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Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 27 October 2015

Dear Councillor

CABINET

You are requested to attend a **Cabinet** meeting to be held at **Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA** on **Wednesday, 4th November, 2015**, at **2.00 pm**.

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Consideration of reports from Select Committees (none)
 - i. **Call In Strong Communities Select Committee Individual Cabinet Member Decision 23rd September 2015 - Employ consultant to undertake protected species surveys for Troy House** 1 - 20
4. To consider the following reports (Copies attached):
 - ii. **Revenue and Capital Monitoring 2015/16 Month 6 Outturn Forecast Statement** 21 - 80
Purpose: The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of reporting period 2 which represents month 6 financial information for the 2015/16 financial year.
This report will also be considered by Select Committees as part of their responsibility to: assess whether effective budget monitoring is taking place, monitor the extent to which budgets are spent in accordance with agreed budget and policy framework, challenge the reasonableness of projected over or underspends and monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.
Author: Mark Howcroft – Assistant Head of Finance / Dave Jarrett – Senior Accountant Business Support
Contact Details: markhowcroft@monmouthshire.gov.uk
 - iii. **Providing Members with an evaluation of the effectiveness of safeguarding within Monmouthshire** 81 - 126
Purpose: To provide members with information and analysis regarding the safeguarding of children and young people.

Comprehensive strategic and operational information is provided via a suite of three cross referenced reports: Strategic Report for Safeguarding September 2015; this provides an evaluative overview for Members on progress, areas for further work and includes case studies. Pages 1-5 of this report will enable Members to obtain a good summary of the current safeguarding agenda, Safeguarding Report Card September 2015; this provides detailed evidence and analysis for Members wishing to review safeguarding performance in more depth, Service Improvement Plan for Safeguarding 2015 – 2016, Quarter 2 Review; this is the mid-point review of the annual plan for the safeguarding unit detailing progress against identified the priorities and actions.

Author: Jane Rodgers, Safeguarding and Quality Assurance Manager

Contact Details: janerodgers@monmouthshire.gov.uk

iv. **Welsh Church Fund Working Group**

127 -

Purpose: The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 2 of the 2015/16 financial year held on the 25th September 2015

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Author: David Jarrett – Central Finance Management Accountant

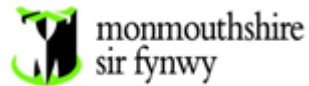
Contact Details: davejarrett@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Partnership and External Working	Ward
P.A. Fox (Leader)	Organisational Development Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy.	WLGA Council WLGA Coordinating Board Local Service Board	Portskewett
R.J.W. Greenland (Deputy Leader)	Innovation, Enterprise & Leisure Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems.	WLGA Council Capital Region Tourism	Devauden
P.A.D. Hobson (Deputy Leader)	Community Development Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety.	Community Safety Partnership Equalities and Diversity Group	Larkfield
E.J. Hacket Pain	Schools and Learning School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education.	Joint Education Group (EAS) WJEC	Wyesham
G. Howard	Environment, Public Services & Housing Development Control, Building Control, Housing Service, Trading Standards, Public Protection, Environment & Countryside.	SEWTA SEWSPG	Llanelly Hill
G. Burrows	Social Care, Safeguarding & Health Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing.	Gwent Frailty Board Older Persons Strategy Partnership Group	Mitchel Troy
P. Murphy	Resources Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety.	Prosiect Gwrydd Wales Purchasing Consortium	Caerwent
S.B. Jones	County Operations Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk.	SEWTA Prosiect Gwrydd	Goytre Fawr



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.

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

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

Pobl yn hyderus, galluog ac yn cymryd rhan

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

Ein sir yn ffynnu

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

Ein blaenoriaethau

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

Ein gwerthoedd

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

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MONMOUTHSHIRE COUNTY COUNCIL

**EXTRACT of Minutes of the Special meeting of
Strong Communities Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on
Monday, 12th October, 2015 at 10.00 am**

PRESENT: County Councillors: S. Howarth, D. Dovey, A. Easson and K. Williams

OFFICERS IN ATTENDANCE:

Will McLean	Head of Policy & Engagement
Deb Hill-Howells	Head of Community Led Delivery
Debbie McCarty	Whole Place Manager
Andrew Mason	Project Officer ASB
Sharran Lloyd	LSB Development Manager
Kellie Beirne	Chief Officer, Enterprise
Mark Hand	Head of Planning
Hazel Ilett	Scrutiny Manager
Paula Harris	Democratic Services Officer

1. Apologies for absence

Apologies for absence were received from Councillors Webb, White and Jones.

2. Declarations of Interest

None received.

6. To consider a call-in in relation to the individual Cabinet Member Decision dated 23rd September 2015 'Employ consultant to undertake protected species surveys for Troy House'. The following papers are attached for Members consideration:

We received a call in request in respect of the decision taken by Cabinet on 23rd September 2015 regarding the employment of a consultant to undertake protected species surveys for Troy House as follows:

- To seek cabinet member approval to engage a consultant to undertake protected species surveys for Troy House, Mitchel Troy, at a cost of £9,665. The costs of the proposal are met fully by existing budgets.

The reasons for the call in were noted, as follows:

- The improper use of public money. Poor value for taxpayers, paying for a private individual to then develop the land.

The Chairman invited the members who had called in the Cabinet decision to make comments and ask questions in respect of the decision and the following points were noted:

- Members who had called in the Cabinet decision were concerned that the application dated back to 2009 when Monmouthshire County Council were in a

MONMOUTHSHIRE COUNTY COUNCIL

EXTRACT of Minutes of the Special meeting of Strong Communities Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 12th October, 2015 at 10.00 am

more prosperous position. In the current climate of austerity, with 35% of the discretionary budget being cut, it was felt that the Council were not in a position to meet these costs.

- There were concerns that the money would be better spent elsewhere.
- The Members believed that development needed to take place, but felt the budget was not fully stretched as the Accountant had advised the costs could be met from the current budget.

The Chairman invited the Cabinet Member to address the Select Committee and the Members who had called in the Cabinet decision to outline the reasons for agreeing to cover the cost of the survey. Members were informed of the following:

- Under NERC Act 2006 there are certain types of development where survey information has to be received in advance.
- The Planning and Conservation teams are keen to preserve the building.
- Troy House is a 17th Century building which has had several uses over the years. The Grade 2 style listing recognises especially important buildings, Troy House is listed as an exceptionally fine County House with notable features in the interior.
- The report notes the ecological survey is required as part of any planning application to restore Troy House through the enabling development, enabling because the commercial work will fund the restorative work.
- The Council could take steps to Compulsory Purchase, but legal costs and undertaking specialist repair work would be dramatically more than the £9,665 for the survey, which would have to take place.

The Chairman invited Officers to address the Select Committee and the Members who had called in the Cabinet decision to outline the reasons for agreeing to cover the cost of the survey. Members were informed of the following:

- Protected species surveys have to take place in advance and cannot be conditioned.
- The case with listed buildings means the development is an enabling development, which means the amount of new development will have to be the absolute minimum required to fund the restoration of the listed building.
- The application had been with the Council since 2008, the building is deteriorating, and if work does not progress soon the Council could step in with enforcement action.
- The Welsh Government have recently increased planning application fees by 15% (with this money to be kept in the planning service) from 1st October 2015, this would help meet this cost.

MONMOUTHSHIRE COUNTY COUNCIL

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- There will be zero 106 monies generated,

The Chairman informed Select Committee Members that in terms of the call in procedure, three options were available:

1. Accept the Cabinet's Decision.
2. Refer the matter back to Cabinet for re-consideration (with reasons).
3. Refer the matter to Council for consideration.

It was therefore proposed by County Councillor D. Dovey and seconded by County Councillor S. Howarth to refer the matter back to Cabinet for re-consideration as the reasons within the Cabinet Log did not adequately explain why the Council should pay the fee for the private developer.

Upon being put to the vote the following votes were recorded:

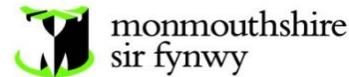
For the proposal	-	4
Against the proposal	-	0
Abstentions	-	0

The proposition was carried.

We resolved to refer the matter back to Cabinet for re-consideration as the reasons within the Cabinet Log did not adequately explain why the Council should pay the fee for the private developer.

The meeting ended at 1.41 pm

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**INDIVIDUAL CABINET
DECISION RECORDING LOG**

DECISION DETERMINED ON: WEDNESDAY 23RD SEPTEMBER 2015

DECISION WILL COME INTO EFFECT ON: FRIDAY 2ND OCTOBER 2015
(Subject to "Call-in" by appropriate Select Committee)

SUBJECT: EMPLOY CONSULTANT TO UNDERTAKE PROTECTED SPECIES SURVEYS FOR TROY HOUSE

**DIVISION//WARD AFFECTED: PLANNING (ENTREPRISE) AFFECTED
MITCHEL TROY WARD AFFECTED**

PURPOSE:

To seek cabinet member approval to engage a consultant to undertake protected species surveys for Troy House, Mitchel Troy, at a cost of £9,665.

The costs of the proposal are met fully by existing budgets.

DECISION:

That a consultant be employed to undertake protected species surveys (bats, otter, water vole, and preliminary ecological assessment) with the production of necessary reports to inform a decision on the redevelopment of this site.

IES Consulting has been selected via a tender exercise having assessed both the cost quoted and the quality of their proposed work. The work will cost £9665. VAT is not payable.

REASONS:

The protected species surveys are essential for the planning application to be progressed (legislation and case law dictates this). The Council's offer to meet this cost was a pragmatic response to make progress on this complicated but important site in the interests of saving and restoring this important Listed Building.

Should current negotiations fail, the surveys will still be required by the Council for it to undertake enforcement action. Such action would be a last resort, would ultimately be more expensive, and would require separate Member approval. The proposal to assist with funding is therefore a pragmatic solution in the unique circumstances surrounding this property.

Other options were considered but discounted:

- a) do nothing: the current planning application could not be progressed, the building would fall into greater disrepair and either be lost or more expensive and protracted enforcement action would be required. The protected species surveys would be needed in any case.
- b) do more: additional surveys are needed, included flooding consequences and viability appraisal. However, it is considered that the costs of bringing forward this proposal should be shared with the applicant, and agreement has been reached in this regard, with the applicant funding these other surveys. Additional expenditure was not considered an appropriate or affordable use of public funds at this time.

RESOURCE IMPLICATIONS: As set out above, expenditure of £9665 is required from the existing revenue budget for Development Management. There are no additional staff costs over and above those associated with any other planning application/Listed Building case.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

The proposal is to engage external consultants to undertake protected species surveys. These will inform the decision on a current planning application to refurbish a Listed Building that would otherwise continue to fall into disrepair.

The proposal itself seeks to address the short to long term needs of protected species (a key environmental consideration) and enable a decision to be made on a planning application that balances these considerations with bringing this important Listed Building back into use (economic and social considerations). The surveys are essential to enable the building to be saved in the long term. The end outcome is bringing this important vacant building back into use and saving it for future generations to enjoy, as well as providing homes and employment in the process.

SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS: There are no implications, positive or negative, for corporate parenting or safeguarding.

CONSULTEES:

Cabinet Members

Kellie Beirne, Chief Officer – Enterprise (supports the proposal)

Natalie Davies, Accountant (costs can be fully met within the existing budget)

AUTHOR: Mark Hand, Head of Planning

CONTACT DETAILS:

Tel: 01633 644803

E Mail: markhand@monmouthshire.gov.uk

SIGNATURE:

In taking this decision, I declare that I have no personal interest as defined under the County Council's Code of Conduct for Members

Signed:

County Councillor Giles Howard

Date:

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SUBJECT: EMPLOY CONSULTANT TO UNDERTAKE PROTECTED SPECIES SURVEYS FOR TROY HOUSE

MEETING: Individual Cabinet Member Decision

DATE: 01/09/2015

**DIVISION/WARDS AFFECTED: PLANNING (ENTREPRISE) AFFECTED
MITCHEL TROY WARD AFFECTED**

1. PURPOSE:

- 1.1 To seek Cabinet Member approval to engage a consultant to undertake protected species surveys for Troy House, Mitchel Troy, at a cost of £9,665.
- 1.2 The costs of the proposal are met fully by existing budgets.

2. RECOMMENDATIONS:

- 2.1 That a consultant be employed to undertake protected species surveys (bats, otter, water vole, and preliminary ecological assessment) with the production of necessary reports to inform a decision on the redevelopment of this site.
- 2.2 IES Consulting has been selected via a tender exercise having assessed both the cost quoted and the quality of their proposed work. The work will cost £9665. VAT is not payable.

3. KEY ISSUES:

- 3.1 Troy House is a substantial Listed Building in need of repairs. The Council has a long-standing planning application for the conversion of the building to residential use with enabling development. This application has stalled for several years for a number of reasons.
- 3.2 The deteriorating condition of this building means that progress needs to be made to avoid the loss of historically significant features, for example highly decorative internal ceilings to some rooms which are already collapsing.
- 3.3 The most effective way of saving a Listed Building is to work with the owner, where they are willing to take action, as is the case here. However, in order to make progress, the Cabinet Member and Head of Planning propose to assist by funding the protected species surveys. The applicant is undertaking the other surveys including the Flood Consequences Assessment and Viability Appraisal at his own expense.
- 3.4 In the unlikely event that the above approach fails, the Council has powers to require urgent works and repairs to be undertaken, and ultimately could compulsorily purchase the

site. However this would be a last resort and there is no proposal to take this action at this time. Should such action be needed in the future, the Council would require the protected species surveys before undertaking urgent or repair works, and therefore the protected species surveys would not be wasted expenditure.

3.5 Therefore, while this proposal involves expenditure by the Council, the long term benefits in saving this nationally significant building, mean this expenditure is considered to be a proper use of public monies.

3.6 The preferred consultant was identified via a tender process and is considered to represent value for money. The cost will be fully met by existing budgets.

4. REASONS:

4.1 The protected species surveys are essential for the planning application to be progressed (legislation and case law dictates this). The Council's offer to meet this cost was a pragmatic response to make progress on this complicated but important site in the interests of saving and restoring this important Listed Building.

4.2 Should current negotiations fail, the surveys will still be required by the Council for it to undertake enforcement action. Such action would be a last resort, would ultimately be more expensive, and would require separate Member approval. The proposal to assist with funding is therefore a pragmatic solution in the unique circumstances surrounding this property.

4.3 Other options were considered but discounted:

a) do nothing: the current planning application could not be progressed, the building would fall into greater disrepair and either be lost or more expensive and protracted enforcement action would be required. The protected species surveys would be needed in any case.

b) do more: additional surveys are needed, included flooding consequences and viability appraisal. However, it is considered that the costs of bringing forward this proposal should be shared with the applicant, and agreement has been reached in this regard, with the applicant funding these other surveys. Additional expenditure was not considered an appropriate or affordable use of public funds at this time.

5. RESOURCE IMPLICATIONS:

5.1 As set out above, expenditure of £9665 is required from the existing revenue budget for Development Management. There are no additional staff costs over and above those associated with any other planning application/Listed Building case.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

6.1 The proposal is to engage external consultants to undertake protected species surveys. These will inform the decision on a current planning application to refurbish a Listed Building that would otherwise continue to fall into disrepair.

6.2 The proposal itself seeks to address the short to long term needs of protected species (a key environmental consideration) and enable a decision to be made on a planning application that balances these considerations with bringing this important Listed Building back into use (economic and social considerations). The surveys are essential to enable the building to be saved in the long term. The end outcome is bringing this important vacant building back into use and saving it for future generations to enjoy, as well as providing homes and employment in the process.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

7.1 There are no implications, positive or negative, for corporate parenting or safeguarding.

8. CONSULTEES:

Cabinet Members

Kellie Beirne, Chief Officer – Enterprise (supports the proposal)

Natalie Davies, Accountant (costs can be fully met within the existing budget)

9. BACKGROUND PAPERS:

None

10. AUTHOR:

Mark Hand, Head of Planning

11. CONTACT DETAILS:

Tel: 01633 644803

E-mail: markhand@monmouthshire.gov.uk




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Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>Positive: The request is for expenditure to undertake protected species surveys to ensure the development proposal maintains and enhances biodiversity and ecosystems.</p> <p>Negative: none.</p>	<p>The commissioned surveys will provide proposals for future management to ensure, for example, the refurbishment of this building can incorporate bat mitigation measures.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive: the proposal relates to an end outcome of refurbishing an important and prominent Listed Building, which is readily visible from public vantage points. There may be a minor positive impact by improving the outlook for people using the adjacent public rights of way, increasing the attractiveness of the area and use of the PRoW.</p> <p>Negative: none.</p>	<p>None</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive: the proposal relates to an end outcome of refurbishing an important and prominent Listed Building, which is readily visible from public vantage points. There may be a minor positive impact by improving the outlook for people using the adjacent public rights of way and adjacent occupiers, making the community more attractive.</p> <p>Negative: none.</p>	<p>The desired outcome is securing a viable use for this building and its refurbishment.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Positive: The request is for expenditure to undertake protected species surveys to ensure the development proposal maintains and enhances biodiversity and ecosystems.</p>	<p>The desired outcome is securing a viable use for this building and its refurbishment. This is an efficient use of physical resources and would protect a nationally important Listed Building.</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	Negative: none.	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>Positive: the proposal relates to an end outcome of refurbishing an important and prominent Listed Building, which is part of our local culture and history. There may be a minor positive impact by improving the outlook for people using the adjacent public rights of way and adjacent occupiers, making the community more attractive.</p> <p>Negative: none.</p>	<p>There may be a minor positive impact by improving the outlook for people using the adjacent public rights of way and adjacent occupiers, making the community more attractive.</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive: In terms of the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, the tender process was carried out in accordance with MCC's policies as an equal opportunities employer.</p> <p>Negative: none.</p>	<p>None.</p>

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term</p> <p>Balancing short term need with long term and planning for the future</p>	<p><i>We are required to look beyond the usual short term timescales for financial planning and political cycles and instead plan with the longer term in mind (i.e. 20+ years)</i></p> <p>The proposal itself seeks to address the short to long term needs of protected species (a key environmental consideration) and enable a decision to be made on a planning application that balances these considerations with bringing this important Listed Building back into use (economic and social considerations). The surveys are essential to enable the building to be saved in the long term.</p>	<p>The end outcome is bringing this important vacant building back into use and saving it for future generations to enjoy, as well as providing homes and employment in the process.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The proposal seeks to engage a consultant who is best placed to undertake this work, which cannot be delivered in-house. The wider proposal involves working with the property owner to secure the future of this building.</p>	<p>The Council is making a financial commitment, via this proposal, to work towards the identified outcome of refurbishing this important building.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p><i>Who are the stakeholders who will be affected by your proposal? Have they been involved?</i></p> <p>The planning application is subject to extensive public and stakeholder consultation.</p>	<p>n/a</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The objective is to bring this important Listed Building back into use and refurbish it, thereby preventing problems occurring or getting worse. The protected species surveys seek to identify mitigation measures to ensure the protected species are not adversely impacted by the overall objective of saving this building.</p>	<p>n/a</p>
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p><i>There is space to describe impacts on people, economy and environment under the Wellbeing Goals above, so instead focus here on how you will better integrate them and balance any competing impacts</i></p> <p>The proposal itself seeks to address the short to long term needs of protected species (a key environmental consideration) and enable a decision to be made on a planning application that balances these considerations with bringing this important Listed Building back into use (economic and social considerations). The surveys are essential to enable the building to be saved in the long term.</p>	<p>The end outcome is bringing this important vacant building back into use and saving it for future generations to enjoy, as well as providing homes and employment in the process.</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	None	None	This proposal seeks to engage a consultant to undertake ecological studies. The tender exercise has been undertaken in accordance with MCC policies, ensuring that there was no discrimination or disadvantage as a result of protected characteristics.
Disability	None	While not a specified requirement, people with some disabilities might not be able to undertake this work, which will require accessing loft spaces in an old building without ramped access, and observing bat activity.	The nature of the work required means it is not possible to reduce or adjust the project requirements. For example, a partial survey of the site would not fulfil legal requirements relating to protected species surveys.
Gender reassignment	None	None	See above
Marriage or civil partnership	None	None	See above
Race	None	None	See above
Religion or Belief	None	None	See above
Sex	None	None	See above
Sexual Orientation	None	None	See above
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i> None.	None	Tender submissions in Welsh or English would be accepted, with translation services employed if needed.

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<i>Safeguarding in this context applies to both children (not yet reached 18th birthday) and vulnerable adults (over 18 who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of himself or herself, or unable to protect himself or herself against significant harm or serious exploitation.)</i> None.	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i> None.	Advance notice of all surveys will be given to the property occupiers no children or vulnerable adults will be present unaccompanied by a parent/guardian at the time of the visits.
Corporate Parenting	<i>This relates to those children who are 'looked after' by the local authority either through a voluntary arrangement with their parents or through a court order. The council has a corporate duty to consider looked after children especially and promote their welfare (in a way, as though those children were their own).</i> None.	None.	As above.

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

This will include your baseline position, measures and studies that have informed your thinking and the recommendation you are making. It should allow you to identify whether any changes resulting from the implementation of the recommendation have had a positive or negative effect. Data sources include for example:

- *Quantitative data - data that provides numerical information, e.g. population figures, number of users/non-users*
- *Qualitative data – data that furnishes evidence of people's perception/views of the service/policy, e.g. analysis of complaints, outcomes of focus groups, surveys*
- *Local population data including the census figures*
- *Comparisons with similar policies in other authorities*
- *Academic publications, research reports, consultants' reports, and reports on any consultation with e.g. trade unions or the voluntary and community sectors.*

This proposal seeks to engage a consultant to undertake protected species surveys. The tender process was undertaken in full accordance with MCC policies, ensuring that there was no direct or indirect discrimination or disadvantage as a result of protected characteristics.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal is to engage external consultants to undertake protected species surveys. These will inform the decision on a current planning application to refurbish a Listed Building that would otherwise continue to fall into disrepair without a viable re-use and associated enabling development.

The proposal itself seeks to address the short to long term needs of protected species (a key environmental consideration) and enable a decision to be made on a planning application that balances these considerations with bringing this important Listed Building back into use (economic and social considerations). The surveys are essential to enable the building to be saved in the long term. The end outcome is bringing this important vacant building back into use and saving it for future generations to enjoy, as well as providing homes and employment in the process.

There are no implications, positive or negative, for corporate parenting or safeguarding.

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

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

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

The impacts of this proposal will be evaluated on:	01/03/2016 when all surveys have been completed.
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REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2015/16 MONTH 6 OUTTURN FORECAST STATEMENT
DIRECTORATE	Chief Executive's Unit
MEETING	Cabinet
DATE	4th November 2015
DIVISIONS/ WARD AFFECTED	All Authority

PURPOSE

The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of reporting period 2 which represents month 6 financial information for the 2015/16 financial year.

This report will also be considered by Select Committees as part of their responsibility to,

- assess whether effective budget monitoring is taking place,
- monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
- challenge the reasonableness of projected over or underspends, and
- monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Members consider the position concerning the second period of revenue monitoring in 2015/16 (£1.066 million deficit) and seek a further report back to the next Cabinet outlining the Recovery Plans to be put in place to address the overspends in service areas
- 2.2 That Members note the forecast use of earmarked reserves and, in order to ensure adequacy of reserves for the MTFP, approve the following change in practice:
- Increase workforce planning and redeployment to reduce the need for reserves to cover redundancies
 - Any request for reserve funding must first explore whether existing budgets, or external funding sources can be used for the proposal accepting this may require a change in priorities if existing budget are used

- Use of reserves to implement budget savings must use the saving first to repay the reserve
- IT investment bids will need to be considered in the core capital programme when the IT investment reserve is extinguished, this may necessitate displacing some of the core capital programme allocations depending on the priorities agreed

2.3 Members consider the position concerning period 2 Capital Monitoring with a revised budget of £60.496 million for the 2015/16 financial year.

3. MONITORING ANALYSIS

3.1 Revenue Position

3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

3.1.2 Responsible Financial Officer's Summary of Overall Position Period 2

Table 1: Council Fund 2015/16 Outturn Forecast Summary Statement at Period 2 (Month 6)	Annual Forecast @ Month 6	Revised Annual Budget @ Month 6	Forecast Over/(Under) Spend @ Month 6	Forecast Over/(Under) Spend @ Month 2	Forecast Variance Month 2 to Month 6
	£'000	£'000	£'000	£'000	£'000
Social Care & Health	39,237	38,136	1,101	519	582
Children & Young People	51,427	51,230	197	274	(77)
Enterprise	9,900	9,299	601	338	263
Operations	16,723	16,384	339	634	(295)
Chief Executives Unit	6,825	6,856	(31)	(120)	89
Corporate Costs & Levies	18,190	18,251	(61)	63	(124)
Net Cost of Services	142,302	140,156	2,146	1,708	438
Attributable Costs – Fixed Asset Disposal	182	233	(51)	0	(51)
Interest & Investment Income	(84)	(51)	(33)	(30)	(3)
Interest Payable & Similar Charges	3,279	3,661	(382)	(202)	(180)

Charges Required Under Regulation	5,752	5,722	30	74	(44)
Contributions to Reserves	90	90	0	0	0
Contributions from Reserves	(1,287)	(1,395)	108	(90)	198
Amounts to be met from Government Grants and Local Taxation	150,234	148,416	1,818	1,460	358
General Government Grants	(67,642)	(67,642)	0	0	0
Non-Domestic Rates	(26,737)	(26,737)	0	0	0
Council Tax	(60,694)	(60,094)	(600)	(500)	(100)
Council Tax Benefits Support	5,945	6,097	(152)	(93)	(59)
Net Council Fund Surplus) / Deficit	1,106	40	1,066	867	199
Budgeted contribution from Council Fund	0	(40)	0	0	0
	1,106	0	1,066	867	199

3.1.3 The bottom line situation, a £1,066,000 potential overspend, has continued to be mitigated significantly by anticipated net Council Tax receipts and favourable treasury considerations. The net cost of services pressure is £2,146,000, with the main overspending areas being:

- Children's social services (£1.1 million overspend),
- Enterprise Directorate (£601K overspend), relating to markets, community education, community hubs, IT, Leisure and Museums
- Operations Directorate (£339k overspend) relating to Home to School transport, and Property services
- CYP Directorate (£196k overspend) relating to the Youth Service

3.1.5 As part of the outturn report presentation to Cabinet and Selects it was explained that a review would be done of adhoc savings made during the year in more detail to assess those that could be of a permanent or long term nature that could be considered by members as replacing the mandated savings not made in 2014-15 totalling £571,000. This work is still on going.

3.1.10 Given the financial challenges that will continue to face the Authority for the foreseeable future, Chief Officers continue to be tasked with ensuring that services live within the budgets and savings targets set for the current financial year. Monitoring reports will seek to contain the information on what is being done to manage the over spends identified and the positive action that is required to ensure that the budget is not breached.

3.1.11 A summary of main pressures and under spends within the Net Cost of Services Directorates are presented here:

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Social Care & Health (SCH)					
ADULT SERVICES					
Severn View DC & My Day DC	(24)	0	(24)	(9)	Underspend due to low Superannuation take up and manager temporarily reduced to a 3 day week.
MardyPark Rehabilitation Unit	(12)	0	(12)	17	Section 33 income is running ahead of budget but has reduced
MardyPark	48	0	48	(47)	Due to low level of income as a result of falling long term clients. A recently approved transformation model will look to readdress this position.
Severn View Residential	61	0	61	(12)	Combination of mandate savings not being achieved plus lower income charges from less full paying clients.
Direct Care	(80)	0	8	(88)	Reflects increased income from client referrals and Management vacancy
Transition Co-operative	(24)	0	(24)	8	Relates to income from staff seconded to an external agency.
Adult Services Man/Support	(99)	0	(99)	(40)	Current Disabilities team manager vacancy plus ICF grant meeting costs of the Direct Care team manager.
CHILDREN SERVICES					
Fostering Allowances and Payments For Skills	156	0	168	(12)	We are paying for an additional 7 children in foster placements with the age mix of children altering leading to increased payments. Skills payments to foster carers has also risen with the numbers of SGO's supported through this budget increasing by 7 this year.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Younger People's Accommodation	(96)	0	(99)	3	A vast amount of work has been undertaken in this budget over the past two years to deliver, at present, an under spend. This budget is prone to volatility and we will continue to monitor over the year before deciding on viring budget to a different cost centre.
Ty'r Enfys	(52)	0	(52)	(8)	This facility with now remain closed for the entire year.
Counsel Costs	18	0	18	(55)	This service has received extra budget provision during the period of reporting
Therapeutic Service	(28)	0	(26)	(2)	Under spend due to vacant Play Therapist post being filled on a part time basis from 07/09/15
External Placements - LAC	920	0	920	508	Current activity is 64 placements and we are seeing a full year effect of placements that only entered the system in the latter part of last year.
External Placement - Non-LAC	(97)	0	(97)	(21)	This cost centre is generally used to fund the over spend within S026.
GWICES (Gwent Wide Integrated Community Equip Services	(26)	0	(26)	(1)	Forecast based on GWICES report for August 2015 received from the host Torfaen CBC
Other Children's Services –appendix 6	(2)	0	(2)	32	
SCYP - Placement & Support Team	128	0	128	43	Over spend due to use of agency staff, contact and assessment costs and home to school transport. More recently this budget has funded building work to create in house contact centres.
Children Services Safeguarding Unit	(21)		(21)	(8)	A vacant part time Independent Reviewing Officer post not expected to be filled until 01/01/16.
SCYP - Supporting Children & Young People Team	198	0	198	130	Overspend relates to the employment of 5 agency workers to cover staff sickness and capacity issues and a 77% increase in transport costs since last year.
Disabled Children	88	0	88	22	Large part of overspend relates to the continued use of agency staff to cover sickness and the employment of a Student Placement Social Worker.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
FRS – Family Support Team	27	0	27	119	This budget is currently employing the services of 12 social workers to cover for various staff absences.
Bus Cases / Temp Funding - Cabinet 06/05/15	83	0	83	(129)	£68,000 relates to the employment of permanent staff
COMMUNITY CARE					
Aids for Daily Living	(31)	0	(99)	67	Forecast based on GWICES report for August 2015 received from the host Torfaen CBC
Adult Transformation	(57)	0	(57)	(56)	Delay reserve funding by £57K into 2015/16. Head of Service to make formal reserve slippage request.
Other Social Care	32	n/a	32	98	See appendix 6
COMMISSIONING	(7)	0	(3)	(4)	See appendix 6
RESOURCES	(1)	0	(1)	27	See appendix 6
Total SCH at Month 6	1,101	0	1,101	582	Total SCH Outturn at Month 6

Children & Young People (CYP)					
ISB	28	0	28	28	Additional costs of protection at schools and additional teacher
Management	36	n/a	36	(8)	Efficiency savings for the directorate still to be identified
Support Services	37	n/a	37	20	Legal costs incurred by the Authority
Additional Learning needs	(102)	n/a	(102)	(134)	Recoupment income is anticipated to be £102k more than budgeted.
Primary Breakfast Initiative Grant	55	n/a	55	(6)	Take up continues to increase and therefore resulting in additional staffing requirements.
Community Education Youth General	0	137	137	23	Progression made towards mandate saving. Additional funding avenues being explored in order to reduce current forecasted overspend.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Other CYP	5	n/a	5	0	See Appendix 7
Total CYP at Month 6	59	137	196	(77)	Total CYP Outturn at Month 6

Enterprise (ENT)					
Sustainability	50	33	83	21	Sections' inability to achieve the expected income targets.
Strategic Property Management	(57)	0	(57)	(47)	Under spend relates partly to a staff vacancy, and a reduction in budgeted professional fee's
Cemeteries	(42)	n/a	(42)	(2)	Increase in budgeted income along with lower than anticipated expenditure,
County Farms Unit	9	n/a	9	39	Lower than anticipated maintenance costs
Markets	38	70	108	(2)	Overspend on employee costs due to delayed implementation of restructure along with unbudgeted overtime. The section is also forecasting an inability to meet the increase income target (Mandate £50k Markets Income)
Community Education	90	0	90	90	£50,262 relates to one off redundancy costs which the section requests reserve funding. The remaining £40,000 due to the reduction in franchise income
Community Hubs	190	125	315	263	Increase staffing costs are due to the delayed implementation of the Community Hubs restructure and the mandated savings of £250k relating to a full year of savings. The community Hubs are likely to achieve savings of six months from September 2015.
Homelessness	(49)	0	(49)	(49)	Funding of the Financial Inclusion Officer coming from the Implementing the Housing Act Grant £28,000 and a reduction in expenditure against B&B accommodation.
Lodgings Scheme	(45)	0	(45)	(45)	Occupancy levels being forecast at a fairly high level therefore increasing the amount of rental income and HB benefit.

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Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Whole Place	(42)	n/a	(42)	(16)	Staff vacancies - Delayed appointment
ICT General Overheads	0	110	110	10	The 100k savings that were to be achieved through in-house software development and the sale of products will not occur. Other options to look for alternative savings are being actively sought.
Development Plans	(150)	0	(150)	(150)	LDP savings as scheme unlikely to be implemented in 2015-16
Leisure Services	60	35	95	95	20k over spend from Children's Services. 30k relates to a Learning Co-ordinator post that is not grant funded anymore, 20k 3G pitch income issues with the lighting and electricity supply
Museums, Shirehall, Caldicot Castle & Country Parks	105	45	150	70	Budget does not reflect the cost to run the service. Historic budget assumptions along with 24k savings from 13-14 carried forward will not be made. Income on target for 15-16 but spend to achieve this income will be over budget.
Other Enterprise	26	0	26	(13)	See Appendix 6
Total ENT at Month 6	183	418	601	263	Total ENT Outturn at Month 6

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Operations (OPS)					
Public Transport Subsidy Grant	(48)	0	(48)	(48)	Administering the Bus Services Support Grant is claimable against the grant £50,000, this has been off set by small over spends on vehicle costs of £2,000.

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Home To School Transport	234	101	335	35	The over spend against budget is due to similar issues to that in 2014-15, in particular the assumed ALN transport savings have proven unachievable, budgeted increased income levels were not made whilst at the same time corporate budget decisions regarding reductions in overtime costs were imposed. A mandate has been put forward to highlight the fact that the service cannot operate within its existing budget and has requested further funding via the MTFP in 2016-17.
Building Cleaning	(70)	90	20	(30)	Overspend due to delayed implementation of the mandate saving - transferring public conveniences to town councils.
Schools Catering	35	n/a	35	(20)	the section is continuously improving meal numbers and so overspend reduced from M2
Procurement	0	n/a	0	72	Now forecasting a balanced position
Resources	103	n/a	103	(197)	variance from month 2 is partly due to an increase in fee's chargeable to the 21st century schemes in this year's programme A virement from procurement of £79k improved position
Accommodation	(150)	n/a	(150)	(25)	Underspend due to a continued reduction in premises and supplies and services costs on all accommodation
Highways	(65)	50	(15)	(15)	Advertising income will not be fully achieved as Cabinet approval was only granted in May. increased income relating to Fixed Penalty notices on Street works,
Refuse & Cleansing Operations	(66)	86	20	(106)	pressures of the budget mandates are still real, however have been mitigated by a reduction in fuel costs (£60k benefit from budget) and a reduction in Superannuation as about 20 staff have opted out of the Council provided pension (£96k). Managers are to engage with staff to ensure that their decision to opt out of the pension is what they want to do, so this may not be a recurring saving.
RAG Training	46	0	46	46	Has seen demand fall due to both increasing competition from other training providers and Council's facing major budget pressures only undertaking mandatory training.
Other Operations	(7)	0	(7)	(7)	See Appendix 9
Total OPS at Month 6	(2)	341	339	295	Total OPS Outturn at Month 6

Chief Executive's Office (CEO)					
Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved	Targeted 2015-16 Savings not yet realised	Forecast Outturn Position <u>net</u> of savings not achieved	Movement since Period 2	Headline Comment
	£'000	£'000	£'000	Red= Adverse (Green) = Favourable	
Customer Relations	12	0	12	12	Professional fees incurred during a complaint investigation.
Benefits	(30)	n/a	(30)	90	Increases in the bad debt provision and a net increase in Housing Benefit expenditure.
Council Tax & NNDR Administration	65	0	65	65	Forecast shortfall in income from court fees, includes potential redundancy costs for Officer
Cashiers	16	0	16	16	Overspend is largely attributable to estimated annual card fees made to Global Payments
Revenues Systems Administration	(43)	0	(43)	(43)	Vacant post, reduced petrol costs due to long term sickness and reduced system costs as proportion now charged to Housing Benefits
Financial Systems Support and VAT	(7)	0	(7)	(7)	additional income from Schools following the renegotiation of contract costs
Communications	30	0	30	30	due to an under recovery of costs for the post of Digital Media Designer
Policy and Partnership Management	(29)	0	(29)	(29)	Mainly £23,000 of one off LSB grant attributable to a post which is currently vacant
Other CEO	(45)	0	(45)	(45)	See Appendix 10
Total CEO at Month 6	(31)	0	(31)	89	Total CEO Outturn at Month 6

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Corporate (COL)					
Audit Commission Fees (Certification Grant Claims)	(22)	n/a	(22)	4	Forecasted saving in relation to the auditing of grant claims
Coroner Fees	16	0	16	6	Original budget insufficient for service costs
HMRC Rate Reimbursements	(36)	0	(36)	(19)	VAT rebates exercise
Early Retirement Pension Costs	150	n/a	150	16	Additional cost of redundancies notified in latter part of 2014/15& during 2015/16
Insurance Premium Payment(Direct)	(60)	n/a	(60)	(18)	Based on reduction in premium costs as a result of the tender completed in September 2015.
Indirect Revenue Gains Reserve	(114)	0	(114)	(104)	Rate rebates from MCC Properties
Other Corporate	6	0	6	(5)	See appendix 11
Total COL at Month 6	(60)	0	(60)	(124)	Total COL Outturn at Month 6

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
Appropriations (APP)					
Attributable Costs - Fixed Asset Disposal	(51)	0	(51)	(51)	Some schemes have underspent as sold without incurring costs; but virements will be made to other schemes now being planned. Underspends on those schemes will be slipped to 16/17 (£102k) to complete schemes
Interest and Investment Income	(33)	0	(33)	(4)	Increased cash income due to increased cash balances - in turn due to temporary borrowing taken out when rates were

Directorate / Service area	Forecast Outturn Position exclusive of savings not yet achieved £'000	Targeted 2015-16 Savings not yet realised £'000	Forecast Outturn Position <u>net</u> of savings not achieved £'000	Movement since Period 2 Red= Adverse (Green) = Favourable	Headline Comment
					advantageous to prevent concentrated borrowing at difficult times.
Interest Payable and Similar Charges	(382)	n/a	(382)	(180)	Movement from Month 2 mainly due to long term borrowing now no longer being forecast in year (£9m at month 2); Temporary borrowing has not increased due to slippage on 21C schools programme.
Charges Required Under Regulation	30	n/a	30	(44)	MRP reduction due to 14/15 slippage (-£137k) removed as incorrect - Offset by reduction in MRP relating to annuity funding of 21C schools program - delayed to 18/19 expected date of school opening
Parmarked Contributions From Reserves (Revenue)	108	n/a	108	198	
Other Appropriations	0	0	0	0	
Total APP at Month 6	(328)	0	(328)	(81)	App Outturn at Month 6

Financing (FIN)					
Council Tax	(600)	n/a	(600)	(100)	Surplus due to projected better Council Tax Collection rates.
Benefit Support	(152)	n/a	(152)	(59)	The forecast reflects the current commitments within the system. Caseloads continue to reduce, a trend that is expected to continue through to year end.
Total Financing	(752)	0	(752)	(159)	
Grand Total @ Month 6	173	906	1,079	212	

3.1.12 More detailed monitoring information together with a narrative of more significant variance over £25,000 is provided in the Select Appendices 2 to 5.

3.2 SCHOOLS

3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 6 projections.

Draft Council Fund Outturn 2015/16– Schools Summary outturn position at Month 6 (Period2)	(A) Opening Reserves (Surplus) / Deficit Position 2015/16 £'000	(B) Budgeted Draw on School Balances 2015-16 £'000	(C) Variance on Budgeted Reserve Draw £'000	(D) Draw Forecasted on School Balances @ Month 6 £'000	Forecasted Reserve Balances at 2015-16 Outturn (A+D) £'000	Draw Forecasted on School Balances @ Month 2 £'000	Variance Month 2 To Month 6 £'000
Clusters							
Abergavenny	(412)	124	(24)	(19)	(431)	(312)	(119)
Caldicot	(426)	275	(23)	153	(273)	(174)	(99)
Chepstow	98	36	9	63	161	143	18
Monmouth	(424)	166	27	154	(270)	(231)	(39)
Special	24	(18)	(10)	105	129	(4)	133
	(1,140)	583	(21)	456	(683)	(578)	105

3.2.2 School balances at the beginning of the financial year amount to £1,140,000. The Schools budgeted draw upon balances is forecasted to be £456,000 for 2015/16, therefore leaving £683,000 as forecasted closing reserve balances.

3.2.3 Within these summary figures, of particular note, is the deficit reserve position forecasted for the Chepstow Cluster, Chepstow Comprehensive school have a recovery plan in place, the latest forecast indicates an increase in the deficit for the school. This is due to the contribution to redundancy costs that the school has incurred. The recovery plan is currently being reviewed and given the number of pupils on roll this deficit will still be met over the duration of the plan.

3.2.4 5 schools exhibited a deficit position at the start of 2015/16; Llanvihangel Crocorney (£15,039), Castle Park (£39,730), Chepstow Comprehensive (£388,687) Llandogo (£12,347) and Mounton House Special School (£25,955). Of these five schools the following two have seen an increase in their deficit balance at month 6, Llanvihangel Crocorney (£33,714), this is due to the pupil numbers in the school increasing and therefore an additional teacher needed to be employed and Mounton House Special School (£136,144), due to significant staffing changes and a delay in grant funding through the ESF project. One more school, Overmonnow is now reporting a deficit, (£8,239), this is again due to an increase in pupil numbers resulting in an additional teacher being employed. Overmonnow are in the process of developing a recovery plan.

3.2.5 Schools balances are exhibiting a fluctuating trend with some schools showing a continuing reduction in schools balances which is of concern and others a more balanced trend.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16 (Forecast)	(683)

3.2.6 There has been a significant reliance on reserve balances to supplement school spending plans in the last 4 years across individual schools with a certain amount of replenishment. As a rough guide, prior to 2010, Welsh Government advocated that school balance levels equated to no more than £50,000 for a primary school and £100,000 for a secondary school. Members may wish to seek a comfort that balances aren't being used to subsidise and sustain core costs such as staffing.

3.2.7 Further information on Schools is provided in Children & Young People Select Appendix 5.

3.3 2015/16 Savings Progress

3.3.1 This section monitors the specific savings initiatives and the progress made in delivering them in full by the end of 2015/16 financial year as part of the MTFP budgeting process.

In summary they are as follows:

2015/16 Mandated Budgeted Savings Progress at Month 6

DIRECTORATE	Specific Savings Initiatives 2015/16 £'s	Savings Identified @ Month 6 £'s	Percentage Progress In Savings Achieved %	Delayed Savings to 2016/17 £'s	Savings Unachievable in 2015/16 £'s
Children & Young People	1,514,000	1,377,000	91%	137,000	0
Social Care & Health	274,000	274,000	100%	0	0
Enterprise	1,392,983	974,983	70%	125,000	293,000
Operations	1,513,000	1,258,000	83%	50,000	205,000
Chief Executives Office	85,000	85,000	100%	0	0
Total Budgeted Savings	4,779,983	3,969,983	83%	312,000	498,000

3.3.2 Forecasted mandated savings are currently running at 83%, with £498,000 being deemed unachievable at the end of month 6, and a further £312,000 unlikely to crystallise in 2015-16.

3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.

3.3.4 The savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have reasons explaining the mandates delayed implementation. The following savings mandates are still reported to be high or medium risk.

Operations (OPS)

- Home to School Policy Changes of £29,000 have been deemed to be unachievable due to other budget pressures within the Transport Section, although £72,000 of the total has been achieved.
- The £50,000 saving for the Transfer of Public Conveniences to Town Councils has not been achieved and £40,000 of additional external income has not been achieved within the Waste section.
- Highways advertising income forecasting a £50,000 shortfall due to implementation of the scheme due to planning issues.
- Route Optimisation has £86,000 of unachievable costs due to unattainable savings in regard to leasing costs and delay in restructuring

Enterprise (ENT)

- Museums, Shirehall & Castles and Tourism – £15,000 shortfall due extra staffing requirements at Chepstow TIC and unattainable green screen savings (£10,000) and conservation income (£20,000).
- Utility supply issues at the Caldicot 3G sports pitch has resulted in reduced income (£20,000) and £15,000 for caretaker charges at Abergavenny Leisure Centre.
- The delayed implementation of the Community Hubs project has led to a £125,000 savings shortfall.
- Sustainable Energy Initiatives is reporting £33,000 of unachievable income targets
- In House development of ICT systems and associated income generation estimated at £110,000 will not occur with additional savings of £20,000 still be found from software contracts.
- MCC Markets are indicating that the extra income of £70,000 from the Markets and associated activities is unachievable due to budget pressures relating to the Borough theatre.

Children and Young People (CYP)

- The Youth Service are forecasting to achieve £63,000 of the mandated savings (£200,000) and are trying to identify the shortfall which has been reported as an over spend at month 6.

Social Care & Health (SCH)

- The Mandates for Adult Social Care Service re-design and the transfer of SCH Transition project staff to Bright New Futures are forecast to be fully achieved.

Chief Executive's Office

- All current financial year savings have been identified within the Chief Executive's section of responsibility.

3.4 Capital Position

3.4.1 The summary Capital position as at month 6 is as follows

MCC CAPITAL BUDGET MONITORING 2015-16 AT MONTH 6 by SELECT COMMITTEE						
CAPITAL BUDGET SELECT PORTFOLIO	Annual Forecast	Slippage Brought Forward	Total Approved Budget 2015/16	Provisional Capital Slippage to 2016/17	Revised Capital Budget 2015/16	Forecasted Capital Expenditure Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Children & Young People	13,727	7,267	51,311	(34,566)	16,745	(18)
Adult	353	35	353	0	353	0
Economic & Development	642	531	706	(70)	636	6
Strong Communities	7,588	2,940	8,127	(578)	7,549	40
Capital Schemes Total	25,310	10,773	60,496	(35,214)	25,282	28

MCC CAPITAL BUDGET MONITORING 2015-16 AT MONTH 6 By SCHEME CATEGORY

CAPITAL BUDGET SCHEME	Annual Forecast	Slippage Brought Forward	Total Approved Budget 2015/16	Provisional Capital Slippage to 2016/17	Revised Capital Budget 2015/16	Forecasted Capital Expenditure Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Asset Management Schemes	3,371	889	3,354	0	3,354	18
Future Schools	15,136	6,699	49,702	(34,566)	15,136	0
Other School development Schemes	251	219	269	0	269	(18)
Infrastructure & Transport	3,174	670	3,242	(68)	3,174	0
Regeneration Schemes	972	947	1,208	(247)	960	12
Sustainability Schemes	81	81	81	0	81	0
County Farm Schemes	347	152	352	0	352	0
Inclusion Schemes	1,354	348	1,354	0	1,354	0
ICT Schemes	304	188	288	0	288	16
Other Schemes	318	581	646	(333)	313	0
Capital Schemes Total	25,310	10,773	60,496	(35,214)	25,282	28

3.5 Proposed Slippage to 2016-17

3.5.1 The only major proposed slippage apparent at month 6 relates to 21c schools initiative, and reflects the latest cashflow profile provided by CYP colleagues.

3.6 Capital Outturn

3.6.1 After allowing for the slippage volunteered by services, the capital programme for 2015-16 is forecasting to be £28,000 over spent at Month 6.

3.6.2 This prediction is unlikely to be the reality, because the levels of actual capital expenditure incurred by the end of month 6 doesn't provide a sufficiently robust measure on which to base a greater accuracy of forecast.

3.7 Capital Financing and Receipts

3.7.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2015-16 AT MONTH 6 By FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Forecast Financing	Slippage Brought Forward	Total Approved Financing Budget 2015/16	Provisional Budget Slippage to 2016/17	Revised Financing Budget 2015/16	Forecasted 2015/16 Capital Financing
	£'000	£'000	£'000	£'000	£'000	£'000
Supported Borrowing	2,420	0	2,420	0	2,420	0
General Capital Grant	1,462	0	1,462	0	1,462	0
Grants and Contributions	13,839	3,953	21,246	(7,406)	13,839	0
S106 Contributions	704	690	946	(247)	698	6
Unsupported borrowing	2,236	1,274	17,091	(14,856)	2,236	0
Earmarked reserve & Revenue Funding	998	409	1,248	(250)	998	0
Capital Receipts	3,421	4,414	15,894	(12,455)	3,439	(18)
Low cost home ownership receipts	189	33	189	0	189	0
Unfinanced	40	0	0	0	0	40
Capital Financing Total	25,310	10,773	60,496	(35,214)	25,282	28

3.8 Useable Capital Receipts Available

3.8.1 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2015/19 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000
Balance b/f 1 st April	17,440	19,592	19,802	11,100
Receipts forecast to be received in year as 2015/19 MTFP	10,235	25,220	2,150	0
Increase / (decrease) in forecast receipts forecast at month 6	(5,009)	(1,320)	6,050	2,000
Deferred Capital Receipts	4	4	4	4
Less: Set aside Capital Receipts	0	(10,452)	0	0
Less: Receipts to be applied - General	(3,077)	(140)	(509)	(509)
Less : Receipts to be applied - 21C Schools	0	(13,103)	(16,397)	0
TOTAL Actual / Estimated balance c/f 31st March	19,592	19,802	11,100	12,595
TOTAL Estimated balance reported in 2015/19 MTFP Capital Budget proposals	11,660	21,104	11,542	10,388
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	7,932	(1,303)	(443)	2,207

Points to note:

- The reduction in the capital receipts forecast in 2015/16 and increase in 2017/18 is due to the delay in 2 LDP receipts from 2015/16 to 2016/17 (£5.6m) and 2016/17 to 2017/18 (£6.2m).
- The increase in the Capital receipts balance of £7.9m compared to the MTFP at 31/3/2016 is mainly due to forecast slippage of receipts funded budgets (21C schools) to 2016/17 (£12.3m), offset by the reduction in forecast receipts in 2015/16 (£5m). By the end of the MTFP window these slippage effects are largely reversed.

- 3.8.2 The Council has agreed to the inclusion of 21c schools initiative within the Capital Program and this relies on utilising £29.7 million of capital receipts during this next 4 year MTFP period. Consequently the balance of capital receipts available for other schemes during this MTFP window has considerably reduced.
- 3.8.3 Despite changes in the timing of individual receipts, which remains a risk to the Council to ensure it has sufficient receipts to fund its expenditure aspirations in the years necessary and to avoid temporary borrowing costs, the balance of capital receipts available to fund capital expenditure, at the end of this next MTFP window has been revised to circa £10.3 million, as a consequence of additional receipts predominantly LDP related.

3.9 Reserve Usage

3.9.1 Revenue and capital monitoring reflects an approved use of reserves. Building upon the inclusion of a reserve summary provided as part of 2014-15 the following table indicates the anticipated position both at the end of 2015-16 but also the predicted position for 2016-17 based on decisions already made.

SUMMARY EARMARKED RESERVES POSITION 2015-16

Earmarked Reserves	2014-15	Revenue Approved Usage		Capital Usage	2015-16	Revenue Approved Usage		Capital Usage	2016-17
	b/fwd	Replenishment of Reserves	Draw on Reserves			Replenishment of Reserves	Draw on Reserves		c/fwd
Invest to Redesign	(1,483,521)	(60,228)	797,362	402,095	(344,292)	(114,827)	270,737		(188,382)
IT Transformation	(639,840)		323,200	103,091	(213,549)				(213,549)
Insurance & Risk Management	(2,250,388)				(2,250,388)				(2,250,388)
Capital Receipt Regeneration	(460,342)		153,845	79,512	(226,985)			135,191	(91,794)
Treasury Equalisation	(990,024)				(990,024)				(990,024)
Redundancy & Pensions	(599,936)		325,434		(274,502)		192,126		(82,376)
Capital Investment	(1,620,945)	(15,500)		528,611	(1,107,834)			518,541	(589,293)
Priority Investment	(1,973,294)		759,050	648,877	(565,367)		169,000		(396,367)
Museums Acquisitions	(59,798)				(59,798)				(59,798)
Elections	(83,183)	(25,000)			(108,183)	(25,000)	100,000		(33,183)
Grass Routes Buses	(160,615)	(5,000)	25,913		(139,702)	(5,000)			(144,702)
Sub Total	(10,321,886)	(105,728)	2,384,804	1,762,186	(6,280,624)	(144,827)	731,863	653,732	(5,039,856)
Restricted Use Reserves									
Chairman's	(36,754)				(36,754)				(36,754)
Youth Offending Team	(382,226)				(382,226)				(382,226)
Building Control Trading	(490)				(490)				(490)
Outdoor Education Centres	(190,280)				(190,280)				(190,280)
I Learn Wales	(48,674)				(48,674)				(48,674)
Total Earmarked Reserves	(10,980,310)	(105,728)	2,384,804	1,762,186	(6,939,048)	(144,827)	731,863	653,732	(5,698,280)

3.9.2 This indicates that by the end of 2016-17 the Council is likely to utilise over 48% of the useable earmarked reserves brought forward from 2014-15, based on approvals to use reserves so far. Further reserve usage is anticipated before the end of the year, in particular this report refers to redundancy costs in relation to Community Hubs which will need approval (£305k) and is likely to extinguish the Redundancy and Pensions reserve.

3.9.3 Given the forecast use of earmarked reserves, it is proposed that in order to ensure adequacy of reserves for the MTFP, the following change in practice is approved:

- Increase workforce planning and redeployment to reduce the need for reserves to cover redundancies
- Any request for reserve funding must first explore whether existing budgets, or external funding sources can be used for the proposal accepting this may require a change in priorities if existing budget are used
- Use of reserves to implement budget savings must use the saving first to repay the reserve
- IT investment bids will need to be considered in the core capital programme when the IT investment reserve is extinguished, this may necessitate displacing some of the core capital programme allocations depending on the priorities agreed

3.9.4 A revaluation of the insurance reserve requirement is to be commissioned in the third quarter, and the work undertaken in the 4th quarter so that the figures will be current and available for 2015/16 closure. This may give scope to re-designate some of this reserve but this is subject to the outcome of the work outlined.

3.9.5 If action is not taken to slow down the use of ear marked reserves through the above mechanisms, consideration would need to be given to budgeting to replenish reserves or including in the base budget, requests that would normally have been funded by reserves, both of which will increase the resource gap in the MTFP.

4 REASONS

4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

5 RESOURCE IMPLICATIONS

5.1 The forecast overspend and use of earmarked reserves, requires action to be taken to ensure that the budget is kept on track and earmarked reserves are maintained at an adequate level for the MTFP.

6 WELL BEING OF FUTURE GENERATIONS IMPLICATIONS

6.1 The decisions highlighted in this report have no future generations and sustainability implications.

7 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairman
Head of Legal Services
Head of Finance

8 BACKGROUND PAPERS

8.1 Month 6 monitoring reports, as per the hyperlinks provided in the Appendices

9 AUTHOR

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10 CONTACT DETAILS

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Appendices (attached below)

Appendix 1	Mandated Savings Progress Report
Appendix 2	Strong Communities Select Committee portfolio position statement
Appendix 3	Economy and Development Select Committee portfolio position statement
Appendix 4	Adult Select Committee portfolio position statement
Appendix 5	Children and Young People Select Committee portfolio position statement

Appendix 2C to 5C (click link to report on Hub)

[Appendix2C M6 Capital Monitoring Strong Communities Select 2015-16](#)

[Appendix 3C M6 Capital Monitoring Economic and Development Select 2015-16](#)

[Appendix 4C M6 Capital Monitoring Adult Social Care and Health Select 2015-16](#)

[Appendix 5C M6 Capital Monitoring Children and Young People Select 2015-16](#)


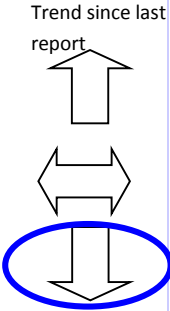

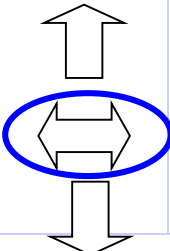
Appendix 6 to 14 (click link to report on Hub)






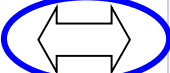





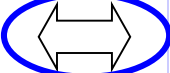
- [M6 Social Care and Health Revenue Budget Monitoring 2015-16 Appendix 6](#)
- [M6 Children and Young People Revenue Budget Monitoring 2015-16 Appendix 7](#)
- [M6 Enterprise Revenue Budget Monitoring 2015-16 Appendix 8](#)
- [M6 Operations Revenue Budget Monitoring 2015-16 Appendix 9](#)
- [M6 Chief Executive Office Revenue Budget Monitoring 2015-16 Appendix 10](#)
- [M6 Corporate Revenue Budget Monitoring 2015-16 Appendix 11](#)
- [M6 Appropriations Revenue Budget Monitoring 2015-16 Appendix 12](#)
- [M6 Financing Revenue Budget Monitoring 2015-16 Appendix 13](#)
- [M6 Schools Movement on Reserves Appendix Monitoring 2015-16 Appendix 14](#)

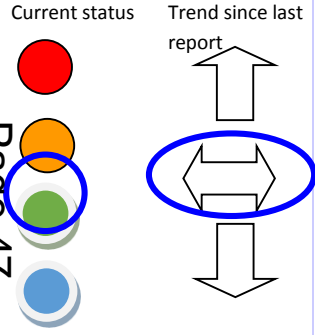
- [M6 Savings Mandates Appendix SM 2015-16](#)

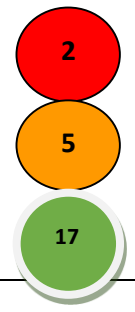
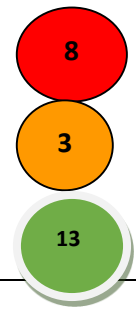
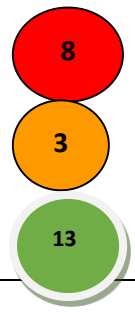
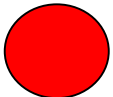
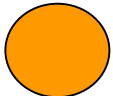

Budget Mandates

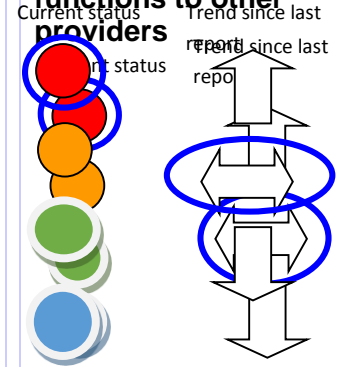
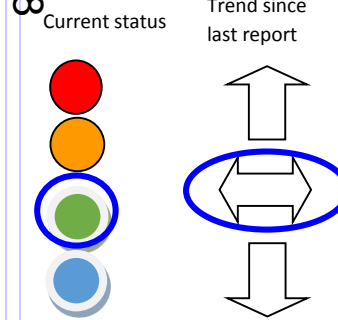
Progress and Next Steps at Month 6

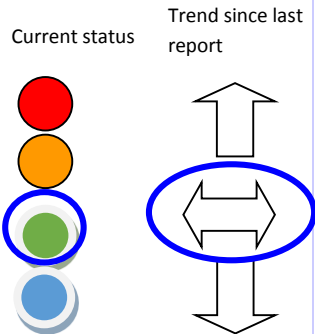
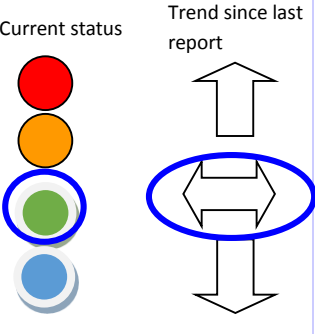




Mandate RAG	Progress for month one and two	Next Steps	Type	Year end target	Forecasted to achieve	Variance	Owner
Mandate 1 Leisure. Current status  Trend since last report 	<p>Leisure centre staffing remodelled £115k, admin and clerical review £66k, support services review £20k, reduction caretaking Abergavenny £15k, outdoor education reduction £25k, leisure supplies and service £25k, increased income through fitness and sport offer £155k.</p> <p>Restructure process complete. All departments have individual service plans. All plans tracked and monitored by the individual service area. Full ownership of delivery by individual teams. 15k Caretaker savings will not be achieved as the school failed to invoice until 15-16. Consequently the full years charge in this year. 20k 3G pitch income will not be achieved due inability to light both pitches which is affecting to ability to generate income in both pitches.</p>	<p>Continue to review the 3 G pitch project and review its income generation targets. Continue to review all business plans. Work with finance on e-payments.</p> <p>3G income - red (being supported by other income areas)</p>	Income Savings Total	155,000 265,983 420,983	135,000 250,983 385,983	20,000 15,000 35,000	Ian Sanders
Mandate 2 Housing Current status  Trend since last report 	<p>Commercialisation of the care line service. One housing solutions service with TCBC, expansion of shared housing scheme, B&B reduction and a restructure.</p> <p>Detailed plans in place for all projects to ensure they remain on track. The long term average trend continues to be reversed up to month 6 and the trend is definitely positive and if maintained would result in us hitting our target of 800 clients. Projections indicate the service will generate the income necessary to meet the budget. All non-financial benefits - Green</p>	<p>Continue to drive marketing plan and further develop the website and on line payment options. Continue to work with Social Care teams to raise awareness of care line's benefits and functionality. Continue to develop the cultures of both teams to develop a one team ethos.</p>	Income Savings Total	25,000 30,000 55,000	25,000 30,000 55,000	0 0 0	Ian Bakewell

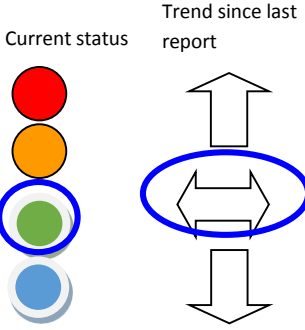
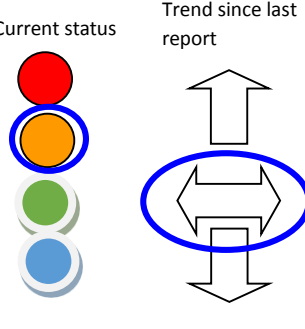
<p>Mandate 5 *</p> <p>Sustainable Energy Initiatives</p> <p>Current status  Trend since last report </p> <p>   </p>	<p>2014/15 & 2015/16 – savings*</p> <p>Investing in biomass boilers, solar farms and reduction in Carbon Commitment.</p> <p>Expected income targets not achieved.</p>	<p>Review target for 15/16.</p> <p>Cabinet report out for consultation currently to create a solar farm.</p> <p>Cabinet report approved. Savings will commence in 15/16.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>33,000</p> <p>33,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>33,000</p> <p>33,000</p>	<p>Ben Winstanley</p>
<p>Mandate 6</p> <p>Museums & Castles</p> <p>Current status  Trend since last report </p> <p>   </p>	<p>Fully integrate cultural services, tourism services and attractions within tourism, leisure and culture section. Maximise synergies & achieve a sustainable long term business footing.</p> <p>Income generation target for 15/16 10K shortfall.</p> <p>Weddings – Amber</p> <p>Countryside savings – Green</p> <p>Savings from Volunteers – Red</p> <p>Income made by fundraiser – Green.</p> <p>Fundraiser in place.</p> <p>Income from learning – Green.</p> <p>Savings from shared service model at Chepstow TIC – Red,</p> <p>Income from green screen – Red</p> <p>Income from rental of Abergavenny Red Square window - Green</p> <p>TIC at Chepstow has had considerable lone working pressure which is why the budget is overspent.</p>	<p>Museums - 30,000 of savings will not be achieved. Green Screen income of 10,000 and 20,000 conservation income. The Green Screens have yet to be utilised. The conservation income in the mandate was higher than agreed the total income from conservation was initially agreed as 30,000 not 50,000, the museums are looking at other ways to raise this income but the additional 20,000 will not be achieved this year.</p> <p>Castle - Achieving in year savings of 9k but reporting total overspend of 90k as reported at M2 due to historic budget assumptions and savings from 14-15 of 20,000.</p> <p>Tourism - 15,000 savings not achievable. The use of</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>81,000</p> <p>109,000</p> <p>190,000</p>	<p>51,000</p> <p>94,000</p> <p>145,000</p>	<p>30,000</p> <p>15,000</p> <p>45,000</p>	<p>Ian Saunders</p>

		volunteers is not available at the moment. The current staffing budget only runs until the end of October but as a decision has not been made on the future of the TIC this is again having an impact on the budget. 5,000 has been secured from the Town Council.					
<p>Mandate 14</p> <p>Home to School Transport</p> <p>Current status Trend since last report</p> 	<p>Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.</p> <p>Post 16 travel grant removed. - Green Removal of the non-statutory element of travel grants to post 16 students by July – Green</p> <p>Increase in post 16 charging – achieved increase in costs in 14/15 and will sustain however the 29k target for 15/16 will not be delivered as already realised.</p> <p>Transport Policy on hold.</p> <p>There is currently no progress on change of policy on statutory distances and pick up points due to members exploring other options.</p>	<p>Waiting for further steer on policy direction for home to school transport.</p> <p>For this mandate the money has been removed from the budget therefore no further action necessary.</p> <p>29K was double counted from 14/15 this was highlighted at the outset and would not be achieved. Pressure mandate being submitted to address current underfunded budget for 16/17.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>101,000</p> <p>101,000</p>	<p>0</p> <p>72,000</p> <p>72,000</p>	<p>0</p> <p>29,000</p> <p>29,000</p>	<p>Roger Hoggins/ Richard Cope</p>

<p>Summary Month 10</p> <p>Current status</p> 	<p>Summary – Month 2</p> <p>Current status</p> 	<p>Summary – Month 6</p> <p>Current status</p> 	<p>Key</p>  Concerns identified with delivery of target. Continue to closely review & monitor.  Monitoring & required to keep on track  On target to achieve budget
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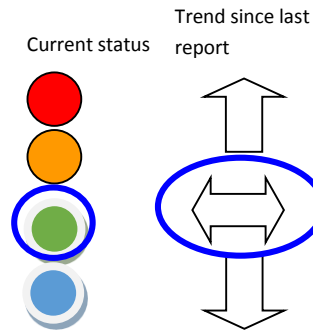
<p>Mandate 15 * Mandate 42 Facilities transfer Youth Service functions to other providers</p> <p>Current status Trend since last report Trend since last report</p> 	<p>2014/15 mandate*</p> <p>Activities during 2015/16 have been challenging. It is highly unlikely that we will achieve full year savings on this for 2015/16 and post 16 for a period of 3 years. 130k per year secured and runs an academic year so delayed implementation of the mandate saving - transferring public conveniences to town councils"</p> <p>Secured 10k from Supporting People's Programme to assist with Post 16 support for 1 year</p>	<p>Meetings with all schools to look at new roles for staff and review the delivery plan and consider opportunities for funding.</p> <p>Planning and writing of resources and courses to be completed over the period</p> <p>Programme to start delivery on 2nd September 2015</p> <p>Meet with SPP to finalise grant.</p> <p>Case load young people to be supported. Commence project in July 2015.</p> <p>Market and promote menus and packages available</p> <p>Community Kitchen opened September 2015</p> <p>Ensure the identified 'quick wins' are developed and continue to be published, shared and evaluated throughout all schools.</p> <p>Shop to be operational by September 2015</p> <p>Highlight schools who need more significant support and agree action to mitigate any financial challenges.</p> <p>Continue to review resource impact for foundation phase.</p> <p>Meeting with staffing team to look at where time can be found in order to free staff up to deliver specialised courses and offer more packages to families and young people</p>	<p>Income</p> <p>Savings</p> <p>Savings</p> <p>Total</p>	<p>100,000</p> <p>0200,000</p> <p>100,000</p> <p>200,00</p>	<p>10,000</p> <p>03,000</p> <p>10,000</p> <p>63,000</p>	<p>90,000</p> <p>137,000</p> <p>90,000</p> <p>137,000</p>	<p>Roger Higgins Thomas</p>
<p>Mandate 16 Schools delegated budgets</p> <p>Current status Trend since last report</p> 	<p>Community Kitchen in Abergavenny has been awarded 5 star rating by Environmental Health and is now operational taking bookings for buffets; children's parties and events for community members.</p> <p>This is about finding opportunities to reduce costs in schools.</p> <p>Skate Park Shop in Abergavenny is near opening.</p> <p>Schools are being supported to seek opportunities for savings.</p> <p>Finalising details with Legal on contract with local business.</p> <p>Clustered meetings.</p> <p>Audit and accounts have been set up.</p> <p>All schools being supported with performance management.</p> <p>Marketing ready to go out</p> <p>Training needs have been identified for Head</p> <p>Propel is steadily progressing</p> <p>Teachers to address any skill gaps when managing their budgets.</p> <p>Courses ready to advertise</p> <p>Staffing being trained currently to deliver</p> <p>All schools continue to engage.</p> <p>Wellbeing is steadily progressing</p> <p>Fully met, the delegated funds were reduced to all schools.</p> <p>Courses being written. Staff who have expertise in this area are finding it difficult to fit in this as well as working with young people on their case load as these are their priority.</p> <p>£63,000 of savings met, but the service are reporting an £137k overspend at month 6.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>1124,000</p> <p>1124,000</p> <p>1124,000</p>	<p>1124,000</p> <p>1124,000</p> <p>1124,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Nikki Wellington</p>

<p>Mandate 18 *</p> <p>School library service - combine with general library service</p> <p>Current status Trend since last report</p> 	<p>2014/15 mandate with 2015/16 savings*</p> <p>Savings achieved – mandate delivered</p>	<p>No next steps necessary</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>20,000</p> <p>20,000</p>	<p>0</p> <p>20,000</p> <p>20,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Sharon Randall - Smith</p>
<p>Mandate 20</p> <p>Gwent Music</p> <p>Current status Trend since last report</p> 	<p>Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient and increase the value by :-</p> <p>Increase charging to parents per term to bring it in line with other LA's delivering the same service i.e Newport. Introduce an instrument charge. Not fill the vacant post. Music access fund agreed as of 19th June by cabinet.</p>	<p>To continue to work with Gwent music to develop the music provision for Monmouthshire schools in light of the reductions. To launch the access fund to all schools from September</p> <p>Gwent music have worked very successfully on income generation and very closely with Monmouthshire to achieve this.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>50,000</p> <p>50,000</p>	<p>0</p> <p>50,000</p> <p>50,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Nicky Wellington</p>
			 <p>On target and over acceding.</p>				

<p>Mandate 24 * Transition - Bright New Futures (SC&H)</p> <p>Current status Trend since last report</p> 	<p>2014/15 mandate*</p> <p>In 2014 we combined our Transitions Project Team within Bright New Futures Project. (based in Bridges)</p> <p>This has established a shared service model.</p> <p>No action necessary in relation to the mandate savings.</p> <p>We continue to deliver savings with this partnership working.</p>	<p>Plan to review near the end of the five year project. Review to include :- Budgets Service Resource / secondments. Etc...</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>14,000</p> <p>14,000</p>	<p>0</p> <p>14,000</p> <p>14,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Julie Boothroyd</p>
<p>Mandate 25 Fleet Rationalisation</p> <p>Current status Trend since last report</p> 	<p>The savings for this mandate were being achieved from the reduction of fleet vehicles across the authority.</p> <p>This fleet reduction has been achieved therefore the budget mandate is on target to be achieved by year end. The restructure element due to protection of employment policy did not achieve 100% however shortfalls will be made from other savings within the service.</p> <p>There are other operational opportunities currently being considered :- ICT 22 – the connected worker has made progress, this is at the trailing stage, ICT 13– the pool car booking system – this has not progressed.</p>	<p>No next steps for fleet reduction as complete.</p> <p>Continue to review the 2 ICT projects and report progress.</p> <p>Ensure shortfall in restructure savings are met within service area.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>62,000</p> <p>62,000</p>	<p>0</p> <p>62,000</p> <p>62,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Debbie Jackson</p>

Mandate 26

Property rationalisation



These savings are predicted on the need to reduce our operational portfolio and maximise revenue streams from our investment holdings. Revenue savings are largely accrued through the reduction in utilities costs, rates, repairs and maintenance. The Accommodation Working Group is charged with reviewing all property usage with the aim of minimising the costs and releasing any property that can be made surplus.

Rental of buildings – Green
Rates Savings on vacant buildings - Green
Rental Grant reductions – Dedicated member of staff now responsible for this.

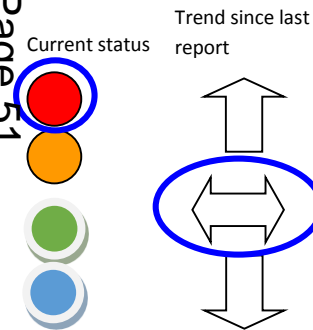
Continue to review the property rationalisation delivery plan. Permissions for any disposal will continue through the usual council process. Work alongside agile working policy owner to explore further opportunities for greater agile working.

Income	20,000	20,000	0
Savings	80,000	80,000	0
Total	100,000	100,000	0

Ben Winstanley

Mandate 28

Community Hubs



It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.

"Forecast overspend of £100,000 is mainly due to higher than anticipated employee costs, this has been partly off set by a reduction in supplies and services expenditure. Increase staffing costs are due to the delayed implementation of the of the Community Hubs restructure the mandate savings of £250k related to a full year saving where as it is only possible to achieve 6 months of reduced costs. The community Hubs are likely to achieve savings from September 2015." This outturn includes £113k of mitigating underspends including keeping a post vacant until April 2016 to help offsets the delayed mandate saving.

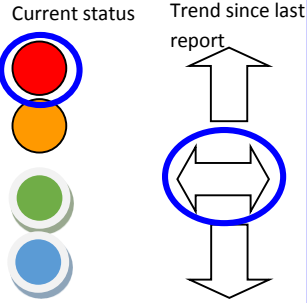
Project plan requires continuous monitoring, updating and adjusting to reflect the project developments. Review training plan for both operations (ensure training fits the needs of the new services) Continue to review the reporting lines of both new services to ensure consistency and synergy between the two. Continue to support the staff to ensure open 2 way communication. Ensure HR are available to offer consistent advice and guidance and support to staff where and when appropriate in order to support the project timelines.

Income	0	0	0
Savings	250,000	125,000	125,000
Total	250,000	125,000	125,000

Deborah Hill-Howells

Mandate 31

ICT Savings (SRS & custom built software solutions)

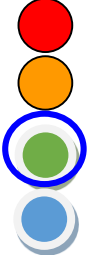
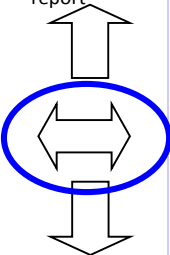
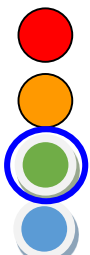
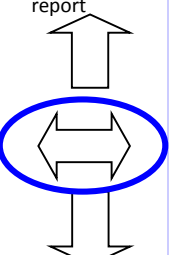


The mandate's aim was to :- Drive cost efficiencies and income generation opportunities within the Shared Resource Service (SRS). This will subsequently result in MCC benefiting from reduced budget without any significant impact to service. And generate ongoing savings and user benefit from custom built software solutions being generated, then productised and sold commercially.


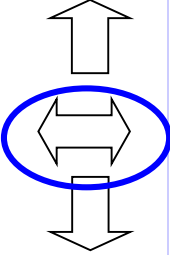

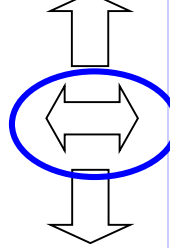
Continue to work with SRS to identify and deliver alternative savings where possible.

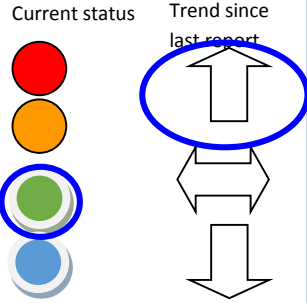
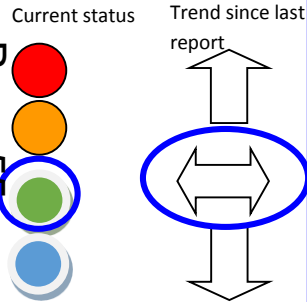
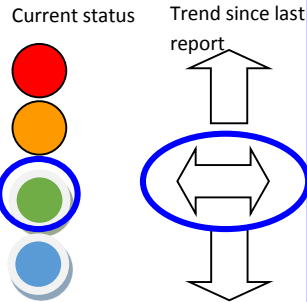
Continue to develop options for alternative savings. SRS have made 130k of their proposed 150k saving - still 20k saving to be found on software contracts however further savings of 20k have been found from vacancies. The 100k savings that were to be achieved through in-house software development and the sale of products will not occur. Other options to look for alternative savings are being actively sought.

Income	0	0	0	Peter Davies
Savings	250,000	150,00	100,000	
Total	250,000	150,00	100,000	

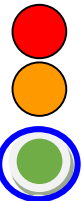

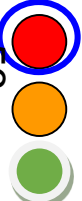
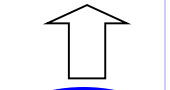
<p>Mandate 33 & 34</p> <p>Adult Social Care</p> <p>Current status</p>  <p>Trend since last report</p> 	<p>The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.</p> <p>The size of the saving is challenging however the service is working together as a whole team in order to continue to review its performance in order to meet the targets. Change in practice will need to continue at pace and be significant, this will continue to take time.</p> <p>It is still uncertain if following re-assessment savings will be realised due to dependency and acceptance of different solutions available. All targets currently on track to deliver. Dementia care matters training has commenced with vigour and early signs are that it will support the changes in practice required.</p>	<p>Continue to review the structures and workforce to establish the resource, knowledge and skills moving forward.</p> <p>Service transformation will continue to evolve and approval sought as the programme develops.</p> <p>Continue to deliver and ongoing evaluation of the training.</p> <p>Continue to capture and work with savings ideas from the teams.</p> <p>IT build on target and early indication is very positive and feedback is good.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>260,000</p> <p>260,000</p>	<p>0</p> <p>260,000</p> <p>260,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Julie Boothroyd</p>
<p>Mandate 35</p> <p>Transformation of ALN</p> <p>Trend since last report</p>  	<p>We are undertaking a review of Additional Learning Needs. Its forms a 3 stage process.</p> <p>Savings fully met for this year. Stages 1 and 2 are complete and the team have commenced consultation with families as part of the stage 3. Community consultation is considered robust and well evidenced. Difficulty in predicting the outcome of consultation until full consultation is complete. All options present opportunities for delivering the target savings.</p>	<p>All timescales of delivery of the mandate to stay in line with the 'complete review' timetable.</p> <p>Continue to review and adapt the consultation both internally and in the community and families.</p> <p>Finance milestone to be built into the delivery plan.</p> <p>Ensure stage 3 is monitored and kept on track.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>120,000</p> <p>120,000</p>	<p>0</p> <p>120,000</p> <p>120,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Sharon Randall-Smith</p>

Mandate Summary	RAG Month 10	RAG Month 2	RAG Month 6
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<p>Mandate 36 * Route Optimisation</p> <p>Current status </p> <p>Trend since last </p>	<p>Mandate from 2014/15</p> <p>Due to the changing to routes the mandate related to the reduction in fleet.</p> <p>Cleansing service efficiencies £50k, Trade waste recycling £40k, Grey and Nappy bag changes £180k</p> <p>There are two mandates that will not be fully achieved in 15-16. £86k on mandate 36 "Route Optimisation", transport leasing costs build into the saving but we own the vehicle that we reduced from the fleet and therefore no leasing savings could be achieved. Also, the mandate originally cut 6 FTE posts, but only 5 FTE posts could be cut.</p>	<p>Review the on-going operation and budgets and re-align in line with service needs.</p> <p>Also there is £40k resulting from the shortfall on additional external income budget, (Mandate 15 above, £50k in 14-15 and a further £50k in 15-16 was introduced). We have secured an additional £60 of this increase, but a pressure still remains. There is also one other mandate in 15-16, mandate 37b "Modernising Trade Waste Services", where there is £40k of additional income to be received from the introduction of Trade waste recycling, started in September 15. Hopefully, this will be generated, however, it is being noted now as a possible pressure and a further update will be available by month 9 monitoring.</p>	<p>Income 0</p> <p>Savings 270,000</p> <p>Total 270,000</p>	<p>0</p> <p>184,000</p> <p>184,000</p>	<p>0</p> <p>86,000</p> <p>86,000</p>	<p>Rachel Jowitt</p>
<p>Mandate 37a Waste Services</p> <p>Current status </p> <p>Trend since last </p>	<p>The mandate is about re-aligning the service in order to be as customer focused and efficient as possible. To reduce duplication of services which provide clarity on responsibility and service delivery. To remove duplication and harmonise working practices.</p> <p>Vacancies have been deleted therefore savings have been achieved.</p>	<p>No relevant Next Steps</p>	<p>Income 0</p> <p>Savings 50,000</p> <p>Total 50,000</p>	<p>0</p> <p>50,000</p> <p>50,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Rachel Jowitt</p>

<p>Mandate 37b Trade Waste</p> <p>Current status Trend since last report</p> 	<p>Modernising Trade Waste Services This has 2 elements:- The introduction of trade waste recycling and realignment of 2 schedule changes.</p> <p>There is £40k of additional income to be received from the introduction of Trade waste recycling, to start in September 15. Hopefully, this will be generated, however, it is being noted now as a possible pressure and a further update will be available by month 9 monitoring.</p>	<p>Continue to review operational impact. Establish any potential mitigating actions.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>40,000</p> <p>10,000</p> <p>50,000</p>	<p>40,000</p> <p>10,000</p> <p>50,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Rachel Jowitt</p>
<p>Mandate 37c Grey bag & nappy collection.</p> <p>Current status Trend since last report</p> 	<p>This mandate relates to the removal of the free supply of grey refuse bags and the removal of the hygiene/ nappy collection.</p> <p>The mandate has been delivered the savings have been achieved.</p>	<p>Continue to review as still early stages. No other next steps relevant.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>0</p> <p>180,000</p> <p>180,000</p>	<p>0</p> <p>180,000</p> <p>180,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Rachel Jowitt</p>
<p>Mandate 40a Democracy</p> <p>Current status Trend since last report</p> 	<p>This mandate purpose was to reduce the budget requirement in a number of areas through a range of actions including :- Management restructure – Green. Increased income generation – Green Removal of a vacant post – Green Reduction in mileage budget – Green All action plans delivered in order to achieve the savings.</p>	<p>In relation to budget delivery no next steps</p> <p>Non budget Service improvements.</p>	<p>Income</p> <p>Savings</p> <p>Total</p>	<p>24,000</p> <p>85,000</p> <p>109,000</p>	<p>24,000</p> <p>85,000</p> <p>109,000</p>	<p>0</p> <p>0</p> <p>0</p>	<p>Tracy Harry</p>

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<p>Mandate 41 Highways</p> <p>Current status  Trend since last report </p>	<p>This mandate was made up of both savings and income generation :-</p> <p>Employee restructure – Green Material savings – Green Plant saving – Green. Re-negotiating with sub-contractors – Green Additional income from skips & scaffolding – green. Operational fuel, stores & procurement savings - Green. Commercial advertising – Red.</p>	<p>Savings - on target to be delivered. Income - Advertising Scheme has been put on hold whilst a planning issue around advertising signs is resolved so it is assumed that the remaining £25,000 will not be achieved this year.</p>		<p>Income 55,000 Savings 395,000 Total 450,000</p>	<p>30,000 395,000 425,000</p>	<p>25,000 0 25,000</p>	<p>Roger Hoggins</p>
<p>Mandate 41a Abergavenny Markets</p> <p>Current status  Trend since last report </p>	<p>The objective was to run additional market stalls on existing market days in Neville street and St Johns Square, Abergavenny. Expansion of flea markets and boot sales and to hold special markets/events in Cross Street Abergavenny.</p> <p>The service has been unable to generate the additional income. This mainly due to operational, resource and PR challenges.</p>	<p>Critically review current structures and operation and business model. Re-structure under way.</p>		<p>Income 70,000 Savings 0 Total 70,000</p>	<p>0 0 0</p>	<p>70,000 0 70,000</p>	<p>Ben Winstanley</p>

1	Leisure			
2	Housing			
5	Sustainable Energy Initiatives			
6	Museums & Castles			
14	Home to School Transport			
15	Facilities			
16	Schools Delegated budgets			
18	School Library Service			
20	Gwent Music			
24	Transition – Bright New Futures			
25	Fleet Rationalisation			

26 Property Rationalisation			
28 Community Hubs			
31 ICT savings			
33 Adult Social Care (&34)			
35 Transformation of ALN			
36 Route Optimisation			
37a Waste Services			
37b Trade Waste			
37c Grey Bag & Nappy Collection			
40a Democracy			
41 Highways			
41a Abergavenny Markets			
42 Youth Service			

**Strong Communities Select Committee
Portfolio Position Statement Month 6 (2015/16)**

APPENDIX 2

Head of Operations Commentary

The forecast out turn estimated at month 6 continues to show a deficit position for the Operations department overall albeit the projected deficit has reduced from £634,000 estimated at month 2 to £339,000 estimated out turn at month 6.

The main service areas contributing to the over spend remain consistent with those indicated at month 2. However the levels of overspend have changed and overall diminished. The situation for the PTU has improved slightly although the underlying cause indicated at month 2 remains the same. Savings surrounding rationalisation of the ALN transport and other wider budget assumptions surrounding overtime savings and operator (inflation) costs will continue to hold this budget in a deficit for this year. The draft budget for 16/17 includes a pressure to address this position.

Building cleaning and school meals show relatively small overspends and officers are anticipating an improvement in catering as we enter the higher school meal numbers typical of the winter months. Property Services capital fees continue to fall below budgeted levels but since we first highlighted this officers

have revised the potential deficit down from £300,000 to £103,000. This coupled with a projected saving on accommodation maintenance costs of £150,000 have contributed heavily towards the improved out turn position.

The projected waste/recycling/street scene position has similarly been revised to a reduced overspend of £66,000 compared with £128,000 at month 2. However it remains volatile with new contracts in the new year that will almost certainly increase our recycling costs and it is of dubious benefit to note that the projected improvement is partially attributable to staff not taking advantage on the LGPS, hence reducing employer on costs. The reduction in custom for the training centre is of concern and needs addressing in the short term if possible although the centralisation of training is now forming a mandate for 16/17. Not mentioned specifically is highways and SWTRA. At the moment the projection is break even but as we enter the winter months it is quite possible that this will be revised. SWTRA spend has reduced to date but is now showing signs of returning to last year's figure and winter conditions bring SWTRA income (albeit county cost) and officers are increasingly confident that the next forecast will offer sufficient confidence to include an underspend. In conclusion officers will be limiting spend as far as possible throughout the remaining financial year but will balance this against the service demands arising in the winter. Posts will remain vacant and some will be removed during the year in order to reduce spend with least impact upon service provision and material spend will be kept to a minimum. The withdrawal of vehicles being taken home will provide some savings on fuel to again assist the reduction in the over spend.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

Strong Communities Service Area	Budget @ Month 2	Budget Revision Virements	Budget @ Month 6	Forecast Outturn	Variance @ Month 6	Variance @ Month 2	Forecast Movement Months 2 to 6
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Chief Executive's	6,850	6	6,856	6,825	(31)	(120)	89
Operations	16,276	108	16,384	16,723	339	634	(295)
Corporate	18,466	(215)	18,251	18,190	(61)	63	(124)

Appropriation	8,224	36	8,260	7,932	(328)	(248)	(80)
Financing	(148,376)	0	(148,376)	(149,128)	(752)	(593)	(159)
Total Strong Communities Select	(98,560)	(65)	(98,625)	(99,458)	(833)	(264)	(569)

1.2 The most significant over and under spends are

Strong Communities Service Area	Overspend Predicted £000's	Underspend Predicted £000's	Forecast Movement Mth's 2 to 6 (Positive)/ Negative £000's	Commentary on forecasted outturn
CEO				
Benefits		30	90	Increases in the bad debt provision and a net increase in Housing Benefit expenditure.
Council Tax	60		60	Shortfall in income from court fees of 35k, although the position has improved slightly from the previous forecast and potential redundancy costs (25k)
Systems and Exchequer		34	(34)	Staff vacancies of 50k offset by increase in annual card fees of 15k
Policy & Partnerships		26	(26)	Additional one off grants from LSB and Home Office (40k) offset by additional staff costs that are unbudgeted
OPERATIONS				
Service	Overspend Predicted £000's	Underspend Predicted £000's		Commentary on forecasted outturn
Operations – Passenger Transport Unit	293		(7)	Assumed ALN transport savings have proven unachievable, budgeted increased income levels were not made whilst at the same time corporate

				budget decisions regarding reductions in overtime costs were imposed. A mandate has been put forward to highlight the fact that the service cannot operate within its existing budget and has requested further funding via the MTFP in 2016-17.
Operations – Building Cleaning	20		(30)	Delayed implementation of mandate saving of transferring public conveniences to Town Councils.
Operations – School Catering	35		(20)	Increased costs to comply with Healthy Eating in Schools Agenda and a reduction in budgeted meals
Operations – Property Services	103		(198)	Changes in accounting code of practice which means that overheads cannot be charged to capital schemes. The change from month 2 relates to increase ins fees that are chargeable to the 21 st Century schools programme offset by a reduction in third party expenditure on procurement.
Operations – Accommodation costs		150	(25)	Maintenance costs for Magor and Usk are underspent mainly due to reduced costs as buildings are relatively new.
Operations – Waste and street scene	66		(60)	Savings from mandates have been mitigated by a reduction in fuel costs and an increase in staff opting out of the pension scheme resulting in a 20k overspend on waste. Raglan training centre is overspent by 40k due to demand reducing for training courses and increased competition from other providers.

Corporate Services	Overspend Predicted	Underspend Predicted	Forecast Movement Mth's 2 to 6 (Positive) / Negative £000's	Commentary on forecasted outturn
	£000's	£000's		
CORPORATE				
Audit Commission Fees (Certification Grant Claims)		(35)		Forecasted saving in relation to the auditing of grant claims
HMRC Reimbursements		(36)		MCC Vat rebates exercise
Early Retirement Pension Costs	150		20	Additional cost of redundancies notified in latter part of 2014/15
Indirect revenue Gains		(114)		Rate rebates on MCC properties
Insurance Premium Payment(Direct)		(59)	(25)	Insurance tender saving greater than expected at month 2
APPROPRIATIONS				
Attributable Costs - Fixed Asset Disposal		(51)	(51)	Some schemes have underspent as sold without incurring costs
Interest Payable and Similar Charges		(382)	(180)	Movement from Month 2 mainly due to long term borrowing now no longer being forecast in year (£9m at month 2); Temporary borrowing has not increased due to slippage on 21C schools program
Charges Required Under Regulation	30		(44)	The shortfall mainly relates to MRP payable relating to vehicles purchased from borrowing (unbudgeted) in 1415.
Interest and Investment Income		(33)	(4)	income due to increased cash balances - in turn due to temporary borrowing taken out when rates were advantageous

Contribution from Reserves	108		198	to cover Estates salary; £90k from M2 is Children's Services report May 2015 Reduced draw on LDP
FINANCING				
Council Tax		(600)	(100)	Surplus due to projected actual CT Collection rate of 99.3% over budgeted 98% and increased CT recovery
Benefit Support		(153)	(60)	Forecast extrapolated from CT Benefits system based upon benefits awarded to date. Caseloads continue to reduce, a trend that is expected to continue through to year end

1.3 Please see Appendix 9,10,11,12 and 13 for further analysis of the directorate expenditure at month 6.

2. 2015-16 Savings Progress

2.1 The savings required by the 2015-16 budget mandates have not yet been fully secured.

Operations Budgeted savings were £1,513,000 and at month 6, £1,258,000 have been identified. Of the remaining savings, £50,000 are delayed until 2016/17 and currently £205,000 are deemed to be unachievable.

Chief Executives budgeted savings were £85,000. These have all been achieved.

Man. No.	Mandate Description	Target Savings	Forecast Savings	Delayed Till	Unachievable	Forecasted Savings
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		£'s	Identified £'s	2016/17 £'s	£'s	Variance Since Month 2 £'s
	STRONG COMMUNITIES					
14	Home to School Policy Changes	101,000	72,000	0	29,000	0
15	Facilities - Transfer functions to other providers	100,000	10,000	0	90,000	0
25	Transport Review and Rationalisation	62,000	62,000	0	0	0
36	Cost Neutral Waste Service	270,000	184,000	0	86,000	0
37	Project Gwyrdd	250,000	250,000	0	0	0
37a	Waste Mgt - Efficiency & Realignment	50,000	50,000	0	0	0
37b	Waste Mgt - Modernising Trade Waste Services	50,000	50,000	0	0	0
37c	Waste Mgt - Collection changes, Grey bags and nappies	180,000	180,000	0	0	0
41	Highways	450,000	425,000	50,000	0	0
	Total Operations	1,513,000	1,258,000	50,000	205,000	0
	CHIEF EXECUTIVES'					
40a	Democracy & Regulation	85,000	85,000	0	0	0
	Total CEO	85,000	85,000	0	0	0

2.1.1 Please see Savings Mandate Appendix SM for further details on savings

3. Capital Outturn Forecast

The capital budget of £4,485,758 had been increased by slippage from 2014/15 of £2,939,759 to a new total of £7,425,517. The budget is separated under the following headings

Strong Communities	Annual Forecast	Original Budget	Slippage from 2014/15	Budget Virement or Revision	Total Approved Budget @	Forecast Over / (Under) Outturn	Variance Since Month 2
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	£000's	£000's	£000's	£000's	Month 6 £000's	@ Month 6 £000's	£000's
Development Schemes Over £250k	11	0	11	0	11	0	0
Development Schemes Under £250k - Essential Works	783	410	373	0	783	0	0
Development Schemes Under £250k - Other Recommend	836	270	566	0	836	0	0
Infrastructure	2783	2112	671	0	2783	0	0
IT Schemes - Infrastructure/Hardware	147	0	147	0	147	0	0
IT Schemes - Web Related	35	0	35	0	35	0	0
Low Cost Home Ownership	33	0	33	0	33	0	0
Maintenance Schemes - General	346	201	145	0	346	0	0
Renovation Grants	654	600	54	0	654	0	0
Section 106	705	0	705	0	705	0	0
Specific Grant Funded	0	0	0	0	0	0	0
Maintenance Schemes - Property	1093	893	200	0	1093	0	0
Total Strong Communities	7,426	4,486	2,940	0	7,426	0	0

Further details of all the schemes are contained in the appendix 2C. Currently no variation has been reported and so the budgets are presented here for information only.

Economy & Development Select Committee Portfolio Position Statement Month 6 (2015-16)

APPENDIX 3

DIRECTOR'S COMMENTARY

The current position of an overspend of 601k is reduced by the effects of reserves to cover redundancies, CMC2 and the LDP which reduces the overspend to 329k. This reflects continued pressures on income targets. In areas such as markets, leisure, museums and culture, we are generating more income than ever - but it is insufficient to meet annually uplifted targets. This reflects some of the issues we're experiencing whereby the current service formats, mean we have saturated the markets available to us and without considerable capital investment - it is not feasible to charge premium rates. This position which will not change

as things currently stand, is part of the reason behind now having to explore alternative delivery vehicles which provide different freedoms and flexibilities & access to new investment.

Reflecting on the other huge changes in the section, Community Learning has undergone a large-scale restructure following the franchise changes, Community Hubs are going live and Housing is undergoing further transformation with the introduction of significant legislation and Planning changes are also in the melting pot.

Despite this - many areas are showing signs of strength and potential. The job of work for the next six months is to mitigate pressures through holding vacant posts open, freezing non-essential spend, closing winter season TIC and continuing work to optimise income potential in the few areas where we believe some potential still exists.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

E&D Service Area	Budget @ Month 2 £000's	Budget Revision Virements £000's	Budget @ Month 6 £000's	Forecast Outturn £000's	Variance @ Month 6 £000's	Variance @ Month 2 £000's	Forecast Movement Months 2 to 6 £000's
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Community led Delivery	1,922	(109)	1,813	2,153	340	138	202
Commercial and People Development	3,866	(192)	3,674	3,801	127	100	27
Enterprise Management	397	0	397	407	10	0	10
Development Planning	930	(19)	911	761	(150)	0	(150)
Tourism, life and Culture	2,492	12	2,504	2,778	274	100	174
ENT Select	9,607	(308)	9,299	9,900	601	338	263

1.2 The most significant over and underspends are:

E&D Service Area	Overspend Predicted	Underspend Predicted	Forecast Movement Mth's 2 to 6 (Positive) / Negative	Commentary on forecasted outturn
	£000's	£000's	£000's	
Markets	108		(2)	Delayed implementation of restructure, increased overtime demands and inability to meet budget mandate savings of increasing income by 50k
Sustainability	83		21	Inability to meet income targets form PV schemes etc.
Cemeteries		42	(2)	Increase in income
County Farms	9		39	Lower than anticipated maintenance costs
Asset Management		57	(47)	Savings through holding vacancies and reduced professional fees to mitigate overspend in other areas
Industrial Units	7		(13)	Higher than anticipated maintenance costs

Community Education	90		90	Redundancy costs of 50k to be reserve funded and a reduction in franchise income from September 15
Community Hubs	315		263	Redundancy costs of 305k to be funded from reserves
Housing		130	(130)	Reduction in bed and breakfast accommodation of 20k, increased occupancy levels 45k and one off 66k
Whole Place		43	(16)	Staff Vacancies – further delays in appointment process
ICT Technology	110		10	
CMC2	17		17	
Enterprise Management	10		10	Inability to find vacancy factor and full year impact of 15/16 pay award
Development Plans		150	(150)	Additional income, reduced call on reserves £100k
Museums and Cultural services	30		20	Green screen savings will not occur and the additional budget mandate for savings of 20k from conservation income will not occur.
Leisure Services	95		95	Overspend due to unfunded posts of 40k, 20k budget vired to children's service but could not be found, caretaking costs of 15k and loss of income on 3G pitch of 20k
Caldicot Castle	90		10	Historic budget underfunding and savings from previous year not achieved
Tourism	53		42	Overspend due to staff costs of 32k. Efforts are being made to reduce this further by use of volunteers. Budget included additional income from the Town Council of 15k but only 5k secured
Old Station Tintern	15		15	Additional management costs as now have manager at one site rather than across two

Countryside and Rights of Way		9	(9)	Savings from staff vacancies
TOTAL	1,032	431	276	Net Total 601

1.2 Further analysis of Economic and Development Select Expenditure can be found in Appendix 8

2015-16 Savings Progress

The savings required by the 2015-16 have not yet been secured.

Enterprise budgeted savings were £1,392,983 and at month 6, £974,983 have been identified. Of the remaining savings £125,000 are delayed and currently £293,000 are deemed to be unachievable.

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Man. No.	Mandate Description	Target Savings £'s	Forecast Savings Identified £'s	Delayed Till 2016/17 £'s	Unachievable £'s	Forecasted Savings Variance Since Month 2 £'s
	ECONOMY & DEVELOPEMNT					
1	Dev of Leisure & Outdoor services	420,983	385,983	0	35,000	0
2	Collaboration of Housing services	55,000	55,000	0	0	0
5	Sustainable Energy Initiatives	33,000	0	0	33,000	0
6	Museums, Shirehall, Castles & Tourism	190,000	145,000	0	45,000	0
26	Property Review	100,000	100,000	0	0	0
28	Community Hubs & Contact Centre	250,000	125,000	125,000	0	0
31	ICT Savings	250,000	140,000	0	110,000	0
40	Planning income	24,000	24,000	0	0	0
41a	Market Income	70,000	0	0	70,000	0
	TOTAL ENTERPRISE	1,392,983	974,983	125,000	293,000	0

1.3 Further detailed analysis of Savings mandates are contained with Appendix SM

2. Capital Outturn Forecast

There was no original budget for capital schemes within this portfolio however capital slippage from 2014/15 of £530,735 has been allowed into 2015/16. The budget is separated under the following headings

Economy & Development	Annual Forecast	Original Budget	Slippage from 2014/15	Budget Virement or Revision	Total Approved Budget @ Month 6	Forecast Over / (Under) Outturn @ Month 6	Variance Since Month 2
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Development Schemes Over £250k	527	0	527	0	0	0	0
Section 106	4	0	4	0	0	0	0
Grand Total E&D	531	0	531	0	0	0	0

Further details of all the schemes are contained in the appendices. Currently no variation has been reported and so the budgets are presented here for information only.

Adult Select Committee Portfolio Position Statement Month 6 (2015-16)

At month 6 Children's Services is predicted to over spend by £1.296m, with £115k of this over spend covered by approved reserve funding. A large element of expenditure is within external residential placements supporting 64 children. The service is experiencing significant staff issues and continued increased demand resulting in the use of agency staff as well as additional capacity. LAC numbers have continued to increase this year from 106 to 121. A number of work streams are being followed in relation to recruitment and cost reductions. For example, we are working to implement in house contact centres, which will reduce costs of renting external facilities for contact and venue costs to host child protection conferences and LAC reviews etc.

Adult Services continues to exhibit good news with a potential £195,000 underspend with Community Care carrying on its journey of practice change. The Adult Services budget has benefited this year from Intermediate Care Funding which has helped support new initiatives and in part has assisted the bottom line position.

1. Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

Adult Service Area	Budget @ Month 2	Budget Revision Virements	Budget @ Month 6	Forecast Outturn	Variance @ Month 6	Variance @ Month 2	Forecast Movement Months 2 to 6
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Adult Services	7,067	(735)	6,332	6,201	(131)	(18)	(113)
Community Care	19,668	702	20,370	20,314	(56)	(107)	51
Commissioning	1,971	13	1,984	1,977	(7)	(4)	(3)
Resources & Performance	946	(40)	906	905	(1)	(28)	27
SCH Directorate	29,652	(60)	29,592	29,397	(195)	(157)	(38)

1.2 The most significant over and underspends are

Adult Select Service Area	Overspend Predicted	Underspend Predicted	Forecast Movement Mth's 2 to 6	Commentary on forecasted outturn

	£000's	£000's	(Positive) / Negative £000's	
Disability Equipment (GWICES)		(32)	66	Advanced stock purchases in 2014/15 by the Intermediate Care Fund
Adult Transformation		(57)	(57)	This scheme refers to Community co-ordination and subject to reserve budget. A formal slippage request has been made to carry forward into 2016/17.
Management team		(97)	(39)	Current Disabilities team manager vacancy plus ICF grant meeting costs of the Direct Care team manager.
Direct Care		(80)	(80)	Team manager vacancy and additional income from client referrals.
Direct Residential Care	97		(42)	Employee efficiency and previous mandate savings not deliverable along with falling client numbers resulting in lower income
Transition co-operative		(24)	(24)	Income from employee secondment
TOTAL ADULT SELECT	97	(290)	(175)	Net Total(195)

Further analysis of the Costs centres contained within the Adult Select Service areas can be obtained in Appendix 6.

2 2015-16 Savings Progress

As at month 6, SCH are on track to meet our mandated savings as illustrated below: -

Man.	Mandate	Target	Forecast	Delayed	Unachievable	Forecasted
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No.	Description	Savings £'s	Savings Identified £'s	Till 2016/17 £'s	£'s	Savings Variance Since Month 2 £'s
	SOCIAL CARE & HEALTH					
24	Bright new futures	14,000	14,000	0	0	0
33	Sustaining Independent Lives in the Community	260,000	260,000	0	0	0
	TOTAL SCH	274,000	274,000	0	0	0

2.1 Further details on the savings mandates can be found in Appendix SM

3 Capital Outturn Forecast

A summary of this year's capital schemes are shown below: -

Social Care & Health	Annual Forecast	Original Budget	Slippage from 2014/15	Budget Virement or Revision	Total Approved Budget @ Month 6	Forecast Over / (Under) Outturn @ Month 6	Variance Since Month 2
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Development Schemes under £250K	171	0	0	171	171	0	0
IT Schemes – Infrastructure/Hardware	135	0	35	100	135	0	0
Maintenance Schemes - Property	47	47	0	0	47	0	0
Grand Total SCH	353	47	35	271	353	0	0

Further details of all the schemes are contained in the appendix 4C. Currently no variation has been reported and so the budgets are presented here for information only.

Children & Young People Select Committee Portfolio Position Statement Month 6 (2015-16)

CYP DIRECTOR'S COMMENTARY

The Directorate's month 6 position is a forecasted overspend of £196,000, this is an improvement of £77,000 from month 2. The youth service remains a volatile area having been subject to a £200,000 savings mandate. The current forecast overspend for the youth service is £137,000. It is pleasing to note that the Additional Learning Needs service is underspent by £102,000, again an improvement of £134,000 since month 2.

SCH DIRECTOR'S COMMENTARY

At month 6 Children's Services is predicted to overspend by £1.296m, with £115K subject to reserve funding. A large element of expenditure is within external residential placements supporting 64 children. The service is experiencing significant staff issues and continued increased demand resulting in the use of agency staff as well as additional capacity. LAC numbers have continued to increase this year from 106 to 121. A number of work streams are being followed in relation to recruitment and cost reductions. For example, we are working to implement in house contact centres, which will reduce costs of renting external facilities for contact and venue costs to host child protection conferences and LAC reviews etc.

Adult Services continues to exhibit good news with a potential £195,000 underspend with Community Care carrying on its journey of practice change. The Adult Services budget has benefited this year from Intermediate Care Funding which has helped support new initiatives and in part has assisted the bottom line position

1 Revenue Outturn Forecast

1.1 The combined budget and outturn forecast for this portfolio is

Children & Young People Service Area	Budget @ Month 2 £000's	Budget Revision Virements £000's	Budget @ Month 6 £000's	Forecast Outturn £000's	Variance @ Month 6 £000's	Variance @ Month 2 £000's	Forecast Movement Months 2 to 6 £000's
21st Century Schools	0	0	0	0	0	0	0
Individual School Budget	43,783	14	43,797	43,825	28	0	28
Resources	1,424	(22)	1,402	1,476	74	61	13
Standards	5,449	(15)	5,434	5,392	(42)	99	(141)
Youth	597	0	597	734	137	114	23
CYP Directorate	51,253	(23)	51,230	51,427	197	274	(77)
Children's Services	7,796	400	8,196	9,493	1,297	675	622
Total C&YP Select	59,049	377	59,426	60,290	1,494	949	525

The most significant over and underspends are

Children & Young People Service Area	Overspend Predicted £000's	Underspend Predicted £000's	Forecast Movement Mth's 2 to 6 (Positive) / Negative £000's	Commentary on forecasted outturn
STANDARDS				
Additional Learning Needs		(102)	(134)	Staff vacancy and higher than anticipated recoupment income.
Primary Breakfast Initiative Grant	55		(6)	Take up continues to increase and therefore resulting in additional staffing requirements.
RESOURCES				
Support Services	73		12	Efficiency savings for directorate to be identified. Directorate legal costs and a small saving due to a vacancy.
YOUTH				
Community Education Youth General	137		23	Delay in the start of the ESF project will result in less income in this financial year.
CHILDRENS SERVICES				

Fostering Allowances and Payments For Skills	156		(12)	We are paying for an additional 7 children in foster placements with the age mix of children altering leading to increased payments. Skills payments to foster carers has also risen with the numbers of SGO's supported through this budget increasing by 11 this year.
Younger People's Accommodation		(96)	3	A vast amount of work has been undertaken in this budget over the past two years to deliver, at present, an underspend. This budget is prone to volatility and we will continue to monitor over the year before deciding on viring budget to a different cost centre.
Ty'r Enfys		(52)	(8)	This facility will remain closed for the entire year.
Therapeutic Service		(29)	(3)	Under spend due to vacant Play Therapist post being filled on a part time basis from 07/09/15
External Placements - LAC	920		509	Current activity is 64 placements and we are seeing a full year effect of placements that only entered the system in the latter part of last year.
External Placement - Non-LAC		(97)	(21)	This budget is generally used to fund the over spend within LAC.
SCYP - Placement & Support Team	128		43	There is a mixture of reasons for the overspend such as use of agency staff, contact and assessment costs and home to school transport. More recently this budget has funded building work to create in house contact centres.
SCYP - Supporting Children & Young People Team	198		130	Overspend relates to the employment of 5 agency workers to cover staff sickness and capacity issues and a 77% increase in transport costs since last year.
Disabled Children	88		22	Continued use of agency staff to cover sickness and the employment of a Student Placement Social Worker.
FRS – Family Support Team	27		119	Use of numerous agency social workers to cover for various staff absences.

Bus Cases / Temp Funding - Cabinet 06/05/15	83		(129)	Relates to delayed staff appointments.
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Further analysis of the Service Areas contained within CYP Select can be found in Appendix 7 and Appendix 6 for Children's Services

2 2015-16 Savings Progress

The savings required by the 2015-16 have not yet been secured.

Children & Young People's budgeted savings were £1,514,000 and at month 6 £1,377,000 have been identified. Of the remaining savings £137,000 are currently deemed to be delayed in year.

Man. No.	Mandate Description	Target Savings £'s	Forecast Savings Identified £'s	Delayed In year £'s	Unachievable £'s	Forecasted Savings Variance Since Month 2 £'s
	Children & Young People					
16	Delegated Schools Budget	1,124,000	1,124,000	0	0	0
18	School Library Service	20,000	20,000	0	0	0
20	School Music Service	50,000	50,000	0	0	0
35	CYP / Additional Needs / Mounton House	120,000	120,000	0	0	0
42	Youth Service	200,000	63,000	137,000	0	0
	TOTAL C&YP	1,514,000	1,377,000	137,000	0	0

2.1 Further analysis of the Savings mandates can be found in Appendix SM.

3. SCHOOLS

- 3.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 6 projections.

Draft Council Fund Outturn 2015/16– Schools Summary outturn position at Month 6 (Period 2)	(A) Opening Reserves (Surplus) / Deficit Position 2015/16 £'000	(B) Month 2 Draw on School Balances 2015-16 £'000	(C) Variance on Month 2 Reserve Draw £'000	(D) Draw Forecasted on School Balances @ Month 6 £'000	Forecasted Reserve Balances at 2015-16 Outturn (A+D) £'000	Forecasted Balances @ Month 2 £'000
Clusters						
Abergavenny	(412)	100	(119)	(19)	(431)	(312)
Caldicot	(426)	251	(98)	153	(273)	(174)
Chepstow	98	45	18	63	161	143
Monmouth	(424)	193	(39)	154	(270)	(231)
Special	24	(28)	133	105	129	(4)
	(1,140)	561	(105)	456	(683)	(578)

- 3.1.2 School balances at the beginning of the financial year amount to £1,140,000. The Schools budgeted draw upon balances is forecasted to be £456,000 for 2015/16, therefore leaving £683,000 as forecasted closing reserve balances.
- 3.1.3 Within these summary figures, of particular note, is the deficit reserve position forecasted for the Chepstow Cluster, Chepstow Comprehensive school have a recovery plan in place, the latest forecast indicates an increase in the deficit for the school. This is due to the contribution to redundancy costs that the school has incurred. The recovery plan is currently being reviewed and given the number of pupils on roll this deficit will still be met over the duration of the plan.
- 3.1.4 5 schools exhibited a deficit position at the start of 2015/16; Llanvihangel Crocorney (£15,039), Castle Park (£39,730), Chepstow Comprehensive (£388,687) Llandogo (£12,347) and Mounton House Special School (£25,955). Of these five schools the following two have seen an increase in their deficit balance at month 6, Llanvihangel Crocorney (£33,714), this is due to the pupil numbers in the school increasing and therefore an additional teacher needed to be employed and Mounton House Special School (£136,144), due to significant staffing changes and a delay in grant funding through the ESF project. One more school, Overmonnow is now reporting a deficit, (£8,239), this is again due to an increase in pupil numbers resulting in an additional teacher being employed. Overmonnow are in the process of developing a recovery plan.

3.1.5. Schools balances are exhibiting a fluctuating trend with some schools showing a continuing reduction in schools balances which is of concern and others a more balanced trend.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16 (Forecast)	(682)

3.1.6 There has been a significant reliance on reserve balances to supplement school spending plans in the last 4 years across individual schools with a certain amount of replenishment. As a rough guide, prior to 2010, Welsh Government advocated that school balance levels equated to no more than £50,000 for a primary school and £100,000 for a secondary school. Members may wish to seek a comfort that balances aren't being used to subsidise and sustain core costs such as staffing.

3.1.7 Individual School Balances are available in Appendix A CYP School Select.

Capital Outturn Forecast

The total budget for Capital Schemes within the Children & Young People portfolio is £50,368,595 comprising an original budget of £43,100,948 together with authorised capital slippage from 2014/15 of £7,267,647. The budget is separated under the following headings

CHILDREN & YOUNG PEOPLE	Annual Forecast	Original Budget	Slippage from 2014/15	Budget Virement or Revision	Total Approved Budget @ Month 6	Forecast Over / (Under) Outturn @ Month 6	Variance Since Month 2
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Development Schemes Over £250k	19	0	19	0	19	0	0
Education Strategic Review	49,165	42,247	6,917	0	49,165	(18)	0
Maintenance Schemes Property	1,185	854	331	0	1,185	0	0
Grand Total	50,369	43,101	7,268	0	50,369	0	0

Further details of all the schemes are contained in the appendix 5C. Currently no variation has been reported and so the budgets are presented here for information only.

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SUBJECT:	Providing Members with an evaluation of the effectiveness of safeguarding within Monmouthshire
MEETING:	Cabinet
DATE:	4th November 2015
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

To provide members with information and analysis regarding the safeguarding of children and young people. Comprehensive strategic and operational information is provided via a suite of three cross referenced reports:

- i. **Strategic Report for Safeguarding September 2015**; this provides an evaluative overview for Members on progress, areas for further work and includes case studies. **Pages 1-5 of this report will enable Members to obtain a good summary of the current safeguarding agenda.**
- ii. **Safeguarding Report Card September 2015**; this provides detailed evidence and analysis for Members wishing to review safeguarding performance in more depth.
- iii. **Service Improvement Plan for Safeguarding 2015 – 2016, Quarter 2 Review**; this is the mid-point review of the annual plan for the safeguarding unit detailing progress against identified the priorities and actions.

2. RECOMMENDATIONS:

That cabinet members receive the attached reports, noting the progress and areas for further work and using them as the basis for challenge.

3. KEY ISSUES:

3.1 Safeguarding children and young people is a key responsibility for the Council. These duties apply to all officers and members of council and include the specific child protection duties carried out via Children's Services.

3.2 In November 2012 Estyn carried out an inspection of the Local Authority and found that the arrangements for safeguarding were unsatisfactory.

A monitoring visit in February 2014 found that whilst the Local Authority had made some good initial progress the shortcomings identified in the strategic management of safeguarding had not been addressed well enough. This judgement was echoed by a Welsh Audit Office inspection in March 2014. It was partly as a result of this that the current suite of reports were commissioned to ensure that Members had access to comprehensive and thoughtful analysis of the state of safeguarding in Monmouthshire.

3.3 CSSIW carried out inspections of Monmouthshire Children's Services in April and November 2014. Whilst confirming that children involved in the child protection process were safeguarded, CSSIW did identify some key deficits and areas for improvement including the consistency and quality of management oversight within Children's Services and the effective embedding of performance management and quality assurance arrangements.

3.4 Estyn Inspectors will be carrying out a further inspection of the authority in November 2015. The focus will be on how the authority has responded to the recommendations following the November 2012. The first of these was regarding safeguarding: Ensure that safeguarding procedures are robust and underpinned by a clear policy

4. REASONS:

Safeguarding and child protection concerns some of the most vulnerable children in Monmouthshire. This is an important opportunity for cabinet members to consider the current arrangements for safeguarding.

5. RESOURCE IMPLICATIONS: None directly from this report

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

These reports focus on enhancing safeguarding of children and young people. No negative implications have been identified and if there are actions that subsequently require decision, EQIAs will be undertaken at that stage.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

Throughout the reports consideration has been given to how the Local Authority promotes safeguarding and corporate parenting.

8. CONSULTEES:

- Paul Matthews – Chief Executive
- Tracy Jelfs – Head of Children’s Services

9. BACKGROUND PAPERS: None

10. AUTHOR: Jane Rodgers, Safeguarding and Quality Assurance Manager

11. CONTACT DETAILS:

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Service Plan 2015/18 – Q2 Review

Service:	SAFEGUARDING
Service Manager:	Jane Rodgers
Directorate:	Social Care and Health
Head of service	Tracy Jelfs
MCC Priority: <i>Please choose as appropriate</i>	Protecting Vulnerable People
MCC and Single Integrated Plan (SIP) Outcome: <i>Please choose as appropriate</i>	People feel safe

Our Purpose

Complete this from the end users' perspective (Customers may be internal or external / Citizens)

Our purpose in Safeguarding is to ensure that children in Monmouthshire are as safe as they can be and are protected from harm. We want all children within Monmouthshire to live free from the damaging impact of abuse or neglect.

We will achieve this through responding to local need and through addressing aspects of safeguarding practice that can be further improved. We will continue to implement and review safe systems, processes and practices for safeguarding and child protection across all settings and service areas. The foundation for this is the on-going implementation of our comprehensive safeguarding and child protection policy which sets out clear lines of accountability, good systems for support, advice and consultation and effective operational procedures. Alongside of this, we will continue to ensure that workers are suitable, trained and confident in undertaking their safeguarding responsibilities including a good understanding of the importance of inter-agency working. Within this broader framework, we will aim to ensure that where individual children are at risk the system reacts appropriately to refer, investigate and respond to concerns as they arise. We want to ensure that the child's experience remains central to this and that our safeguarding and child protection activity and interventions promote positive outcomes for children.

Within Monmouthshire we recognise that safeguarding is something that needs to run through the whole organisation from the top down and the bottom up. Keeping children safe depends on a joined-up, partnership approach across directorates and service areas where everyone knows the part they play and the importance of recognising and raising concerns. There is now a whole authority safeguarding leadership group in place to drive the safeguarding agenda across the council and provide additional internal challenge. Embedding safeguarding at a 'hearts and minds' level within the authority is something that we will continue to invest energy in during the year ahead.

As a Safeguarding Unit we will support the local authority and its partners in achieving best safeguarding practice. The unit was established in Autumn 2012 and has a stable work-team comprising of the Safeguarding Manager, Lead Officer for Safeguarding In Education (LOSIE), Child

Protection Coordinator, Independent Reviewing Officer, Senior Practitioner for Court and 2 Child Protection Administrators. There is a 0.5 vacancy in the unit for a Safeguarding Officer, and we will be seeking to fill this post by September 2015. Safeguarding is strongly aligned with children's services at both an operational and strategic level. This alignment ensures that as we implement service improvement plans these complement each other, with safeguarding taking the lead around multi-agency arrangements and where there is a connection to the work of the South East Wales Regional Safeguarding Board. Many of the actions within the safeguarding SIP dovetail into the children's services SIP which carries them forward at a more operational 'social work' level.

The development of the current Safeguarding SIP rests on two sister reports namely the Safeugarding Report Card (April 2015) and the Safeguarding Strategic Report (April 2015). The operational priorities and activities set out in the Service Improvement Plan broadly correlate with the future actions identified through the Safeguardding Strategic Report.

Evaluation of last years performance

What did we want to achieve? (Aspiration)	What have we done so far?	What difference has this made? (Impact)	What is your evidence?
We wanted to ensure that safeguarding was culturally embedded within the whole authority	<p>Developed an whole authority safeguarding group.</p> <p>Developed a 6-monthly reporting framework for safeguarding.</p>	Increased connections to safeguarding across all directorates.	<p>Minutes</p> <p>Training numbers</p> <p>Referral Patterns</p> <p>Safeguarding reports</p>
We wanted to ensure that all settings and services operating in Monmouthshire understood their roles and responsibilities in keeping children safe.	<p>Safeguarding and Child Policy in place and disseminated.</p> <p>Implemented an audit framework via 2 year rolling programme.</p>	<p>We have been able to identify strengths and weaknesses across a range of services.</p> <p>We have been able to address gaps in knowledge / training needs and provided consultation and advice regarding safeguarding practice.</p> <p>We have extended the reach of safeguarding into the 3rd sector – and identified areas that we have not yet covered.</p>	Outcomes from the audit framework in the safeguarding report card.
We wanted to ensure that in Monmouthshire staff and volunteers working with children are suitable, child-focused and do not pose a risk to children.	<p>Continued to coordinate and provide oversight in instances where there have been professional concerns or allegations.</p> <p>Commenced implementation of a multi-agency training programme.</p> <p>Worked with People’s Services to implement safe recruitment training</p>	We have ensured that individual issues of professional concern have been responded to and that risks have been appropriately managed vis statutory and inter-agency processes.	<p>Minutes from HR liaison meetings</p> <p>Safeguarding report card around professional allegations</p> <p>Training numbers for individuals trained in Safe Recruitment.</p>

	and develop good practice safe workforce management.		
We wanted to ensure that in Monmouthshire all workers and volunteers in contact with children and families were trained at the appropriate level and were confident in understanding their roles and responsibilities in respect of safeguarding	<p>We have continued to extend safeguarding training programme at all levels (1, 2 & 3).</p> <p>Developed a better understanding of safeguarding training needs across the authority.</p> <p>Responded to identified training needs in individual service areas.</p>	We have ensured that staff have access to appropriate training relevant to their roles to help them to fulfil their safeguarding responsibilities.	<p>Training numbers (safeguarding report card).</p> <p>Evaluations from participants.</p>
We wanted to promote good safeguarding practice particularly in neglect, undertaking section 47 investigations and for adolescents with complex risks.	<p>We have shared outcomes from the neglect audit via a practitioner forum. We have implemented a process for multi-agency supervision. We have maintained an active oversight of the child protection register and reduced the average length of time children are exposed to risk.</p> <p>We have implemented practice development sessions in child protection processes.</p>	Individual children have been safeguarded through adherence to good practice.	<p>Child protection reports</p> <p>Performance information from children's services.</p> <p>SEWSCB strategic plan</p> <p>Evidence from CSSIW inspections.</p>
We wanted to ensure that services to minimise the impact of domestic abuse within the authority were in place.	<p>Supported the local domestic abuse forum in the development and implementation of its local action plan.</p> <p>Identified potential service gaps and started to work with others about how these can be addressed.</p>	The local authority is tackling domestic abuse at a range of levels from preventative to response.	Domestic abuse action plan.

<p>We wanted to ensure that we listened directly to young people regarding safeguarding and that their concerns were responded to.</p>	<p>We have begun to implement the Safeugarding Survey 2015. We have developed a well-being group to take forward an anti-bullying agenda; assist with mapping mental health pathways; and developing an 'app' to support young people affected by self-harm.</p>	<p>We are listening to and responded to the concerns of young people about their safety and well-being.</p>	<p>Safeugarding Survey</p>
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What does this tell us we need to do for the next three years?

The key areas requiring development over 2015 – 16 within the county to further ensure the safety and well-being of children and young people are:

- To develop self-evaluation and critical challenge in respect of the impact of safeguarding activity across the authority.
- Use the external validation review of safeguarding as an opportunity for further learning and to help us in setting direction, prioritising and improvement planning.
- Listen and respond to the outcomes from the Young People's Safeguarding Survey 2015.
- Promote increased engagement with voluntary organisations.
- Implement the 2nd phase of the SAFE and analyse outcomes.
- Develop the training programme for Monmouthshire to ensure that all staff have access to safeguarding / child protection training at a suitable level (in progress).
- Support the development of the Well-Being group under the partnership including cross authority work around anti-bullying, self-harm and mental health pathways (Well-being group in early stage of development).
- Use of range of sources to analyse and report on the issues that compromise the safety and welfare of children and /or potentially expose them to harm through abuse and neglect. Work with others to respond to / reduce areas of need particularly regarding domestic abuse, parental substance misuse child neglect and young people with complex risk taking behaviours (In progress).
- Prioritise key areas of safeguarding practice where it has been identified that practice can be improved particularly regarding the thresholds and interface between services areas; section 47 investigations and working with complex risk (in progress).

Action	Expected impact of this action	Strategic Plan it aligns to (If directly applicable)	Outcome it contributes to (If directly applicable)	Timescale	Funding	Officer responsible	Q1 Performance appraisal (Include progress and impact made)	Q2 Performance appraisal (Include progress and impact made)	Q3 Performance appraisal (Include progress and impact made)	Q4 Performance appraisal (Include progress and impact made)
1. Review the Monmouthshire Safeguarding and Child Protection Policy on an biennial basis. Ensure that the Policy is implemented across the LA through the SAFE (see below).	The policy is up to date with any changes in legislation and / or any developments in safeguarding practice particularly Keeping Children Safe in Education and the Social Care and Well-Being Act. There is clear guidance in place across the authority regarding safeguarding and child protection practices, roles and responsibilities.	Single Integrated Plan	People feel safe	By Sept 2015	Core	LOSIE / Safeguarding Manager		Work plan for the Whole Authority Safeguarding Group (WASG)		
							On Target	Behind Target	Select Progress	Select Progress
2. Support the development of the Whole Authority Safeguarding Group. Use the external validation review of safeguarding as an opportunity for further learning and to help us in setting direction, prioritising and improvement planning. <i>Review chair arrangements for the WASG in consideration of statutory duties of Director of SS (Rec 1 EW)</i> <i>Corporate roles and responsibilities safeguarding to be clearly articulated and understood (Rec 3 EW)</i>	Strong leadership and cross directorate ownership of safeguarding, together with the opportunity for internal challenge will help to keep children in Monmouthshire safer.	Single Integrated Plan	People feel safe	On-going External Validation to complete end of July 2015	Core	Safeguarding Manager	External review by EW received. WASG meeting dates set for the year. On Target	Further clarify work plan and priorities for WASG <i>Strengthen knowledge of and link with SEWSCB</i> On Target		
							On Target	On Target	Select Progress	Select Progress
3. Implement Phase 2 of the Safeguarding Assessment Framework for Evaluation (SAFE): Year 1 all settings and service areas operating directly within the LA Year 2 all grant funded and commissioned services Analyse the outcomes from the audits and address any issues / themes that arise either within individual settings or at a wider whole authority level. (This to include completing the analysis and mapping from the Phase 1 / year 2). <i>(Rec 7 EW)</i>	Gain further information about how individual settings and service meet their child protection and safeguarding responsibilities in practice. Our aim is to embed a developmental and continuous approach to improving child protection practice and to ensure that all agencies are working together effectively to keep children safe.	Single Integrated Plan	People feel safe	Year 1 by end of March 2016 Year 2 by end of March 2017	Core	LOSIE		Phase 2 (Year 1) commenced through schools and early years. <i>Planning for LA ensuring QA process for SG in contracted and commissioned services (year 2) to commence via WASG</i>		
							On Target	On Target	Select Progress	Select Progress

<p>4. Work with others to promote a better engagement with voluntary sector organisations operating within Monmouthshire including promoting the implementation of a safeguarding audit framework for all voluntary organisations.</p>	<p>Ensuring that voluntary sector organisations fully understand and are supported to meet their safeguarding responsibilities.</p>	<p>Single Integrated Plan</p>	<p>People feel safe</p>	<p>On-going</p>	<p>Core</p>	<p>LOSIE / Safeguarding Manager</p>		<p>GAVO represented at Local Group of the SEWSCB; Safeguarding link with 3rd sector through Youth Offer Group established. Task now to establish joint needs analysis and SG priorities for vol sector.</p>			
								<p>Behind Target</p>	<p>Behind Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>5. Deliver and develop safeguarding and child protection learning and training opportunities across the authority for all workers and volunteers.</p> <p>Increase the numbers of MCC staff accessing level 3 regional training.</p> <p>Identify training needs from a whole authority approach and develop of a core programme for safeguarding training. (Rec 8 EW)</p> <p>Further work to develop the network of good quality level 1 trainers across the local authority.</p> <p>Implement a staff survey to gauge the impact of level 1 learning and on-going mapping of training needs.</p>	<p>Children will be safeguarded because workers and volunteers are trained to recognise and respond to concerns and feel confident in their CP roles at whatever level.</p>	<p>Single Integrated Plan</p> <p>SEWSCB strategic plan</p>	<p>People feel safe</p>	<p>On-going</p> <p>Staff Survey by end of Sept 2015</p>	<p>Core / SEWSCB resource</p>	<p>LOSIE / Safeguarding Manager</p>	<p>Level 1 training needs analysis initiated with the WASG.</p>	<p>Complete Level 1 training needs analysis across all directorates. Safeguarding now integrated into corporate induction. Develop individual directorate record keeping and monitoring. Implement staff survey.</p>			
								<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>6. Work in partnership with Employee Services to ensure that safe recruitment and HR practices are embedded within the authority through training, appropriate policy and guidance and monitoring / audit.</p> <p>Build consistency across the LA in the use of volunteers particularly in respect of HR practices and training.</p>	<p>All staff members and volunteers are suitable and do not pose a risk to children or young people</p>	<p>Single Integrated Plan</p>	<p>People feel safe</p>	<p>On-going</p>	<p>Core</p>	<p>People Management Leads / Safeguarding manager</p> <p>Volunteer Coordinator</p>	<p>Volunteer management tool kit in development with strong s/g component.</p>	<p>Safe recruitment training programme in place. Good practice examples of risk assessing re DBS. Increased level of audit and follow up of exception reporting in place through directorate leads.</p>			
								<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>

<p>7. Lead and co-ordinate the statutory response to any professional allegations.</p> <p>Analyse and report on performance information regarding professional allegations.</p> <p>Raise awareness of the management of professional allegations through training and learning opportunities.</p>	<p>Professional allegations are responded to effectively so that children and young people are protected from individuals who may pose a risk.</p>	<p>Single Integrated Plan</p> <p>SEWSCB strategic plan</p>	<p>People feel safe</p>	<p>On-going</p> <p>Training programme implemented by Sept 2015</p>	<p>Core</p>	<p>Child Protection Coordinator / Safeguarding Manager</p>	<p>Training programme has been signed off by the SEWSCB and is ready for local delivery.</p>			
<p>8. Develop our monitoring, review and analysis of safeguarding and child protection using a range of information sources including:</p> <ul style="list-style-type: none"> - External validation of safeguarding - Inspection reports - Young people's safeguarding survey (2015) - Published case reviews from within the region and nationally - Local performance management information - Local case review and audit <p>Further refine 6-monthly safeguarding reports so that strategic priorities are clearly articulated (Rec 6 EW).</p> <p>Report on the activity of the SEWSCB to senior leaders and elected members (Rec 2 EW)</p>	<p>Ensure that information is used effectively to continually identify and respond to aspects of local need and set target areas for service / practice improvement.</p>	<p>Single Integrated Plan</p>	<p>People feel safe</p>	<p>6-monthly reports</p>	<p>core</p>	<p>Safeguarding Manager</p>	<p>On target</p>	<p>Sept reports produced</p> <p>On target</p>		
<p>9. Work with others to review and ensure that necessary resources are allocated to preventative and response services for children at risk of harm because of domestic abuse and parental substance misuse.</p> <p>Ensure that where services are commissioned these align with local needs.</p> <p>Continue to support local implementation of domestic abuse work following the regional re-structure.</p>	<p>Children's vulnerability is reduced by aligning services and resources to needs in key areas.</p>	<p>Single Integrated Plan</p> <p>Children's Services SIP (9)</p> <p>VAWSASV regional and local plans.</p> <p>Strategic Priority 3 SEWSCB</p>	<p>People feel safe</p>	<p>Targets not set yet</p>	<p>Core</p>	<p>Head of Children's Services / Safeguarding Manager</p>	<p>Links made to regional VAWDASV. Local action plan in development.</p>	<p>Need to check direct prevention within CYP</p>		
							<p>On Target</p>	<p>On Target</p>		
							<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>

<p>10. Support and develop work across the LA in addressing and responding to the needs of adolescents with complex risks including:</p> <ul style="list-style-type: none"> - Completion of self-harm app - Mapping for mental health pathways; - Further awareness raising and training for responding to child sexual exploitation - Strengthening risk assessment and management processes within single agencies and through partnership approaches. 	<p>That vulnerable teenagers within Monmouthshire are safeguarded and protected and that services are responsive to their needs as <i>children</i> in their own right.</p>	<p>Single Integrated Plan</p> <p>Children's Services SIP (5)</p> <p>Youth Offer Group</p> <p>SEWSCB Strategic Priority 2</p>	<p>People feel safe</p>	<p>On-going / Targets not yet set</p>	<p>Core</p>	<p>Partnership manager / Safeguarding Manager</p>	<p>Self harm app due for launch Sept 2015.</p> <p>Mapping exercise commenced.</p> <p>CSE staff training in schools implemented</p>	<p>Well-being group established.</p> <p>Planning in place for preventative CSE work in schools.</p>		
							<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>11. Support the implementation of the anti-bullying action plan via the Well-being group through development of good practice, better use of information and reporting systems and training.</p> <p>(Young people's survey)</p>	<p>Risks to children and young people caused through the impact of bullying are reduced.</p>	<p>Single Integrated Plan</p>	<p>People feel safe</p>	<p>Cross Ref anti-bullying plan / Well-being group</p>	<p>Core</p>	<p>Partnership manager / Safeguarding Manager / Inclusions Manager</p>		<p>Bullying action plan in place and being monitored through Well-being group</p>		
							<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>12. Work in partnership with Monmouthshire Youth Service and education services to promote on-line safety for all children and young people in Monmouthshire through provision of general and targeting information and training.</p> <p>(Young People's Survey)</p>	<p>Children feel safer on-line and parents and professionals are enabled to promote on-line safety and minimise risks.</p>	<p>Single Integrated Plan</p>	<p>People feel safe</p>	<p>Targets not set yet</p>	<p>core</p>	<p>Youth service / safeguarding manager</p>	<p>Regional training for professionals in development</p>	<p>Establish work plan through response planning following YP's SG survey (see12)</p>		
							<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>13. Report on the outcomes from the young people's Safeguarding Survey 2015</p> <p>Work with others to develop an Engagement Strategy for C&YP (Rec 5 EW)</p>	<p>There is cross directorate awareness and action planning in response to the issues that concern young people.</p>	<p>Single Integrated Plan</p> <p>Children's Services SIP (12)</p>	<p>People feel safe</p>	<p>By end July 2015</p>	<p>Core</p>	<p>Youth service / safeguarding manager</p>	<p>YP survey completed and confirms more work to do be done on bullying, keeping safe on line and access to adult material on line</p>	<p>Action plan to map out response and next steps following survey.</p> <p>On Target</p>		
							<p>On Target</p>	<p>On Target</p>	<p>Select Progress</p>	<p>Select Progress</p>
<p>14. Promote good practice regarding working with children at risk of neglect including:</p>	<p>Good understanding and inter-agency working around thresholds and referrals will ensure that risk and need is responded to at the appropriate level.</p>	<p>Single Integrated Plan</p> <p>SEWSCB strategic Priority 1</p>	<p>People feel safe</p>	<p>On-going</p>	<p>Core</p>	<p>Safeguarding Manager</p>		<p>Increase Neglect training attendance.</p> <p>Awareness raising.</p> <p>Further audit.</p>		

<ul style="list-style-type: none"> - Working with preventative services regarding early recognition and making good quality referrals; - Promoting the alignment of preventative services to parental needs; - Continued implementation of 'Neglect' and 'Child protection planning' training within Monmouthshire. 		Children's Services SIP					On Target	On Target	Select Progress	Select Progress
<p>15. Implement multi-agency training in section 47 process and to support multi-agency involvement and joint working during Section 47 inquiries.</p> <p>Consider MASH as an alternative 'front-door' model (Rec 9 EW)</p> <p>Provide oversight to children on the child protection register and to support the implementation of multi-agency consultation for complex cases.</p>	<p>Best outcomes for children are achieved through the development of good practice when undertaking child abuse investigations.</p> <p>Best outcomes for children are achieved through active, inter-agency child protection planning.</p>	<p>Single Integrated Plan</p> <p>SEWSCB strategic plan</p> <p>Children's Services SIP (4)</p>	People feel safe	Further 2 training sessions by end July 2015	Core	Head of Children's Services / Safeguarding Manager		Some delays around development of S47 – identification of ABE training; impact of service delivery issues in 'front-door' services		
<p>Page 92</p>		Single Integrated Plan	People feel safe			Head of Children's Services / Safeguarding Manager / Partnerships	On Target	Behind Target	Select Progress	Select Progress
							On Target	On Target	Select Progress	Select Progress
							Select Progress	Select Progress	Select Progress	Select Progress

A balanced scorecard to measure service performance / impact (Some standard measures of performance on staff, finance and customers have been included that all services must report)

Staff (Key infrastructure)

Indicator	Actual 2012/13	Actual 2013/14	Actual 2014/15	latest Wales Av	Target 2015/16	Actual 2015/16 Q1	Actual 2015/16 Q2	Actual 2015/16 Q3	Actual 2015/16 Q4	Context/ Comment
The percentage of open cases of children on the Child Protection Register who have an allocated social worker (SCC/013ia)	100%	100%	100%	99.9%	100%		100%			
Average days lost to sickness absence per FTE employee					11.06		0.33			
Percentage of employees who leave the department			0	-	0		0			

Budget (Key infrastructure)

Indicator	Actual 2012/13	Actual 2013/14	Actual 2014/15	latest Wales Av	Target 2015/16	Actual 2015/16 Q1	Actual 2015/16 Q2	Actual 2015/16 Q3	Actual 2015/16 Q4	Context/ Comment
Forecase overspend or underspend on budget										

Processes (How Much and How Well?)

Indicator	Actual 2012/13	Actual 2013/14	Actual 2014/15	latest Wales Av	Target 2015/16	Actual 2015/16 Q1	Actual 2015/16 Q2	Actual 2015/16 Q3	Actual 2015/16 Q4	Context/ Comment
Number of referrals created as % of contacts received into children's services			12.4% (482/3885)	-	-		8.8% (163/1843)			
Number of section 47 investigations undertaken as % of referrals					-		60.1% (98/163)			NB Initial Strategy Discussions NOT S47 investigations
Number of children on the child protection register at the end of the period	55	37	51	-	-	59	41			De-registration of some large sibling groups during the period
Number (%) of children on the child protection register for 1 year or more at the end of the period	56% (31/55)	14% (5/37)	16% (8/51)	-	-		10% (4/41)			2 families
Percentage of initial child protection conferences within timescales (SCC/014)	84.8% (56/66)	93.4% (57/61)	75.0% (57/76)	89.9%	93.2%		90.5%			
Percentage of initial core groups held on time (SCC/015)	34.0% (16/47)	96.2% (51/53)	87.1% (54/62)	90%	91.5%		97.4%			
Number of child protection review conferences hold on time (SCC/034)	90.5%	93.9%	95.4%	98.1%	100%		91.1%			
Number of professional strategy meetings held		27	28	-	-		20			Counted as # of initial meetings (23 individuals)

Numbers of Monmouthshire workers trained at level 1	818	730	-		406				
Numbers of workers trained at level 2		105	-		-				SEWSCB provide year end figures
Numbers of workers trained at level 3		N/K	-		-				SEWSCB provide year end figures
Numbers of young people surveyed in 2015		-	-	1500		1231			

Customers (Outcome / Is anyone better off?)										
Indicator	Actual 2012/13	Actual 2013/14	Actual 2014/15	latest Wales Av	Target 2015/16	Actual 2015/16 Q1	Actual 2015/16 Q2	Actual 2015/16 Q3	Actual 2015/16 Q4	Context/ Comment
Number of de-registrations from the child protection register during the period	87	78	60	-	-		47			
Number of de-registrations entering the looked after system during the period	29	23	8	-	-		9			
Number (%) of children added to the register during the period who had been previously re-registered	12.7% (8/63)	20% (12/60)	6.8% (5/74)	-	-		17.9% (7/39)			
The % of referrals that are re-referrals within 12 months (SCC/010)	16.2% (69/425)	13.3% (55/415)	13.5% (65/482)	22.2%	12 – 30%		17.2% (28/163)			
Average length of time (months) that children spend on the register	11.8	7.7	6.5	-	-		5.7			
Number (%) of PSMs where concerns are substantiated			8/26	-	-		10/16			
Number of staff trained who can demonstrate that level 1 learning aims are achieved (survey)				-	-		-			Data not available

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**Monmouthshire County Council: Strategic Overview Report for Safeguarding
Mid-Point September 2015**

INTRODUCTION

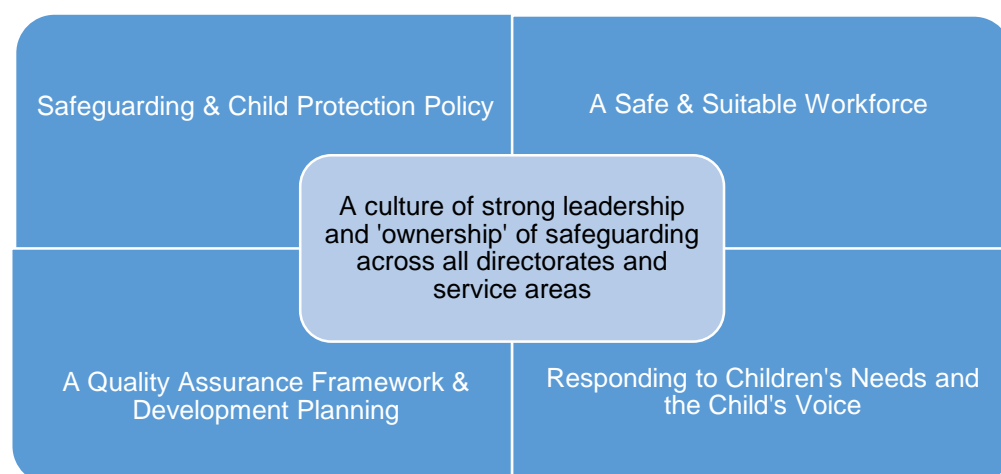
This report evaluates key areas of safeguarding activity to highlight progress, identify potential risks and set / confirm the direction of travel for improvements and further development.

SAFEGUARDING AIM: Children and Young People in Monmouthshire are safe and are protected from harm and abuse

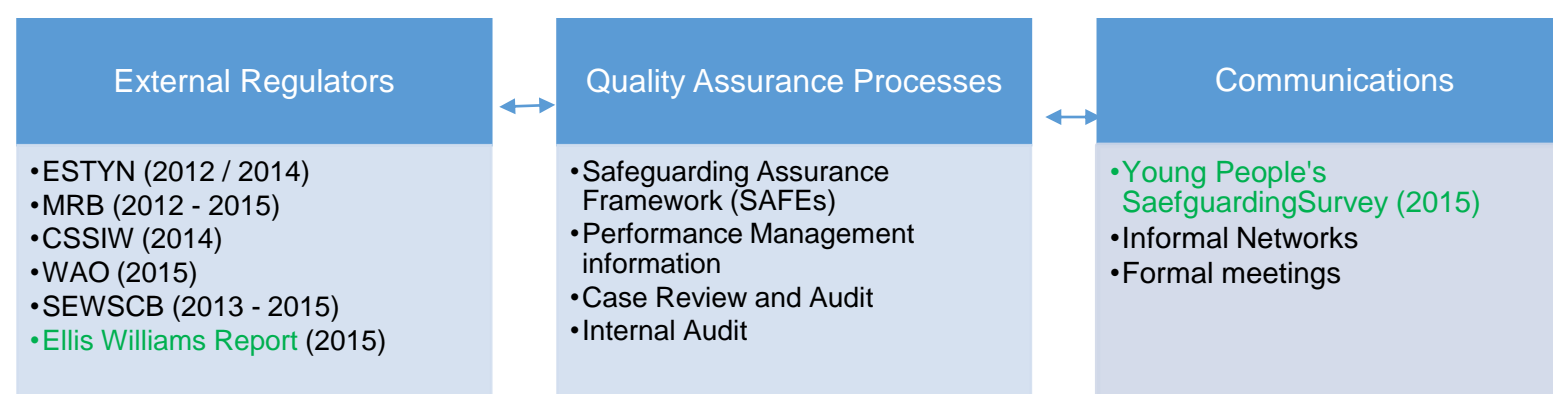
RISK IN A SAFEGUARDING CONTEXT

- That a child in need of protection won't be referred to child protection services
- That a child referred to child protection services won't be adequately safeguarded
- That a child will be abused or harmed by someone working with them or in a position of trust

THE CORNERSTONES OF A SAFE SERVICE FOR MONMOUTHSHIRE



SOURCES OF INFORMATION TO INFORM OUR SELF-EVALUATION and DEVELOPMENT PLANING



<u>KEY MESSAGES</u>		
AREAS FOR IMPROVEMENT AND LEARNING	WHAT HAVE WE DONE	NEXT STEPS
Safeguarding policy (Estyn)	Implemented Monmouthshire Safeguarding and Child Protection Policy	Policy Review
Knowledge of safeguarding activity within the authority and within individual services (Estyn)	Implemented a quality assurance framework (SAFE - Self-assessment framework for evaluation)	Implement 2 nd phase of the SAFE and identify areas for development
Using information to evaluate the impact of activity at a strategic level (Estyn / WAO)	Increased reporting arrangements and arrangements and line of sight for senior leaders	Refine arrangements for reporting the right information to the right people
Improvements for responding to children at direct risk of harm (CSSIW)	Invested in children's services Worked with partners to improve referrals	Implement the children's services improvement plan
Improvements for responding to vulnerable groups of children and young people (neglect / adolescents / on-line safety) (SEWSCB)	Worker to improve services and practice for vulnerable groups	Continue to understand and respond to population needs through joint service planning and practice improvement
Weaknesses in the corporate arrangements for safeguarding (WAO)	Identified safeguarding leads in all directorates and established whole authority safeguarding group. Internal audit of safeguarding.	On-going clarification or roles, responsibilities and monitoring of arrangements. Respond to findings of internal audit.
Strengthen link with SEWSCB (EW)	Covered all operational aspects of the Boards work	Confirm statutory arrangements and receive annual report
Support to children with staying safe on-line (YP's Survey)	Implemented YPs workshops Developed staff training	Continue to work with settings about e-safety Implement training programme

Leaders can be assured that children and young people in Monmouthshire are protected from harm and abuse because:

- There is increased [cross directorate and political involvement](#) with safeguarding supported by strong leadership. This means that safeguarding is increasingly understood as 'everybody's responsibility'.
- There is an overarching [Monmouthshire Safeguarding and Child Protection Policy](#) in place that gives clear guidance for all settings detailing roles and responsibilities in safeguarding and child protection.
- There is an [audit programme in place](#) to ensure that individual settings adhere to the requirements of the policy and provide information regarding how they meet their child protection and safeguarding responsibilities in practice. This has led to increased challenge and development of safeguarding practices at a service unit level; as a result, individual children and young people are kept safer.
- There is a system in place whereby the Local Authority maintains [central oversight of safe recruitment and an increased focus on developing safe work force practices](#). New employees understand, right from the start, that safeguarding children is integral to the authority's values and ethos and part and parcel of their work.
- There is a [robust system in place within the authority to respond to any concerns arising from professional allegations or organised abuse](#). This ensures that the individuals working with children and young people are suitable and do not pose a risk.
- [Staff within Monmouthshire are informed regarding their individual responsibilities to report any concerns and are trained in how to recognise basic signs and symptoms of abuse](#).
- The recent CSSIW inspection confirmed that child protection processes safeguard children.
- We are gaining [confidence in self-evaluation using a wide range of sources to assist with on-going improvement](#) in safeguarding at a whole authority level. There is a comprehensive action plan within the Children's Services Improvement Plan that responds to the deficits identified in the CSSIW report and through our own analysis.
- We have been able to use self-evaluation and our analysis of operational and higher level information [to identify aspects of family need and vulnerability and have used this to identify areas for improvement in services and practice](#).

The key areas requiring development over 2015 – 16 to further ensure the safety and well-being of children are:

- Further develop self-evaluation and critical challenge in respect of the impact of safeguarding activity across the authority ([in progress](#)).
- Use the external validation review of safeguarding as an opportunity for further learning and to help us in setting direction, prioritising and improvement planning ([achieved](#)).
- Listen and respond to the outcomes from the Young People's Safeguarding Survey 2015 ([partially achieved](#)).
- Implement the 2nd phase of the SAFE and analyse outcomes ([implementation commenced March 2015](#)).
- Develop the training programme for Monmouthshire to ensure that all staff have access to safeguarding / child protection training at a suitable level ([in progress](#)).
- Support the development of the Well-Being group under the partnership including cross authority work around anti-bullying, self-harm and mental health pathways ([work plan in place](#)).
- Use a range of sources to analyse and report on the issues that compromise the safety and welfare of children and /or potentially expose them to harm through abuse and neglect. Work with others to respond to / reduce areas of need particularly regarding domestic abuse, parental substance misuse, child neglect and young people with complex risk taking behaviours ([on-going](#)).
- Prioritise key areas of safeguarding practice where it has been identified that practice can be improved particularly regarding the thresholds and interface between services areas; section 47 investigations and working with risk ([on-going](#)).
- Ensure that performance management and quality assurance arrangements are effectively embedded within all operational safeguarding processes ([in progress - see children's services SIP](#)).
- Increase the line of sight between senior leaders and front-line practice of child protection services ([in progress - see children's services SIP](#)).

KEY AREAS OF ACTIVITY AND SCORE TABLE

Key Priority Area	POINT OF EVALUTION			
	April 2014	Sept 2014	April 2015	Sept 2015
1. Safeguarding children and young people is understood as 'everyone's responsibility	N/A	4	5	5
2. Monmouthshire's Safeguarding and Child Protection Policy is embedded across all settings and services	4	4	4	4
3. Through our Audit Framework we are assured that all settings and services meet their roles and responsibilities in safeguarding /child protection	3-4	4	4	4
4. Safe recruitment and safe work force practices are operating effectively and embedded across the authority.	2	3	4	4
5. All workers and volunteers in contact with children and families are trained at the appropriate level	5	5	5	5
6. There is a system in place that identifies and addresses any professional allegations or concerns about individuals who may pose a risk.	4	5	5	5
7. We are well-informed about the issues that compromise the safety and welfare of children and /or potentially expose them to harm through abuse and neglect and can demonstrate how we respond to and reduce areas of need.	3	3	4	4
8. We operate best safeguarding practices and can demonstrate how we identify and address areas where improvement is needed.	3	3	3	3
9. Engagement with children and young people is at the heart of our safeguarding and child protection activity.	3	3	4	4

The Corporate Evaluation Framework

The evaluation score from 1-6	The evaluative context
Level 6 Excellent	Excellent or outstanding
Level 5 Very Good	Good Major strengths
Level 4 Good	Important strengths with some areas for improvement
Level 3 Adequate	Strengths just outweigh weaknesses
Level 2 Weak	Important weaknesses
Level 1 Unsatisfactory	Major weakness

CASE STUDIES

1.

<p><u>MANAGING PROFESSIONAL CONCERNS:</u> A young person with special needs was upset because her college tutor was making her feel uncomfortable. She told her teacher at school who reported it to the Designated Officer. A referral was made to children's services and the case was managed under the regional protocol for managing professional concerns. The tutor was subsequently dismissed and referred to the DBS.</p>	
<p><u>IMPACT</u></p> <ul style="list-style-type: none"> • Individual child is listened to and protected • Children in Monmouthshire (and wider) are protected from an unsuitable individual 	<p><u>WHAT DOES THIS TELL US</u></p> <ul style="list-style-type: none"> • Suspected harm / abuse was recognised and the correct referral process followed • The concern about the individual was managed through the correct inter-agency procedure and the wider risks were addressed
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Continue to develop safe and suitable workforce through on-going monitoring and tracking of individual cases within and across agencies 	

2.

<p><u>SAFE RECRUITMENT:</u> A head-teacher informed safeguarding and people's services about a disclosure that had been returned on a DBS certificate for a school support worker. We undertook a joint risk assessment process and after careful consideration withdrew the offer of employment.</p>	
<p><u>IMPACT</u></p> <ul style="list-style-type: none"> • The school does not employ an individual who is potentially unsuitable and maintains clear standards • The applicant is supported through a transparent process 	<p><u>WHAT DOES THIS TELL US</u></p> <ul style="list-style-type: none"> • Good practice in safe recruitment being followed making use of a range of information • Designated leads using advice and support in safeguarding
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Continue to work with schools and other settings, through training and the provision of consultation and support around good practice in safe recruitment practice 	

3.

<p><u>WORKING WITH VOLUNTEERS:</u> A staff member from Highways sought safeguarding advice about working with volunteers. We implemented a review of the particular service area together with corrective actions and then looked into this from a whole authority perspective.</p>	
<p><u>IMPACT</u></p> <ul style="list-style-type: none"> • Proper checks were undertaken on the volunteers • The authority ensures that volunteers are suitable and safe to undertake specific roles with children 	<p><u>WHAT DOES THIS TELL US</u></p> <ul style="list-style-type: none"> • Networking and awareness raising (formal and informal) allow problems to surface • The authority responds and learns through case studies
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Further development of roles and responsibilities for using volunteers as part of a safe and suitable workforce through the implementation of the volunteer handbook, training and consultation. 	

4.

<p><u>YOUNG PEOPLE WITH COMPLEX RISKS:</u> Local and regional case reviews told us that we did not always follow CP processes for young people who are 16 and 17 years old, and that we needed to do more to raise awareness around the risks associated with Child Sexual Exploitation. We integrated this learning within practice, disseminated key messages and looked specifically at the progress of some individual cases.</p>	
<p><u>IMPACT</u></p> <ul style="list-style-type: none"> • The needs / risks of individual young people were responded to • Older young people are kept safer through increased use of formal child protection and risk management processes 	<p><u>WHAT DOES THIS TELL US</u></p> <ul style="list-style-type: none"> • The authority understands its safeguarding responsibilities for all vulnerable children regardless of age • There are multi-agency engagement in place to review practice and learn both locally and regionally
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Continue training, raising awareness and improving multi-agency practice in key areas of need for this age group including child sexual exploitation and self-harm. 	

5.

<p><u>CHILDREN AT RISK OF NEGLECT:</u> In partnership with the SEWSCB we had a strategic focus on working with neglect and participated in the regional review and analysis of cases. We learned that in Monmouthshire children were more at risk of 'drift' than other categories of abuse. We commissioned some specific multi-agency training in child protection planning; increased the oversight of children on the register and implemented opportunities for multi-agency supervision.</p>	
<p><u>IMPACT:</u></p> <ul style="list-style-type: none"> • Significant reduction in numbers of children on the register for longer than 15 months (from over half in 2012 to just over 10% in 2015) • Increase in referral / registration patterns for neglect 	<p><u>WHAT DOES THIS TELL US:</u></p> <ul style="list-style-type: none"> • Children at risk of neglect continue to be one of our most vulnerable groups • More information is required to ensure we are understanding and responding to parental need across Monmouthshire
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Focus on children subject to re-registration • Address potential for 'drift' in early intervention and assessment of risk • Continue to practice improvements for child protection planning in neglect work 	

6.

<p><u>MANAGING PROFESSIONAL CONCERNS / RESPONDING TO THEMES:</u> Our local / regional analysis of data regarding professional concerns alerted us to proportionately high numbers of referrals received regarding drivers and escorts. We implemented some bespoke training reflecting the needs of drivers, and have developed a safeguarding leaflet for drivers.</p>	
<p><u>IMPACT:</u></p> <ul style="list-style-type: none"> • We have had referrals directly from drivers alerting us to a concern about a child • This year to date 3 drivers have been investigated in respect of their suitability to work with children 	<p><u>WHAT DOES THIS TELL US:</u></p> <ul style="list-style-type: none"> • Data is used to address particular risks and issues within services • There are effective working relationships between safeguarding and passenger transport
<p><u>NEXT STEPS:</u></p> <ul style="list-style-type: none"> • Implement training for trainers programme for passenger transport • Strengthen training requirement within licensing arrangements 	

OUR OVER-RIDING GOAL - Children and young people in Monmouthshire are as safe as can be and are protected from harm and abuse

Operationally this will be achieved through:

- Creating and maintenance safe practices, systems and networks across all learning, leisure & play services and settings across the authority
- Ensuring that any safeguarding risks to children and young people are recognised and addressed;
- Ensuring that concerns about possible abuse or neglect are recognised and responded to appropriately and in accordance with procedures;
- Ensuring that risks and needs for vulnerable children, including those at risk of significant harm, are reduced through multi-agency plans and interventions.

This is an on-going objective which is continually assessed to identify where improvements are required

NOTES:

Areas of key development are highlighted in GREEN.

Future actions identified in column 6 will broadly correlate with operational activity set out in the Service Improvement Plan

What is our final destination / Where do we want to be & by when?	What have we done so far to get there / is this where we expected to be?	What difference have our actions made so far? (impact - evaluative judgement)	How do we know? (Data and Information-Evidence)	What difference should our activities make in the long term	What next / Future actions? (Consequence of evaluation)	What are the barriers / risks?	Our score between 1-6) (Impact judgement)
<p>1. In Monmouthshire we will ensure that safeguarding children and young people is understood as 'everyone's responsibility' across all directorates and at a political level. We want this to be culturally embedded within the authority at a 'hearts and minds' level.</p> <p>Previously the concept of safeguarding was not well understood across the whole authority (ESTYN and WAO).</p> <p>CSSIW has highlighted the need for increased 'line of sight' in child protection services.</p>	<p>Whole Authority Safeguarding is embedded and provides a framework for evaluation and challenge across directorates. This has enabled shared analysis and planning across directorates.</p> <p>Level 1 training for cabinet members has been implemented and elected members are better informed about safeguarding.</p> <p>Safeguarding reports are produced 6-monthly to keep leaders informed.</p> <p>An impact assessment of Safeguarding / Corporate parenting is now included on all reports for council.</p>	<p>There is active engagement with safeguarding across every directorate within the authority.</p> <p>Leaders and elected members are knowledgeable and enabled to provide oversight and challenge.</p>	<p>Returned safeguarding audits and action plans.</p> <p>Safe Recruitment work through People's Services.</p> <p>Take up of level 1 and 2 safeguarding training from outside education and social care.</p> <p>Evidence from WAO: when questioned 76% individuals understood that safeguarding was 'everyone's responsibility' 12% higher than the Welsh average response.</p> <p>External Validation review confirmed our aims around roles and relationships.</p>	<p>This widening of safeguarding, together with the opportunity for internal challenge and accountability permeating out from strong leadership, will keep children in Monmouthshire safer.</p>	<p>Increase clarity in roles and responsibilities for all directorates and service areas.</p> <p>Increase knowledge base for all leaders regarding Monmouthshire's arrangements for safeguarding and the link with the SEWSCB.</p> <p>See also Children's Services SIP response to Rec 10 CSSIW</p> <p>Implement staff level 1 safeguarding survey.</p>	<p>Competing agendas and differing priorities can affect how much time is given to child protection and safeguarding at a strategic level.</p>	5

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<p>2. Monmouthshire's Safeguarding and Child Protection Policy will be embedded across all settings and services operating within Monmouthshire or providing services to Monmouthshire children.</p> <p>The policy will be reviewed on a regular basis (biennially) to ensure that it is up to date with any changes in legislation and/ or any developments in safeguarding practice.</p> <p>Prior to November 2012 there was no over-arching safeguarding policy in place in Monmouthshire.</p>	<p>An over-arching safeguarding policy was implemented for all settings and services in November 2012.</p> <p>We undertook a first review of the policy in Autumn 2013 to broaden its scope and make it more applicable across all areas of the authority (WAO recommendation).</p> <p>At April 2015 all schools, early years, leisure, community and youth services within Monmouthshire have adopted the revised policy.</p>	<p>Having this policy in place helps us keep children safe by:</p> <ul style="list-style-type: none"> - Being clear about everyone's roles and responsibilities to listen to children and how to report concerns; - Ensuring that all settings have the appropriate safeguarding policies and operational procedures in place; - Ensuring all staff and settings are accountable for their safeguarding practices; - Providing a benchmark for good practice in individual settings and for governing bodies. 	<p>Information about policy implementation is collated within the safeguarding unit and is addressed as part of the audits.</p> <p>The safeguarding unit maintains a central record of when the policy has been adopted by services in the local authority and by relevant governing bodies.</p>	<p>Having a high-profile over-arching safeguarding policy establishes standards and expectations across all learning, leisure, play, housing and social care services within Monmouthshire.</p>	<p>Work in partnership with services and regulators to review the policy on a biennial basis and ensure that it remains fit for purpose – next review due by end Sept 2015.</p> <p>Use the whole authority safeguarding group to monitor implementation of the requirements of the policy across all directorates.</p> <p>Raise awareness of the Monmouthshire policy within the third sector.</p>		4
<p>3. Through a robust audit framework we will be assured that all settings and services meet their roles and responsibilities in safeguarding /child protection, and settings are held to account where there are any failings.</p> <p>Prior to the Estyn inspection the LA had little detailed knowledge or understanding of how individual settings and</p>	<p>We have commenced the 2nd phase of implementation (2015 – 2017) using a revised audit tool (the SAFE).</p> <p>The revised version is providing increased focus on impact and outcomes from a child perspective.</p> <p>Progress through the second year of the 1st phase was limited (see score card). There is</p>	<p>The information gathered from the audit provided us with base-line information about the strengths and weaknesses within individual settings.</p> <p>We have used this information as a starting point for strengthening practice for example by:</p> <ul style="list-style-type: none"> - Increasing training and learning 	<p>The safeguarding unit holds records of individual audits and improvement plans.</p> <p>Records in the safeguarding unit demonstrate that there is an increase in advice and professional support being provided regarding individual children and potential referrals.</p>	<p>This activity aims to ensure that all settings and services continually develop their child protection practices to ensure that we are all working together to keep children safe. This is now in place but has the potential to get more detailed and focused over time.</p> <p>The SAFE identifies potential areas where development work is required to strengthen safeguarding arrangements, and creates a</p>	<p>Work in partnership with others to implement the audit programme in grant funded and commissioned services, and undertake a further analysis of the outcomes from the first phase.</p> <p>Work with others to promote better engagement with voluntary sector organisations.</p> <p>Implement the revised the audit framework for the second round commencing in 2015. The second round of implementation to include follow up to the original</p>	<p>For the process of on-going improvement to be as effective as possible there needs to 'buy-in' throughout settings (governors / leaders / staff etc) which could be difficult to achieve.</p> <p>Accountability and audit process is less clear cut for third sector.</p>	4

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<p>services met their child protection and safeguarding responsibilities in practice.</p> <p>Corporate safeguarding was not included in the internal audit programme (WAO).</p>	<p>further work to be done to ensure the council discharges its responsibility regarding contracted and commissioned services.</p> <p>We have recognised that a different approach may be required to engage with voluntary organisations effectively.</p> <p>Internal audit have included safeguarding within their work programme for 2015</p>	<p>opportunities;</p> <ul style="list-style-type: none"> - Developing improvement plans; - Providing advice / consultation to individual services where required regarding individual child protection situations and potential referrals. 		<p>pathway for open communication about individual children of concern.</p> <p>We know from national and local serious case reviews that open challenge and the sharing of information - 'putting the pieces of the jigsaw together' – is a vital component in keeping children safe and ensuring that 'no child slips through the net'.</p>	<p>action plans.</p> <p>Develop the audit process so that it is better embedded within the overall monitoring, review and appraisal processes for schools and other settings beginning by using school secure.</p> <p>Respond to the findings of internal audit to address identified areas of weakness.</p>		
<p>4. We will ensure that safe recruitment and safe HR practices are operating effectively and embedded across the authority.</p> <p>We will ensure that in Donmouthshire staff and volunteers working with children are suitable, child-focused and clear about their responsibilities to report concerns and keep children safe.</p> <p>Previously there was insufficient central oversight or accountability to the LA regarding safe recruitment and work-force practices.</p>	<p>In September 2014 the authority implemented a change of policy with a consequent re-focus onto safe recruitment rather than re-checks.</p> <p>Training is now in place across all the directorates regarding safe recruitment and HR practices and there is a monitoring system established to ensure that all appropriate checks are undertaken prior to employment.</p> <p>Feedback from staff has highlighted a need to build consistency across the LA in the use of volunteers.</p>	<p>We now have better information systems for monitoring safe recruitment and HR practices.</p> <p>People management leads are able to follow up / address issues in a more targeted way.</p>	<p>The revised DSB policy issued Sept 2014.</p> <p>People's Services audit reports and numbers of individuals trained in safe recruitment.</p> <p>Information about HR practices obtained from the SAFE and through training.</p>	<p>Our aim is to ensure that HR practices are such that all staff members and volunteers are suitable and do not pose a risk to children.</p> <p>DBS checking at the pre-employment stage will remain central to this.</p>	<p>Refine and develop our central monitoring and reporting system for DBS checks, references and professional registration.</p> <p>Deliver safe recruitment across all directorates to support development of good safeguarding practice within workforce management.</p> <p>We will maintain close links between safeguarding unit and People's Services in respect of any conduct issues that potentially cross into safeguarding.</p> <p>We will work to ensure that volunteers are supported to operate safely across the LA.</p>	<p>We need to ensure that we are open to developments around the impact of our change in policy direction regarding 3 yearly re-checks.</p>	4

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<p>5. We will ensure that in Monmouthshire all workers and volunteers in contact with children and families are trained at the appropriate level and are confident in understanding their roles and responsibilities in respect of safeguarding including a good understanding of the importance of information sharing and inter-agency working.</p> <p>The first year of our SAFE audit highlighted that not all staff were trained at the appropriate level for their role, and that there was inconsistency in respect of the training being accessed.</p> <p>Safeguarding training is not always commensurate with the level of staff receiving the training (Estyn 2012)</p>	<p>We have significantly increased opportunities in child protection and safeguarding training and learning for workers in Monmouthshire at all levels.</p> <p>We have trained over 2000 individuals at level 1 to date.</p> <p>34 designated officers are trained to deliver their own level 1, and most schools are 'self-sufficient' in ensuring level 1 is implemented on a rolling programme.</p> <p>Links with SEWSCB regional training are well established for level 2 & 3 training opportunities, although data indicates that take up of levels 2 & 3 is relatively low.</p> <p>Additional resources have been utilised to respond to additional training needs where these have been identified.</p>	<p>More staff, governors and volunteers are trained to recognise the signs and symptoms of abuse and know what to do if they have a concern (level 1).</p> <p>More designated officers have been trained in their decision making and inter-agency roles (level 2).</p> <p>We have worked within individual settings to offer training / learning opportunities relevant to their needs (e.g. passenger transport unit, individual schools, private residential establishments).</p>	<p>Local and regional training records.</p> <p>Learning objectives from training material.</p> <p>Composite evaluation reports that consistently report learning outcomes being achieved. Evidence of training courses directly influencing Safeguarding and Child Protection practice.</p>	<p>Continuing to develop, monitor and deliver training across the LA will ensure that all workers recognise and respond to concerns, feel confident in their CP roles at whatever level, and further develop multi-agency understanding and cooperation.</p>	<p>Analyse the outcomes from the SAFE to identify future training needs and respond to training needs by developing / implementing local programmes.</p> <p>Work with SEWSCB business unit to increase Monmouthshire access to level 2 & 3 regional courses.</p> <p>Increase reporting arrangements for level 1 training across all directorates so that future resources can be planned.</p> <p>Implement staff level 1 safeguarding survey to increase our understanding of the impact of level 1 training in terms of worker confidence and knowledge around basic awareness.</p> <p>Work with the SEWSCB and GAVO to respond to the need for voluntary organisations to access a range of level 1 training opportunities (including on-line).</p>	<p>Currently training places a heavy demand on a small number of key individuals.</p> <p>Reliance on the SEWSCB for providing training</p>	5
<p>6. In Monmouthshire we will maintain a robust multi-agency system that identifies and addresses any professional allegations or concerns about individuals who may pose a risk. We will ensure that any themes, trends or issues that</p>	<p>In 2013 we implemented the regional practice guidance within Monmouthshire.</p> <p>This has strengthened processes for the management of professional allegations</p>	<p>Our activity in this area has ensured that we have responded to allegations effectively so that children and young people are protected from individuals who may pose a risk.</p>	<p>Monitoring compliance with regional guidance for allegation management.</p> <p>Minutes of liaison meetings between employee services and safeguarding.</p> <p>Minutes / recordings of</p>	<p>A robust system for managing professional allegations is an essential aspect of keeping children safe. This system needs to be monitored and reviewed in the longer term.</p>	<p>We will analyse performance information about PSMs and ensure that wider themes and issues are addressed.</p> <p>We will report this within the wider authority so that information regarding professional issues inform the overall monitoring, review and appraisal processes</p>	<p>Any failure within the system for recognising and responding to professional issues will pose a risk both within Monmouthshire and in a wider sense.</p>	5

What is our final destination / Where do we want to be & by when?	What have we done so far to get there / is this where we expected to be?	What difference have our actions made so far? (impact - evaluative judgement)	How do we know? (<i>Data and Information-Evidence</i>)	What difference should our activities make in the long term	What next / Future actions? (Consequence of evaluation)	What are the barriers / risks?	Our score between 1-6) (Impact judgement)
<p>might compromise the safety of children at an organisational level are recognised and responded to.</p> <p>A safeguarding unit review of the allegations management process (2013) indicated that improvements were required.</p> <p>WAO recommended that a local protocol is developed to support the regional implementation at a regional level.</p>	<p>and the system for tracking cases through to conclusion (see report card).</p> <p>In 2014 we have continued to raise awareness of the role of the Safeguarding Unit in respect of providing advice and support regarding any conduct issues where there is an element of safeguarding even if this does not reach the statutory threshold.</p> <p>Under the SEWSCB we work with partners across the region to benchmark our practices against others and identify regional themes.</p> <p>Our oversight of individual cases together with our safeguarding audits have indicated that further work is required to raise awareness of statutory process.</p>	<p>We monitor professional concerns and allegations so that any broader safeguarding / child protection themes or issues can be recognised and resolved (e.g. awareness raising work with taxi drivers regarding CSE).</p> <p>We have developed a multi-agency training programme to increase awareness of roles and responsibilities in this area of practice.</p>	<p>PSM meetings and discussions.</p> <p>Case tracking information within Safeguarding Unit.</p> <p>Performance information including nature, numbers and outcomes of PSMs undertaken (see report card).</p>		<p>for schools and other settings. This will form part of the audit framework for 2015.</p> <p>We will ensure Monmouthshire has a lead role in the SEWSCB's work regarding PSMs, and develop a protocol that supports local implementation.</p> <p>We will implement multi-agency training for all settings / service areas responsible for referring cases of professional concerns.</p>		
<p>7. In Monmouthshire we will be well-informed about the social issues that compromise the safety and welfare of children and /or potentially expose them to harm through abuse and neglect and can demonstrate how we respond to and reduce areas of need.</p>	<p>We have strengthened our collation and analysis of information from a range of sources regarding vulnerability and need. This has helped us understand more about the issues affecting children and families including domestic abuse; parental substance misuse; mental ill-</p>	<p>Services have worked together to identify and address the needs of individual young people, particularly young people at risk of CSE.</p> <p>There is a preventative programme in place within schools regarding domestic</p>	<p>Performance information from a wide range of children's services including early intervention.</p> <p>Minutes from domestic abuse forum and action plan.</p>	<p>In Monmouthshire we want to ensure that limited resources are well-aligned to needs so that vulnerability is reduced. We want to ensure that the right services are in place to help and support children at risk and their families.</p>	<p>We will review and ensure that necessary resources are allocated to preventative and response services for children at risk of harm because of domestic abuse and parental substance misuse.</p> <p>We will continue to analyse and report on local needs at a strategic level so that it builds our shared understanding of where we need to target resources.</p>	<p>The arrangements for domestic abuse coordinators have changed to a regional configuration.</p> <p>Undertaking strategic assessment of needs and jointly planning services is a complex process.</p>	4

What is our final destination / Where do we want to be & by when?	What have we done so far to get there / is this where we expected to be?	What difference have our actions made so far? (impact - evaluative judgement)	How do we know? (<i>Data and Information-Evidence</i>)	What difference should our activities make in the long term	What next / Future actions? (Consequence of evaluation)	What are the barriers / risks?	Our score between 1-6) (Impact judgement)
	<p>health (parents and children); older children with complex risky behaviours.</p> <p>We have started to review how our commissioned services meet needs.</p> <p>We have developed a young people's well-being group under the partnership and are developing a self-harm 'app' for Monmouthshire.</p> <p>We have worked with our regional partners to ensure that there is a CSE action plan in place that is implemented at a local level through CSE lead officers.</p>	<p>abuse and developing healthy relationships.</p> <p>We have developed additional play-therapy provision for children who have been exposed to domestic abuse.</p> <p>We have begun to develop more coordinated approaches to responding to need and risk management for older children.</p> <p>We have identified additional resources for recruiting specialist foster carers.</p>			<p>We will ensure that resources align with needs and engage with wider partners to achieve this.</p> <p>We will ensure that services commissioned by the local authority align with identified needs.</p>		
<p>8. We will operate best safeguarding practices across all services areas.</p> <p>We will use a range of sources, including messages from our regulators, to identify and address areas where practice / service improvements are required, so that:</p> <p>i) All concerns about possible abuse or neglect are recognised and responded to appropriately and</p> <p>ii) Multi-agency plans and interventions reduce risks and</p>	<p>We have strengthened our collation and analysis of performance information to help us understand more about safeguarding / child protection practice. This includes both quantitative and qualitative data.</p> <p>We have used case reviews / audits to generate qualitative data. Reviews to date have included: children on the register for neglect; inter-agency practice in section 47 inquiries; inter-agency working for serious self-harm; inter-agency</p>	<p>The impact of our work to date has included:</p> <ul style="list-style-type: none"> Additional monitoring and oversight of children registered for over 15 months has maintained good management of children on the register. Implemented multi-agency supervision to help prevent of drift in neglect cases. Implemented training in section 47 work 	<p>Case review reports and recommendations</p> <p>Joint learning events</p> <p>Minutes from Monmouthshire Learning and Review Group</p> <p>Key performance information from children's services.</p> <p>Performance management reports.</p>	<p>Both currently and in the longer-term we want ensure that those children who need to be referred within a child protection framework are referred; and that once referred the subsequent response effectively protects children and reduces risk.</p>	<p>Develop good practice across services in respect of working with young people with complex risk taking behaviours.</p> <p>Promote good practice around early recognition and referral for neglect cases.</p> <p>Implement multi-agency training in section 47 process, child protection planning and working with neglect.</p> <p>Support the implementation of multi-agency consultation for complex cases.</p> <p>Support development and understanding of thresholds between preventative and statutory services.</p>	<p>Serious case reviews alert us to the notion that there is no fail-safe system and that good practice within child protection is never a 'done-deal'.</p> <p>Children's services depend on partnership working with other key statutory agencies particularly health and police. Developing shared priorities around practice improvement is complex.</p> <p>Difficulties within front-line children's services regarding practice / service development and staffing issues are hampering the implementation of the children's services SIP.</p>	<p>3</p>

What is our final destination / Where do we want to be & by when?	What have we done so far to get there / is this where we expected to be?	What difference have our actions made so far? (impact - evaluative judgement)	How do we know? (<i>Data and Information-Evidence</i>)	What difference should our activities make in the long term	What next / Future actions? (Consequence of evaluation)	What are the barriers / risks?	Our score between 1-6) (Impact judgement)
<p>needs for all vulnerable children including those at risk of significant harm.</p> <p>CCSIW inspection (2014) identified improvements for responding to children at direct risk of harm</p>	<p>working with children at risk of CSE.</p> <p>We have a better understanding of some of the barriers to multi-agency working within Monmouthshire.</p> <p>There is a Children's Services improvement plan in place to address areas of identified weakness</p>	<ul style="list-style-type: none"> Working with others to increase the level of inter-agency involvement. Working directly with partners in education and the police to increase the quality of referrals and the response to cases that do not progress within children's services. 					
<p>9. In Monmouthshire we want engagement with children and young people to be at the heart of our safeguarding and child protection activity.</p>	<p>We have listened to what children and young people are saying about their perceptions of safety and well-being.</p> <p>A young people's safeguarding survey is undertaken within Monmouthshire every 18 months to 2 years.</p> <p>The 2015 survey was completed with 1200 respondents. Outcomes confirm that young people are worried about bullying and keeping safe on line.</p> <p>Outcomes confirm a trend in young people accessing adult material on-line,</p>	<p>The survey confirmed that the numbers of YP citing bullying as an issue for them does not correspond with reported figures.</p> <p>We are continuing to increase YP's access to learning opportunities for keeping safe on-line.</p> <p>We have developed a well-being group to support anti-bullying work for young people at a cross directorate level.</p>	<p>The safeguarding survey report.</p> <p>Records of activities within Monmouthshire Youth Service.</p> <p>Minutes of the Well-being group.</p>	<p>We want to continue to listen and engage with young people in respect of safeguarding to ensure that what we do is in keeping with what young people think and feel, and is relevant to the issues they face.</p>	<p>Further develop anti-bullying work in Monmouthshire through the Well-being group.</p> <p>Increase foster carer training to support them in keeping Looked After Children safe on-line.</p> <p>In partnership with the SEWSCB and others we will continue to increase young people's participation in safeguarding.</p> <p>We will report on outcomes from the Safeguarding survey in 2015 across a range of for and ensure that actions are taken forward.</p> <p>We will ensure that young people are given feedback about the survey.</p> <p>We will use additional sources of information to gather young people's perspectives.</p>	<p>Asking for the views of YP can become tokenistic. Monmouthshire needs to build on the survey work to increase opportunities in participation. This takes time and a pooling of resources across service areas that can be difficult to achieve.</p>	4

What is our final destination / Where do we want to be & by when?	What have we done so far to get there / <i>is this where we expected to be?</i>	What difference have our actions made so far? (impact - evaluative judgement)	How do we know? (<i>Data and Information-Evidence</i>)	What difference should our activities make in the long term	What next / Future actions? (Consequence of evaluation)	What are the barriers / risks?	Our score between 1-6) (Impact judgement)

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Safeguarding Report Card and Performance Information September 2015

1. Purpose

- To present information about safeguarding in a way that provides a line of sight between our activities and our outcomes.
- To provide and analyse quantitative and qualitative information in a way that will enable us to evaluate the progress we are making against some key areas of safeguarding activity.
- To use a comprehensive range of performance information - from a broad base of safeguarding activity to more specific information regarding child protection case work - to help us evaluate the central questions:
Are all children and young people in Monmouthshire as safe as they can be?
Are vulnerable children in Monmouthshire protected from harm and abuse?

2. Background Information

The report should be read in conjunction with the Service Improvement Plan (SIP) for Safeguarding 2015/16 and the Strategic Report for Safeguarding September 2015. Its purpose is to offer a 'whole system' perspective into how we meet our responsibilities for keeping children safe and to analyse the impact of our performance information. It is **not** a report card on the performance and impact of Children's Services; however, there are links, and where relevant key performance indicators from within Children's Services are highlighted in green. Further detail about how Children's Service contribute to the safeguarding system is to be found in the Children's Services SIP.

3. Key Messages From Performance Information

- On track to achieve 100% of completed SAFEs from within the LA
- Over 2000 individuals trained at level 1 by the safeguarding unit alone – many more are being trained via cascade trainers.
- Exception reporting for safe recruitment processes, and the implementation of safe recruitment training, is driving up awareness and standards
- Slight upward trend in numbers of professional concerns being referred in (indicating good awareness of the regional arrangements for managing professional concerns)
- Neglect is the predominant category over Emotional Abuse, which is a change in pattern for Monmouthshire after several years

- Continuation of downward trend in children on the register for longer than 15 months but an increase in re-registrations possibly correlated to the increased registrations for neglect
- Adolescents, particularly those with complex risks, are prevalent within child protection and preventative services

4. Next Steps

- Strengthen the quality assurance process for grant-funded, commissioned and contracted services in preparation for year 2 of the SAFE
- Complete level 1 training needs analysis across all directorates and build further capacity for directorates to be 'self-sufficient' in meeting their level 1 training needs
- Develop the role of safe recruitment champions in each directorate and ensure all recruitment managers attend safe recruitment training
- Increase take up of level 2 plus training through the SEWSCB
- Continue to raise awareness of key practice messages in working with children at risk of neglect and their families
- Continue to develop services in meeting the needs of adolescents with complex risks

5. Priority Areas and Performance Information

i) Safeguarding Audits

Why we focus on this: All settings and services operating within Monmouthshire are asked to self-assess against safeguarding standards set out in the SAFE (Safeguarding Assessment Framework for Evaluation) and to make improvements where these are required.

The impact of this is that it ensures that safe systems and practices are in place across the authority and that all services are operating in ways which promote the welfare and safety of children. The assessment process exposes potential gaps so that these can be addressed. The conversations that happen as a result create pathways for open communication about individual children of concern.

The SAFE is implemented over a 2 year rolling programme.

Performance Information:

Outcomes from first implementation (April 2013 – March 2015)

In the **first year** there was 100% compliance in terms of completing the assessment from settings and services within the authority. The process facilitated much closer

links between safeguarding and individual service areas with an increased understanding of strengths and weaknesses. We were then able to focus resources and attention onto settings that required more support from a developmental perspective. However, it is an on-going process.

In the **second year**, progress was made in terms of undertaking assessments with organisations that do not fall directly under the auspices of the authority (Families First / WAIMON / SOLAS) and demonstrates the local authority's commitment to forging lines of accountability for safeguarding across the authority. However, what we learned is that connecting with these services requires a different approach and that numbers can sometimes underplay the benefit that is to be gained through building the links and opening the dialogue.

During the second implementation (April 2015 – March 2017) our aim is to:

- Increase and improve our quality assurance arrangements for safeguarding within commissioned, contracted and grant funded organisations.
- Continue to work with GAVO to ensure good safeguarding practice within voluntary organisations operating within our area.

The 2nd implementation of the SAFE commenced in April 2015.

Following the first implementation, revisions to the SAFE have made it a more live 'safeguarding health check' – something that is not just relevant on the date of completion, but that is integrated into staff and governing body meetings under the safeguarding agenda item. The revised SAFE requires settings to record and report on training needs in more detail; and the Designated Officer is asked to provide specific input regarding safeguarding activity. This is aimed to enable settings to monitor and develop safeguarding practice in a more dynamic way, underpinning the message that safeguarding is everyone's responsibility.

April 2015 – March 2015 Target: All settings and service areas that have contact with children, young people and their families and operate directly under the Local Authority

April 2016 – March 2017 Target: All settings and services that have contact with children, young people and their families and i) are grant funded or commissioned by the Local Authority ii) are voluntary or third sector services operating within the borders of Monmouthshire.

2nd Implementation Year 1: Services that fall directly under the Local Authority			
Month to issue	Setting / Service area	Numbers of audits expected and returned	Progress / Comment
April (2015)	Primary	30/ 31	Final SAFE expected
May	Secondary Schools	4/6	Final 2 SAFEs expected
June	Maintained Early Years settings and	29	SAFEs issued
July	FLYING START	1	
August	PTU Highways	1	
Sept	Youth Service	1	
Oct	Leisure Centres and Outdoor Education	4	
Nov	Family Learning and Community Education	2	
Dec	Libraries and museums	-	Need to confirm numbers

Impact and Analysis

What the Audits Have Told Us So Far (2015)	What We have Done
<ul style="list-style-type: none"> Regional guidance and statutory guidance for professional allegations is not always referenced within school safeguarding documents Work needs to be completed in schools to evaluate the impact of safeguarding training on practice Not everyone who needs to has accessed safe recruitment training Designated officers do not fully understand their role Safeguarding training for school governors is not accessed by all Arrangements for early intervention and preventative services are not fully understood Reports from designated officers can identify where practice has improved and where settings can develop further 	<ul style="list-style-type: none"> Highlighted guidance and procedures to all settings; and involved schools in the WG revision of Keeping Learners Safe Given guidance to help organisations develop their child protection operational procedures Trained designated officers to deliver training within their own settings Continued to train (approx 400 individuals April - Sept 15) in basic awareness training some of which is tailored individually Provided group supervision for designated officers of secondary schools in MCC Planning with TAFF to increase awareness of arrangements for early intervention, particularly regarding younger age groups

	<ul style="list-style-type: none"> • Provided additional links and access to SEWSCB information and training courses • Provided additional support for settings dealing with complex safeguarding concerns • Liaised with EAS regarding record keeping and the exchange of information regarding arrangements for governor's training and set further dates • Explored a proposal for bespoke training for COGs and safeguarding governors.
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ii) Child Protection and Safeguarding Training

Why we focus on this: We aim to ensure that in Monmouthshire all workers and volunteers in contact with children and families are trained and confident in understanding their roles and responsibilities in respect of safeguarding including a good understanding of the importance of information sharing and inter-agency working.

Performance Information:

Level 1 training provides information about basic recognition of signs and symptoms with an emphasis on the importance of reporting concerns, sharing information and being aware of operational policies within individual service areas. All staff in contact with children and their families need to be trained at level 1.

In 2013/14 **818** individuals were trained at level 1 predominantly staff based within schools and / or staff within the Children and Young People's (CYP) directorate.

In 2014/15 **730** individuals were trained at level 1 with more than half of these **non-school based staff**.

April – Sept 2015 **406** individuals were trained at level 1 with more than half of these non-school based staff.

34 designated officers are now trained to deliver level 1 training within their own settings.

Level 2: Under MCC Safeguarding and Child Protection Policy Designated Officers require level 2 training which provides a more in-depth knowledge of child protection including making referrals and the statutory process.

2014/15 **105** designated officers were trained at level 2.

Level 2 figures for 2015 – 2016 are not yet available.

All designated and deputy designated officers in school settings are trained at level 2

Level 2 courses are accessed via regional arrangements with an additional two courses per year organised by the Monmouthshire safeguarding unit. This is sufficient to meet training needs at level 2.

The courses are consistently well-evaluated in terms of meeting the learning needs of candidates. The most common feedback received has been that professionals feel more confident in the multi-agency arrangements to safeguard children at each stage including being able to contribute at child protection conferences.

Level 3: level 3 and above courses cover specific aspects of child protection in more depth and includes courses on Neglect, Working with Child Sexual Exploitation, Child Protection Planning and Early Infant Mental Health. Designated officers and those working directly with child protection services are encouraged to attend for their on-going professional development. Course are accessed predominantly through the regional SEWSCB, however, where specific training needs are identified the safeguarding unit has been able to run additional courses.

In 2014/15 **27** individuals from a range of agencies were trained in child protection planning and **50** individuals attended the annual safeguarding conference (November 2015)

The data indicates that access to level 3 courses regionally within Monmouthshire is comparatively lower than the other authorities.

Level 3 figures for 2015 – 2016 are not yet available.

Impact Analysis and Outcomes:

A comprehensive time-table of level 1, level 2 and level 3 training is in place.

Further work is required to understand the profile and needs of Monmouthshire workers accessing level 3 and above courses.

The 34 trainers that have been trained to deliver Level 1 across MCC need to operate so that each directorate can evidence that it is self-sufficient and can sustain its level 1 training needs into the future. The way that directorates analyse training needs, record, monitor and report level 1 training is not consistently in place. Resources within the safeguarding unit need to be re-aligned to focus more on providing support to trainers and to quality assurance the training that is being delivered.

The SAFE process has identified other groups of professionals who require Level 1 and training has been delivered to these groups. Examples of these groups are MCC PTU drivers and MCC licensed officers; Gwent Music; Kerbcraft volunteers; Young Carers Project; SRS service; MCC volunteers.

It is known that the current MCC workforce is 4,200; however, work is needed to ensure that we risk assess and target our level 1 resources appropriately. Evidence from the WAO survey found that 95% of individuals responded positively to the question: 'I know what to do if I have concerns about the safety and well-being of a child'. However, we need to confirm and test this further.

iii) Safe Recruitment

Why we focus on this: We aim to ensure that individuals employed to work in regulated activity posts are safe and suitable, and do not pose a risk to children or young people.

Performance Information:

To date 50 recruiting managers have attended Monmouthshire's Safe Recruitment training session, 20 from within schools and 30 from within Leisure.

An audit of the cohort of new starters into regulated activity posts during the period revealed that 220 / 223 followed the correct procedure for reporting the DBS certification status to People's Services; the recruiting managers for 3 individuals needed additional follow up from People's Services to ensure that all the required checks were in place.

Impact Analysis and Outcomes:

The Safe Recruitment training has commenced and there is a plan in place to extend this across all directorates on an annual basis, including Governors.

There are checks and audits in place via People's Services to ensure safe recruitment is followed and a mechanism in place via exception reports to address any gaps identified.

iv) Professional Allegations and Concerns

Why we focus on this: Ensuring that staff and volunteers are suitable and child focussed is one of the cornerstones of safeguarding. We need to be assured that any professional allegation or concern is referred, investigated and responded to effectively on a multi-agency basis. This ensures that children and young people accessing services are protected from any individuals who may pose a risk. Similarly

it ensures that any themes, trends or issues that might compromise the safety of children at an organisational level are recognised and responded to.

Performance Information:

From 1st April 2015 to Sept 2015 there have been 20 new incidents of professional allegations involving 23 individual workers. This compares with 27 incidents from the previous year indicating that the referral rate for professional allegations has gone up slightly.

Of the 23 individuals 11 concerns were referred because of incidents within the workplace and 12 because of child protection concerns arising within their own family / personal context.

An additional 7 cases referred into safeguarding were deemed not to meet the statutory threshold and were managed as a conduct issue with joint working between the employers, employee services and safeguarding.

During this period 16 cases have concluded including 3 cases from the previous period. In 10/16 **cases the risks were substantiated**: 4 individuals were managed via an internal disciplinary; 4 were provided with additional support and supervision to undertake their work in accordance with appropriate safeguarding; 2 individuals were dismissed and referred to DBS.

8 cases currently remain open (1 from a previous period): 4 for further inquiries to be made within the police; 3 awaiting the outcome of an internal disciplinary process and 1 awaiting further decisions.

Breakdown of worker designation and allegation reason

Designation	Number
Residential Manager	1
Residential Worker	2
Care Worker	3
Driver	3
Foster carer	4
Health Practitioner	3
Other	1
Nursery worker	1
Social Worker	1
Youth Worker	1
Teacher / TA	3
	23

Allegation Reason (Work Place)	Number
Physical Assault	4
Physical / Emotional Abuse	2
Sexualised Behaviour / Professional Boundaries	4
Neglect	1
Allegation Reason (Family)	
Physical / Emotional Abuse	5
Emotional Abuse	1
Neglect	3
Sexual Assault / Sexualised behaviour	3
	23

Impact Analysis and Outcomes:

The professional allegation process identified 10 risky individuals and ensured that the risks they posed were minimised. In terms of impact this means that:

- Children and young people accessing services in Monmouthshire are protected from unsuitable/ unsafe individuals;
- Children, young people and their parents / carers can be assured that where concerns are expressed they will be taken seriously and investigated;
- Employers and governors can be assured that they will be provided with advice and support in a multi-agency context to ensure that they act in accordance with their statutory responsibilities and maintain a safe workforce.

The pattern of referral for professional issues demonstrates a wide breadth of referral sources and reasons indicating that the statutory process is widely understood and implemented. Equally the link between professional / personal conduct and the need to share information of this nature within a wider safeguarding context is being recognised. However, outcomes from the SAFE indicate that there is still work to be done to raise awareness regarding the statutory process for managing professional allegations.

The development of the role of the LOSIE is demonstrated with evidence of conduct issues being referred (where there is an element of safeguarding). This provides the opportunity both to 'test' threshold and ensure that a safeguarding perspective can be brought to bear on any internal disciplinary process / investigation.

Patterns of referrals and child protection registrations

Why we focus on this: Within a 'safe system' we need to be assured that **where individual children are at risk the system reacts appropriately to refer, investigate and respond to concerns as they arise**. We also need to be able to use referral information as a springboard for analysis and further inquiry as part of our on-going planning and development work.

Performance Information:

During April 2014 – March 2015 **71** cases (101 children) were referred to coordinated early intervention services through JAFF (Joint Assessment Family Framework), 59 cases of which went on to have a family plan of intervention (TAF). The majority were referred through education (58%). 5 of these cases went on to be referred to social services because the concerns about the family escalated. 7 cases closed due to positive progress being made within the family.

During 1st April – 30th September, Children's Services received 1,843 contacts of which we made a decision that 163 of these would become referrals, that is they required further action rather than being noted or resulting in information or advice. The contact was reviewed by a manager and a decision made within 1 working day on how to proceed (SCC/006) for 97.5% of all contacts into children's services.

17.2% (28/163) of the referrals were re-referrals within 1 year of the original (SCC/010) which is an appropriate level comparatively with other authorities.

Chart 1 Numbers and Progression for Contacts into Children's Services



The majority of referrals have been received from the police (27%), health (14%) and education workers (12%). This is broadly in keeping with previous periods; the drop

in referrals from education could be a result of the summer holidays falling in this period. (Figures for 2014 – 2015 Education 24%, police 21%, health 11%).

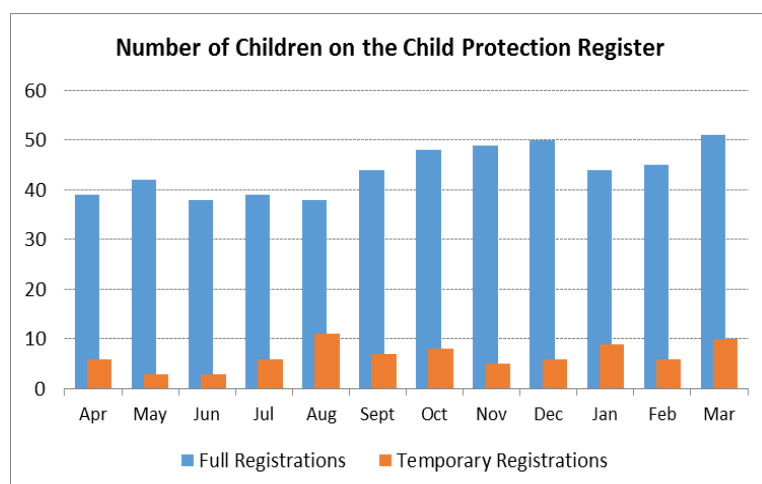
Substance or alcohol misuse is the most commonly observed issue affecting parenting capacity within Monmouthshire, present in 31% of cases (Source: CIN Census 2013/14). The second most common parenting issue within Monmouthshire is domestic abuse. **Substance misuse and domestic abuse** are recognised as the key issues impacting on parental capacity in Monmouthshire. (CIN census for 2014/15 not yet available).

From the 163 referrals generated, 98 of these referrals led to initial strategy discussions being held (concerning 84 children) and initial child protection conferences were convened for **42** children. The decision in 39 cases was to register the child. 100% of children on the register have an allocated social worker (SCC/013a). The percentage of initial child protection conference held within 15 days of the strategy discussion was 90.5% (SCC/014) still slightly short of the target of 93.2%. This is an increase from 75.0% last year, which saw Monmouthshire one of the poorer performers in Wales. The timeliness of child protection processes was identified as an area for improvement this year.

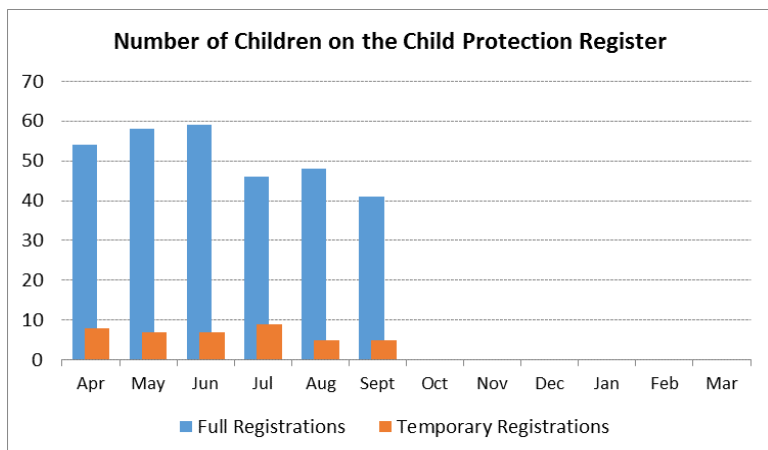
At the end of the period 41 children are registered on the Child Protection Register with an additional 5 under temporary registration. There has been a decrease in numbers of children registered during the period with 5 large sibling groups being de-registered. The numbers of children on the register in the last 2 years is showing no marked trend.

Numbers of Children on the Register

2014 - 2015

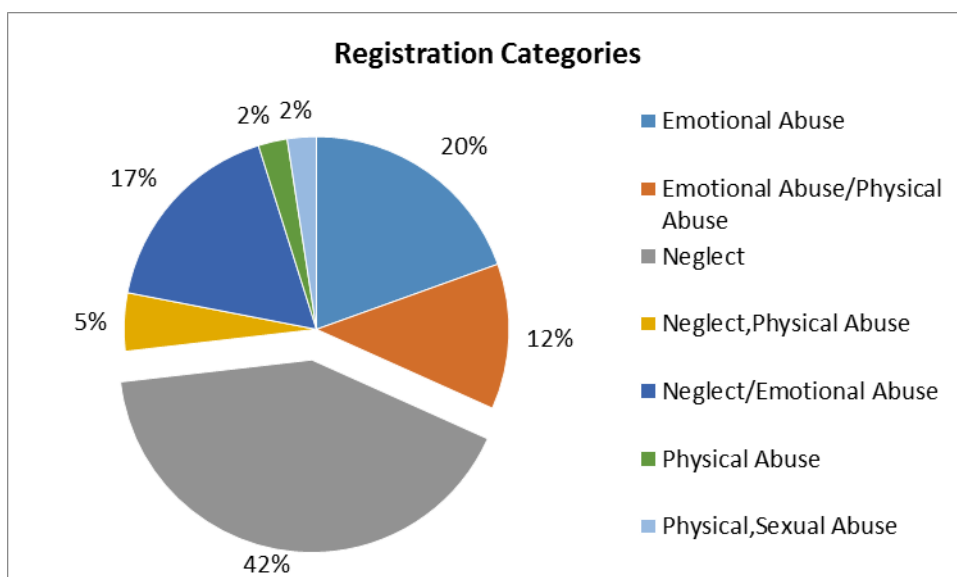


2015 – 2016 (as at 30th Sept)



The majority of children the 41 children registered are under the category of **Neglect**. This is the first time in recent years that Neglect has been the predominant category over Emotional Abuse.

Breakdown of Registration Category



Of the 39 children registered this year, 7 (17.9%) had been previously registered. This is a significant increase on last year (6.8%).

Impact Analysis and Outcomes:

Contacts / referrals into children's services come from a variety of sources which is a good indication that the messages about safeguarding and child protection are being disseminated.

The respective gaps between contact – referral – strategy discussions has been subject to further inquiry. Further scoping has confirmed potential areas for on-going development regarding: -the quality of referrals; the quality of response to contacts that are not progressed through formal protective services (children's services); the understanding of the threshold between early intervention and statutory services; and the quality of the initial information gathering process following referrals. This remains the same.

Registration patterns for neglect have increased which would be in-keeping with reported parenting issues of substance misuse and mental ill-health, and in-keeping with the numbers of children re-registered for a second or subsequent period (strongly correlated to neglect).

Emotional abuse being the second highest category confirms the link between domestic abuse and significant harm and corresponds to the impact of domestic abuse on children and families within Monmouthshire.

v) Patterns of child protection interventions and outcomes

Why we focus on this: We want to ensure that our **child protection activity and interventions promote positive outcomes for the most vulnerable children** (i.e. those who are deemed to be at risk of significant harm through abuse or neglect).

Performance Information:

At the end of the period 4 children from 2 families have been on the register for over 1 year. There has been a steady decrease in the numbers of children registered for longer than a year (from 56% at the end of 2013 to 10% as of 30th September 2015). This correlates to the appointment of a permanent child protection coordinator; increase training around Child Protection Planning; and the implementation of multi-agency supervision within the authority.

Core group members for 1/2 of these families have been subject to a multi-agency supervision process to assist with the case-work and decision making. Of the 4 current children 3 are now progressing towards de-registration and 1 has been escalated via application for court orders.

Children are removed from the register when they are no longer at risk of significant harm or when they become looked after. 47 children have been de-registered in this period, 9 of whom became looked after children. This means that 38 children were

de-registered because the family had successfully engaged with the child protection process and effected change so that the risks of them abusing or neglecting their children were sufficiently reduced.

Child protection plans are managed through a 'core group' of multi-agency professionals and the parents. 97.4% of initial core groups were held on time (SCC/015) within 10 working days after registration – which is an improved performance from last year. 91.1% of review conferences were held with the statutory timescale (SCC/034), short of our 100% target.

Impact Analysis and Outcomes:

Taken overall the performance information indicates that once children are registered they are actively managed and monitored and that there are mechanisms in place to identify and support cases which may be at risk of drift.

The successful outcomes for 38 children demonstrate evidence of effective multi-agency planning and engagement with families in order to support sustained change and reduce risk.

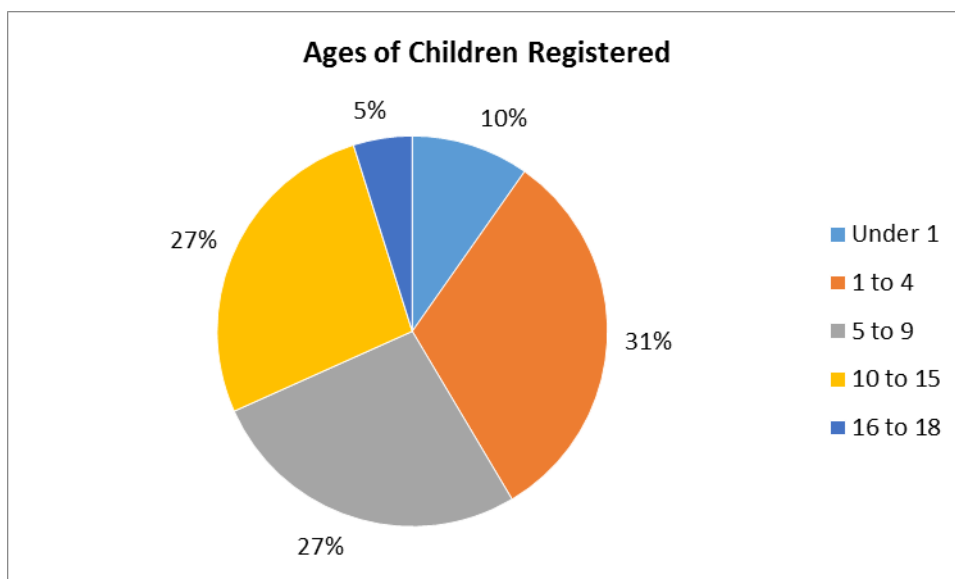
vi) Thematics / Working with Adolescents and Risk

Why we focus on this: One of the issues that we have been focussing on over the last 12 months is work around vulnerable adolescents and risk management. The management of risk for older children has been highlighted within recent CSSIW inspections; has featured in some recent child practice reviews within the region and is a current priority of the SEWSCB.

Performance Information:

At the end of the period 53/120 Looked After Children were aged between 11 – 17.

At the end of this period a third (13) of the children on the register were over 10 with 2 individuals aged 16 +.



Information from cases indicates that older young people are potentially more likely to remain on the register for 12 months or more. This reflects that safeguarding older children can present different challenges for professionals in terms of behaviours being more entrenched; difficulties in balancing wishes and feelings of the child with professional concerns and the views of other family members; difficulties in engaging young people in support services.

One of the indicators of vulnerability for young people is concerns over child sexual exploitation (CSE). The number of Multi-agency strategy meetings held about individuals where there are concerns about Child Sexual Exploitation (CSE) are listed below. Although slight, there has been an upward trend in numbers of children referred over the last 18 months. This could be attributable to increased prevalence, but equally might be explained by increased awareness and / or a better adherence to national practice guidance. Compared against neighbouring authorities, however, referral rates (and sources of referral) for concerns about CSE remain relatively low, indicating that increased awareness raising among professionals is required.

Numbers of Young People at risk of CSE discussed at Multi-agency Strategy Meetings

	2015/16 (Half year)	2014/15	2013/14	2012/13
Total Number of Children	4	12	4	3

3 / 4 of these young people became looked after by the Local Authority and 2 were additionally subject to child protection registration.

The number of adolescents across the authority who are vulnerable and / or presenting with risk taking behaviours is not known; however, there is an emerging picture that services are being required to respond to more teenagers with increasingly complex needs. There are a number of ways in which they come to the attention of services.

- The number of multi-agency meetings held for teenagers felt to be at risk have increased. These meetings have been held under different frameworks and exact numbers of children discussed are not known.
- Over half of the children referred for early intervention are referred through education. The most common themes are the impact of mental health on families and the link between mental health and difficulties in school.
- Between April 2014-March 31 2015 there were **179** reports of children going missing.
- Contact with secondary schools and youth / health services continue to confirm that self-harming affects significant numbers of children within Monmouthshire. This corresponds to an increase in the numbers of looked after children where there are concerns around their self-harming behaviours.

Impact Analysis and Outcomes:

The information suggests that the safeguarding needs of vulnerable young people in Monmouthshire are recognised and that these children are understood as requiring of services and interventions. There is further work to be done around profiling the numbers, needs and issues of young people within Monmouthshire and in ensuring that the right processes and services are in place to promote their safety and well-being.

SUBJECT:	WELSH CHURCH FUND WORKING GROUP
MEETING:	Cabinet
DATE:	04th November 2015
DIVISIONS/WARD AFFECTED:	All

1. PURPOSE:

- 1.1 The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 2 of the 2015/16 financial year held on the 25th September 2015

2. RECOMMENDATION:

- 2.1 We resolved that the following grants be awarded to:

SCHEDULE OF APPLICATIONS 2015/16 – MEETING 2.

- (1) Little Mill and District Women's Institute requested £200 to assist in the provision of new park bench made of recyclable material for Little Mill Hall Park

Recommendation – £200 was awarded to assist in the provision of a community asset

- (2) St. Arvans Community Plan Steering Group requested £1,000 to help establish a self help group for community development schemes

Recommendation - £200 awarded to assist the establishment of a community self help group

County Councillor A. Webb declared an interest

- (3) Kids Cancer Charity T/A Christian Lewis Trust requested £500 to provide a respite break for a Monmouthshire family in West Wales.

Recommendation - £500 granted to facilitate respite for a qualifying family

- (4) The Children's Cancer Trust applied £250 to provide a sensory library for children in the Abergavenny area

Recommendation - £250 granted to assist in the provision of sensory toys for children affected by cancer

- (5) St. Mary's Church, Llanvair Discoed requested £1,000 contribution to the replacement of surface water drainage channels

Recommendation - £1,000 granted to enable the provision of preventive maintenance infrastructure

- (6) St. Mary's Church, Undy applied for £1,000 to assist in essential remedial repairs to the clock tower of the church

Recommendation - £1,000 granted to enable structural repairs to ensure sustainability of the clock tower

- (7) St. James Church, Wyesham required £1,000 to purchase a replacement pipe organ for the church

Recommendation - £1,000 granted to help purchase a new electronic organ for church and community use

- (8) Leona Dennehy requested £500 to assist in educational subsistence costs on the grounds of hardship

Recommendation - £250 granted to assist in the relief of hardship

- (9) Monmouth Music Theatre requested £1,000 to assist in covering the costs of an theatre production of the Wizard of Oz in Monmouth

Recommendation – £200 to cover the expenses associated with this community group production

- (10) Birbeck Road Park Regeneration Group applied for £1,000 to assist in the provision of playground equipment in this community facility

Recommendation – £1,000 to facilitate the purchase and installation of a children's community asset

- (11) Master Caleb Vator requested £2,000 to assist in the provision of education and music tuition support

No recommendation was made based upon the requested information after review

2.2 KEY ISSUES

The nature of the request in each case is set out in the attached schedule.

3. REASONS

A meeting took place on Thursday, 25th September 2015 of the Welsh Church Fund Cabinet Working Group to recommend the payment of grants as detailed in the attached schedule and to confirm administrative procedures for the financial year 2015/16.

County Councillors in attendance:

County Councillor D.L. Edwards (Chairman)
County Councillor B. Strong
County Councillor A.E. Webb
County Councillor D. Evans

OFFICERS IN ATTENDANCE:

Mr D. Jarrett Central Finance Officer
Mrs. N. Perry Democratic Services Officer

3.1 DECLARATIONS OF INTEREST

It was agreed that declarations of interest would be made under the relevant item.

3.2 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

3.3 CONFIRMATION OF MINUTES

The minutes of the meeting of the Welsh Church Fund Working Group held on Thursday 25th June 2015 were confirmed as an accurate record and signed by the Chairman.

4. RESOURCE IMPLICATIONS

A total of £5,600 was allocated at meeting 2 of the Welsh Church Fund Committee, Thus, the remaining budget for 2015/16 financial year is £20,834.

5. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

There are no equality or sustainable development implications directly arising from this report. The assessment is contained in the attached appendix.

6. CONSULTEES:

Senior Leadership Team
All Cabinet Members
Head of Legal Services
Head of Finance
Central Management Accountant

7. BACKGROUND PAPERS:

Welsh Church Fund Schedule of Applications 2015/16 – Meeting 2 (Appendix 2)

8. AUTHOR:

David Jarrett – Central Finance Management Accountant

9. CONTACT DETAILS

Tel. 01633 644657
e-mail: daveJarrett@monmouthshire.gov.uk

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WELSH CHURCH FUND - APPLICATIONS 2015/16
MEETING 2 - 25th September 2015

	<u>ORGANISATION</u>	<u>ELECTORAL DIVISION</u>	<u>Signed by Councillor</u>	<u>REQUEST</u>	<u>DECISION</u>	<u>NATURE OF REQUEST</u>	<u>APPROX COST</u>	<u>DATE Received</u>	<u>D of I*</u>	<u>Comments</u>
	NEW APPLICATIONS AWAITING DECISION			£	£		£			
1	Little Mill & District Women's Institute	Llanbadoc	V.E. Smith	£200	£200	Assist in the provision of a bench made of re-cycled material at the Little Mill & district Hall Park as this is the Centenary year of the Women's Institute	£400	11/07/15	No	At present there is only one seat that has been there since 2000 and has been mended several times. A new seat is required to assist in providing additional facilities for leisure
2	St Arvans Community Plan Steering Group	St Arvans	A Webb	£990	£200	Finance required for start-up funding to put in places schemes for the advancement of Community Development, Amateur Sport, Environmental improvement and assist in the relief of those suffering hardship in the Community of St Arvans	£990	15/07/15	Yes	Is a member of GAVO. The volunteer group which has 30 volunteers is split into 5 areas covering Events, Community Garden / Allotments, Speedwatch Group, Community good Neighbour and Environment
3	Kids Cancer Charity T/A Christian Lewis Trust	Severn	R.J. Higginson	£500	£500	Cover the cost of providing 1 Monmouthshire Family with a respite break in one of their three caravans on the west Wales Coast	£63,389	27/08/15	No	Aim is to improve the quality of life for children with Cancer and provide the Whole Family with Support. They are currently caring for 9 families within Monmouthshire. Families are referred by Oncology Centres, Hostels, Schools and GP's
4	The Children's Cancer Trust	Croesonen	Roger Harris	£250	£250	Funding required for the creation of a Sensory Toy Library which helps children develop feelings / experiences that they would not normally have access too.	£250	31/08/15	No	Examples of Sensory Toys: Mini handheld deep muscle vibrating massager; Sensory lighting calming Toy; Flashing Rainbow Windmill; Spinning Laser Top and Humming Tops
5	St Mary's Church, Llanvair Discoed	Caerwent	P. Murphy	£1,000	£1,000	Assist in the cost of replacing surface water drainage channels at the church	£4,500	17/09/15	No	Need for remedial work identified through visual church inspection by maintenance contractor
6	St Mary's Church, Undy	Mill	F Taylor	£1,000	£1,000	Funding required for repairs to Clock Tower as in a dangerous condition and requires immediate renovation	£1,700	17/09/15	No	
7	St James Church, Wyesham	Wyesham.	E'J Hackett Pain	£2,000	£1,000	Funding required to assist in the purchase of an electronic organ to replace the present pipe organ which is beyond repair	£5,500	17/09/15	No	St James is the community parish church providing services for weddings, funerals and baptisms and are taken by unpaid associate priests. Members of the congregation also give time, money and effort to keep the church open. An electronic organ will allow for wider and more versatile use of the church
8	Leona Dennehy	Portskewett	Peter Fox	£500	£250	Assist with travel Costs to attend Nursing College in Bristol	£500	23/09/15	No	The applicant is undertaking a Nursing Degree in UWE Bristol
9										
10										
	Deferred Applications									
11	Monmouth Music Theatre	Dryebridge	Alan Wintle	£1,000	£200	Assistance in providing a production of the Wizard of OZ for the residents of Monmouth and Monmouthshire as a whole	£14,607	14/05/15	No	There will be 30 Adults and 30 children performing for an anticipated audience of about 1,000 people for a performance in early 2016
12	Master Caleb Vator	Llanover	Sara Jones	£2,000	£0	Request for assistance in providing Education and Music Support for fees in regard to the applicants proposed education at Christ College Brecon.	unknown	08/06/15	No	"Last Friday we were invited by the Rotary Club South Wales District to the Senedd as, when Caleb was a pupil at Llanfair Kilgeddin in Llanfair Kilgeddin School, he entered the Rotary Club International Young Writers Competition.
13										
	Caveated re-application									
	Birbeck Road Park Regeneration Group	Dewstow	A Easson	£1,000	£1,000	Assist in the provision of Toddler Play equipment at Birbeck Road Park	£5,200	25/08/15	No	An initial application was approved in 2014-15 for £500 subject to the raising of the rest of the capital from other listed sources.
	SUB TOTAL Meeting 2			£10,440	£5,600					
	Meeting 1 Award				5,250					
	Meeting 2 Award				5,600					
	TOTAL AWARDED FOR 2015/16 TO DATE				10,850					
	BUDGET 2015/16				25,109					
	BALANCE B/F TO 2015/16				£6,576					
	Monmouthshire's Allocation for 2015/16				£31,684					
	REMAINING BALANCE			£20,834	£15,234					

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<p>Name of the Officer D Jarrett Phone no: 4657 E-mail: davejarrett@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal To assess the Grant Allocation Processes of the Welsh Church Fund for the meeting of the Welsh Church Fund Working Group on the 24th September 2015.</p>
<p>Name of Service Finance</p>	<p>Date Future Generations Evaluation 25th September 2015</p>


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

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been / will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>No impact</p>	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>No impact</p>	
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive</p>	

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been / will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Positive	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Positive	
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Positive	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Positive	

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 Balancing short term need with long term and planning for the future	Not applicable to Welsh Church Fund Trust	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration Working together with other partners to deliver objectives</p>	Not applicable to Welsh Church Fund Trust	
 <p>Involvement Involving those with an interest and seeking their views</p>	Not applicable to Welsh Church Fund Trust	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	Not applicable to Welsh Church Fund Trust	
 <p>Integration Positively impacting on people, economy and environment and trying to benefit all three</p>	Not applicable to Welsh Church Fund Trust	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Positive impact in helping to achieve a recreational provision for young children that would not otherwise have existed	No impact	
Disability	Funded awarded to facilitate and relieve emotional and financial pressures encountered by applicant groups	None	
Gender reassignment	No impact	No impact	
Marriage or civil partnership	No impact	No Impact	
Race	No impact	No Impact	
Religion or Belief	Grants awarded will have a sustainability impact and cultural impact in regard to the infrastructure and beliefs and religious practices of the assisted applicants	None	
Sex	No impact	No impact	
Sexual Orientation	No impact	No Impact	
Welsh Language	No impact on Welsh Language	No impact on Welsh Language	

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not applicable		
Corporate Parenting	Not applicable		

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

The evidence and data used for the assessment of each applicant to the Welsh Church Fund is supplied by the applicant upon submission of their application. The data and information supplied or subsequently requested is used to form the basis of the Committees' decision on whether to award a qualifying grant.

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

The grant aid supports and highlights the positive effect that decisions the Welsh Church Fund Working Group have on the applicants funding requests from Voluntary Organisations, Local Community Groups, Individuals and Religious Establishments.

All awards are made in the belief that the funding is utilised for sustainable projects and cultural activities that benefit individuals, organisations, communities and their associated assets.

All grants are awarded within the Charitable Guidelines of the Trust

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Award grants	November 2015	Welsh Church Fund	On target

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

The impacts of this proposal will be evaluated on:	The Payment of grants awarded to the successful applicants
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