 16 or 17 years old: I have had advice, help and support that will prepare me for adulthood	57%	-

Children's Social Care in Numbers 2017

The Context



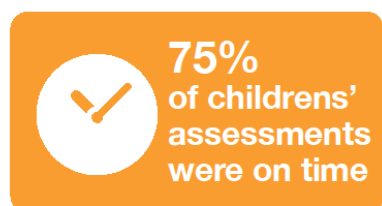
We spent **£10.1 million** on delivering social care to children

133 children are looked after



The number of children on the Child Protection Register has risen from **33 to 91**

How are we doing?



75% of children's assessments were on time



2.4% of children are re-registered on the Child Protection Register

76% of children are satisfied with their care



Outcomes for children



69% of children supported by social care achieved the core subject indicator at key stage 2, compared to **94%** of all pupils

8% of looked-after children had an unplanned school move



Over **60%** of children are supported to remain at home



monmouthshire
sir fynwy

For more information go to
www.monmouthshire.gov.uk/improvement

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MONMOUTHSHIRE COUNTY COUNCIL

SCHOOL BUDGET FORUM

Terms of reference updated June 2014.

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Section 1 – Constitution of the School Budget Forum.

1.1 Election and appointment of school members:

- 1.1.1 School members and non-school members must have their appointment and term of office confirmed in writing.
- 1.1.2 School members should represent primary and secondary schools proportionally, having regard to the total number of pupils in each sector.
- 1.1.3 For each of the categories of schools listed below there must be at least one school member:
 - Community Special Schools
 - Foundation Schools (not applicable to MCC)
 - Voluntary aided and voluntary controlled schools.
- 1.1.4 At least one school member should be a parent governor.

1.2 Appointment of Non-School Members:

- 1.2.1 In accordance with section 47A of the School Forums (Wales) Regulations 2003, it is up to the LA to determine whether to allocate places on the forum to non-school members. The regulations provide for up to 25% of the forum to be made up of non-school members.
- 1.2.2 The only representative of the LA who has voting rights are those included as part of the non-school membership.
- 1.2.3 LA staff who provide advisory or administrative support to the forum do not have to be members of the forum.
- 1.2.4 Non-school members must be nominated by the relevant bodies. The final decision whether to accept the person nominated rests with the LA.
- 1.2.5 When appointing non-school members, the LA must give due consideration to appointing representatives of relevant Church in Wales or Roman Catholic diocesan authorities and teaching or other trade unions with members in Wales.
- 1.2.6 Schools should be notified when initially constituting the forum, and after the appointment of any replacement school members or non-school members.

1.3 Membership:

1.3.1 The membership of the Monmouthshire Schools Budget Forum as approved by Cabinet on 4th June 2014 is shown below:

Sector	Number of members	Headteacher of other staff representatives	Governors	Non-school representatives
Primary	7	4	3	
Secondary	6	2	4	
Special	1	1		
Pupil Referral Unit	1	1		
Union Rep	1			1
Diocesan Rep	1			1
Cabinet Member	1			1
Select Committee Rep	1			1
Chief Officer or Rep	1			1
Total	20	8	7	5

1.3.2 The term of office is two years from both school and non-school members.

1.3.3 Members must have their appointment and term of office confirmed in writing.

1.3.4 Membership may be terminated by the LA in advance of the full term if the member ceases to act in the capacity for which he / she was appointed. (i.e ceases to be a governor / headteacher).

1.3.5 A member, who, without the consent of the other members has failed to attend the meetings for a continuous period of six months with the date of the first such meeting he or she failed to attend, is, on expiry of that period, disqualified from continuing to hold office.

1.3.6 Where a member has sent an apology to the clerk to the meeting before a meeting which he/she does not propose to attend, the minutes must record the consent or otherwise to the absence and a copy of the minutes must be sent to the member.

Section 2 – Meetings and proceedings of the School Budget Forum.

2.1 Frequency of Meetings.

2.1.1 For the tasks of the forum to be carried out effectively it is likely that meetings need to take place at least 4 times year.

2.1.2 The LA will arrange meetings so that the forum can be consulted on financial issues in sufficient time for its views to be taken into consideration. On

occasions, it might be necessary with the agreement of the Chair and Vice Chair to call an extra-ordinary meeting.

2.2 Location of Meetings.

2.2.1 Meeting venues will be agreed on by the members.

2.2.2 As school budget forums are intending to contribute to the transparency of the budget setting process, meetings will be open to the public.

2.3 Sub Committees.

2.3.1 Working groups or sub-committees of the forum will be constituted as necessary. The forum will agree the terms of reference of such groups and specify membership arrangements.

2.3.2 Sub-groups will be required to report to a full (quorate) meeting of the forum for approval of the finding before such findings are formally passed to the LA.

2.4 Administration.

2.4.1 Administration arrangements of the forum will be put in place by the LA. This includes calling meetings, issuing papers and clerking / recording meetings.

2.5 Conflict of Interest.

2.5.1 Members of the schools budget forum will be required to make a declaration of interest when relevant. For example there may be cases where a conflict of interest occurs when the forum is considering matters relating to service contracts.

2.6 Quorum.

2.6.1 The regulations specify a quorum of 50% for meetings (10 members). There is nothing to stop the school budget forum continuing to meet if it is inquorate but it will be up to the LA to decide whether or not to take into account any advice given to them by the School Budget Forum in those circumstances.

2.6.2 Substitute members will be part of the quorate.

2.7 Chair of the School Budget Forum.

2.7.1 In accordance with the regulations the first and subsequent chairs of the forum are to be elected by the school budget forum itself. The chair initially holds office for a period of one year but can be re-appointed.

2.7.2 The school budget forum will elect its own vice chair on an annual basis.

2.8 Observer Status.

2.8.1 Given their responsibility for post 16 funding in schools, the regulations state that the relevant Welsh Government Representative has the right to nominate an observer to attend all meetings of the school budget forum. Such an

observer is entitled to attend and participate in school budget forum meetings but does not have voting rights.

- 2.8.2 It is up to Welsh Government to decide who should attend on their behalf, and neither the LA or the school budget forum can exclude the observer from particular items.
- 2.8.3 The LA can invite other organisations or bodies to attend the meeting of the School Budget Forum as observers if it considers it appropriate to do so. Again, it will be up to the individual organisation or body to nominate the person they wish to attend.
- 2.8.4 There is nothing to preclude the authority from choosing to have LA officers, finance officers or others present as observers. As for other observers they do not have voting rights on the schools forum.

Section 3 – Functions of the Schools Forum.

3.1 Consultation on Financial Issues.

- 3.1.1 The authority is required to consult the forum annually on the exercise of its functions in relation to the schools budget forum and changes to its financial schemes.
- 3.1.2 The authority may choose to consult schools budget forum on the financial implications of a number of areas, such as school transport, insurance, early year's education etc.

3.2 Consultation on revisions to the LA's Scheme for funding Schools.

- 3.2.1 The LA has to consult the forum on any proposed changes to its scheme for financing schools. The LA is obliged to take account of the views of the schools budget forum before making final decisions.

3.3 Consultation on the School Funding Formula.

- 3.3.1 The LA will consult the schools budget forum on any proposed changes to the factors and criteria to be taken into account, or the methods, principles and rules to be adopted, in relation to its formula for funding schools.
- 3.2.1 The school budget forum will also be consulted in the likely financial effects of any changes to the funding formula.

3.4 Consultation on Contracts and Service Level Agreements.

- 3.4.1 The LA will consult the school budget forum on contracts for supplies and services that exceed the prescribed threshold for procurement. The current threshold is £173,934. The LA will consult the school budget forum at least 3 months prior to the issue of an invitation to tender.
- 3.4.2 The LA will consult the school budget forum on service level agreements for the supply of goods and services by the LA to schools. The school budget forum must be consulted at least three months before the date on which the agreement is due to be finalised.

3.4.3 The above requirement relates to contracts and service level agreements funded from delegated budgets or from centrally retained funds within the schools budgets.

3.5 Feedback to Schools.

3.5.1 The school budget forum shall inform governing bodies and headteachers of the results of their discussions by the circulation of meeting minutes. The minutes will also be circulated to other groups represented on the forum.

Section 4 – Expenses.

4.1 Member Expenses.

4.1.1 Travelling expenses of members incurred in connection with their attendance at school budget forum meetings will be reimbursed by the LA.

SUBJECT:	WORK PROGRAMME REPORT
MEETING:	CHILDREN AND YOUNG PEOPLE'S SELECT COMMITTEE
DATE:	11th July 2017
DIVISION/WARDS	
AFFECTED:	All

1. PURPOSE:

- 1.1 This report recommends a 'planned approach' to Scrutiny Forward Work Programming in order to maximise the effectiveness and added value of scrutiny activity, ensuring focus upon topics of the highest priority for the Council and those which reflect the public interest.

2. RECOMMENDATIONS:

That the Committee adopts the process suggested in this report to develop their Select Committee work programme, taking into account:

- The responsibility to scrutinise performance and key risks in order to provide effective challenge to the Council's Executive;
- The duty to scrutinise wider public services provided to Monmouthshire residents as a result of powers afforded to them through the Local Government Measure;
- Capacity/resources when prioritising topics for scrutiny and agreeing their inclusion into the work programme.

3. KEY ISSUES:

- 3.1 Select Committees are required to agree a work programme at the start of each municipal year that outlines their work commitments for the year ahead (Local Government (Wales) Measure 2010). The Select Committee work programme should as far as possible be agreed at the beginning of each municipal year, however, it can be updated during the year to accommodate urgent items at the Committee's dispensation.

IDENTIFYING KEY TOPICS

- 3.2 Topics for the work programme can derive from a wide range of sources including:
- Risk Register – key risks have been allocated to Select Committees which are responsible for considering the risks and where appropriate, challenging the performance of the Executive and the actions being taken to mitigate risks.

- Performance monitoring reports / budget monitoring reports – the Select Committees undertake regular monitoring of the Council's performance and progress in implementing previously agreed actions.
- The Cabinet's Forward Plan (attached to this agenda) – topics on the Cabinet Forward Plan can be considered by Select Committees in advance to enable the Committee to inform the Cabinet's decision by making evidence-based recommendations.
- Suggestions/requests made by: Council Members, senior management, Scrutiny Officer, partners and stakeholders – a topic may be identified for scrutiny because of changes to legislation/government guidance, or a policy is recognised as being in need of updating or reviewing locally and it would be beneficial for the committee to review the policy.
- Corporate/strategic plans ~ such as the Council's Improvement Plan.
- Highlighted Issues ~ in audit and inspection reports.
- Public Consultation ~ Outcomes of public consultation on the work programme.

3.3 In addition to standing items such as budget monitoring, performance monitoring and risk management which are considered on a regular basis, Cabinet Members and Officers may suggest topics which they feel warrant scrutiny, however, it remains the Committee's prerogative to set and agree their work programme. In doing so, the Committee should identify and agree the highest priority topics, which will add the most value.

3.4 Topics requiring long and detailed examination can be looked at in detail over the course of several meetings and should be included in the Committee's work programme with timescales. Select Committees are advised to consider whether a "short scrutiny" via several focussed meetings would be more appropriate than a Task and Finish Group, given the dynamic environment / fast pace of change within which modern councils operate. Short scrutinies allow the work programme to be flexible and to accommodate urgent items. Due to the level of resources and the time taken to deliver outcomes via Task & Finish Groups, Select Committees are advised to establish no more than one Task and Finish Group per Committee at any one time.

4.0 PRIORITISING TOPICS FOR SCRUTINY

4.1 Some key principles for Members to consider when setting the work programme are:

- Topics should add value and support corporate priorities.
- The timing of scrutiny activity should achieve maximum impact.
- Where appropriate, partners, stakeholders and the public should be involved.
- Allowing some flexibility in the work programme will enable urgent topics to be included if they arise.
- The aim should always be to seek improvement in service provision.
- The work programme should be achievable within available resources.

Checklist for prioritising Topics for Scrutiny

Public Interest	Evidence
<ul style="list-style-type: none"> ❖ Is this a “high profile” topic? ❖ Is there evidence of significant public interest? ❖ Is this an area where a lot of complaints are received and/or bad press? ❖ Would this review provide opportunities for the local community to have a say? ❖ Is substantial survey / research work required? 	
Impact	Evidence
<ul style="list-style-type: none"> ❖ Will this review have a significant impact on the “well-being” of people in Monmouthshire? ❖ Does a local community/interest group have much to gain/lose? ❖ Is there work required to develop the routes to influencing change? (consider external influences) ❖ Would it make a big difference to the way services are delivered? ❖ Would it make a big difference to the way resources are used? 	
Performance	Evidence
<ul style="list-style-type: none"> ❖ Is the Council / are other organisations under- performing in this area? ❖ Is performance poor compared to others and do we understand why this is the case? ❖ Are we are performing well, but spending too much of our resources in this area? ❖ Are there few local or national performance measures/targets by which to measure our performance? 	

Influence	Evidence
<ul style="list-style-type: none"> ❖ Has this service been recently reviewed or inspected? ❖ Will this issue be part of an improvement review or external inspection in the next two years? ❖ If the service is to be reviewed or inspected soon, can Select Committees make a positive contribution by focussing on specific aspects and making recommendations? ❖ Are there any current or future major changes forecasted which reduce or pre-empt the value of the investigation? ❖ Are changes to this service planned and can Scrutiny positively influence change? 	

4.2 The above checklist is designed to assist the Committee in selecting appropriate topics for scrutiny by encouraging Members to consider the anticipated outcomes and impact of any scrutiny activity. Any topics chosen for an in-depth review via a Task and Finish Group should be scoped by the Scrutiny Officer to assess their feasibility, the likely objectives, and potential lines of inquiry and Terms of Reference prior to commencement.

5.0 TOPICS SCRUTINISED DURING THE PREVIOUS YEAR (May 2016/17)

5.1 Along with routine school performance, safeguarding performance and budget monitoring reports together with annual reports of the chief officers for education and social services, the following key topics were scrutinised during the previous year:

- ✓ Partnerships: Anti-poverty, Families First Programme, Work of the Joint Assessment Family Framework Team (JAFF)
- ✓ Children's Services Improvement Journey: Workforce Development Plan, Commissioning Plan, Practice Development Plan
- ✓ Integrated Youth Offer Annual report
- ✓ 21st Century Schools Programme
- ✓ Digital Learning in Schools ~ computer coding, maths and engineering ~ scrutinised jointly with Economy and Development
- ✓ Social Services and Well-being Act (Part 11)
- ✓ Summer Play Provision
- ✓ Young Carers' Strategy
- ✓ Education Achievement Service Business Plan 2017-18

6 FUTURE SELECT COMMITTEE WORK PROGRAMME

- 6.1 The July Select Committee cycle will primarily focus on familiarising new Members with the scope and remit of their Select Committees and assisting them in setting a forward work programme.
- 6.2 Work programme discussion meetings have taken place between the new Chair of the Select Committee and the relevant chief officers for education and social services and topics that have been highlighted which may require scrutiny are as follows:
- ✓ Children's Services Improvement Programme ~ workforce strand, Young People's Accommodation, Needs of Looked After Care Children and Care Leavers, National Fostering Framework
 - ✓ Regional Integrated Autism Service
 - ✓ Corporate Parenting Strategy
 - ✓ Budget Pressures within services
 - ✓ Mental Health and Learning Disabilities
 - ✓ Delivery of the Social Services and Wellbeing Act 2014 requirements
 - ✓ Discussion with 'Engage 2 Change' Youth Forum on their priorities
 - ✓ Additional Learning Needs Reforms
 - ✓ School Attainment
- 6.3 Members will be asked to identify the key topics that they consider warrant scrutiny activity, being clear of the scrutiny role and the intended outcomes of suggested scrutiny activity.

7. RESOURCE IMPLICATIONS:

None identified.

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

- 8.1 There are no direct implications arising from this report, however, Select Committees are reminded that they have a responsibility to consider any of the above implications through their chosen scrutiny activity.

9. CONSULTEES:

None.

10. BACKGROUND PAPERS:

Recommendations/Outcomes from the CYP Select Committee May 2016/17
Cabinet Forward Plan

11. AUTHOR:

Hazel Ilett - Scrutiny Manager

12. CONTACT DETAILS:

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Children and Young People Select Committee

Action List

22nd June 2017

Minute Item:	Subject	Officer / Member	Outcome
6	Director of Social Services Annual Report 2017	Claire Marchant	The Chief Officer to provide County Councillor L. Brown with the percentage figure of agency staff being used.
8.	Update on Safeguarding arrangements - Kerbcraft Scheme	Roger Hoggins / Hazel Ilett	The Select Committee will receive an update report on progress in due course.
10.	Actions arising from the previous meeting	Hazel Ilett	Discussion will take place at the July 2017 Select Committee meeting with regard to ascertaining the priorities of the Committee and formulating the forward work plan.

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Monmouthshire's Scrutiny Forward Work Programme 2017

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
20 th July 2017	Performance Report 2016/17	To review the performance of the directorate, using the information to agree future areas for scrutiny.	Matthew Gatehouse	Performance Monitoring
	Work Programme Discussion	To discuss areas for the future forward work programme, in line with the suggested approach.	Hazel Ilett	Work Programming
14 th September 2017	Budget Monitoring - Period 2	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring
26 th October 2017				
7 th 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
1 st 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
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

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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
1ST 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			
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			Ben Winstanley

Subject	Purpose	Consultees	Author
Housing			
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

Subject	Purpose	Consultees	Author
Position Statement report re: Social Services			Geoff Burrows
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			
26TH JULY 2017 – 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
10C Severnbridge Industrial Estate, Caldicot.			Deb Hill Howells
Raglan Village Hall Progress Update			Deb Hill Howells
Disposal of agricultural land		Cllr Murphy	Gareth King

Subject	Purpose	Consultees	Author
in Goytre on the open market'			
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			
23RD AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
6TH SEPTEMBER 2017 – 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 1 held on the 29 th June 2017.		Dave Jarrett
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 2 held on 27 th July 2017.		
Contaminated Land			Huw Owen

Subject	Purpose	Consultees	Author
Inspection Strategy Community Engagement Review Update/Whole Place and Partnerships Team restructure.			Cath Fallon
People Strategy			
iCounty strategy 2	Update to the iCounty strategy to incorporate digital maturity and culture		Sian Hayward
Information Strategy	Update the information strategy to link the 3 strands of Information Governance, Data Insight and Digital Data		Sian Hayward
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
Proposed sale of land at Crick Road to Melin Homes			Deb Hill Howells
Volunteering Policy			Owen Wilce
13TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
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
ISA260 report – MCC	To provide external audits reports on the		Joy Robson

Subject	Purpose	Consultees	Author
Accounts -	Statement of Accounts 2016/17		
27th SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
4TH OCTOBER 2017 - CABINET			
MTFP and Budget Proposals for 2018/19	To provide Cabinet with Revenue Budget proposals for 2018/19 for consultation purposes		Joy Robson
Cash Receipting System Tender	To seek approval and funding for Authority's replacement cash receipting system		Ruth Donovan
11TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
25TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
1ST NOVEMBER 2017 – 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
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
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 3 held on the 21 st September 2017.		Dave Jarrett
8TH NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
9TH NOVEMBER 2017 – COUNCIL			

Subject	Purpose	Consultees	Author
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
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
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
14TH DECEMBER 2017 - COUNCIL			
3RD JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
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
Final Draft Budget Proposals or recommendation to Council			Joy Robson
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		Joy Robson/Mark Howcroft

Subject	Purpose	Consultees	Author
	2016/17 financial year.		
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
18TH JANUARY 2018 - COUNCIL			
Council Tax Reduction Scheme 2018/19			Ruth Donovan
31ST JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
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10TH FEBRUARY 2018 – CABINET			
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14TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
22ND FEBRUARY 2018 – COUNCIL			
28TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
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	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		Dave Jarrett

Subject	Purpose	Consultees	Author
Strategies	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.		
14TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
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
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18TH APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION			
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19TH APRIL 2018 - COUNCIL			
9TH MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION			