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County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 20 June 2018

Notice of meeting

Children and Young People Select Committee

Thursday, 28th June, 2018 at 10.00 am,
Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

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

AGENDA

Item No	Item	Pages
1.	Election of Chair	
2.	Appointment of Vice Chair	
3.	Apologies for Absence	
4.	Declarations of Interest	
5.	Public Open Forum	
6.	Confirmation of Minutes	1 - 10
7.	Care Leavers Report (Pre-decision scrutiny of a new policy due for Cabinet consideration on 4th July 2018)	11 - 24
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9.	Presentation by Chief Officer: Review of Additional Learning Needs and Inclusion Services	63 - 128
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12.	Children and Young People's Work Programme	177 - 180
13.	Cabinet and Council Forward Planner	181 - 188

14.

Next Meeting - Special Meeting 10th July 2018, 2pm

Paul Matthews

Chief Executive / Prif Weithredwr

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

M.Groucutt
L.Jones
L.Brown
D. Jones
M.Lane
M. Powell
T.Thomas
J.Watkins
S. Woodhouse
Dr. A. Daly
Dr. A. Daly
Church)
M Fowler (Parent Governor Representative)
Vacancy (Catholic Church)
K Plow (Association of School Governors)

Added Members
Members voting on Education Issues
Only

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

Added Members
Non Voting

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

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Welsh Language

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Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

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

Questions for the Meeting

Scrutinising Performance

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

Scrutinising Policy

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

Questions for the Committee to conclude...

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

- (i) Investigate the issue in more detail?
- (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...
- (iii) Agree further actions to be undertaken within a timescale/future monitoring report...

General Questions....

Empowering Communities

- How are we involving local communities and empowering them to design and deliver services to suit local need?
- Do we have regular discussions with communities about service priorities and what level of service the council can afford to provide in the future?

Service Demands

- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?

Financial Planning

- Do we have robust medium and long-term financial plans in place?
- Are we linking budgets to plans and outcomes and reporting effectively on these?

Making savings and generating income

- Do we have the right structures in place to ensure that our efficiency, improvement and transformational approaches are working together to maximise savings?
- How are we maximising income? Have we compared other council's policies to maximise income and fully considered the implications on service users?
- Do we have a workforce plan that takes into account capacity, costs, and skills of the actual versus desired workforce?

Public Document Pack Agenda Item 6

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 17th May,
2018 at 10.00 am

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

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

OFFICERS IN ATTENDANCE:

Will McLean	Chief Officer for Children and Young People
Nikki Wellington	Finance Manager
Hazel Ilett	Scrutiny Manager
Wendy Barnard	Democratic Services Officer
Roger Hoggins	Head of Operations
Paul Keeble	Group Engineer (Highways and Flood Management)
Pauline Batty	Catering Manager
Geraint Roberts	Road Safety Officer

ALSO PRESENT:

Mike Fowler Parent Governor Representative

APOLOGIES:

Dr. A. Daly

1. Declarations of Interest

No declarations of interest were made.

2. Public Open Forum

No members of the public were present.

3. Confirmation of minutes.

The minutes of the meeting held on the 20th March 2018 were confirmed and signed by the Chair.

4. Managing School Meal Debt

Context:

This report discusses how chargeable services such as school meals are now paid for and examines how the issue of debt should be approached by the authority.

Key Issues:

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Approximately 50% of parents and guardians choose to pay for their child/children to receive school meals. The service is paid for using 'Parent Pay' software available on the school website. Other children will either bring packed lunches or be entitled to free school meals.

The system will allow parents to pay for a range of services including Breakfast Club (a charge is being introduced in September) and school trips although at present it is used only for school meals. Parents pay for services by crediting the account.

Occasionally an account will move into debt. Often this will be an oversight on behalf of the parent and currently a letter advising the parent is sent after debt is accrued to the value of 5 school meals.

Whilst the account remains in debt a further two letters are sent to the parent.

If the debt remains outstanding after attempts to recover the debt then at the discretion of the school the debt is written off. The loss of income is presently accounted for on the school account although the income for the service is credited to the school meals budget which lies within the Operations department budget.

Some headteachers have asked how an outstanding debt should be resolved and in particular should the child continue to receive a school meal when the parent/guardian has received advice that the debt exists and remains outstanding.

Whilst on the face of it the decision would appear to be withdrawal of service due to non-payment the issues for the welfare of the child must be taken into account.

Withdrawal of service could result in the child receiving no food at lunchtime which is detrimental to the child's welfare although the counter argument can be made that the parent/guardian is responsible for the child's welfare and taking a school meal is discretionary.

Member Scrutiny:

- It is important to understand the reasons for the debt occurring e.g. technological or financial problems.
- Whilst accepting the need to manage the debt, a Select Committee Member strongly emphasised that no child should be made to feel different by not being fed or being provided with a different meal.
- It was suggested that additional steps could be added to the recommendations:
 - 1) Asking the school to investigate; and
 - 2) The school could send out a general letter regarding debt overall with contact detail where help can be provided.
- There should be no variation between schools and where there is, the reasons should be explored. It was explained that schools are already contacting parents/guardians by phone and they are seeking a consistent approach to help them manage debt.
- It was explained that the School Meals Service is managed by the LA not by individual schools. Income is received by the LA but debt currently is the responsibility of the school. It was queried if responsibility for the debt could be passed to the LA to relieve pressure on schools.

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- It was acknowledged that schools and their administrators know their parents best and have an awareness of mitigating reasons. However, if there were lots of cases to pursue, this could add to school administrators' already heavy workloads and suggested that after initial chasing the matter should be handed to the LA.
- The benefits to parents of the ParentPay system were explained e.g. to set a reminder to review payments.
- A Member agreed there should be a balanced approach and the matter should be dealt with sensitively mentioning, in particular, those families who are outside the Free School Meal limit and just about managing. It was suggested that Headteachers are best placed to make decisions on debt.
- In response to a question raised about the effect of the introduction of ParentPay on debt levels. It was agreed that the level of debt before and after its introduction would be looked at to see if an increase is identifiable. The benefits of the ParentPay system were explained e.g. convenience, secure and audit compliant.
- It was questioned how many schools have asked for a consistent approach, how the others are managing and if the schools managing well were involved in putting the recommendations together. The Chief Officer explained that the issue had been raised by Headteachers who were concerned about provision of meals and the amount of time taken to chase debt by the administrator. It was added that there is a range of schools with debt with no particularly consistent reasons.
- The Cabinet Member for Social Care, Safeguarding and Health supported the view that debts should return to the LA whilst retaining the first contact by the school to attempt to recover the debt. It was advocated that every case is dealt with on an individual basis and that, in terms of safeguarding, there was no question of a cut-off point or making a child feel different.

Committee Conclusions:

The recommendations in the report were accepted with the addition that an appropriate form of words is added to the guidance to state that the first line of contact is the school plus the inclusion of contact details to offer help and support. The Committee noted that schools had different practices to address school meal debt and was clear that there should be no discrimination against any child because of parents' debt, and that message should be fed back to Headteachers and they should all follow the guidance, especially to those who have previously not used that approach.

The Chair concluded that the recommendations set out a range of sensible suggestions and the addition was agreed that the school should try to resolve the matter before handing it over to the Local Authority.

5. Kerbcraft Update

Context:

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At the CYP Select Committee meeting on the 7th December 2017 members agreed to receive six monthly reports on the performance of the Kerbcraft service, consider if the service is operating satisfactorily based upon the information placed before the committee and consider what further information, if any, they may wish to receive at future meetings.

Key Issues:

The December report provided the background to why this report is presented to members of the CYP Select Committee but in summary the ongoing monitoring of performance is part of an action plan adopted by the authority in response to an adverse report from WAO about the performance of the kerbcraft service and safeguarding risks associated with the provision of the service.

Member Scrutiny:

- The Select Committee received a presentation from the Road Safety Officer. The Vice Chair thanked the Officer for his presentation and for the service; schools and children like the programme and learn safety.
- It was commented that Kerbcraft Plus is a welcome addition to the scheme.
- Concern was expressed by the committee about 'Red' category schools that haven't taken up the scheme. The example of one 'Red' school in a built up area that has not taken up the scheme was provided noting that the school and children would benefit from participating. The Committee was interested in how to encourage such schools to participate. The Officer agreed, is looking to address the position as soon as possible and plans to promote the scheme via case studies to show what has happened this year, and also through a road safety Twitter account . The suggestion that the Chief Officer or Head of Operations write to Red category schools that have not taken up the scheme was welcomed.
- A Member commented that it was a lifesaving scheme and drew attention to rural schools where there are sometimes no pavements, and queried if there were any arrangements to transport children to more built up areas to enable them to practice kerb craft skills and to participate in Kerbcraft Plus in a busier environment whilst also providing skills relevant to rural locations e.g. walking on and crossing rural roads. The Group Engineer (Highways and Flood Management) explained that previously minibuses were used to transfer rural school children to an urban environment and this plan would be revisited.
- A Member asked how the use of volunteers was working and if there had been much turnover and it was responded that the scheme is currently manageable with five volunteers and is working well. The risk assessment states that there will not be more than seven volunteers. There has only been one new volunteer lately with interest from others. Consideration is in progress if they are right for the programme and can offer commitment and consistency.
- A Member reiterated how very much the work is appreciated and asked how much the commitment for volunteers is, as it might be possible to provide some names to help.

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- It was also questioned why some schools couldn't accommodate the scheme and responded that often mornings are taken up with core subjects and there is no staff capacity to only offer afternoons. Some schools really value the programme and make the time available, but every effort is made to accommodate requests where possible.

Committee Conclusions:

The Chair thanked officers for their contribution to the meeting noting that it is 12 months since steps were taken to place the Kerbcraft scheme on a safer footing. Referring to the testimony of Committee Members, the Chair commended all involved in the improved status of the scheme's effectiveness and asked that the message is passed on to staff.

The recommendations contained in the report were unanimously agreed and in particular the proposal that 6 monthly monitoring will no longer be required. The Committee is happy with the safeguarding elements and the way the scheme is being run generally.

Clarification was provided by the Chair that, from this point, there would be an annual report to this Committee. Specific questions about schools and take up of the scheme will require verbal responses as required.

6. Additional Learning Needs

Context:

The Chief Officer, Children and Young People, provided the Select Committee with a verbal report regarding a review of Additional Learning Needs for which consultation is currently in progress.

Key Issues:

Consultation sessions are ongoing with staff, governors, parents and members of the public at schools. Written opinions are also being received and considered. Comments so far include:

Staff:

- Employment concerns for which reassurance has been given regarding protection of employment and the likelihood that this will be a developing service; and
- How responsibility and accountability will be organised on site noting that this is consultation on the model only and this level of detail would be co-produced with schools further on in the process; the underpinning principle being much clearer regarding entry and exit criteria.

Governors:

- Also concerns around responsibility and accountability;
- Supportive of development and recognise the need to change; and
- They welcome that the model proposed is not new and is similar to Trinity Fields School and Resource Centre (Caerphilly CBC) and Maes Ebbw School (Newport CC) are similar and provide assurance of success.

Parents:

- Initial misunderstanding of the intentions has been resolved and reassurance provided;
- Parents of children with moderate learning needs provision have expressed concern regarding the focus of new legislation and expected code of practice which states that such needs are to be met to a far greater extent within mainstream; and

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- A shortfall of the proposed model is that currently the secondary Special Needs Resource Bases (SNRBs) are predominantly for students with moderate learning needs. Primary SNRBs have a much broader range of designations. In essence, there is too much specific provision and insufficient broader provision. Work will be undertaken with schools within a sliding scale to accommodate a child's needs.

The public meetings continue and responses will be reported back to Cabinet on 3rd July 2018. If Cabinet agree, statutory notices will be posted from September (with a 28 day objection period) and then a final decision will be taken by Cabinet on 7th November 2018.

Member Scrutiny:

A Member reported that her local community council had been positive about the proposals, and also stated that pupils of Mounton House Special School were also positive about the school at an open evening and welcomed reassurance that their education would continue and that, with hindsight, the consultation document should have made this point clearer.

Assurance was sought about:

- the mixed age range and gender of pupils at the school, the practicalities of arranging education for primary and secondary age students plus how the Pupil Referral Unit and SEBD unit would operate on the same site;
- Security on site with the suggestion of a fob system instead of keys to lock/separate different areas;
- Timescales available between the April and September 2019 to make the necessary changes to the layout of the building; and
- The impact of the loss of revenue from out of county students.

The Chief Officer responded:

- That fobs will be considered as part of the investment in the site to accommodate the age range and mixed genders;
- Regarding timescales, the SEBD provision won't start until September 2019. It was acknowledged that the existing students were reassured that their education would continue at Mounton House and the students present at the consultation event were in favour of the extension of the age range to 19 noting that whilst there is post 16 provision available at Coleg Gwent which is out of county, provision will be developed at the new unit at Caldicot where there are 5 post 16 places.
- Considering potential loss of income, 25 of the current 33 students are from out of county (only 3 are residential). It has been made clear to out of county partners that the school will continue as a day school and the children won't be moved from their placement. Assurance was provided that no child would be moved from a setting where they are settled, or where a move would not be in their best interests. What had not been taken into account in the financial modelling is in circumstances where a child would come back from their current provision. It was confirmed that the model would see gradual implementation over a long period of time.
- That there is a lot of space on site to accommodate pupils of mixed age range and gender, and safeguarding is of paramount importance. Physical management of the site will be a key aspect of working with mixed gender and age ranges plus staff skills.
- Every school has been visited to undertake pupil voice events to engage with pupils and seek views on e.g. Wellbeing.

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The Member referred to the gradual implementation and sought further assurance regarding the changes to the layout being completed to accommodate the variety of needs, ages and gender in time for their arrival.

A Member asked for clarification of the term moderate learning difficulties, and questioned future provision at primary and secondary level. Assurance was provided that current provision would remain and funding related to a statement or School Action Plus Resourced Agreement (SAPRA) would remain in place. The funding may be used more innovatively e.g. a teaching assistant for a small group instead of one to one. A definition of moderate learning needs was provided. It is anticipated that children with moderate learning difficulties would be educated with an integrated approach in main stream with some time spent at the SNRB. Entry and exit

Committee Conclusion:

The Committee noted and accepted the report and thanked the Chief Officer for the opportunity to participate during the consultation period.

The Select Committee asked that the minutes of the discussion are added to the consultation responses.

criteria will be well defined at the earliest opportunity.

7. Transfer of Free School Meal Entitlement Assessment from Education to Revenues and Benefits

Context:

This report proposes the transfer for the assessment of free school meals (FSM) to the shared benefit service operated by Torfaen County Borough Council for a two-year trial.

To scrutinise the proposal to transfer the assessment of FSM to the shared benefit service for a two year period from 1st September 2018.

To note the cost of this is £15,500 per annum, this will be paid to Torfaen County Borough Council for the provision of this service. This will be funded by an existing vacancy.

Key Issues:

Currently the assessment for FSM pupils is carried out by the School and Student Access Team within the Children and Young People Directorate.

The criteria for entitlement for FSM is determined by the Welsh Government for all of Wales and the assessments are made in line with these.

The current arrangement for assessing Monmouthshire resident benefits entitlement is carried out by Torfaen County Borough Council as part of a shared service arrangement.

During 2017-18 Torfaen County Borough Council moved their assessment of FSM from education to the shared benefit service and as a result they have seen an increase in entitlement of FSM by 20%. On their assessment, 50% of this was due to the roll out of

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Universal Credit and 50% due to the targeting of families that are entitled to FSM but not claiming.

Proposed changes:

The proposal is to transfer the assessment for FSM for Monmouthshire County Council residents to the share benefit service operated by Torfaen County Borough Council.

The benefit of this is that through the shared service Torfaen would be able to review and target the relevant families to make them aware of their entitlement and the benefits that offers. With the aim to increase the take up of FSM in Monmouthshire to reduce the cost burden to families.

This will over time see increased income to the Revenue Settlement Grant for Monmouthshire, and see an increase in grants offered to schools.

There will be an increase in the catering budget to provide that FSM, however, the benefits are likely to outweigh any additional costs.

All of our schools ensure that processes are in place to ensure that pupils claiming FSM are not identified by peers to minimise any stigma attached to this.

Grants such as the Pupil Development Grant are directly distribute to school using FSM data from Welsh Government.

The service will be managed by a Service Level Agreement similar to the one offered for the current shared service with clear criteria agreed between the parties.

All the compliance for GDPR will be undertaken by Torfaen County Borough Council, through an information sharing agreement, any costs of this, and any cost of engaging with the households will be picked by Torfaen County Borough Council.

Member scrutiny:

The CYO Finance Manager introduced the report and the Chief Officer, Children and Young People provided further information as follows:

- For this year, Welsh Government will be awarding Pupil Deprivation Grant funding in respect of eligible Free School Meal pupils from the last two years using 2017 Pupil Level Annual School Census (PLASC) data. Schools, especially those in areas of higher deprivation, have expressed concern that this criteria is disadvantaging them e.g. 40 pupils in 2017 and 100 in 2018 in one school.
- A letter has been received today from Welsh Government regarding the increasing impact of Universal Credit. The inclusion of Universal Credit as a determining factor for eligibility for Free School Meals was an interim measure. New criteria options are under consideration referencing an earned income threshold for recipients. It was emphasised that this is a continuously moving policy position.

Committee Conclusion:

The Chair acknowledged that the roll out of Universal Credit will have implications for all schools and asked the Chief Officer to pass on the disquiet of the Select Committee about the use of the PLASC data which despite best intentions has resulted in disadvantaging some schools.

The report was noted.

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8. Actions arising from previous meeting.

The Action List from the last meeting was noted by the Select Committee.

- It was confirmed that the response to the Draft Autism Bill has been sent out to the Members who attended the meeting. The Cabinet Member then took it forward with Shelley Welton.
- The update on the transfer of Free School Meals was given today.
- The 30 hour free childcare offer– confirmation is awaited from Welsh Government and an update will be provided when there is more information available.

9. Children and Young People Work Programme

The forward work programme was omitted from the agenda in error.

In the programme for the next meeting of 28th June 2018 is:

- EAS Performance Report
- Draft NEET (Not in Education Employment or Training) reduction strategy
- Update on the review of inclusion
- Budget monitoring report

The following items are relevant to both Adults and Children and Young People Select Committees and consequently a Special Joint Select Committee will be held on Monday 18th June 2018 at 2.00pm (pre-meeting at 1.30pm) and Members were asked to diarise accordingly. The items are to scrutinise:

- Chief Officer's annual report
- Safeguarding report
- Disabled facilities grant report

10. Cabinet and Council Forward Planner

The Cabinet and Council Forward Planner was noted.

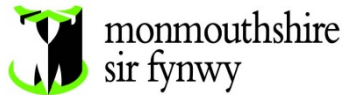
11. Next meeting

The dates of the next meetings were confirmed as:

- Monday 18th June 2018 at 2.00pm (pre-meeting at 1.30pm) – Special Joint Adults and Children and Young People's Select Committee
- Thursday 28th June 2018 at 10.00am (pre-meeting at 9.30pm)

The meeting ended at 11.40 am

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SUBJECT:	CARE LEAVERS – COUNCIL TAX EXEMPTION
MEETING:	CABINET
DATE:	4th July 2018
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

This report seeks approval to exempt all care leavers up to the age of 25 from paying council tax.

2. RECOMMENDATIONS:

- 2.1 To award 100% discretionary council tax relief to all care leavers aged between 18 to 25 who are residing in the County.
- 2.2 To adopt the proposed relief scheme noted in 4.4.2 below

3. KEY ISSUES:

- 3.1 In October 2017, Torfaen County Borough Council became the first council in Wales to take the decision to exempt care leavers from paying council tax, effective from April 2018. Since then the Welsh Revenues Group and the Welsh Local Government Association (WLGA) have been lobbying Welsh Government to change Council Tax Legislation to exempt all care leavers across Wales.
- 3.2 To date the Welsh Government has decided not to update the Council Tax Legislation and have instead encouraged Council's to introduce their own schemes under Section 13A of the Local Government Finance Act 1992. This Act gives the Council power to reduce a liability for council tax in relation to particular cases or by determining class(es) of cases that it may determine and where national discounts and exemptions cannot be applied.
- 3.3 The Council has responsibility as a Corporate Parent to support young people in its care. In agreeing the Corporate Parenting Strategy on 6th June 2018, Cabinet agreed to ensure that young people in our care have the opportunity to live a safe, happy and fulfilling life.
- 3.4 In extending this relief to care leavers from both Monmouthshire and other Local Authorities this will enhance our corporate parent responsibilities and help to support all care leavers living in the County to move into adulthood.

4. OPTIONS APPRAISAL

4.1 *Option 1 – Do nothing and continue to charge care leavers council tax*

4.1.1 This option doesn't necessarily fit with the Authority's role as a corporate parent.

4.2 *Option 2– Wait to see if Welsh Government change the legislation to exempt care leavers from paying council tax*

4.2.1 Legislative changes take time to introduce. Welsh Government have also indicated that this isn't something that they are looking to do in the immediate future. Instead they have actively encouraged Local Authorities to introduce their own local schemes.

4.3 *Option 3 – To introduce our own scheme under Section 13A of the Local Government Finance Act 1992*

4.3.1 This option allows the Council to act now and apply the relief to 2018/19 council tax accounts.

4.4 Option 3 was therefore considered to be the best approach. It is proposed that the principles of this 'Care Leavers Relief' be applied as follows:

4.4.1 The Council uses its powers under 13A of the Local Government Finance Act 1992 to exempt care leavers from paying council tax.

4.4.2 The principles of the proposed relief are to be applied as follows:

- The claimant is a care leaver, aged between 18 and 25 and is not fully exempt from paying council tax on any other basis.
- The amount of discount awarded will be the net liability after all other discounts and exemptions have been applied.
- The relief will apply to council tax payers for whom their local council held corporate parenting responsibility at the point when the claimant left care, who are residing in Monmouthshire and are liable to pay council tax to Monmouthshire County Council.
- Where a care leaver moves out of the area and then returns, the relief can be reclaimed as long as the claimant returns before they turn 25.
- Where the care leaver is jointly liable or resides with other council tax payers, the relief will be applied to the household and so non care leavers may subsequently benefit.
- The relief will be awarded from the 2018/19 financial year (i.e. from 1st April 2018). Any unpaid monies from previous years will still remain due.
- The Council will have discretion to back date any future awards to 1st April 2018.

- Once the care leaver turns 26, full council tax is due.

4.4.3 The relief will be administered by the Revenues Team in conjunction with the Children Services Team. Where the care leaver is from another Local Authority, who has acted as corporate parent, written confirmation will be obtained prior to awarding the relief. Processes will need to be developed to allow this relief to be applied to the appropriate accounts when it becomes due.

5. EVALUATION CRITERIA

An evaluation assessment has been included at Appendix A for future evaluation of whether the decision has been successfully implemented. The decision will come back to this committee in 12 months for review. ***A TEMPLATE FORM IS AVAILABLE AT THE END OF THIS DOC.***

6. REASONS

The Council has responsibility as a Corporate Parent to support young people in its care. The Council seeks to further support young people leaving care to become independent adults.

7. RESOURCE IMPLICATIONS

- 7.1 As at 31st March 2018 Monmouthshire had 68 care leavers aged between 18 and 25. Of these 37 were known to be living in the County, with 12 being the main ratepayer. Further analysis determined that after Housing Benefits and other council tax exemptions/discounts were applied (e.g. Single Person Discount, Council Tax Reduction Scheme) 4 care leavers were currently liable to pay council tax to a value of £3,500.
- 7.2 A further review of care leaver information supplied by the Children Services Team identified that another 12 care leavers were expected to turn 18 during the 2018/19 financial year. Applying the assumptions identified above and based on an average Band D charge it is estimated that a further charge of £3,000 will fall due.
- 7.3 It isn't possible to determine the number of care leavers from other Authorities who may be eligible for this relief. However the above analysis suggests that the sums involved are likely to be small.
- 7.4 Taking points 7.1, 7.2 and 7.3 together it is estimated that the cost of providing this new relief to care leavers will be approximately £6,500 per annum.
- 7.5 The cost of this relief scheme will fall to the Council and will not affect the other precepting bodies. The financial impact will be borne by the Council Tax income budget.

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

The corporate parenting and safeguarding implications associated with this proposal can be found in Appendix One

9. CONSULTEES:

Consultees are listed below:

- Cabinet
- Senior Leadership Team
- Chief Officer - Resources
- Chief Officer – Social Care, Health & Housing
- Children Services Team
- Social Care Finance

10. BACKGROUND PAPERS:

Appendix One: Future Generations Evaluation Form

11. AUTHOR:

Ruth Donovan– Assistant Head of Finance: Revenues, Systems & Exchequer

12. CONTACT DETAILS:

Tel: 01633 644592

E-mail: Ruthdonovan@monmouthshire.gov.uk

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	
Date decision was made:	
Report Author:	

What will happen as a result of this decision being approved by Cabinet or Council?

What is the desired outcome of the decision?
What effect will the decision have on the public/officers?

12 month appraisal

Was the desired outcome achieved? What has changed as a result of the decision? Have things improved overall as a result of the decision being taken?

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Think about what you will use to assess whether the decision has had a positive or negative effect:
Has there been an increase/decrease in the number of users
Has the level of service to the customer changed and how will you know
If decision is to restructure departments, has there been any effect on the team (e.g. increase in sick leave)

2 month appraisal

Paint a picture of what has happened since the decision was implemented. Give an overview of how you fared against the criteria. What worked well, what didn't work well. The reasons why you might not have achieved the desired level of outcome. Detail the positive outcomes as a direct result of the decision. If something didn't work, why didn't it work and how has that effected implementation.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved.

12 month appraisal

Give an overview of whether the decision was implemented within the budget set out in the report or whether the desired amount of savings was realised. If not, give a brief overview of the reasons why and what the actual costs/savings were.

Any other comments



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Ruth Donovan</p> <p>Phone no: 01633 644592 E-mail: ruthdonovan@monmouthshire.gov.uk</p>	<p>To seek approval to exempt all care leavers up to the age of 25 from paying council tax</p>
<p>Name of Service: Revenues, Systems and Exchequer</p>	<p>Date Future Generations Evaluation form completed: 13.06.18</p>

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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.





- 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	Does the proposal contribute to this goal? Describe the positive and negative impacts.	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>Supports care leavers to successfully move into adulthood and to gain financial stability</p>	<p>N/A</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and</p>	<p>N/A</p>	<p>N/A</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
can adapt to change (e.g. climate change)		
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Helps maintain emotional wellbeing, resilience and good mental health	N/A
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	N/A	N/A
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	N/A	N/A
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	N/A	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Helps care leavers to fulfil their potential	N/A

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>This proposal will help care leavers transition into adulthood and lead full and rewarding lives</p>	<p>N/A</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The Revenues and Children Services Teams will work together and where necessary with other Councils to ensure this relief is applied automatically for care leavers living in the County</p>	<p>N/A</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>N/A</p>	<p>N/A</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Helps care leavers to plan and manage their finances</p>	<p>N/A</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	N/A	N/A

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. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	Help care leavers transition into adulthood	N/A	N/A
Disability	N/A	N/A	N/A
Gender reassignment	N/A	N/A	N/A
Marriage or civil partnership	N/A	N/A	N/A

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?
Pregnancy or maternity	N/A	N/A	N/A
Race	N/A	N/A	N/A
Religion or Belief	N/A	N/A	N/A
Sex	N/A	N/A	N/A
Sexual Orientation	N/A	N/A	N/A
Welsh Language	N/A	N/A	N/A

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Helps care leavers manage their money and not get into debt.	N/A	N/A
Corporate Parenting	Complements our corporate parenting role and will provide financial support for care leavers, helping them to move into and sustain independent living.	N/A	N/A

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

Discussions and correspondence with the :

- Wales Revenues Group
- Welsh Government
- Children Services Team
- Revenues Manager

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 will have a positive impact for our care leavers and will provide financial support to them at an important time in their lives. This support will help to sustain their independence.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Annual review of the scheme	End of the 2018/19 financial year	Revenues Manager	-

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: Annually

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration

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SUBJECT:	A GREAT START FOR ALL - DRAFT MONMOUTHSHIRE NEET (NOT IN EDUCATION, EMPLOYMENT OR TRAINING) REDUCTION STRATEGY
MEETING:	CYP Select Committee
DATE:	28th June 2018
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

1.1 The purpose of this report is to provide the committee with the opportunity to scrutinise and contribute to the draft Monmouthshire NEET (not in education, employment or training) Reduction Strategy 2018 -2021 (appendix 3).

2. RECOMMENDATIONS:

- 2.1 The committee to scrutinise the draft Monmouthshire NEET Reduction Strategy 2018-2021 and make recommendations accordingly.
- 2.2 Subject to any recommendations made, Committee to endorse the Draft Monmouthshire NEET Reduction Strategy for submission to Cabinet for approval on 4th July 2018

3. KEY ISSUES:

- 3.1 This draft Monmouthshire NEET Reduction Strategy demonstrates our commitment as a Council to address NEET reduction in our county in order to create better opportunities and outcomes for our young people, through a partnership approach.
- 3.2 Committee have previously been made aware of the Welsh Government Youth Engagement and Progression Framework 2013 and the Authority's responsibility to provide a delivery model centred on individual need. The six key areas of the framework are embedded in the draft Monmouthshire NEET Reduction Strategy and reflect added value whilst addressing the needs and aspirations of Monmouthshire's young people.
- 3.3 The Strategy details a range of programmes to address NEET reduction which include - Inspire2Achieve which provides education and well-being support, qualifications for young people aged 11-16 years most at risk of becoming NEET and Inspire2Work which provides employability support, qualifications and work placements for unemployed young people aged 16 -24 years. In order to meet the ambitions of the NEET Reduction Strategy, the Inspire programmes will need to be extended and additional match funding will be required. The extension will help sustain the reduction in the number of school leavers that are NEET and continue low levels of unemployment amongst 16 – 24 years olds. Without this additional match funding potentially 397 young people could be at risk of becoming NEET over the next four years A report requesting the additional match funding will be presented to Economy and Development Select Committee for scrutiny on 19th July with a view to requesting a formal decision from Cabinet in due course.

4. OPTIONS APPRAISAL

Option	Benefits	Risks	Comments
<ul style="list-style-type: none"> Do nothing 	<ul style="list-style-type: none"> None identified 	<ul style="list-style-type: none"> Lack of direction and vision in service delivery 	<ul style="list-style-type: none"> As a council we must have a NEET Reduction

		<ul style="list-style-type: none"> • Duplication across partners • No integrated approach to provide opportunities for future project development and co-delivery • Increase in the number of young people at risk or who are NEET 	Strategy in place
<ul style="list-style-type: none"> • Implementation of the Monmouthshire NEET Reduction Strategy 	<ul style="list-style-type: none"> • Improve young people's skills and future employment opportunities • Increased partnership working and co-delivery of projects • Shared expertise and resources 	<ul style="list-style-type: none"> • Lack of buy-in from partners • Loss of externally funded programmes that support NEET reduction 	<ul style="list-style-type: none"> • As a council we must have a NEET Reduction Strategy in place

5. EVALUATION CRITERIA

- 5.1 An evaluation assessment has been included in Appendix 2 for future evaluation of whether the decision has been successfully implemented. The decision will be evaluated by CYP Select Committee, which will make recommendations of any proposed changes to Cabinet.
- 5.2 An annual report will be presented to CYP Select Committee to review progress to date
- 5.3 The NEET Strategy and Action Plan will be monitored through the following local forums;
- Children and Young People's (CYP) Departmental Management Team
 - Enterprise and Community Development Departmental Management Team
 - CYP Strategic Partnership
 - Post 16 Steering Group

6. REASONS:

- 6.1 The previous Monmouthshire NEET Reduction Strategy 2015 -2018 is now out of date and a new strategy for the next three years is essential to ensure continued improvements year on year in the number of young people who have entered and engaged in education, employment or training at age 16. There still remains scope to ensure all young people secure and sustain a positive destination after leaving compulsory education.
- 6.2 We wish to demonstrate our commitment to the NEET reduction agenda as a Council with partners – Secondary Schools, Pupil Referral Service, Special School, Careers Wales

Coleg Gwent etc., to implement the strategy action plan to improve outcomes for our young people and communities.

7. RESOURCE IMPLICATIONS:

- 7.1** A report requesting the additional match funding required to extend the Inspire Programmes, in line with the NEET Reduction Strategy, will be presented to Economy and Development Select Committee for scrutiny on 19th July, with a view to requesting a formal decision from Cabinet in due course.
- 7.2** No other direct resourcing needs have been identified as a result of implementing this strategy. The strategy will be used as a tool to inform and align good practice within existing resources through a partnership approach.

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

The significant equality impacts identified in the assessment (Appendix 2) are summarised below for members' consideration:

This strategy will improve provision, opportunities and outcomes for all young people who are at risk or who are NEET. It is anticipated that the strategy will have a positive impact on the young peoples' social, emotional, health and wellbeing, education and skills. This proposal does acknowledge that due to personal, social and educational barriers, not every young person will progress and sustain education, employment or training.

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

- The number and percentage of Year 11, 12 and 13 school leavers not in education, employment and training.
- The number of NEET and unemployed young people 16 -25 years.

9. CONSULTEES:

Chief Officer for Children and Young People
Head of Achievement and Attainment
Secondary Schools Head Teachers
Special School Head Teacher
Pupil Referral Service Head Teacher
Children and Young People Departmental Management Team 22/05/18
Head of Enterprise and Community Development
Enterprise and Community Development Departmental Management Team 28/03/2018
CYP Strategic Partnership Group
Post 16 Steering group 29/03/2018
Keeping in Touch Group
Young People on Youth Enterprise Programmes

10. BACKGROUND PAPERS:

Evaluation Criteria (Appendix 1)
Future Generations Evaluation (Appendix 2)
A Great Start for All - NEET Reduction Strategy 2018 -2021 (Appendix 3)

- 11. **AUTHOR:**
Hannah Jones, MCC Youth Enterprise Manager

- 12. **CONTACT DETAILS:**
Tel: 07738 340418
E-mail: hannahjones@monmouthshire.gov.uk

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	YOUTH ENTERPRISE – DRAFT MONMOUTHSHIRE NEET (NOT IN EDUCATION, EMPLOYMENT OR TRAINING) REDUCTION STRATEGY 2018 -2021
Date decision was made:	28th June 2018
Report Author:	Hannah Jones

What will happen as a result of this decision being approved by Cabinet or Council?

Once the strategy has been scrutinised by CYP select committee it will be submitted to Cabinet for approval. Following approval, the six key priorities actions can be developed by the responsible partners and monitored by the Departmental Management Team for Children and Young People, the Departmental Management Team for Enterprise and Community Development, CYP Strategic Partnership and the Post 16 Steering Group.

The public will have a strategy with a clear vision for NEET intervention and reduction creating better outcomes for our young people. Officers can advocate on behalf of the work of the strategy and share opportunities through the strategy in their wards.

12 month appraisal

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

The following criteria will determine whether the decision has been successfully implemented:

- Sustaining a continued reduction in the number and percentage of NEET Y11, Y12 and Y13 school leavers
- Continued reduction in the number of NEET young people 16 -24 years
- Improved future pathway opportunities in particular local employment
- Improved co-ordination of support and interventions for young people most at risk or who are NEET

12 month appraisal

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

There are no additional costs to Youth Enterprise through the implementation of this strategy. This strategy is not designed to save money but to address improvements in partnership work and increase engagement with our young people to sustain NEET reduction and provide better outcomes for our young people.

12 month appraisal

Any Comments



Future Generations Evaluation (Includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Hannah Jones</p> <p>Phone no: 07738 340 418 E-mail: hannahjones@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <ul style="list-style-type: none"> To implement the draft Monmouthshire NEET (not in education, employment or training) Reduction Strategy 2018 -2021
<p>Name of Service: Youth Enterprise</p>	<p>Date Future Generations Evaluation 19th May 2018</p>

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.

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



Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	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>This strategy sets out our commitment to increase young people’s engagement and progression into education, training and employment. Responsible partners will support young people to make the right choices to move into further education, employment and training. This strategy will aim to enable young people to improve their skills and future employment opportunities.</p>	<p>Person centered approach in supporting future pathways addressing individual need.</p>


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	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>The programmes outlined in this strategy will address issues such as waste, recycling, minimize energy usage and efficient use of such resources, whilst also raising awareness of environmental issues and healthy lifestyles.</p>	<p>Sharing expertise, networks and resources will ensure a good provision for our young people.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The programmes outlined in this strategy will work with young people, supporting them to overcome health and wellbeing barriers by either delivering health or wellbeing workshops and/or support, linking learners with health care professionals, organisations and networks and other health and wellbeing services. The young people's health and wellbeing is a crucial element to reducing their overall risk of becoming NEET.</p>	<p>The one to one support from responsible partners will enable us to identify and address individual need. Setting agreed goals and reinforcing recognition and achievements. A reduction in the barriers to participation is a key element to enable young people to be engaged, supported and valued. The level of support offered will be high and consistent.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Programmes in the strategy will encourage safe and appropriate use of IT and the internet, developing young peoples' ICT literacy skills, preparing them for further learning, education and training.</p> <p>The programmes will link to the wider community, helping young people be active citizens in their community and have a greater awareness of community safety.</p>	<p>Encourage safer use of the internet and raise awareness of the harmful effects and consequences of inappropriate use of social media</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The strategy will incorporate ESDGC (Education, Sustainable Development and Global Citizenship) elements enable young people to become globally responsible citizens.</p>	<p>Working closely with our Local Authority partners and Careers Wales we will share resources and good practices to ensure young people have the best opportunities to engage in global well-being and how this impact's on their community.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<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>All programmes outlined in this strategy will have marketing, publications and printed literature available bilingually where appropriate. The strategy will conform to the Welsh Language Legislation Welsh Language Wales Measure 2011 and accompanying welsh language standards.</p>	<p>Encouraging young people to embrace the vibrant welsh culture and language.</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>The strategy will develop effective ways to engage and provide support for those individuals regardless of ethnic origin, gender, disability sexual orientation or religion to ensure all young people actively participate in and benefit from the programme. The LA Equal Opportunity's Policy stipulates how staff can best promote equality of opportunity and outcomes for young people regardless of age, race, ethnicity and disability.</p>	<p>All of our policies and procedures are guided by the current local and national equal opportunities guidance and legislation.</p>

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The long term future plan is that all young people will secure and sustain a positive destination after leaving compulsory education. This strategy aims to create a NEET free county working with our schools, Pupil Referral Service, special school, Careers Wales, colleges, training providers and local employers. This will reduce the likelihood of future or continuing poverty amongst young people. It will also deliver improved health and well-being for young people, whilst also instilling a work ethic for young people and seeing aspiration levels rise.</p>	<p>This strategy aims to support the development of resilience in those young people most at risk or who are NEET, to improve their confidence and skills. Thus enabling them to progress into education, employment or training.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>This strategy cannot be addressed by one single agency. It has been developed collaboratively with key stakeholders including our schools, Pupil Referral Service, special school, Careers Wales, colleges, training providers and local employers. Thus reducing the chances of young people becoming NEET.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Involvement views</p> <p>Involving those with an interest and seeking their views</p>	<p>Young people, in particular those most vulnerable including Looked After Children have been involved in the development and setting the key priorities of the strategy. Young people will be part of the monitoring and evaluation process of the strategy to demonstrate impact and value added.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Inspire programmes (Inspire2Achieve and Inspire2Work) a key part of the strategy and are preventative initiatives to enable the reduction in the risk of young people becoming NEET and reduction in the number of young people who are NEET.</p> <p>It is anticipated that the long term impact of the programmes will challenge behaviors, actions and attitudes, subsequently establishing firm foundations on which to support in the future and provide generic skills.</p>	<p>The programmes will be monitored and reviewed as part of the action plan to ensure targets are on track and then young people feel the programmes are meeting their needs and expectations.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Young people’s wellbeing is paramount and supporting them to overcome health and wellbeing barriers by either delivering health and wellbeing programmes and/or support, linking young people with health care professionals, organisations and networks and other health and wellbeing services. The young peoples’ health and wellbeing is a crucial element to reducing their overall risk of becoming NEET.</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. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	We aim to engage with young people 11-24years most at risk of becoming NEET (not in education, employment or training) or who are NEET.	None identified	N/A

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?
Disability	We aim to engage and support young people to meet with individual needs without discrimination.	None identified	N/A
Gender reassignment	We aim to provide a provision which is inclusive for transgender people and groups We will address any issues in regards to work placements, employment and training opportunities.	None identified	N/A
Marriage or civil partnership	Not applicable	None identified	N/A
Pregnancy or maternity	Risk assessment will be in place for pregnant young people ensures all health and safety measures have been addressed and the well-being of the young person is paramount.	None identified	N/A
Race	Young people referred onto our programmes will be given the same opportunities regardless of race. The relevant support will be provided to meet individual needs	None identified	N/A

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?
Religion or Belief	We aim to offer bespoke packages of support that will take into account young peoples' religion and religious beliefs.	None identified	N/A
Sex	We aim to offer opportunities that will take into account individual needs regardless of sex.	None identified	N/A
Sexual Orientation	We aim to offer opportunities that will take into account individual needs regardless of sexual orientation.	None identified	N/A
Welsh Language	We will adhere to the Welsh Government Welsh Language Policy. We will aim to provide bilingual learning opportunities if there is a need.	None identified	N/A

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?

Safeguarding	Safeguarding is a priority, young people on our programmes will have a multiple barriers and are vulnerable individuals. All youth enterprise staff and volunteers have completed the Safeguarding level 1.	None identified	N/A
Corporate Parenting	The strategy and action plan targets young people who are looked after children (LAC) and care leavers. We aim to provide a tailor package which is flexible to their needs and circumstances.	None identified	N/A

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

The following data has identified and informed the need to develop the Inspire2Achieve programme;

- The Local Authority Early Identification process identifying young people most at risk in key stage 3 and 4.
- The Careers Wales 5 Tier model data, identifying young people 16 -18 years in tier 4 who are in education, employment or training yet are at risk due to circumstances.
- Young people 19 -24 years who are vulnerable and are still in education.

The following data has identified and informed the need to develop the Inspire2Work programme;

- The Careers Wales 5 Tier model data young people in tier 1 and 2 of the system who are NEET
- NOMIS figures identifying the number of 19 -24 year olds that claim job seeker allowance
- 16 -24 vulnerable groups identified through local partnership forums.

The work of the CYP Strategic Partnership, Post 16 Steering Group and the Keeping in Touch Group have identified the need for further intervention for those most vulnerable to participate and engage in the school curriculum and sustain future education, employment and training.

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?

It is anticipated that the NEET Reduction Strategy will have a positive impact on the young peoples' social, emotional, health and wellbeing, education and skills. This will develop their resilience and improve their life chances. This proposal does acknowledge that due to personal, social and educational barriers, not every young person will progress into further education, training or employment.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Implementation of the Monmouthshire NEET Reduction Strategy and action plan	July 2018	Hannah Jones	To be reported on an annual basis

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:	July 2019
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Departmental Management Team (DMT)	22 nd May 2018	.Approved by DMT no further amendments
1	Children and Young Peoples Select Committee	28 th June 2018	
	Cabinet	4 th July 2018	

A Great Start for All

NEET Reduction Strategy



Version Control

Title	A Great Start for All: NEET Reduction Strategy 2018-2021
Purpose	This strategy sets out a clear direction required to deliver on the council's responsibility to sustain a reduction in the number of young people Not Engaged in Education, Employment or Training (NEET) aged 16-24.
Owner	Hannah Jones
Approved by	Unapproved Draft
Date	18/05/2018
Version Number	1.7
Status	Draft
Review Frequency	Annual
Next review date	Tbc
Consultation	Consultation with Post 16 Steering Group, Secondary Schools, Pupil Referral Service, Special School, CYP DMT, Enterprise and Community Development DMT

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Appendix 1: Early Identification Tool – Indicators and Thresholds KS3 & 4

Appendix 2: Next Steps Destination Process

Welsh Language and Alternative Formats

In line with the council's Welsh Language Scheme, a Welsh language version of the Plan will be available on the council's bilingual website.

Y Gymraeg a fformatau eraill

Yn unol â Chynllun Iaith Gymraeg y Cyngor, bydd fersiwn Gymraeg o'r Cynllun Gwella ar gael ar wefan ddwyieithog y Cyngor

We can also provide this document in Braille, large print, on tape or in electronic form. If you would like a copy in a different format please contact our Equality and Welsh Language Officer by:

Phone: 01633 644010 or 07738340418

Fax: 01633 644666

e mail: equality@monmouthshire.gov.uk

If you want to comment on the Monmouthshire NEET Reduction Strategy, we welcome your views and feedback.

📧 youthenterprise@monmouthshire.gov.uk

🌐 www.monmouthshire.biz

✉ Hannah Jones, Youth Enterprise Manager, Monmouthshire County Council, County Hall, Usk, NP15 1GA

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@ MonmouthshireYE

Purpose

This strategy sets out our commitment to creating better outcomes for children and young people in Monmouthshire through increasing engagement and progression in education, training and employment. It provides direction and a sense of what will be important for the next 3 years to bridge the gap between poverty and attainment.

There has been a continued improvement year on year in the number of young people who have entered and engaged in education, employment or training at age 16 but there still remains scope to ensure that all young people secure and sustain a positive destination after leaving compulsory education.

This strategy aims to create a NEET (not in Education, Employment or Training) free county working with our mainstream schools, Special School, Pupil Referral Service, Careers Wales, colleges and training providers. It recognises that early identification and intervention are vital in supporting young people in their learning and enabling them to reach their potential beyond 16.

This strategy cannot be addressed by one single agency. It has been developed collaboratively with all key stakeholders, identifying key priorities in relation to the increasing engagement and progression and thus reducing the chances of young people becoming NEET.

The NEET Strategy and Action Plan will be monitored through the following local forums;

- Children and Young People's (CYP) Departmental Management Team
- Enterprise and Community Development Departmental Management Team
- CYP Strategic Partnership
- Post 16 Steering Group

Vision for Monmouthshire

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

This vision is at the heart of everything we do to improve the economic, social, environmental and cultural well-being of Monmouthshire and we share this with our public service partners as part of the Public Service Board. We will consider sustainable development in how we plan and deliver services to prevent and reduce the number of young people becoming NEET.

We can only achieve great things for our place through the people who live and work here, those on our payroll and those in Monmouthshire's communities including the countless volunteers and groups that give this place a richness and vibrancy. Our Council values reflect who we are, how we do things and how we are shaping the future. We try our best to apply these in everything we do.

Openness: We're open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we can't do something to help we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – as we want everyone to trust us.

Fairness: We provide a fair choice, to help people and communities thrive. If it doesn't seem fair we'll listen and help explain why. We will always try to treat everyone fairly and consistently. Tell us if you're not happy, we will listen and explain why we did what we did – we don't make all of the rules but we have to follow them. We'll try to make every contact with us as consistent as possible – as that's fair.

Flexibility: We are flexible and constantly changing to help the county thrive now and in the future, finding new ways to work with you and our partners to empower you to do business, travel and generate growth. Embracing all the opportunities that new technology and data provide.

Teamwork: We'll work with you and our partners to support and inspire everyone to get involved so we can achieve great things together.

This strategy sets out the further information about how we will plan, govern, deliver and evaluate our objectives.

Overview

National Context

The NEET reduction Strategy will impact on the following national strategies and key priorities in Wales:

Youth Engagement and Progression Framework [YEPF] (2013) which provides a delivery model centred on the needs of young people, outlining clear responsibilities of local authorities, schools, careers and a range of organisations to provide better outcomes for young people.

Prosperity for All: The National Strategy (2017), contributing to two of the four themes:

- Prosperous and Secure. We aim to provide opportunities to tackle inequality, on a local basis, enabling young people to fulfil their ambitions and their well-being through secure and sustainable employment. We will break down the barriers many young people face to getting a job.
- Ambitious and Learning. We aim to instil in everyone a passion to learn throughout their lives, inspiring them with the ambition to be the best they possibly can be.

Well-being of Future Generations Act (2015) – The Well-being of Future Generations Act is fundamental legislation that requires us to carry out sustainable development, this should ensure that present needs are met without compromising future generations in meeting their own needs. We have tried to maximise our contribution to achieving each of the seven national wellbeing goals. The contribution our priorities for action make towards the seven national objectives has been assessed and is shown in the table below:

	Contribution to Well-being Goals						
	Prosperous Wales	Resilient Wales	Healthier Wales	More equal Wales	Wales of cohesive communities	Vibrant culture and thriving Welsh Language	Globally responsible Wales
Identifying young people most at risk of disengagement	✓	✓		✓	✓		
Better brokerage and Co-ordination of Support	✓	✓	✓	✓	✓		
Stronger tracking and transition of young people through the system	✓	✓		✓	✓		
Ensuring provision meets the needs of young people	✓	✓	✓	✓	✓	✓	✓
Strengthening employability skills and opportunities for employment	✓	✓	✓	✓	✓	✓	✓
Greater accountability for better outcomes for young people	✓	✓	✓	✓	✓	✓	✓

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

Hidden Ambitions (2017) – As a council we have a commitment to young people leaving care, and believe they should have ‘an active offer of education, work or training as they make the leap into adulthood’. We aim to offer all of the children under local authority care bespoke access to training and job opportunities in their many of areas of employment, including administration, parks, nurseries, carpentry, social care and housing.

Youth Work Strategy (2014-18) - Supporting the second outcome to contribute to support positive outcomes for young people in mainstream education and training. Youth work intervention will aim to show improvements in behaviour, attendance and progression through key points of transition.

Aligning the Apprenticeship model to the needs of the Welsh Economy (2017) – we will demonstrate as a council that we are committed to developing a culture of supporting young people into apprenticeships and to improve access, equality, equity of opportunity, and link with local business and training providers.

Welsh Government Employability Plan (2018) - we will meet the requirements of the Welsh Government Employability Plan through providing an individualised approach to employability support, contributing to a reduced number of young people who are NEET in Wales. In 2016 there were approximately 57,000 16 -24 year olds in Wales who were NEET. We will provide bespoke solutions for those in greatest need of employability support and tailored support of varying intensity to all people looking for work.

Local Context

The Monmouthshire Public Service Board well-being plan sets four Objectives and a number of steps to deliver them. The objectives that will impact on the NEET reduction Strategy are;

1. Provide children and young people with the best possible start in life
2. Develop opportunities for communities and businesses to be part of an economically thriving and well-connected county.

Monmouthshire County Council’s Corporate Business Plan (2017-2022) sets out the things the Council will be working on in the medium term. The plan sets out five Organisational Goals (also well-being objectives) supported by 22 commitments. This plan has been developed and aligned to the direction set in the Corporate Plan. 2 of the 5 organisational goals will impact on the NEET reduction Strategy;

1. Provide children and young people with the best possible start in life, one of the measures is to reduce the number of year 11, 12 and 13 school leavers that are NEET.
2. Develop opportunities for communities and businesses to be part of a thriving and well-connected county, one of the measures is to increase apprenticeship and employment opportunity to prevent young people moving out of Monmouthshire.

Monmouthshire Business Growth and Enterprise Strategy (2014 -2020); 1 of the 3 strategic priorities is Growing Entrepreneurs. There is a need not only to create high quality well paid employment which gives young people the means to stay in the county but it also presents an opportunity to raise awareness of entrepreneurial opportunities that exist.

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

Monmouthshire Corporate Parenting Strategy (2018 -2021) [Draft] – aims to ensure that all looked after children and care leavers are fully supported to engage in education, training or employment post-16.

Monmouthshire & Torfaen Youth Offending Service YOT Plan Cymru (2017/19), objective 5 is to increase engagement in Education, Training and Employment, through developing accredited programmes to increase the 'employability of young people' subject to statutory intervention plans to meet individual need.

People, Places Prosperity – A Strategy for Social Justice (2017- 2022) – In Order To Overcome Inequalities In Access To Economic Prosperity We Will:

- Provide learning, training and employability opportunities for 11-24 years olds to reduce the number of young people who are not in employment, education or training.
- Develop, and act upon, options to improve access to job opportunities in the county and other areas to include providing work placements, traineeships and apprenticeship opportunities whilst taking positive action as a Council to encourage other public partners and businesses to do so;

Definition of NEET

The term NEET refers to young people who are not engaged in education, employment or training. It is often used to describe young people who are disengaged from learning or employment and have become marginalised from society.

Why do Young People become NEET?

Young People can become NEET due to a variety of reasons and circumstances. Progressing to post 16 is a significant transition in all young peoples' lives, and transitional management is vital to ensure the risk of young people becoming NEET is reduced or removed. Many of the contributing factors are captured in Monmouthshire's Early Identification Tool, such as:

- Low attendance and high absenteeism
- Low levels of attainment
- Number of exclusions and days excluded
- Additional learning needs
- Free school meals
- Looked after status
- Number of school moves in the last two years
- English as an additional language

However, there are a number of factors that the tool does not capture. These include:

- Caring for a sibling, parent or partner
- Pregnancy or parenting
- Substance misuse
- Physical/mental illness/disability
- Homelessness
- Poverty
- Offending
- Low self esteem

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

- Domestic Violence
- Adverse Childhood Experiences

Current Position

Destinations of School Leavers

Over the past 5 years Monmouthshire has continued to show a significant reduction in the number of Year 11, 12, and 13 school leavers known not to be in Education, Training or Employment and remain below the Welsh average as evidenced in the tables below. However, the local authority, schools, careers and other providers cannot be complacent and will continue to strive towards a NEET free county.

	2013	2014	2015	2016	2017
Monmouthshire	2.8%	1.7%	1.9%	2.0%	1.4%
	26	13	15	16	10
Wales	3.7%	3.1%	2.8%	2.0%	1.6%
	1334	1040	911	619	491

Year 12 NEET leavers

	2013	2014	2015	2016	2017
Monmouthshire	1.5%	1.6%	1.4%	1.3%	1.4%
	9	9	7	6	7
Wales	2.1%	1.9%	1.6%	1.2%	1.0%
	346	320	255	184	140

Year 13 NEET leavers

	2013	2014	2015	2016	2017
Monmouthshire	4.6%	3.46%	3.35%	1.99%	2.1%
	19	15	14	8	8
Wales	4.7%	4.9%	3.76%	3.11%	2.63%
	594	634	490	396	309

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

16 to 18 Year Olds – 5 tier model

NEET data is provided to the Local Authority on a monthly basis by Careers Wales and breaks down the number of young people that currently sit within each tier of the 5 tier model within Monmouthshire. Those learners that sit in tiers 1, 2 and 3 of the 5 tier model are considered to be NEET, whilst those in Tier 4 and 5 are engaging in EET (Education, Employment or Training).

Cohort / Age	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Tier size after 2017 destinations count:	21	37	16	35	1581
Tier size after 2016 destinations count:	44	22	22	58	1639

Youth Unemployment

The number of unemployed 16 to 24 year olds in Monmouthshire has consistently reduced over the last 4 year, and is currently lower than at any other point in the last 10 years. The percentage of 16 to 24 year olds unemployed has also consistently been lower than the national percentage in Wales.

Unemployment rate: Young People aged 16 to 24:

	Year to Date:			
	June 2014	June 2015	June 2016	June 2017
Monmouthshire	700 ¹	600	600	500
	13.3% ²	10.7%	9.8%	10.4%
Wales	43,000	41,300	29,300	26,900
	19.2%	19.0%	13.8%	13.1%

Source: ONS – NOMIS on 10th January 2018

1: **Unemployed:** Refers to people without a job who were available to start work in the two weeks following their interview and who had either looked for work in the four weeks prior to interview or were waiting to start a job they had already obtained.

2: **Unemployment Rate:** Unemployed as a percentage of the economically active population.

Priorities for Action

The strategy identifies 6 key areas, these areas are in line with the Youth Engagement and Progression Framework; identifying young people most at risk of disengagement, better brokerage and co-ordination of support, stronger tracking and transition of young people through the system, ensuring provision meets the needs of young people, strengthening employability skills and opportunities for employment and greater accountability for better outcomes for young people. These priorities will work alongside the Youth Enterprise Action Plan (Appendix 1).

1. Identifying young people most at risk of disengagement

Monitor, develop and improve the Early Identification process in Monmouthshire to ensure the accurate and timely identification of children and young people at risk of disengagement.

Priority 1:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Develop an Early Identification Tool (EIT) for use with Primary School data, to allow for earlier identification and intervention.	Carry out research on the key indicators of risk of NEET among young people in Key Stage 2. Develop an EIT to reflect these indicators.	Number of young people in primary schools identified as at risk of NEET and receiving subsequent support.	✓			Youth Enterprise CYP Primary Schools
2. Monitor and review the effectiveness of the EIT for key stage 3 and 4.	Track the numbers of young people being identified as 'at risk of NEET', Where appropriate redefine the indicators and thresholds of the system (Appendix 2).	Number of young people in secondary schools, Pupil Referral Service and Special School identified as at risk of NEET and enrolled on subsequent support. 2018-19: 150 2019-20: 150 2020-21: 148	✓	✓		Youth Enterprise CYP Secondary Schools Pupil Referral Service Special School
3. Ensure that further education colleges within Monmouthshire continue to operate their own EIT Identification Tool, to identify young people at NEET.	Monitor the Post-16 Inspire2Achieve caseload within Monmouthshire Support interventions at point of disengagement	Number of young people who disengage from further education colleges that are supported into an alternative provision or destination.	✓	✓		Youth Enterprise Coleg Gwent Careers Wales

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

2. Better brokerage and Co-ordination of Support

Facilitate coordination of support by being the central point of contact through the Engagement and Progression Coordinator function.

Priority 2:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Engage young people in the review and improvement of services.	To carry out an annual review of all youth projects and services.	Number of young people and partners involved.	✓	✓		Post 16 Steering Group
	To continue to evaluate projects with young people at the point of exit.	Number of exit evaluations completed by service users.				
2. Maintain the Lead Worker function through ESF projects Inspire2Achieve and Inspire2Work.	Ensure young people have a central point of contact to coordinate their support and intervention package.	Number of young people supported by Inspire2Achieve and Inspire2Work 2018-19: 235 2019-20: 237 2020-21: 235	✓	✓		Youth Enterprise Careers Wales Coleg Gwent

3. Stronger tracking and transition of young people through the system

Provide a coordinated approach to support transition between alternative provisions, key stages of compulsory education, and movement from pre to post 16.

Priority 3:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Monitor young peoples expected destinations over an extended period to ensure that appropriate interventions can be put in place.	Maintain and develop the 'Next Steps' process within secondary schools, Pupil Referral Service and the Special School. (Appendix 3)	Number of young people supported through the 'Next Steps' process.	✓	✓		Post 16 Steering Group CYP Secondary Schools Special School PRS Careers Wales

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

	<p>Work collaboratively with appropriate partners including colleges, training providers and Careers Wales to ensure sustainable destinations for young people.</p>	<p>Percentage of all Year 11, 12 and 13 leavers known not to be engaged in education, employment or training.</p> <p>Year 11: 2018: 1.2% / 9 actual 2019: 1.1% / 9 actual 2020: 1.0% / 8 actual</p> <p>Year 12: 2018: 1.2% / 5 actual 2019: 1.1% / 5 actual 2020: 1.0% / 4 actual</p> <p>Year 13: 2018: 1.9% / 8 actual 2019: 1.8% / 8 actual 2020: 1.7% / 7 actual</p>				
<p>2. Track and monitor young people in tiers 1, 2, 3 and 4 via the Keeping in Touch (KIT) Group.</p>	<p>Continue to operate the 'Keeping in Touch' group on a monthly basis.</p> <p>Ensure close monitoring of those young people in tier 4, and provide appropriate support</p> <p>Review terms of reference for the Keeping In Touch Group</p>	<p>Number of young people in tier 1, 2 and 3 moving into education, employment and training (tier 4 and 5)</p> <p>Annual target = 30 young people</p> <p>Number of young people moving out of tier 4 into tier 5</p> <p>Annual target = 15 young people</p>	✓	✓		<p>Keeping in Touch Group</p>
<p>3. Track Care Leavers to ensure support is in place to assist the young person in entering education, employment or training.</p>	<p>Work with the LACE coordinator to ensure vulnerable young people have additional transition support if required.</p> <p>Offer work placement, traineeship and apprenticeship opportunities to vulnerable young people.</p>	<p>Number of care leavers aged 16 -18 years that participate in a local authority work placement and /or traineeship scheme 2018 -2019</p> <p>Number of care leavers aged 16 – 24 years that gain Apprenticeships within the local authority 2018 - 2021</p>	✓	✓		<p>Youth Enterprise</p> <p>Care Leaver Team</p>

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

4. Ensuring provision meets the needs of young people

To maximise local opportunities at appropriate levels that are of the highest quality and meet the needs and aspirations of the young people in Monmouthshire.

Priority 4:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Monitor and improve the accessibility of future pathways and appropriate alternative provision.	<p>Support Careers Fairs in secondary schools and colleges.</p> <p>Take I2A young people to college open days, work based learning taster sessions and further post 16 providers' events.</p> <p>Develop a virtual network of future pathways and appropriate alternative provision, utilising the Monmouthshire.Biz website</p>	<p>Number of young people and parents engaged with at the 4 secondary schools Careers Fair and at Coleg Gwent Careers Fair.</p> <p>Number of I2A young people that attend open days with I2A team and Careers Wales.</p> <p>Number of engagements on the Monmouthshire.Biz website</p>	✓	✓		Post 16 Steering Group
2. Provide bespoke learning and support opportunities for those referred to Youth Enterprise targeted programmes.	Continue to provide bespoke learning opportunities and support young people's well-being through delivery of Youth Enterprise targeted programmes.	<p>Number of new young people engaged on Youth Enterprise targeted programmes.</p> <p>2018-19: 252 2019-20: 254 2020-21: 252</p>	✓	✓		Youth Enterprise

5. Strengthening employability skills and opportunities for employment

To form a better understanding of local employment needs and trends, to offer new opportunities for young people and to inform service design.

Priority 5:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Ensure training and education links with business to identify the skills needed in Monmouthshire	To contribute to the development of links between local businesses and young people.	Number of business linked to young people	✓	✓		Post 16 Steering Group

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

workforce now and in the future.	Support Careers Wales in maintaining existing relationships within the Business Class programme.	Number of Monmouthshire Secondary Schools engaged in the programme.				Careers Wales
2. Promote and deliver programmes that enhance young people's employability skills and opportunity for future employment.	Continue to deliver existing employability programmes in Monmouthshire.	Number of young people engaged in employability programmes.	✓	✓		Post 16 Steering Group
3. Promote and support enterprise activities in schools in developing future entrepreneurs in Monmouthshire.	To develop and support a programme of enterprise activities with schools, colleges and other Post 16 Provider.	Number of enterprise activities delivered in schools and with post 16 provisions. Number of enterprise activities supported with schools and post 16 provisions.	✓	✓		CYP Secondary Schools Youth Enterprise Post 16 Steering Group
4. To develop a corporate offer of traineeship and apprenticeship opportunities meeting local need.	Increase the number of traineeship and apprenticeship opportunities Enable young people to sustain traineeships and apprenticeships.	Number of young people engaged in traineeship programme with Monmouthshire County Council Number of young people engaged in apprenticeships with Monmouthshire County Council	✓	✓		Youth Enterprise Post Steering Group

6. Greater accountability for better outcomes for young people

Monmouthshire County Council has a strong sense of character and purpose. We value our young people, and will work towards providing the best opportunities and outcomes for them.

Priority 6:			Timescale (years)			Responsible Partners
Objectives	Actions	Performance Indicator	1-2	3-5	5-10	
1. Clear leadership and partnership arrangements with a shared purpose of creating valuable prospects for young people.	Review terms of reference for Post 16 Steering Group Report action plan progress to Business and Community Development Senior Management Team and Children and Young People Departmental Management Team on a quarterly basis.	Number of partners actively engaged in driving forward action plan Effective implementation of individual actions and performance indicators met.	✓	✓		Youth Enterprise Post 16 Steering Group

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

<p>2. Commitment from secondary schools and Careers Wales to ensure progression of all young people and to work towards the common aspiration of a NEET free county.</p>	<p>To review Service Level Agreements with schools and Careers Wales</p> <p>To meet termly with secondary schools, PRS, Special School and Careers Wales to discuss young people most at risk or potential of becoming NEET and put action plan in place.</p>	<p>Revised Service Level Agreements in place with schools and Careers Wales</p> <p>A reduction in the number of young people most at risk of becoming NEET in comparison to previous academic year.</p>	<p>✓</p>	<p>✓</p>	<p>Youth Enterprise</p> <p>Careers Wales</p> <p>Secondary Schools</p> <p>Pupil Referral Service</p> <p>Special School</p>
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DRAFT

Evaluation

This strategy sets out a clear direction required to deliver on the council's responsibility to sustain a reduction in the number of young people Not Engaged in Education, Employment or Training (NEET) aged 16-24. It is important we have clear set of measures to evaluate the progress made to determine the success of the action plan in achieving the overall purpose - *NEET reduction*.

Quantitative data from Schools, Careers Wales, Youth Enterprise and key partners will inform the effectiveness of the strategy. This data will be analysed and compared with other local authorities to evaluate targets and performance.

Qualitative evaluations are key to measure the impact of the interventions outlined in the strategy. We will work with partners who can provide the narrative evidence to support distance travelled and successes achieved, understanding how effective these measures have been over the lifetime of the strategy, as well as understanding the short term effectiveness.

To support this, the post 16 steering group will monitor, evaluate and provide steer to the evolving NEET agenda. The group will consider the quantitative and qualitative evaluations and the following key questions will be used as a guide:

- What change has come about as a result of the strategy?
- Have partners contributed to the actions and how has this been achieved?
- How effective are partners in working to reduce NEETs?

It is important that we have specific quantitative measures so we can track progression and this will be considered alongside the qualitative evidence. We will work with key partners in evaluating the true progress of the strategy.

APPENDIX 3 – NEET REDUCTION STRATEGY (2018-21)

Risks

There are risks attached to the delivery of this strategy and good governance will ensure these risks are understood, managed and communicated. The Council has an established risk management policy that sets out the Council's policy and approach to strategic risk management. The risks related to the delivery of this strategy have been identified, assessed and mitigating actions established.

Risk	Reason why identified	Residual Risk Level (Pre – mitigation)				Planned Mitigation & timescales	Residual Risk Level (Post – mitigation)			
		Year	Likelihood	Imp-act	Risk Level		Year	Likelihood	Imp-act	Risk Level
UK exit from European Union disrupts funding of ESF funded Inspire Programmes in Monmouthshire	Uncertainty over impact of Brexit on UK economy	18/19	Possible	Substantial	Medium	UK Government has confirmed it will provide guarantee for existing European programmes	18/19	unlikely	Major	Low
		19/20	Possible	Substantial	Medium		19/20	unlikely	Major	Low
		20/21	Possible	Substantial	Medium		20/21	unlikely	Major	Low
The council and partners do not make sufficient progress to improve NEET reduction through partnership working	The council already has partnership arrangements with schools, Careers Wales and other partners, some of these require further development.	18/19	Possible	Substantial	Medium	To implement the NEET reduction action plan. The plan and strategy will be reviewed annually and scrutinised by CYP and Economy and Development Select Committees	18/19	Unlikely	Major	Low
		19/20	Possible	Substantial	Medium		19/20	Unlikely	Major	Low
		20/21	Possible	Substantial	Medium		20/21	Unlikely	Major	Low

Appendix 1: Early Identification Tool

Monmouthshire: Early Identification Tool

Indicators & Thresholds

Basic Indicators for **All Learners**:

% Attendance	Threshold	60% or less	60-75%	75-85%	86%-88%	89-90%	Over 90%
	Score	5	4	3	2	1	0

% Unauthorised absence	Threshold	10% or more	5-10%	1-5%	0.5-1%	Below 0.5%	0%
	Score	5	4	3	2	1	0

Exclusions	Threshold	2 or more	1	0
	Score	2	1	0

Days Excluded	Threshold	15 or more	1-14	0
	Score	2	1	0

Additional Learning Needs	Threshold	Statement	School Action/+	No ALN
	Score	2	1	0

Free School Meals	Threshold	True	False
	Score	2	0

Looked After Status	Threshold	True	False
	Score	2	0

English Additional Language	Threshold	True	False
	Score	2	0

Number of School Moves (2 yrs)	Threshold	2 or more	1	0
	Score	2	1	0

Attends alternative provision ¹	Threshold	True	False
	Score	2	0

Attainment indicators for **KS3 Pupils**:

Level in English	Threshold	2 or below	3-4	5	6-8
	Score	3	2	1	0

Level in Maths	Threshold	2 or below	3-4	5	6-8
	Score	3	2	1	0

Level in Science	Threshold	2 or below	3-4	5	6-8
	Score	3	2	1	0

Attainment indicators for **KS4 Pupils**:

Level in English, Maths, Science	Threshold	Level 1 or below	CSI	Level 2	Level 2 (Eng+Maths)
	Score	5	4	2	0

TRAFFIC LIGHT SCORING

9 or more = **Most at Risk**

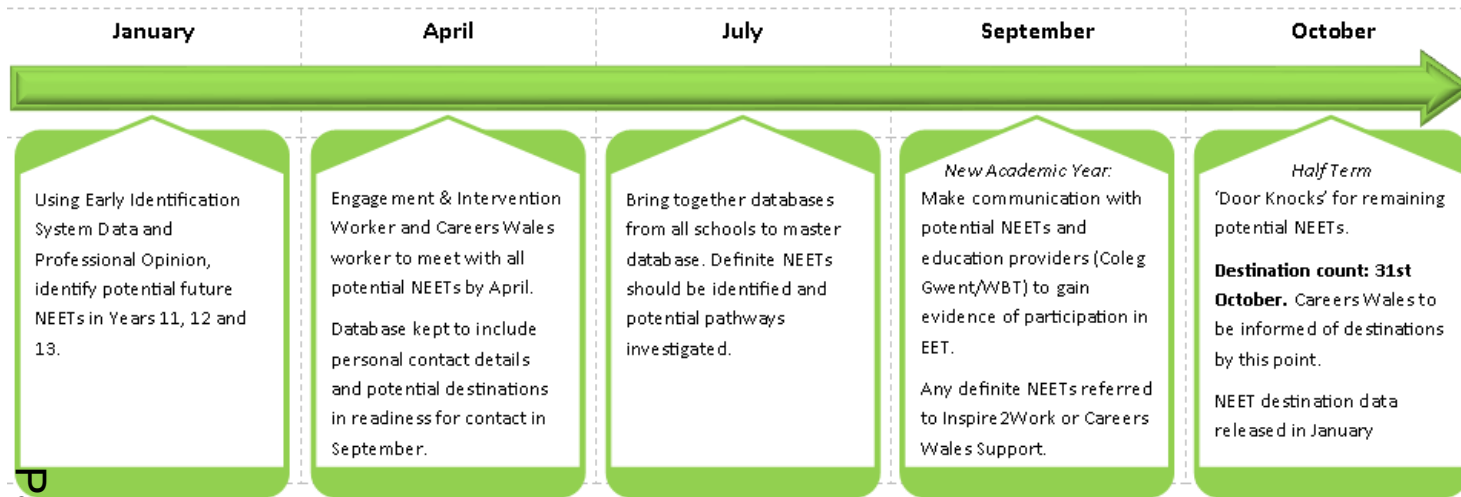
5 to 8 = **Some Risk**

4 or less = **Low Risk**

¹ Only used on Individual EI Tool, not included on full year lists. 'Alternative provision' denotes attendance at Mounton House special school or the Pupil Referral Service

Appendix 2: Next Steps Process

Next Steps Destination Tracking



SUBJECT:	CONSULTATION PAPER FOR INCLUSION REVIEW.
MEETING:	CABINET
DATE:	4TH JULY 2018
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

This report seeks to provide Cabinet with an update on the statutory consultation exercise undertaken in relation to the proposed new delivery model of services for pupils with Additional Learning Needs and Inclusion services across Monmouthshire.

This report also seeks permission from Cabinet to amend the consultation timeline, allowing for an opportunity for further reflection on the feedback received during the consultation process and consider how this may impact on the proposed delivery model going forward.

2. RECOMMENDATIONS:

To approve the amended timeline associated with this statutory consultation process, which proposes that Cabinet take their final decision on 5th December 2018 rather than 7th November 2018 as originally proposed.

3. KEY ISSUES:

- 3.1 On 7th March 2018 Cabinet gave approval for the local authority to engage in the statutory consultation process which proposed a new model for the delivery of ALN and Inclusion services.
- 3.2 The proposed new delivery model outlined the following:

Establishment of a new special school that will deliver the full range of provision required to meet the needs of children and young people aged 3-19 with ASD, SEBD, PMLD and severe learning difficulties within the County. The existing Mounton House Special School will close as a result of the proposal and form the site of the new special school.

The new special school will offer provision for a wide range of Additional Learning and behavioural needs delivered through multiple satellite settings placed across the County. The proposal will ensure provision is provided locally to children whose needs cannot be met within mainstream settings and require more specialist support. The existing Pupil Referral Service (PRS) will also be enhanced to provide a greater range of outreach support and provision for children and young people at risk of exclusion.

- 3.3 The consultation period commenced on 16th April 2018 for a period of 6 weeks, concluding on 27th May 2018.
- 3.4 During the consultation period, officers engaged in an extensive consultation process with the community and key partners. Consultation sessions with children, staff, governors and parents were undertaken for the 8 schools identified as being directly affected by the proposed new delivery model. A consultation meeting with staff and management committee for the Pupil Referral Service was also undertaken.
- 3.5 Following the closure of the consultation period, officers are now analysing the responses received and preparing the consultation report required to engage in the next stage of the statutory process.
- 3.6 The consultation process thus far has identified many positives and on balance shows support for the proposed new delivery model. The general themes around the positive feedback received were:
- The proposals will ensure equity across the county in terms of the provision offered for children with ALN and behavioural difficulties through the delivery of a single management structure
 - The proposals provide greater opportunities for children and young people to be educated within their communities alongside their peers.
 - The proposals enhance the support to schools through the delivery of onsite inclusion centres, which will provide opportunities to support children often at risk of exclusion.
 - The clear approach of early intervention, development of skills and capacity within the school system is welcome and aligns to the National and Regional position.
- 3.7 However, the process has also identified some key themes / areas of concern which in summary include:
- The management arrangements for the proposed new delivery model, which would see the new special school taking responsible for the satellite Special Needs Resource Base (SNRB) centres as opposed to the schools on which they are currently hosted.
 - A concern regarding the lack of equity associated with the proposals and as a result the distances that children and young people may still need to travel even with the provision located within Monmouthshire.
 - The proposed designations for some of the satellite SNRB centres located on school sites and whether the current provision available can meet these needs
 - How the needs of children with moderate learning difficulties would be met outside of an SNRB environment
 - The proposal for a mixed gender, full age range provision for children with ASD and SEBD on the same site raised some concerns both in terms of safety of pupils and general management arrangements.
- 3.8 An amendment to the timeline as proposed below would allow for an opportunity to fully explore and reflect on the concerns raised prior to bring further recommendations to Cabinet.

Consultation Stage	Date
Cabinet to receive a copy of the consultation report with recommendations on a delivery model against which statutory notices will be published	5th September 2018
Statutory Notices are published and statutory objection period opens	17th September 2018 – 15th October 2018
Cabinet to receive objection report and take final decision on whether to implement the proposals	5th December 2018
Proposals Implemented	Between 1st April 2019 and 1st September 2019

4. OPTIONS APPRAISAL

There were four options considered, which were detailed in the consultation document considered and agreed by Cabinet on 7th March 2018.

A copy of the consultation document has been included under appendix 1.

5. EVALUATION CRITERIA

This is included in appendix 2.

6. REASONS:

The consultation process was designed to allow the authority to test some specific models of provision and to illicit key concerns from stakeholders. To that extent the process was very successful and given the richness of the feedback officers require more time to ensure that all of the potential options are tested and any new permutations developed.

7. RESOURCE IMPLICATIONS:

Within the original preferred model, (once fully operational), a full year savings of £500,000 was identified. However, if agreed there will only be partial saving in 2019-20 of £200,000.

A further report to Cabinet offering recommendations to implement a preferred delivery model will be brought to the Cabinet meeting on 5th September 2018 and will reflect any changes to the above, if applicable.

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

This is included in appendix 3.

9. CONSULTEES:

CYP DMT
Cabinet Member for Education

10. BACKGROUND PAPERS:

Welsh Government School Organisation code

11. AUTHOR:

Will McLean

12. CONTACT DETAILS:

Tel: 01633 644582

E-mail: willmclean@monmouthshire.gov.uk

Title of Report:	CONSULTATION PAPER FOR INCLUSION REVIEW
Date decision was made:	4th July 2018
Report Author:	Nikki Wellington

What will happen as a result of this decision being approved by Cabinet or Council?
This will allow the Children and Young People Directorate to consult all partners on the proposed changes to the inclusion provision across Monmouthshire.
36 Month appraisal

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?
Meeting more of the needs of our young people within Monmouthshire. Reduce the number of pupils that need to access education in other authorities.
36 month appraisal

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?
Once the model is fully operational, the full year savings will be £500,000, however if agreed there will only be partial saving in 2019-20 of £200,000.
36 month appraisal

Any other comments

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Nikki Wellington</p> <p>Phone no: 01633 644549 E-mail: nicolawellington@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To remodel the inclusion model for Monmouthshire to ensure that provision is developed in county to ensure that pupils are able to remain within Monmouthshire.</p>
<p>Name of Service CYP Finance</p>	<p>Date Future Generations Evaluation 9th February 2018</p>

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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc



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	Does the proposal contribute to this goal? Describe the positive and negative impacts.	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>With this proposal, there will be new opportunities for jobs. Staff will be offered training for the skills required in this new model to support the pupils.</p>	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	No impact
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Where possible the needs of the pupils will be met in county, near to their homes and local communities. This will have a positive effect on wellbeing for families. There may be a few pupils, whose needs are best met outside of the county. This will be done in full consultation with all parties concerned.	All needs will be considered and the views of parents and children will be central to decision making process to ensure that the education placement is the most appropriate for the pupil and their identified needs.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Pupils will be supported by their local community, they will remain with their peer group where possible.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	By remaining in their local communities wherever possible, pupils will be able to engage, participate and embrace the Welsh culture and heritage.	
A more equal Wales People can fulfil their potential no matter what their background or circumstances		

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>Because the provision will be within Monmouthshire, the needs of the child will be known and where appropriate, it will be easier to plan for the longer-term needs of that pupil.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Partners such as Social Services and Health are key partners in securing success and they will be consulted at all stages and their views will discussed and considered when determining the most appropriate provision to meet the needs of the pupil.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>All partners and key stakeholders will be consulted, along with parents and parent advocacy groups such as SNAP. The views of children and young people will be listened to and will form a central part of the decision making process.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p data-bbox="152 608 293 635">Prevention</p> <p data-bbox="342 368 504 667">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="544 256 1312 440">The needs of the pupil will be identified at the earliest point of need irrespective of where that occurs. This will enable interventions to be put in place so that pupils have the support they need at the earliest opportunity to ensure maximum benefit.</p> <p data-bbox="544 480 1323 778">The proposed range of provision across the county will mean that pupils can be offered short term provision if required. This means that pupils will have appropriate support within the provision and outreach support to make a successful transition back into school when appropriate. Outreach support will ensure that staff will be provided with training and guidance to effectively support the pupil back into school. This is not possible with our current model.</p>	
 <p data-bbox="152 1054 293 1082">Integration</p> <p data-bbox="342 818 517 1078">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="544 818 1323 967">All partners will work together and therefore the partners will have a clear understanding of the needs of that pupil so that they can collectively act in the best interests of the child or young person in determining the most suitable provision.</p> <p data-bbox="544 975 1272 1078">This will allow them to better meet the child or young person's educational needs as well as their wider social, emotional and community needs.</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. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	<i>The proposed model will have a positive impact on our young people. The model will allow pupils be educated in their local community where possible and to remain with their peer groups.</i>	<i>It is not anticipated that pupils that are already settled in an out of county school will be moved back in county. However there may be circumstances where their needs can now be met in county, in these circumstances there may be an opportunity to move the pupil. This may cause concerns for the pupil.</i>	<i>The interests of the pupil will be heard and their opinion will be key to any decision so it is made in the best interest of that pupil.</i>
Disability	<i>Pupils needs will be identified earlier and support provided at an earlier age. The model will look to support pupils in their local communities where possible.</i>	<i>It is not anticipated that pupils that are already settled in an out of county school will be moved back in county. However there may be circumstances where their needs can now be met in county, in these circumstances there may be an opportunity to move the pupil. This may cause concerns for the pupil.</i>	<i>The interests of the pupil will be heard and their opinion will be key to any decision so it is made in the best interest of that pupil.</i>
Gender Reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			

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?
Sexual Orientation			
Welsh Language	<i>Where pupils are able to be educated within Monmouthshire they will follow the Welsh curriculum. This will include learning the Welsh Language and Culture of Wales.</i>		

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

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	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>Given that the pupils will be educated within Monmouthshire where possible, Monmouthshire's safeguarding policies will apply and we will be able to monitor better.</i>		
Corporate Parenting	<i>Given that the pupils will be educated within Monmouthshire where possible, Monmouthshire's policies will apply and we will be able to monitor better.</i>		

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

Pupil data.
 Review of current and future needs.
 Current provision within our schools.
 Current and and future budgets.
 Working groups with Heads, parent advocacy
 Exclusion data.

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 positive impact is the proposal to identify needs at an earlier age and to educate pupils in their own communities, where possible. This will have a positive impact on the wellbeing of the pupils and their families. The main negative impact is the potential redundancies for staff where they cannot be redeployed,

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

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

--	--	--	--

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:	August 2020.
--	--------------

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.0	Cabinet.	7 th March 2018.	



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CONSULTATION DOCUMENT

Reorganisation of ALN & Inclusion Services

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1. Glossary of terms used in this document

Abbreviation	Description
ALN	Additional Learning Needs
SEBD	Social, Emotional and Behavioural Difficulties
ASD	Autistic Spectrum Disorder
SLD	Severe Learning Difficulties
SLCD	Speech, Language and Communication Disorder
PMLD	Profound and Multiple Learning Difficulties
SNRB	Special Needs Resource Base
LA	Local Authority
NOR	Numbers on Roll

2. Introduction

Monmouthshire County Council has a statutory duty to secure sufficient and suitable school places for children within its County, and in doing so ensure that resources and facilities are efficiently utilised to deliver the education opportunities that our children deserve.

This document represents the Council's responsibilities as part of the School Standards and Organisation (Wales) Act 2013 to consult with appropriate stakeholders when giving consideration to any significant school reorganisation proposals.

The purpose of the consultation is:

To seek the views of our community and key stakeholders on proposals to implement a new delivery model to meet the needs of children and young people with additional learning needs (ALN) and those presenting with challenging behaviour.

The consultation document clarifies our aims for the future, identifies the key principles behind our proposal, and provides an analysis of both current and projected need. It refers to the Welsh Government plans to transform expectations, experiences and outcomes for children and young people with additional learning needs (ALN) specifically through the introduction of new legislation under the Additional Learning Needs and Tribunal (Wales) Act planned for implementation from September 2020.

3. Background to the review of ALN and Inclusion Services

Monmouthshire is committed to improving the educational achievement and attainment for all children and young people in in the county through the provision of an inclusive education system that places the child or young person at the centre.

Through our work with schools, parents and key partners, we seek to:

- Secure equality of access to education for all children and young people
- Deliver a high quality and inclusive curriculum for all learners
- Educate our children and young people in their local communities whenever possible
- Support children and young people and their families to enable them to live a happy and fulfilling life
- Provide meaningful opportunities for learners to access support when they need it and return to their community school as soon as they are able
- Meet the needs of children and young people now and be suitably adaptable to meet changing needs in the future

The aims above link directly to our Directorate core values, which aspire to ensure that all of our children and young people will:

- **Be ready for school** - through engagement with our Early Years and Flying Start programmes.
- **Be in school** - supported by our Access and Education Welfare teams.
- **Be well behaved** - through support from our Behaviour and Inclusion teams.
- **Be well taught** - by the teachers and teaching assistants in our schools.

Over the last five years, we have made progress towards fulfilling this commitment for the majority of our children and young people. However, there is still more to do to ensure that this is the case for children and young people and particularly for learners with ALN and social, emotional and behavioural difficulties (SEBD).

In November 2012, Estyn reported that the quality of Local Authority (LA) education for children and young people with ALN in Monmouthshire was unsatisfactory. In its follow-up visit in November 2016, Estyn reported that the authority had made good progress in addressing almost all areas. However, Estyn recognised the 'lack of specialist facilities for learners with autistic spectrum disorder (ASD), social emotional and behavioural difficulties and severe learning difficulties" which meant that "learners had to travel long distances to attend specialist out of county placements" and this remained an area to be addressed.

Since this time and through its 21st Century Schools programme, the Council has extended its secondary provision by including a Special Needs Resource Base (SNRB) in the new schools in Caldicot and Monmouth. Whilst this will increase the capacity of secondary SNRB ALN provision across the county, it does not address the needs of all learners with SEBD, especially girls and younger learners.

Consequently, in January 2017, the LA established an ALN Steering group with representation from LA Officers, Headteachers, ALN Coordinators, Governors, Children Services Officers and SNAP Cymru to review and improve the provision

and the capacity to meet a wider range of needs within the county for children and young people with ALN and SEBD.

The review included an analysis of current and projected pupil needs, an evaluation of the skills and capacity within schools, the impact of high cost out of county placements and our readiness to meet the expected requirements of the Additional Learning Needs (Wales) Bill at the point of implementation. Our analysis indicated that:

- Our local ALN and SEBD provision did not meet the needs of many of our children and young people and as a result, they were accessing education in an out of county placements. Further scrutiny identified a significant shortfall in provision for ASD, Speech Language and Communication Disorder (SLCD) and SEBD within the county and an excess of provision for Moderate Learning Difficulties (MLD).
It also became clear that the proportion of primary fixed term exclusions shows an increasing trend over the past 5 years and mainstream secondary fixed term exclusions have increased and are now at a level in excess of 2012/13 levels eradicating all the falls in 2013/14.
- There is a need to develop skills and capacity within our school system to ensure that more pupils are educated in their local area and where possible in mainstream schools
- The increasing financial pressures associated with the significant numbers of children and young people being educated outside Monmouthshire were not only having a significant impact on the overall provision for children and young people in schools, but also on other service areas such as the Passenger Transport Unit
- Our current model would not enable us to meet fully the requirements of the new ALN Act when implemented because we cannot ensure equality of education opportunity and access.

The aim of this reform programme is to secure equality of access to education for children and young people, including those with ALN and SEBD, which meets needs and enables them to participate in, benefit from and enjoy learning by:

- **Securing excellent teaching and learning** to deliver a high quality and inclusive curriculum for all learners and in doing so this will underpin all our systems and processes
- **Building the capacity of schools** to educate their children and young people in their local community and within the Council wherever possible
- **Implementing systems and processes to facilitate early assessment, intervention and support** using a range of multi-agency providers including third sector organisations
- **Securing effective Cluster partnership arrangements** to become the key driver for the implementation of our strategy
- **Maintaining a consistent approach to nurture and well-being** to support learners and their families across the county
- **Securing effective and transparent multi-agency working** to ensure the best possible outcomes for learner's well-being and achievement

- **Maintaining home / host school registration and establishing revolving door arrangements** to provide opportunities for children and young people to access the support they need and return to their community school ensuring that resources follow the learner and appropriate provision is maintained to meet identified need
- **Securing good access to local, high quality, flexible provision** that is appropriate and is able to meet current and changing needs
- **Adopting an “invest to save”** approach in order to achieve best practice and build sustainability

The Steering Group considered four main options, and the LA seconded a Headteacher to develop and refine the final model for service delivery based on the work of the Steering Group. After further consultation and amendment, the final model has become our ‘Proposal’ to redesign our model of delivery around the needs of our children and young people, establish specialist provision for ASD and SEBD within Monmouthshire and in doing so, reduce the need for learners to travel long distances.

The Council’s ALN and Inclusion Strategy sets out the guiding principles applied to ensure our proposed model of delivery addresses the local needs of our children as follows:

- All of our children and young people are valued, whatever their needs, so that they can experience success in their learning, reach their potential, enjoy high levels of well-being and maximise their life chances
- Meeting the needs of children and young people with ALN and SEBD is a priority and is everyone’s responsibility
- The overwhelming majority of children and young people are educated with their peers and in their local community
- Appropriate, specialist provision to meet the needs of our children and young people is available within the local authority
- All parties, including schools, parents and wider agencies work together and in the best interests of the child.

In considering our options and developing our proposals we have paid due regard to the requirements of the Future Generations Act (Wales) 2015, the United Nations Convention on the Rights of the Child (UNCRC) and the Additional Learning Needs and Education Tribunal (Wales) Act 2018.

4. Current provision across Monmouthshire

Monmouthshire County Council currently supports pupils with ALN and SEBD by utilising a combination of provision. This could be in a mainstream class, specialist provision in a Special Needs Resource Base (SNRB) within mainstream school, support and intervention from our Pupil Referral Service (PRS), our Special School in Monmouthshire or a Special School in another LA, and in some cases, in an Independent Special School outside of the county.

Our current provision within Monmouthshire supports the following needs and is located at a number of sites as indicated below:

Support base	Provision offered	Capacity
Overmonnow SNRB, Monmouth	Moderate to severe learning difficulties, profound and complex needs, ASD and other pervasive developmental disorders	20
Pembroke SNRB, Chepstow	Moderate to severe learning difficulties, profound and complex needs, ASD and other pervasive developmental disorders	20
Deri View SNRB, Abergavenny	Moderate learning difficulties and another additional identified need including language, social, emotional and behavioral difficulties (SEBD)	20
Caldicot School SNRB	Moderate to severe learning difficulties	55
Monmouth School SNRB (from September 2018)	Moderate to severe learning difficulties	55
Mounton House Special School, Chepstow	Day and residential provision for boys aged 11-16 with social, emotional and behavioral difficulties (SEBD)	58
Pupil Referral Service	ASD outreach provision for primary and secondary age pupils	As required

Whilst on the surface it appears that there is a wide range of ALN and SEBD provision available across the county, the high number of children and young people accessing specialist provision outside of the county indicates that the provision we have currently, does not align with the provision we need. Our analysis shows that at present, our in County provision is unable to support many children and young people with the following needs:

- High functioning ASD anxiety and behavioural difficulties
- Young people at the point of transition into secondary school with Profound and Multiple Learning Difficulties (PMLD),
- Young people at the point of transition into secondary school with severe learning difficulties
- Younger learners and girls presenting with SEBD
- Severe hearing or visual impairment

Our challenge as a Council is to ensure that our ALN and Inclusion model of delivery is 'fit for purpose' for all learners. In addition, the new model must be appropriate to meet the needs of the groups of children and young people above so that they can also access services as required, as locally as possible and at the very least within Monmouthshire.

5. What options did we consider?

The ALN and Inclusion review identified that there is an excess of provision for moderate learning difficulties that could be met within mainstream schools for the majority of learners. Conversely, there is insufficient provision for children and young people with ASD, anxiety and behavioural difficulties in both the primary and secondary phase; younger pupils and girls with SEBD; secondary provision for learners with PMLD and severe learning difficulties and children with severe hearing or visual impairment.

The ALN Steering Group considered a number of options and made a recommendation on the proposed model to move forward. The main options for the new model considered by the group are outlined below. The table for each option illustrates how they would address the requirements and any specific advantages and disadvantages.

5.1 Options Appraisal

Option 1 – Do nothing and maintain the status quo. This would mean there would be no change to provision.

Option 1	
Status Quo	
Advantages	Disadvantages
Minimal risk / disruption to destabilising existing service delivery	We will not fully meet the needs of children and young people in Monmouthshire as indicated by our review of provision
	There will continue to be a large number of children and young people placed in provision outside of their local community
	The number of out of county placements would continue to be high
	The currently very high costs associated with out of county placements would continue to rise

Option 2 – Establish a new ALN provision and a new SEBD/behaviour provision within Monmouthshire to meet our local needs.

This would mean creating a new Special School for ALN to include our current provision in our SNRBs and extending our current SEBD provision to include girls and pupils from 5 to 19 years of age.

Option 2	
<i>Develop separate behaviour and ALN provisions to meet local need</i>	
Advantages	Disadvantages
Will meet a greater range of children and young people's needs within their local community	May develop a silo approach to meeting and addressing behaviour and Additional Learning Needs.
Provide an opportunity to enhance the capacity of schools to enable them to provide for a wider range of ALN and behaviour issues	This will result in difficulties in developing a holistic approach to meeting the needs of children and young people and delivery suitable support to their families
	The costs associated with this option will be higher than other options due to the additional management costs associated with running two separate provisions
	Cost of change / risk of disruption to service delivery

Option 3 – Develop a commissioned agreement with an independent provider to deliver ALN and Inclusion provision on behalf of the Local Authority. This would mean that our Special School and SNRBs could be closed when delivery transfers to the commissioned provider.

Option 3	
<i>Develop a commissioned agreement with an independent provider for them to deliver ALN provision on behalf of the Local Authority</i>	
Advantages	Disadvantages
Suitable provision could be provided locally	A suitable provider would need to be available to accept the commission
Provide an opportunity to enhance the capacity of schools to enable them to provide for a wider range of ALN and behaviour issues	The costs associated with this option would be very high, and are likely to increase significantly in future
	The Local Authority would lose its specialist provision, current outreach support and school to school work would be chargeable as all independent providers are trading businesses
	The provision may develop to meet needs that do not align to those within our county
	Cost of change / risk of disruption to service delivery

Option 4 – Establish a new special school that will deliver the full range of provision required to meet the needs of children and young people with ASD, SEBD, PMLD and severe learning difficulties within the Local Authority.

This would mean that existing provision for ALN would be re-designated to accommodate a wider range of need and transferred to the new Special School under the management of the Headteacher. The provision for SEBD/Inclusion would also be re-designated, extended and transferred to the new Special School under the management of the Headteacher. The Pupil Referral Service would be satellite provision closely linked to, but independent from the school.

Option 4	
<i>Establish a new special school that will deliver the full range of provision required to meet the needs of children and young people within the Local Authority</i>	
Advantages	Disadvantages
Will meet the needs of the majority of children and young people within the County	A very small number of children and young people with very specialized needs will still need to access education in out of county placements
Provide an opportunity for Children and Young people to be educated within their local community where appropriate by enhancing the capacity of schools enabling them to provide for a wider range of ALN and behaviour needs	
Provide a cohesive and holistic approach to meeting the needs of the majority of learners irrespective of need, age or gender	
Satellite nature of the provision will enable almost all children and young people to be educated locally, significantly reducing travelling times	
New provision would ensure continuity of provision for almost all children and young people from 3 to 19 years within the county.	
Maximise the use of the resources at our disposal, including sharing staff expertise and developing strong school-to-school working.	
The number of children and young people required to attend out of county placements would reduce	
The financial impact on pupils and other service areas would reduce significantly	
	Cost of change / risk of disruption to service delivery

5.2 The Preferred Option

Our preferred option is option 4. This proposal contains two distinct, but intrinsically linked elements. The first element focuses on the provision for children and young people with ALN and the second element on the inclusion of and provision for children and young people with challenging behaviour. The key reasons for this are that it:

- meets our requirements in full
- provides a continuum of provision for our children and young people
- can respond to the changing needs of our children and young people
- can be delivered locally to reduce the need for significant travel
- reduces the inequality in accessing suitable provision within Monmouthshire

We have developed our proposal for a new model of delivery for ALN and Inclusion to address our identified needs. The Council now wishes to gather the views of stakeholders for consideration when determining a way forward.

6. Consultation Arrangements

The Council proposes ***to implement a new delivery model to meet the needs of children and young people with additional learning needs (ALN) and those presenting with challenging behaviour.***

The council is now engaging in statutory consultation processes with all interested parties to ensure that any decision taken by the Council is one that is informed.

The timescales for the formal consultation aspects of these statutory proposals are:

Statutory Consultation Period commences	Statutory Consultation Period concludes	Period of consultation
16 th April 2018	27 th May 2018	6 weeks (including 20 school days)

6.1 Formal consultation process

The formal consultation process represents an opportunity for people to learn about the proposal, ask questions and make comments that will be recorded and considered when the Council determines whether or not proposals are to be implemented.

The Council seeks to engage with a wide range of stakeholders on the proposals outlined in this consultation document. A full list of the consultees can be found under Appendix 2.

As part of the consultation process, the Council also intends to hold consultation sessions with staff, governors, parents and members of the community to ensure engagement with all interested parties who may wish to learn about the proposal:

Council Officers will be in attendance to explain the proposals in detail and answer any questions and ensure all comments/views made are recorded.

In addition to the above, any views, comments, or questions on the proposals can be submitted to the Council by:

- Writing to School and Student Access Unit, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN.
- Emailing strategicreview@monmouthshire.gov.uk.
- Completing the response pro-forma which can be found under appendix 1 and returning it to School and Student Access Unit, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN.

Comments must be submitted to the Authority by midnight on the **27th May 2018**.

It is important to note that any unfavourable comments made during the consultation period will not be treated as objections to the proposals, but will be accepted as adverse comments. Objections to the proposals can only be accepted after the consultation period has concluded and should the Council determine to proceed with the proposals by way of publishing statutory notices. If you wish to object, you will need to do so in writing should the Council enter into a statutory objection period. If consultees submit a request during the objection period, asking for a response submitted at the consultation stage to be treated as an objection this will be accepted.

6.2 Consultation with Children and Young People

The views of children and young people are extremely important to the Council and therefore children and young people will be provided with opportunities to contribute to this consultation process. The Council has produced a summary version of this consultation document which will be made accessible for all children and young people affected by this proposal.

The Council also intends to hold sessions with the relevant School Councils and individual learners where this is felt to be appropriate and practicable. Our consultation with children and young people will be delivered through the support of our schools and key partners and their views captured and considered in any reports that determine our way forward.

6.3 Conclusion of the Formal Consultation process

The opportunity to respond to the proposals outlined within this consultation document will conclude **midnight on 27th May 2018**. The Council's Cabinet will then be provided with a consultation report analysing the views shared by consultees

during the formal consultation process and determine whether or not they wish to proceed with the proposal. A copy of the consultation report will also be made available to consultees within 13 weeks of the closure of the formal consultation period.

If the decision is taken by the Council's Cabinet to proceed with the proposals, a statutory notice will be published. The Council will allow for a statutory notice period lasting 28 days from the date of publication to enable consultees to express their views in the form of supporting or objecting to the proposals.

The Council's Cabinet will then consider the responses received during the statutory notice period in the form of an objection report, and make the final decision as to whether to proceed with the proposal.

The proposed timetable for decision making following the formal consultation process is:

Stage of process	Key date
Cabinet consider the results of the consultation and determines whether to proceed with proposals	4 th July 2018
Council publish statutory notice and enter into objection period	3 rd September 2018
Cabinet consider the objection report and determine whether or not to implement the proposals	7 th November 2018

6.4 Implementation of the Proposals

Should the outcome of the statutory consultation processes determine that the Council are to proceed with the proposals outlined in this consultation document, the implementation of such proposals will be staggered commencing on 1st April 2019 and concluding on 1st September 2019. Details of the regulated alterations associated with this proposal together with the proposed implementation timeline can be found under appendix 4.

6.5 Consultation process timeline

Process	Key dates
Publication of formal consultation document	16 th April 2018
Deadline for responses to consultation proposals	27 th May 2018
Consultation report to be presented to Cabinet Publication of consultation report	4 th July 2018
<i>Cabinet consider consultation report and determine whether to proceed with proposals</i>	

If agreed - Proceed to next stage If not agreed - proposals will end	
Publication of Statutory Notices and enter into objection period <i>If approved, the Statutory Notice will be published on the County Council's and any other proposer's websites and posted in the named schools and other conspicuous places within the community. Copies of the notice will be made available to the relevant schools to distribute to pupils, parents/carers and members of staff.</i> <i>Opportunity to formally object to the proposals.</i>	3 rd September 2018
Deadline for submitting objections to proposals <i>28 days from date of publishing statutory notices</i>	10 th October 2018
Objection report presented to Cabinet <i>Cabinet Consider objection report and determine whether to implement proposals in light of any objections received</i>	7 th November 2018
Council publish Cabinet decision	December 2018
Implementation of proposals <i>Staggered implementation – please see appendix 4</i>	April 2019 – September 2019

7. The Proposal

The Local Authority wishes to consult on the establishment of a new special school that will deliver the full range of provision required to meet the needs of children and young people aged 3-19 with ASD, SEBD, PMLD and severe learning difficulties within the County. The existing Mounton House Special School will close as a result of the proposal and form the site of the new special school.

The new special school will offer provision for a wide range of Additional Learning and behavioural needs delivered through multiple satellite settings placed across the County. The proposal will ensure provision is provided locally to children whose needs cannot be met within mainstream settings and require more specialist support. The existing Pupil Referral Service (PRS) will also be enhanced to provide a greater range of outreach support and provision for children and young people at risk of exclusion.

7.1 Reasons for the proposal

The key reasons why the Council proposes to introduce a new model for the delivery of ALN and Inclusion in the county are:

- The number of pupils attending Mounton House Special School have declined significantly over recent years and there is significant spare capacity at the school.
- The forecasted number of pupils expected to require placement at Mounton House Special School continues to decline in line with the current provision on offer.
- Mounton House designation is for pupils diagnosed with SEBD and if pupils have a diagnosis of ASD and specialist placement is required then they have to be placed in external specialist provision.
- Mounton House provides provision for boys with SEBD at key stage 3 and 4 only.
- The Council currently has no specialist behaviour support for secondary aged girls with SEBD or ASD.
- The Council currently has no specialist behaviour support for Primary aged pupils (boys and girls) with SEBD.
- The Council currently has no specialist behaviour support for Primary aged pupils (boys and girls) with ASD.
- The limitations of current ALN provision due to the designation of our existing SNRBs throughout the County means that a large number of our children and young people are placed in out of county educational placements.
- The Council is committed to reducing the number of exclusions currently taking place across schools in the County.
- The PRS operates on an outreach basis at primary phase and primary exclusions are too high.
- The PRS operates on an outreach basis at KS3 and some young people experience repeated episodes of fixed term exclusion.
- There is a need for greater PRS capacity at KS4.
- There is a need to provide earlier assessment for pupils so that needs can be assessed and intervention can be put in place earlier.
- There is a significant need to provide support for pupils with SLCD and ASD.

7.2 Expected outcome of the proposed delivery model

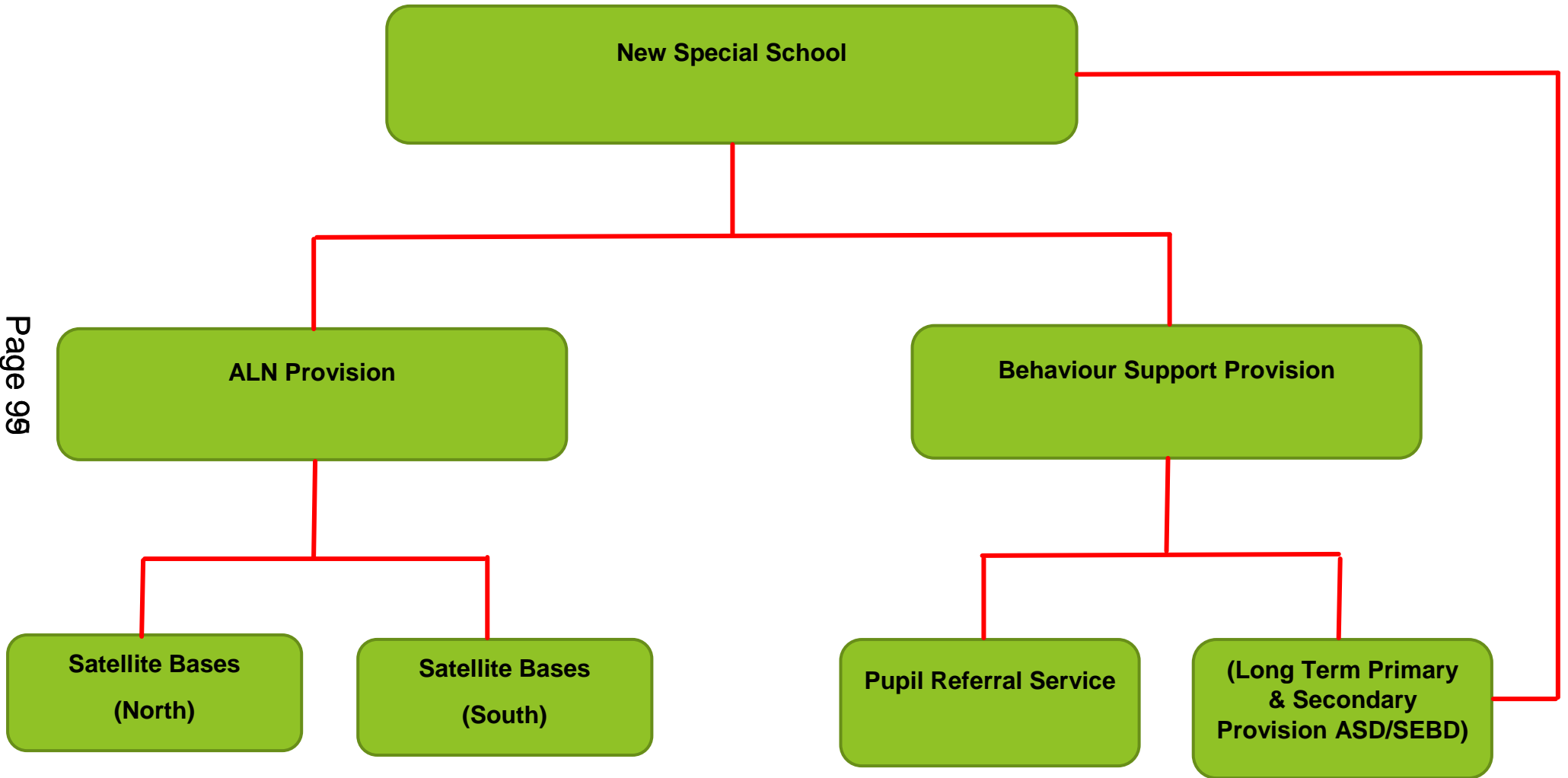
The delivery of the new model will:

- Support the delivery of the key principles in the Future Generations Act.
- Place the child's needs at heart of the provision in alignment with the UN Convention on the Rights of the Child.
- Address the ten aims of the new Additional Learning Needs Bill and Statutory Code of Practice.
- Provide more children and young people with suitable provision to meet their needs locally.
- Reduced Management Costs.
- Enhance the existing provision for ALN.

- Rationalise the provision for behaviour and inclusion to provide local provision for increased number of children and young people.

7.3 Overarching Delivery Model

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Proposed delivery of Additional Learning Needs

The Council will continue to work closely with our schools to ensure that, where appropriate, children with additional learning needs are suitably supported in inclusive, mainstream settings based on the assumption that mainstream education is the most suitable setting for all learners. However, for those children and young people for whom a mainstream setting cannot be met, the Council proposes the following offer:

Primary Provision

The provision that will be on offer for primary aged children will be managed through the proposed new special school and delivered through multiple satellite settings located throughout the County. The provision on offer will be mirrored in both the North and South of the County to ensure that needs can be met locally and equitably.

The proposed provision will feature the following:

- Two specialist Special Needs Resource Base (SNRB) centres which will provide provision for Autistic Spectrum Disorder, Speech Language and Communication Difficulties and include an Assessment Centre. One will be located in the North and one will be located in the South of the County.
- Two specialist SNRB centres one located in the North and one located in the South of the County offering provision for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties.

Secondary Provision

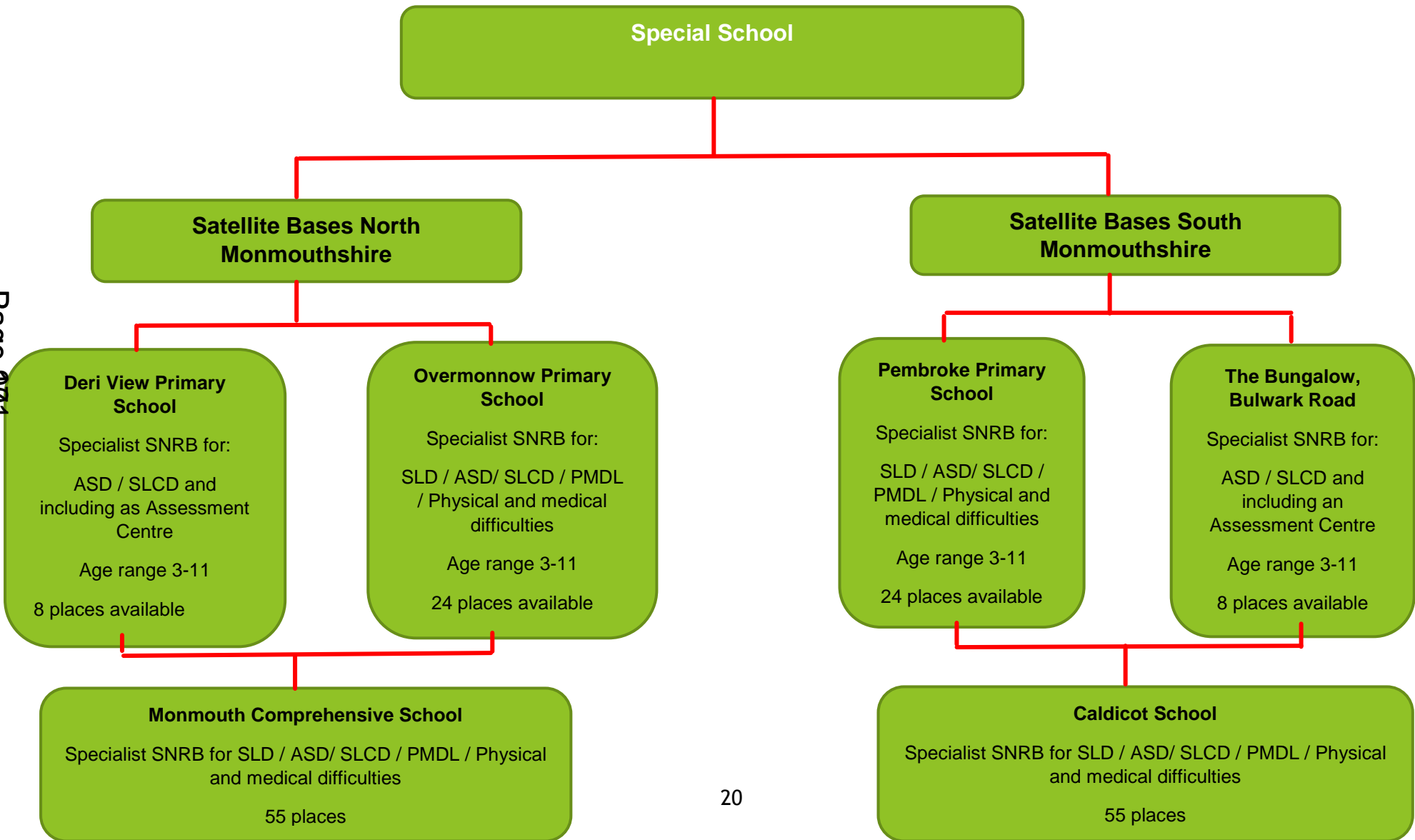
The provision that will be on offer for secondary aged children will also be managed through the proposed new special school. The delivery of this provision will be through multiple satellite settings located throughout the County. The provision on offer will be mirrored in both the North and South of the County to ensure that needs can be met locally and offer a mirrored provision to that in place at the primary settings to ensure that the majority of children's needs can be met within the county, with only minimal specialist out of county placements required.

The proposed provision will feature the following:

Two specialist SNRB centres one located in the North and one located in the South of the County offering provision for Complex Needs including Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties. In time, the provision on offer in the North of the county could be delivered across two sites to ensure provision is available as locally as possible.

The model overleaf provides a visual to our proposal to meet the needs of children and young people with Additional Learning Needs requiring specialist support. The proposed model will increase the number of places available for ALN within the county from 115 currently to 174 at the point of full implementation.

7.4 Proposed model for delivery of Additional Learning Needs



Proposed delivery of specialist support for Children with challenging behaviour

The council will continue to work closely with our schools to ensure that, where appropriate, children can be appropriately supported in mainstream settings along with their peers. However, for those children whose needs require more specialist support, the Council proposes the following offer:

Primary Provision

The Pupil Referral Service continuum of intervention will consist of outreach provision upon receipt of a completed referral from each school.

The proposals in this model will involve the establishment of two regional Pupil Referral Unit (PRU) basis, one located in the north and one located in the south which will provide short term provision away from their school site for young people at risk of exclusion, or for those who have been permanently excluded. This will provide provision for up to 16 pupils.

For those requiring more long term support, the proposals would form a specialist provision for those with a diagnosis of SEBD/ASD. This provision will provide support for up to 16 pupils.

Secondary

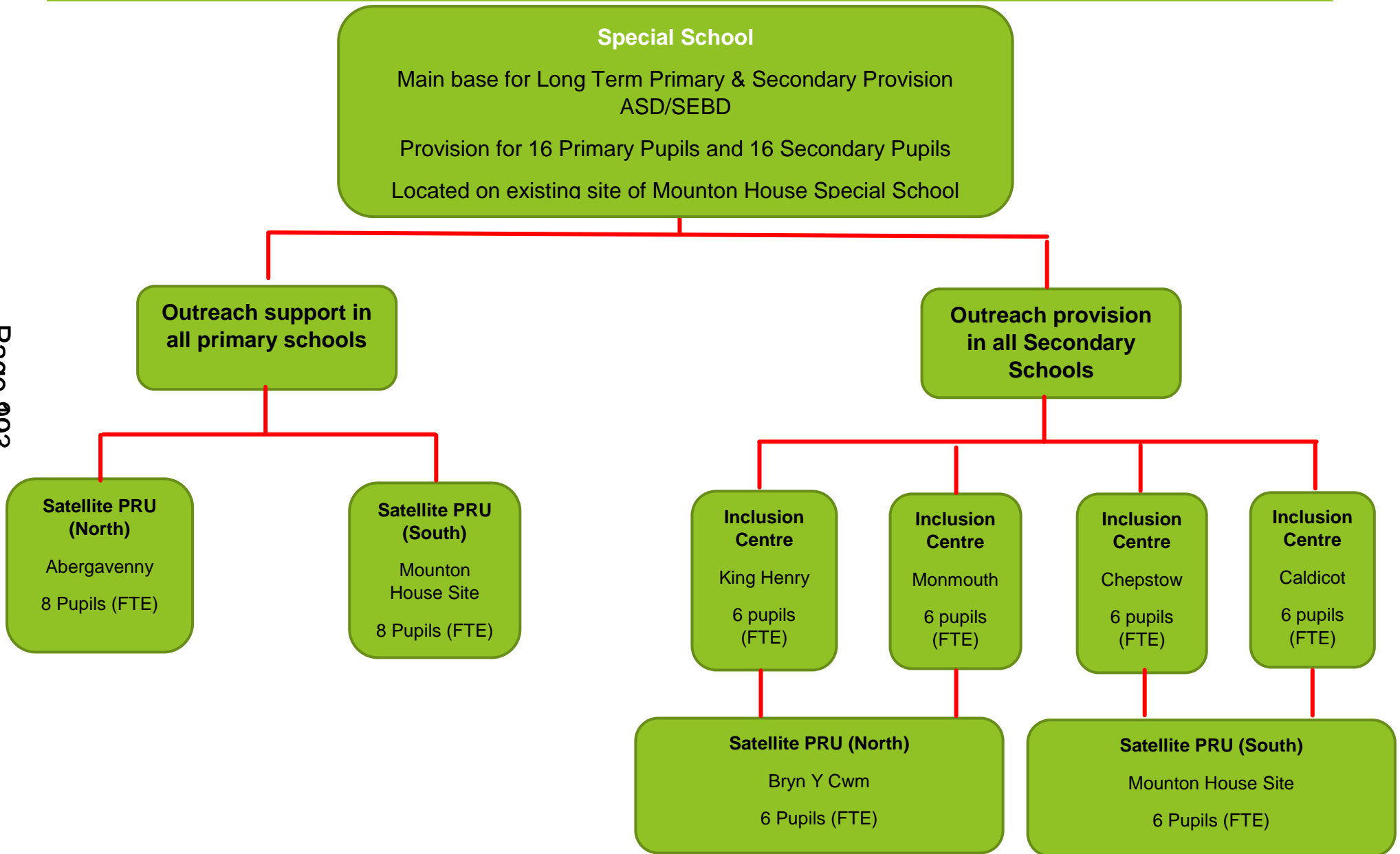
The Pupil Referral Service continuum of intervention will consist of outreach provision delivered through the formation of 4 inclusion centres based in each secondary school. This will allow for the provision of intervention for 6 FTE pupils in each school.

There will be 2 regional basis, one north and one south which will provide provision for young people at risk of exclusion or who have been permanently excluded. This will provide provision for up to 12 pupils.

For those requiring more long term support, the proposals would form a specialist provision for those with a diagnosis of SEBD/ASD. This provision will provide support for up to 16 pupils.

The model overleaf provides a visual to our proposals to meet the needs of children with Behavioural needs that require specialist support.

7.5 Proposed model for delivery of support for challenging behaviour



7.6 Regulated alterations required to implement proposal

In order to implement the above proposal the following regulated alterations are necessary:

- Close Mounon House Special School.
- Establish a new 3-19 Special school on the Mounon House site to cater for pupils (boys and girls) with Social Emotional Behaviour Difficulties, Attention Deficit Hyperactivity Disorder and Autistic Spectrum Disorder (ASD). This will be for 16 primary aged pupils and 16 secondary aged pupils. The new special School will manage the provision of multiple satellite services for additional learning and behavioural needs located across the county.
- Enhance the services currently offered by the Pupil Referral Service to deliver a wider range of services to pupils in foundation phase to key stage 4.
 - Outreach support through Inclusion centres at each Secondary school offering support for 6 FTE pupil place per centre.
 - Develop Satellite Primary PRU bases in the North and South of the County offering support for 8 FTE pupils per site.
 - Develop long term PRU centre located on the existing Mounon House site which will provide provision for children and young people at risk of exclusion or who have been permanently excluded. This will provide provision for up to 8 primary pupils and 6 secondary pupils.

As a result of the above, the following regulated alternations are also required:

Provision in the North of the County

- Re-designate Overmonnow Primary School and Special Needs Resource Base (SNRB) to Overmonnow Primary School and Nursery unit. This will mean the SNRB will be a satellite centre under the control of the New Special School and not Overmonnow Primary School.
- Increase the capacity of Overmonnow SNRB from 20 to 24 and change the type of provision offered in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties.
- Re-designate Deri View Primary School with SNRB to Deri View Primary School and Nursery unit. This will mean the SNRB will be a satellite centre under the control of the New Special School and not Deri View Primary School.
- Change the type of provision offered at Deri View SNRB in order to cater for Autistic Spectrum Disorder, Speech Language and Communication Disorder, including an Assessment Centre.
- Re-designate Monmouth Comprehensive School with SNRB to Monmouth Comprehensive School. This will mean the SNRB will be a satellite centre under the control of the New Special School and not Monmouth Comprehensive School.

- Change the type of provision offered at Monmouth Comprehensive School SNRB in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties.

Provision in the South of the County

- Re-designate Pembroke Primary School with SNRB to Pembroke Primary School and Nursery unit. This will mean the SNRB will be a satellite centre under the control of the new Special School and not Pembroke Primary School.
- Increase the capacity of Pembroke SNRB from 20 to 24 and change the type of provision offered in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties.
- Establish a new primary Satellite SNRB at The Bungalow on Bulwark Road, Chepstow under the control of the new Special School to cater for Autistic Spectrum Disorder and Speech Language and Communication Disorder and including an Assessment Centre.
- Re-designate Caldicot School with SNRB to Caldicot School. This will mean the SNRB will be a satellite centre under the control of the new Special School and not Caldicot School.
- Change the type of provision offered at Caldicot School SNRB in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties.

8. Schools affected by the Proposals

The following table shows general information on the schools likely to be affected by the proposals.

School Name	Language Category	School Type	Capacity & Admission Number	Age Range	Pupil Numbers PLASC 2018
Overmonnow Primary School & SNRB	EM	Community	390/55	3-11	347
Deri View Primary School & SNRB	EM	Community	330/47	3-11	262
Monmouth Comprehensive School & SNRB	EM	Community	1600/253	11-18	1582
King Henry VIII Secondary School	EM	Community	1308/219	11-18	973
Pembroke Primary School & SNRB	EM	Community	210/30	3-11	222
Caldicot School & SNRB	EM	Community	1502/253	11-18	1312
Chepstow School	EM	Community	1282/193	11-18	928
Mounton House Special School	EM	Community	58	11-16	32

8.1 Analysis of NOR at schools affected by the proposals

The following table shows the number of reception to year 6 pupils that have been attending schools affected by the proposals since January 2013, based on PLASC data and includes pupils on roll at resource bases.

School Name	January 2017	January 2016	January 2015	January 2014	January 2013
Overmonnow Primary School & SNRB	344	355	352	365	347
Deri View Primary School & SNRB	253	262	264	260	278

Monmouth Comprehensive School (including an SNRB September 2018)	1582	1626	1638	1635	1633
King Henry VIII Secondary School	956	960	971	1002	1068
Pembroke Primary School & SNRB	222	228	224	217	217
Caldicot School & SNRB	1282	1240	1350	1285	1381
Chepstow School	977	978	928	910	938
Mounton House Special School	33	40	42	43	45

8.3 NOR at specialist in County provision

The following table shows the number of pupils attending specialist provision within Monmouthshire (January 2018):

School Name	Number of Pupils attending Specialist provision
Overmonnow SNRB	18
Pembroke SNRB	20
Deri View SNRB	0
Caldicot School SNRB	55
Monmouth School SNRB	4
Mounton House Special School	33
Pupil Referral Service	TBC

8.4 NOR at specialist out of County provision

The following table shows the number of pupils attending specialist provision outside of Monmouthshire (January 2018).

Independent Specialist Provision	Number of Pupils attending Specialist provision
Specialist ASD Provision (Low average to high ability ASD pupils with significant levels of anxiety/behaviour) Examples	12

include North Hill House, Grateley, Hedgeway and Headlands	
SEBD (Low average to average ability pupils) Male and Female. Examples include Talocher and Headlands	6
Autism, severe learning difficulties, anxiety and behaviour. Examples include TyCoryton, TyBronllys and Summer Gil House	NA
Specialist School for pupils with Visual Impairment or Hearing Impairment. Examples include RNIB Exeter, New College Worcester and Mary Hare	3
Specialist physical, medical placement. Example includes Craig Y Parc	NA
Moderate Learning, Specific Learning difficulties – Example includes Bredon, Shapwich School	2

We will consult with all of the above schools on the proposals.

Out of County Local Authority Specialist Provision	Number of Pupils attending Specialist provision (January 2018)
Special School for pupils with PMLD, SLD, AUT, Medical, Complex Difficulties.	46
Specialist provision for pupils with ASD/AUT.	2
Specialist provision for pupils with speech and language difficulties.	4
Specialist provision for pupils with SEBD.	2

The above figures do not include those pupils with SEN attending other LA mainstream provision/schools with SEN due to Welsh Language, catchment or parental preference for example Ysgol Gyfun Gwynllyw. Mounon House has a capacity of 58 pupils. The school provides provision for male students only. Currently there are only 33 places being utilised of which 8 are Monmouthshire students.

8.5 Projected Need

Our initial projections for ALN over the next five years indicates that whilst the overall proportion of pupils with additional learning needs remains consistent, the nature of the presenting and identified needs suggest that there will be a growing demand for specialist provision for children and young people with ASD, Speech, Language and Communication Difficulties (SLCD). The recent and rising trend in the number of

children and young people presenting with SEBD, strongly suggests that we will continue to see numbers increase over the next three to five years.

The following table show the projected numbers on roll at Mounton House Special School.

Year Group	2017-18	2018-19	2019-20
7	1	3 Max at present	2 Max at present
8	4	1	3 Max at present
9	6	4	1
10	10	6	4
11	12	10	6
Total	33	24	16

The following tables shows the number of primary age pupils currently on roll who have Additional Learning Needs and are at school action plus, SAPRA, statemented, SNRB and small class and specialist provision. This also includes the number of young people we have in out county provision at present.

	SLCD					PMLD					PMED				
	SA+	SAPRA	Statement	SNRB/small class	Specialist	SA+	SAPRA	Statement	SNRB/small class	Specialist	SA+	SAPRA	Statement	SNRB/small class	Specialist
Year Group															
Nursery	2	1	0	0	0	0	0	0	0	0	0	1	0	1	0
Reception	1	4	1	1	0	0	0	1	0	0	0	2	0	0	0
Year 1	0	1	1	0	0	0	0	0	0	0	0	0	2	0	0
Year 2	0	2	3	1	0	0	0	0	0	0	0	2	0	0	0
Year 3	0	2	2	2	0	0	0	1	1	0	0	1	1	0	0
Year 4	0	3	2	0	0	0	0	0	0	0	2	1	1	0	0
Year 5	0	0	6	4	0	0	0	0	0	0	0	0	0	0	0
Year 6															
Total	3	13	15	8	0	0	0	2	1	0	2	7	4	1	0

	MED					MLD					ASD					SEBD				
	SA+	SAPRA	Statement	SNRB/sma II class	Specialist	SA+	SAPRA	Statement	SNRB/sma II class	Specialist	SA+	SAPRA	Statement	SNRB/sma II class	Specialist	SA+	SAPRA	Statement	SNRB/sma II class	Specialist
Year Group																				
Nursery	2	1	0	3	0	0	1	0	1	0	2	5	1	5	0	0	0	0	0	0
Reception	0	2	1	2	1	0	2	0	1	0	0	4	3	3	1	0	0	0	0	0
Year 1	0	4	0	1	1	0	0	0	0	0	0	1	4	0	2	0	1	0	0	0
Year 2	0	1	3	4	0	1	1	0	2	0	0	0	6	3	2	0	4	2	2	0
Year 3	0	1	1	1	0	0	3	2	4	0	0	3	1	1	0	0	3	3	1	0
Year 4	0	1	0	0	0	1	0	1	0	0	0	9	5	2	0	1	1	0	0	0
Year 5	0	0	3	2	0	0	0	1	1	0	0	0	7	4	0	0	1	1	1	0
Year 6																				
Total	2	10	8	13	2	2	7	4	9	0	2	22	27	18	5	1	10	6	4	0

9. Impact of proposals

The following section provides data on the quality and standards of education in the schools affected and the likely impact the proposals will have on the quality of Education and support for children with ALN.

9.1 Quality and standards of education

The outcomes of the most recent Estyn inspections and the latest national categorisation for the six schools affected by the proposals are as follows:

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Overmonnow Primary School and SNRB	June 2011	Good	Good	Good	Good	Good

In the latest national categorisation for schools across Wales, the EAS has placed Overmonnow Primary School and SNRB in 'yellow' support category indicating the school requires a limited amount of support to improve standards. The school was in the 'amber' support category for the previous two years and therefore it needs less support now and it is an improving school.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Deri View Primary School and SNRB	January 2013	Adequate	Adequate	Adequate	Adequate	Adequate

In the latest national categorisation for schools across Wales, the EAS has placed Deri View Primary School and SNRB in 'yellow' support category indicating that the school requires a limited amount of support to improve standards. The school was in

'green' support category in the previous year and therefore needs more support than it did previously, this is because of new leadership arrangements.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Pembroke Primary School and SNRB	June 2015	Adequate	Adequate	Unsatisfactory	Adequate	Unsatisfactory

In the latest national categorisation for schools across Wales, the EAS has placed Pembroke Primary School and SNRB in 'yellow' support category indicating the school requires a limited amount of support to improve standards. The school was in the 'red' support category two years ago and therefore it needs significantly less support now and it is an improving school.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Monmouth Comprehensive School and SNRB	November 2015	Adequate	Good	Good	Adequate	Good

In the latest national categorisation for schools across Wales, the EAS has placed Monmouth Comprehensive School in 'yellow' support category indicating the school requires a limited amount of support to improve standards. The school was in 'amber' support category in the previous year and therefore needs less support than it previously required.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
King Henry VIII Secondary School	December 2014	Adequate	Adequate	Adequate	Adequate	Adequate

In the latest national categorisation for schools across Wales, the EAS has placed King Henry VIII Secondary School in the 'yellow' support category indicating that the school requires a limited amount of support to improve standards further. The school was in 'amber' support category in the previous year and therefore needs less support than it previously required.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Caldicot Secondary School and SNRB	November 2013	Good	Good	Good	Good	Good

In the latest national categorisation for schools across Wales, the EAS has placed Caldicot School in the 'yellow' support category indicating that the school requires a limited amount of support to improve standards further. The school has been in 'yellow' support category for the last three years.

School	Inspection date	Outcomes	Provision	Leadership and management	Overall Performance	
					Performance	Prospects for improvement
Mounton House Special School	May 2015	Adequate	Adequate	Adequate	Adequate	Adequate

In the latest national categorisation for schools across Wales, the EAS has placed Mounton House Special School in 'amber' support category indicating that the school requires a sustained amount of support to improve standards. The school was in 'red' support category two years ago and therefore it needs less support than it did previously.

New Inspection Framework

School	Inspection Date	Standards	Wellbeing and attitudes to learning	Teaching and Learning Experiences	Care, support and guidance	Leadership and Management
Chepstow School	September 2017	Good	Adequate and needs improvement	Adequate and needs improvement	Adequate and needs improvement	Adequate and needs improvement

In the latest National categorisation for schools across Wales, The EAS has placed Chepstow School in 'amber' support category indicating that the school requires a sustained amount of support to improve standards. The school was in a 'yellow' support category in the previous year and therefore it now requires more support.

Estyn the Office of Her Majesty's Chief Inspector of Education and Training in Wales independently inspects quality and standards in education and training providers in Wales including the schools and settings within Monmouthshire.

Since September 2012, the LA has commissioned the Education Achievement Service (EAS) to provide our school improvement service to support and lead school improvement in all of our schools. As part of this proposal, the Council will work in partnership with the EAS to secure a greater level of support for schools named within our proposal to ensure that the current level for standards, wellbeing and leadership are enhanced following the implementation of the proposal.

Academic outcomes for the last three years for the end of phase core indicator for the four primary schools and three secondary schools likely to be affected by the proposal are outlined below.

Primary School Performance

Whilst there has been a degree of fluctuation over this period, a high proportion, especially in primary schools is influenced by the level of identified need within the relevant cohort, particularly where the school has an SNRB. Should the proposal be agreed and implemented, we would expect to see an improvement in outcomes for all of our primary schools, including those potentially affected by the proposal.

Foundation Phase Indicator

Primary School	Foundation Phase Indicator								
	2015			2016			2017		
	School	LA Average	All Wales Average	School	LA Average	All Wales Average	School	LA Average	All Wales Average
Overmonnow Primary	90.7%	91.8%	86.9%	86.8%	91.7%	87.0%	78.0%	93.7%	87.3%
Deri View Primary	85.7%	91.8%	86.9%	83.8%	91.7%	87.0%	88.1%	93.7%	87.3%
Pembroke Primary	93.1%	91.8%	86.9%	90.9%	91.7%	87.0%	93.1%	93.7%	87.3%

Key Stage 2 Core Subject Indicator

Primary School	Key Stage 2 Core Subject Indicator								
	2015			2016			2017		
	School	LA Average	All Wales Average	School	LA Average	All Wales Average	School	LA Average	All Wales Average
Overmonnow Primary	86.0%	91.7%	87.7%	94.2%	94.1%	88.6%	86.4%	93.2%	89.2%
Deri View Primary	85.1%	91.7%	87.7%	90.9%	94.1%	88.6%	88.2%	93.2%	89.2%
Pembroke Primary	91.4%	91.7%	87.7%	84.4%	94.1%	88.6%	87.1%	93.2%	89.2%

Secondary School Performance

There has been an improvement in outcomes at the end of key stage 3 in two of the secondary schools potentially affected by the proposal and a decline in the third.

Secondary School	Key Stage 3 Core Subject Indicator								
	2015			2016			2017		
	School	LA Average	All Wales Average	School	LA Average	All Wales Average	School	LA Average	All Wales Average

Monmouth Comprehensive	93.4%	90.8%	83.9%		93.6%	91.9%	85.9%		91.9%	92.7%	87.4%
King Henry VIII School	89.8%	90.8%	83.9%		92.5%	91.9%	85.9%		94.1%	92.7%	87.4%
Caldicot School	91.5%	90.8%	83.9%		93.3%	91.9%	85.9%		94.1%	92.7%	87.4%
Chepstow School	93.2%	90.8%	83.9%		93.8%	91.9%	85.9%		94.6%	92.7%	87.4%

Key Stage 4 Level 2 Threshold including English and mathematics

There has been an improvement in outcomes in the key stage 4 Level 2 Threshold including English and mathematics at the end of key stage 4 in two of the secondary schools potentially affected by the proposal and a decline in the third.

Secondary School	Key Stage 4 Core Subject Indicator Level 2 Threshold including English and mathematics								
	2015			2016			2017		
	School	LA Average	All Wales Average	School	LA Average	All Wales Average	School	LA Average	All Wales Average
Monmouth Comprehensive	68.4%	66.9%	57.9%	69.7%	67.0%	60.3%	74.0%	67.0%	54.6%
King Henry VIII School	63.5%	66.9%	57.9%	71.2%	67.0%	60.3%	63.3%	67.0%	54.6%
Caldicot School	68.7%	66.9%	57.9%	69.7%	67.0%	60.3%	61.3%	67.0%	54.6%
Chepstow School	70.7%	66.9%	57.9%	62.5%	67.0%	60.3%	69.8%	67.0%	54.6%

The proposal would create more specialist ALN and Inclusion provision in all four clusters across the county. This would mean that more pupils could access specialist support, delivered by suitably trained practitioners locally. This would increase levels of pupil participation and engagement in education and reduce travel times for children and young people.

The location of specialist SNRBs on the site of these schools would provide enhanced access to bespoke outreach support. In doing so, schools would be able to build the skills and expertise necessary to enable staff in mainstream settings to meet a wider range of pupil need.

As a result, if the proposal is agreed and implemented, we would expect to see an increase in outcomes across all of our schools because more schools would be confident and be better supported to meet a wider range of pupil need, particularly those schools with a SNRB on site. In addition, pupils with severe and complex needs would have access to a wider range of specialist, local provision.

9.2 Wellbeing

Secondary School Fixed-term Exclusions (FTE)

The following table shows the number of days lost to FTE in each of our secondary schools over the last 5 years. Whilst numbers are comparatively low, there is a rising trend of FTE in three of our secondary schools. Conversely, there is a reduction in our fourth secondary school and in our Special School over the same period.

Secondary School	2012/13	2013/14	2014/15	2015/16	2016/17
Caldicot School	278	174	175	216.5	129.5
Chepstow School	80	35	65	134	143.5
King Henry VIII	105	55	108.5	95.5	185.5
Monmouth	18	14.5	23	29.5	62
Mounton House	298	167.5	166	118	113

Primary School FTE

The following table shows the number of days lost to FTE in our primary schools over the last 5 years indicating a rapidly increasing number of FTE in our primary schools.

Primary School	2012/13	2013/14	2014/15	2015/16	2016/17
All Primary Schools	50.5	60	41	111	185

The enhancement and extension of inclusion provision across the county is expected to have a significant and positive impact on the number of FTEs in both our primary and secondary schools should the proposal be accepted and implemented.

10. Risks and counter measures

	Risk Description	Counter Measures
1	Parental preference – parents may still wish to send their child to out of county special schools	<ul style="list-style-type: none"> - Production of a Monmouthshire “Provision Guide for Parents” - Parent engagement events to explain ‘new’ provision - Marketing of new provision with prospective parents - Rebranding where appropriate
2	Failure to provide the appropriate number of pupil places	<ul style="list-style-type: none"> - Early involvement with the Special Education Needs Team to identify pupil numbers - Flexibility within the new model to allow for any changes
3	Cost of implementing new provision	<ul style="list-style-type: none"> - Finance Manager involved at all stages to ensure that new model is within the allocated budget - Invest to save principles applied as current costs are extremely high due to out of county placement fees
4	Staffing	<ul style="list-style-type: none"> - Apply MCC policy to ensure that staff ‘at risk’ have prior consideration for posts within the new provision - Provide appropriate training for staff to undertake new more specialist roles - Appoint staff with relevant expertise to deliver the proposed model
5	Key partners or stakeholders are not involved in the early planning process of the project.	<ul style="list-style-type: none"> - Early involvement of a multi-agency Steering group - Engage and consult with stakeholders. - Ensure all stakeholders are aware and have agreed delivery timescales.
6	Key deadlines to be identified at an early stage to avoid delays	<ul style="list-style-type: none"> - Project Board is established and key milestone dates are identified and agreed. - Resources allocation/ responsibility identified. - Reviewed on a regular basis and updated and communicated to all stakeholders.

11. Finance

The ALN budgets are split between central resources and schools, the school budgets are delegated out to the schools based on a number of factors including staffing and non-pay factors.

The current costs are excluding pre 16 transport.

The total ALN Budget is currently £7.4m the majority of which goes out to schools.

The new special school will be managed by a governing body and all budgets will be delegated via the Fair Funding regulations for the governing body to manage. The PRU will be managed by the Local Authority via a management committee structure.

We will require capital investment in some of the schools to make them fit for purpose, the cost of this investment is yet to be identified and will be dependent on the outcome of the consultation. Any investment will require a decision by Council and in the first instance we would look to offset the costs against any revenue savings identified.

The revenue savings are anticipated to be £200,000 in the first year and in a full year it is anticipated to rise to £500,000.

There are a number of staff that will have the right skills and qualifications to be able to transfer over to the new model, however where it is not possible the Protection of Employment Policy will be followed for staff that may need to be made redundant and we will work in full consultation with the unions.

12. Staffing

With this proposal, there will be new opportunities for jobs. Some staff that have the correct skills to be able to support pupils under the proposed model, however there will be vacancies where there is a skills gap. There will also be some staff losses, where staff do not have the required skills or where the service is being redesigned and there is not a requirement for that post.

Where there are staff losses, the Protection of Employment Policy will be followed and all staff will be consulted with. Staff will be redeployed where possible, therefore minimising that risk.

13. Land and Buildings

The proposal does not involve a new build programme so there is no transfer or disposal of land necessary, therefore there will be no capital receipts as a result of this project. However, under the proposal the new Special School (existing Mounton House site) will need some capital works to bring the school up to standard and make

it suitable for children and young people aged 3-19 and of both genders. At this stage we anticipate this to be minimal.

14. Admission Arrangements

The Council will remain as the admissions authority for the new special school and its satellite centres.

The process for admission into the new provision will be managed through a panel consisting of key partners and agencies who will determine whether placement is appropriate. Placement at the provision will be coordinated by the Authority, Educational Psychology Service in collaboration with centre staff and parents.

15. Home to school transport

Home to school transport will be provided in line with the current policy which states pupils will receive free home to school transport to their catchment or nearest suitable school residing 1.5 miles (primary) and 2 miles (Secondary).

Further details of the policy can be found on the following link.

<http://www.monmouthshire.gov.uk/school-transport-home-to-school>

The transport policy has been written in conjunction with the Learner Travel (Wales) Measure 2008.

16. Other Information

Further Information and regular up-dates on this proposal can be found on www.monmouthshire.gov.uk/schoolreorganisation.

Frequently asked questions will be up-loaded weekly and put onto the Monmouthshire County Council Website.

Appendix 1 - Response Pro-forma



monmouthshire
sir fynwy

PROPOSAL – Reorganisation of ALN and Inclusion Services

YOUR VIEWS

We would like your views on the above proposal. Please complete this pro-forma and return it to the address at the bottom, alternatively it can be handed in at the consultation event.

School & Student Access Unit, Monmouthshire County Council, PO Box 106,
Caldicot, NP26 9AN or email strategicreview@monmouthshire.gov.uk

Please tick the box if you wish to be notified of the publication of the consultation report

Appendix 2 - List of Consultees

- Parents, Guardians and carers of all pupils of schools directly affected by the proposal
- Parents of children who are in receipt of a statement of ALN
- Parents of children who are in receipt of a School action plus resource assist (SAPRA)
- Headteacher, staff and governors of schools directly affected by the proposal.
- Out of county Schools affected by the proposal.
- Pupils/Pupil Councils of schools directly affected by the proposal
- Headteachers of all schools in MCC area
- All MCC Members
- Welsh Ministers
- All MCC Town and Community Councils
- All MCC Assembly Members representing the area served by the school
- All Members of Parliament representing MCC area
- All MCC Libraries
- Directors of Education of all bordering LAs – Blaenau Gwent, Newport, Powys, Torfaen, Herefordshire, Gloucestershire
- Directors of Education of affected LA's – Caerphilly, South Gloucestershire, Merthyr, Bristol, Rhodda Cynon Taff, North Somerset, Somerset, Swindon, Vale of Glamorgan, Cardiff
- Principals of Coleg Gwent
- MCC Youth Service
- GAVO
- Monmouthshire Governors Association
- Teaching Associations
- Support Staff Associations
- Policy Officer (Equalities & Welsh Language)
- Welsh Government
- ESTYN
- Church in Wales Diocesan Trust, Director of Education
- Roman Catholic Diocesan Trust, Director of Education
- South East Wales Education Achievement Service
- Gwent Police and Crime Commissioner
- SNAP Cymru Parent Partnership Service
- Local Health Board



Future Generations Evaluation (Includes Equalities and Sustainability Impact Assessments)

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<p>Name of the Officer Nikki Wellington</p> <p>Phone no: 01633 644549</p> <p>E-mail: nicolawellington@monmouthshire.gov.uk</p> <p>Name of Service CYP Finance</p>	<p>Please give a brief description of the aims of the proposal To remodel the inclusion model for Monmouthshire to ensure that provision is developed in county to ensure that pupils are able to remain within Monmouthshire.</p> <p>Date Future Generations Evaluation 9th February 2018</p>
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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc


- 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	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales	With this proposal, there will be new opportunities for jobs. Some staff that have the	Where there are staff losses, the protection of employment policy will be followed and all


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Efficient use of resources, skilled, educated people, generates wealth, provides jobs	correct skills to be able to support pupils under the proposed model, however there will be vacancies where there is a skills gap. There will also be some staff losses, where staff do not have the required skills or where the service is being redesigned and there is not a requirement for that post.	staff will be consulted with. Staff will be redeployed where possible, therefore minimising that risk.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	No impact
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Where possible the needs of the pupils will be met in county, near to their homes and local communities. This will have a positive effect on wellbeing for families. There may be a few pupils, who's needs are best met outside of the county. This will be done in full consultation with all parties concerned.	All needs will be considered and there will be full consultation with families to ensure that the education placement is the best for the pupil.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Pupils will be supported by their local community, they will remain with their peer group where possible.	No impact
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	No impact

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<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>By remaining in their local communities where possible, pupils will be able to embrace the Welsh culture and heritage.</p>	<p>No impact</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>No impact</p>	<p>No impact</p>

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>With the provision being within Monmouthshire, the needs of the child will be known and where possible it will be easier to plan for the long term needs of that pupil.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Partners such as Social Services and Health will be consulted at all stages, their views will be discussed when deciding how to meet the needs of the pupil.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>All partners will be consulted, this will include any parent advocacy groups such as SNAP. The views of the young person will also be listened to and will form an important part of the decision.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The needs of the pupil will be identified at an early age and therefore it should be possible to put strategies in at an early age. Pupils will also be offered short term provision if required, this is not currently possible. This will allow pupils to have the support required, before returning to their local school. Staff will also be provided with training and support to be able to support the pupil.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>All partners will work together and therefore the partners will have a clear understanding of the needs of that pupil and the decision for placement. This will allow them to better support the pupil not only in education but also in the wider community.</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. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	<i>Equity of provision from 3 to 19 years</i>		
Disability	<i>Pupils needs will be identified earlier and support provided at an earlier age. The model will look to support pupils in their local communities where possible.</i>	<i>No impact</i>	<i>No impact</i>

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?
Gender reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex	<i>Equity of provision for males and females</i>		
Sexual Orientation			
Welsh Language			

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<i>Given that the pupils will be educated within Monmouthshire where possible, Monmouthshire's safeguarding policies will apply and we will be able to monitor better.</i>		
Corporate Parenting	<i>Given that the pupils will be educated within Monmouthshire where possible, Monmouthshire's policies will apply and we will be able to monitor better.</i>		

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

Page 123	<p>Pupil data. Review of current and future needs. Current provision within our schools. Current and future budgets. Working groups with Heads, parent advocacy.</p>
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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?

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The positive impact is the proposal to identify needs at an earlier age and to educate pupils in their own communities, where possible. This will have a positive impact on the wellbeing of the pupils and their families. The main negative impact is the potential redundancies for staff where they cannot be redeployed,

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

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

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:

August 2020.

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.0	Cabinet.	7 th March 2018.	

Appendix 4 - Implementation timeline

In order to implement the above proposal the following regulated alterations are necessary:

Regulated Alteration	Implementation date
<ul style="list-style-type: none"> • Enhance the services currently offered by the Pupil Referral Service to deliver: <ul style="list-style-type: none"> - Outreach support through Inclusion Centre's at each Secondary School offering support for 6 FTE pupil place per Centre. - Develop Satellite Primary PRU bases in the North and South of the County offering support for 8 FTE pupils per site. - Develop long term PRU Centre located on the existing Mounton House site which will provide provision for young people at risk of exclusion or who have been permanently excluded. This will provide provision for up to 8 primary pupils and 6 secondary pupils. 	September 2019
<ul style="list-style-type: none"> • Establish a new 3-19 special school on the Mounton House site to cater for pupils (boys and girls) with Social Emotional Behavioural Difficulties, Attention Deficit Hyperactivity Disorder and Autistic Spectrum Disorder (ASD). This will be for 16 primary aged pupils and 16 secondary aged pupils. The new special school will manage the provision of multiple satellite services for additional learning and behavioural needs located across the county 	April 2019
<ul style="list-style-type: none"> • Close Mounton House Special School. 	August 2019
<ul style="list-style-type: none"> • Re-designate Overmonnow Primary School and Special Needs Resource Base (SNRB) to Overmonnow Primary School and Nursery unit. This will mean the SNRB will be under the control of the new Special School and not Overmonnow Primary School. 	April 2019

<ul style="list-style-type: none"> • Increase the capacity of Overmonnow SNRB from 20 to 24. • Change the type of provision currently offered at the current Overmonnow Primary School SNRB in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties 	
<ul style="list-style-type: none"> • Re-designate Deri View Primary School with SNRB to Deri View Primary School and Nursery unit. This will mean the SNRB will be a satellite Centre under the control of the new Special School and not Deri View Primary School. • Change the type of provision offered at Deri View SNRB in order to cater for Autistic Spectrum Disorder, Speech Language and Communication Disorder, including an Assessment Centre. 	April 2019
<ul style="list-style-type: none"> • Re-designate Monmouth Comprehensive school with SNRB to Monmouth Comprehensive School. This will mean the SNRB will be a satellite Centre under the control of the new special school and not Monmouth Comprehensive School • Change the type of provision offered at the SNRB at Monmouth Comprehensive School to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties 	April 2019
<ul style="list-style-type: none"> • Re-designate Pembroke Primary School with SNRB to Pembroke Primary School and Nursery unit. This will mean the SNRB will be a satellite Centre under the control of the new Special School and not Pembroke Primary School. • Increase the capacity of Pembroke SNRB from 20 to 24. • Change the type of provision offered at Pembroke Primary SNRB in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication Disorder, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties 	April 2019
<ul style="list-style-type: none"> • Re-designate Caldicot school with an SNRB to Caldicot School. This will mean the SNRB will be a satellite Centre 	April 2019

<p>under the control of the new Special School and not Caldicot School.</p> <ul style="list-style-type: none"> • Change the type of provision offered at the SNRB at Caldicot School in order to cater for Complex Needs including: Severe Learning Difficulties, Autistic Spectrum Disorder, Speech Language and Communication, Profound and Multiple Learning Difficulties, Physical and Medical Difficulties 	
<ul style="list-style-type: none"> • Establish a new Primary Satellite SNRB at the bungalow off Bulwark Road, to cater for Autistic Spectrum Disorder, Speech Language and Communication Disorder and including an Assessment Centre. 	<p>April 2019</p>

REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2017/18 OUTTURN STATEMENT
DIRECTORATE	Resources
MEETING	Children & Young Peoples Select Committee
DATE	28th June 2018
DIVISIONS/ WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the revenue and capital outturn position of the Authority at the end of reporting period 3 which represents the financial outturn position for the 2017/18 financial year.
- 1.2 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 a net revenue outturn unspend of £653,000, an improvement of £694,000 on period 2 (month 7) outturn predictions.
- 2.2 Members consider a capital outturn spend of £46.8 million against a revised budget of £47.2 million, after proposed slippage of £11.8 million, resulting in a net underspend of £395k.
- 2.3 Considers the use of reserves proposed in para 3.7.1,
- 2.4 Supports the apportionment of general underspend in supplementing reserve levels as described in para 3.7.3 below, i.e.:
- | | |
|-------------------------------------|-------|
| Priority Investment Fund | £155k |
| Capital Receipts Generation Reserve | £50k |
| Balance Invest to Redesign Reserve | £448k |
| Total | £653k |
- 2.5 Members note that the low level of earmarked reserves will notably reduce the flexibility the Council has in meeting the challenges of scarce resources going forward.
- 2.6 Members notes the extent of movements in individual school balances placing emphasis on schools to review the extent that recovery plans can be delivered over shortened timescales, and appreciates a net use of balances of only £94k instead of the original budgeted intention of schools to draw on balances by £877k.

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 4 : Final outturn**

Table 1: Council Fund 2017/18 Outturn Forecast Summary Statement at Outturn

Service Area	Initial 2017-18 Annual Budget	Virements to budget	Outturn Annual Budget	Revised Forecast Outturn	Forecast Over/ (Under) @ Outturn £'000	Forecast Over/ (Under) @ Month 7 £'000
	£'000			£'000		
Adult Services	6,972	11	6,983	7,225	242	36
Children Services	10,018	120	10,138	11,716	1,578	1,052
Community Care	22,162	-111	22,051	21,031	-1,020	-371
Commissioning	1,600	0	1,600	1,444	-156	-93
Partnerships	350	5	355	380	25	0
Public Protection	1,455	1	1,456	1,398	-58	-7
Resources & Performance	864	-172	692	667	-25	-12
Total Social Care & Health	43,421	-146	43,275	43,861	586	605
Individual School Budget	43,166	153	43,319	43,488	169	128
Resources	1,425	-51	1,374	1,289	-85	-63
Standards	4,983	0	4,983	5,076	93	399
Total Children & Young People	49,574	102	49,676	49,853	177	464
Business Growth & Enterprise	824	427	1,251	1,258	7	311
Governance, Democracy and Support		3,973	3,973	3,898	-75	61
Planning & Housing	1,852	-374	1,478	1,532	54	55
Tourism Life & Culture	3,140	34	3,174	3,463	289	107
Total Enterprise	5,816	4,060	9,876	10,151	275	534
Governance, Engagement & Improvement	4,333	-4,333		0	0	0
Legal & Land Charges	446	0	446	423	-23	7
Operations	16,562	-2,138	14,424	15,039	615	471
Total Chief Executives Unit	21,341	-6,471	14,870	15,462	592	478
Finance	2,287	75	2,362	2,131	-231	-182
Information Communication Technology	2,421	92	2,513	2,432	-81	-130
People	1,583	-5	1,578	1,569	-9	-10

Commercial and Corporate Landlord Services	-504	1,639	1,135	1,056	-79	10
Total Resources	5,787	1,801	7,588	7,273	-400	-312
Precepts and Levies	17,075	330	17,405	17,401	-4	-4
Coroners	100	0	100	119	19	19
Gwent Joint Records	182	0	182	182	0	0
Corporate Management (CM)	181	-20	161	111	-50	-38
Non Distributed Costs (NDC)	733	0	733	712	-21	0
Strategic Initiatives	654	-204	450	132	-318	-450
Insurance	1,264	-30	1,234	1,061	-173	17
Total Corporate Costs & Levies	20,189	76	20,265	19,633	-547	-456
Net Cost of Services	146,128	-578	145,550	146,233	683	1,313
Fixed Asset disposal costs	123	-53	70	70	0	0
Interest and Investment Income	-138	116	-22	-158	-136	-12
Interest payable & Similar Charges	3,673	13	3,686	2,957	-729	-733
Charges required under regulation	3,815	292	4,107	3,990	-117	-98
Contributions to Reserves	165	-1,369	-1,204	-1,425	-221	41
Contributions from Reserves	-1,653	1,817	164	513	349	0
Capital Expenditure funded by revenue contribution		92	92	92	0	0
Appropriations	5,985	908	6,893	6,039	-854	-802
General Government Grants	-61,380	0	-61,380	-61,380	0	0
Non Domestic rates	-30,418	0	-30,418	-30,418	0	0
Council Tax	-66,450	-330	-66,780	-67,050	-270	-300
Council Tax Benefits Support	6,135	0	6,135	5,924	-211	-169
Financing	-152,113	-330	-152,443	-152,924	-481	-469
Budgeted contribution from Council Fund				0		
Net Council Fund (Surplus) / Deficit	0	0	0	-652	-652	42

3.1.3 The bottom line situation of a £652k underspend is an improvement of £694k on the reported month 7 forecast.

3.1.4 Of note, net cost of services showed an improvement of £630k against month 7 predictions. Whilst Children's Services continues to evidence a degree of volatility (£1.7million adverse), with an increase of £0.5million against the forecasted outturn costs reported at month 7, this additional volatility has been mitigated by savings elsewhere within Social Care, to end the year below the level predicted at month 7. There was a £300k improvement in the reported additional Learning Needs deficit reported by Children and Young People colleagues. The anticipated provision for insurance claim contribution has been reduced by £173k, following a full year examination of anticipated liability and last 12 months claims activity. Enterprise Directorate indicated a net £259k improvement to end the year only, predominantly the artificial effect of rural development plan work and costs being deferred, with the related reserve funding involved transferred to back to reserves for use in 2018-19 through Appropriations account. Pleasingly, despite the pressures caused by unanticipated winter maintenance and clear up cost, Operations have managed to restrict further costs to £144k adverse cost during the inclement winter months, whilst accommodating reductions in income experiencing in Grounds maintenance, streetscene and waste.

3.1.5 Whilst any overall underspend is a pleasing result for the year, and the outturn variance may seem a big amount. Putting the outturn variance in context, the outturn exhibiting less than 0.6% variation against the net cost budget before financing. That is an incredibly close correlation given the volume of budget holders involved in the process, the volatility in pressures and savings proposals experienced during the year and the need to secure compensatory savings to mitigate adverse positions highlighted earlier in the year. The use of periodic monitoring as a tool for change during the year should not be underestimated.

3.1.6 A comparison of the Net Council fund line against previous years activity indicates the following,

Net Council Fund Surplus	2017-18	2016-17	2015-16	2014-15
	£'000	£'000	£'000	£'000
Period 1	164 deficit	1,511 deficit	867 deficit	219 deficit
Period 2	62 deficit	839 deficit	1,066 deficit	116 deficit
Period 3		79 surplus	162 deficit	144 deficit
Outturn	652 surplus	884 Surplus	579 surplus	327 surplus

3.2.1 Redundancy costs

Members are commonly keen to understand the extent of an redundancy payments made during the year, as staffing remains the most significant and controllable expense to most service areas.

Directorate	Service	Redundancy Costs 2017-18
		£'000
Enterprise	Community Education	58
	Libraries	37
	Policy	21
	Development Control	5
	Community & Partnership Dev	43
	Sub Total	164
Chief Executives	Highways & Traffic	73
	Building Cleaning	5
	Sub total	78
Resources	Asset Management	3
Social Care & Health	Children's Services	1
	Adult Services	5
	Sub total	6

Children & Young People	Schools	346
	Resources	71
	Sub total	417
Total		668

3.2.2 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.

3.2.3 It isn't particularly usual for the Senior Finance Officer to proffer symptomatic considerations as part of the periodic monitoring report, but it would be sensible to highlight,

- The extent of compensatory ad hoc savings needing to be identified during the year's monitoring process and delivered in a short period before year end to mitigate an overspend situations. Unfortunately these overspend situations aren't being volunteered accurately or completely to senior leadership team, to allow it to make proactive alternate choices rather than simply accept and mitigate the consequence. These remedial savings whilst necessary can be rather speculative, particularly in relation to social care which involves colleagues negotiating effectively with third parties. They have been quite successful in such deliberations previously, but probability suggests, they won't win every case.
- Relatedly, the financial environment facing Councils over the next 4 years is very challenging. It will be increasingly difficult to find additional remedial savings through the year in addition to those required to allow a balanced budget to be established every February. This volatility risk is traditionally mitigated by a heightened accountability culture whereby service managers are reminded of the need to comply within the budget control totals established by members, and are more responsible for any variances to SLT and Cabinet and equally for Select Committees to exhibit a more focussed reflection upon the adequacy of budget monitoring being applied. Members may wish to re-enforce such accountabilities.
- An increasing feature for all Councils is how to sustain core services rather than reduce them. This does lend itself to the consideration of activities not traditional to Councils, often described as innovative, commercial or private sector influenced. Experience of such activities within MCC suggest the implementation phase is key to the success or otherwise of such initiatives. Commercial skills aren't necessarily commonplace to a local authority, such that when faced with considering such, members should increasingly test out the practicalities involved and establish a tolerance to any business case received after which officers are required to re-report to members. This is necessary as the Council has a different duty in the protection of public funds that wouldn't apply in private sector, and the private sector can more easily respond to a deficient project by dropping or amending the proposal. It isn't as easy to do that at pace in a public entity which is problematic as Councils have limited capacity to absorb the effect of deficient projects, so instead public sector will commonly look to reassess the success of the scheme against an alternate lens, most commonly the social benefit when instead the proposal was volunteered to members primarily as a financial benefit.

3.3.1 A summary of main pressures and under spends within the Net Cost of Services Directorates include,

3.3.2 Stronger Communities Select Portfolio (£1,690k net underspend)

- Chief Executives Unit (£592k overspend)

Legal division exhibited a **£23k surplus**, due to professional and specialist fee savings. **Operations exhibited** a worsening of £144k on month 7 position to end the year at a **combined £615k deficit**. The position for each of main Operations areas is as follows, Highways £39k surplus (despite the costs incurred in winter maintenance in March for which only about 15% were

reimbursed by Welsh Government), catering £29k deficit, cleaning £4k deficit, Passenger Transport £322k deficit, Transport administration £4k surplus, Waste and Streetscene £159k deficit.

- Resources Directorate (£400k underspend)

An underspend in Finance Division costs of £231k, predominantly predicted savings in housing benefit and council tax administration, holding staffing vacancies, additional grants and retendering of Security and merchant fee contracts. **IT** showed an **£81k underspend**, due to saving in Digital programme office costs, and return of reserve held previously by SRS on MCC's behalf. **People services exhibited £9k surplus**. **Landlord division** ended the year with **£79k surplus**, the effect of savings in facilities management and asset management, compensating for the net saving in procurement not delivered.

- Corporate (£547k underspend)

Following assessment of insurance provision based on last 12 months activity, a saving of £172k has been realised. A saving on redundancy and corporate pension costs budgets has resulted totalling £339k. Corporate management includes net £50k effect of duplicate payment reimbursements from suppliers and the effect of unidentified income at the end of financial year, which compensates for a net pressure to the Coroners Joint committee budget of £14k.

- Appropriations (£854k underspend)

Caused predominantly by a net £982k saving in treasury/borrowing costs from active treasury management and utilising recurrent short term borrowing as an alternative to taking out more expensive long term borrowing. Net borrowing costs are also favourably affected by any delay in the timing of expenditure, capital slippage and capital underspends where it avoids borrowing presumed. The extent of underspend is affected by the level of net unbudgeted contributions made to reserves of £128k.

- Financing (£481k underspend)

The net effect from an excess of Council tax receipts and less than anticipated Council tax benefit payments

RESOURCES DIRECTOR CONTEXT & COMMENTARY

I am delighted to see the directorate achieve an under spend position at the end of the year having struggled throughout the year to contain pressures resulting primarily from budget savings that were identified as being unachievable. These pressures have impacted significantly on the outturn position but have been offset as a result of efforts made across the directorate to contain and limit expenditure. One-off savings were achieved as a result of one-off grant and income in housing benefits and strategic property management and cemeteries. The directorate has also benefitted from vacancy savings resulting from delays in restructuring. Moving into 2018/19 the directorate did benefit from unachievable budget savings from the current year being removed. That said 2018/19 will still be a challenging year as the directorate looks to deliver its savings plans and continues to support the organisation at large with its agenda for change.

HEAD OF OPERATIONS CONTEXT & COMMENTARY

The stark bottom line in terms of financial outturn for the Operations department is an over spend of £614,000. This is 'new territory' for the department as in previous years an under spend has always been achieved to contribute to the Council's overall outturn. That being said there are various issues that have contributed to the final financial position.

In particular we suffered significant extra cost associated with snow clearing. There were two major incidents this year and whilst our operational response is rapid and effective at getting the roads open, towns working etc. it does come at a cost. Extra funding came through one-off WG grants and we generated income from other agencies that we work for but in gross terms the response cost over £400,000.

Unusually Waste and Street scene declared an over spend with trade waste income below budget and grounds external income being down. Trade waste is an ongoing battle with private providers and just now there is some aggressive pricing from some contractors; grounds relies upon a significant level of external income each year (£1m plus) and although custom improved towards the end of the year it is possible that cut backs are hitting our external customers as well with the resultant 'squeeze' upon ourselves.

There are variations to budget elsewhere within the Operations Department but the final significant overspend has occurred in Passenger Transport and particularly school transport. A significant element of the overspend occurred when a company suddenly ceased trading (announced on a Friday with immediate effect), alternative arrangements were made with other companies taking on routes and more direct provision but the inevitable impact was an increase in costs of around £1200 per day. There has also been an increase in the number of bespoke transport arrangements being put in place for ALN students. These arrangements are often individual taxi services, sometimes with escorts, with subsequent high costs. Two specific issues are mentioned above but the overall cost of passenger transport continues to rise as fuel costs increase and there are less operators in the market. A major review of passenger transport is underway in 18/19.

In conclusion this year has seen a turning point in the outturn with Operations being overspent and it suggests that the cumulative effect of budget cuts year on year is squeezing front line budgets such that the flexibility within budgets to respond to demands has disappeared and funding for the basic services is increasingly under pressure.

3.3.3 Economy & development Select Portfolio (£217k net overspend)

- Enterprise Directorate (£275k net overspend)

Business growth and enterprise incurred a net **£7k overspend**, the net effect of RDP grant funded expenditure being deferred through Appropriations Account compensating in the main for £196k adverse position incurred with Events function.

Planning & Housing (£54k overspend) – Development control exhibits a deficit of £201k through reduced development and income activity, conversely development plans area exhibits £218k surplus, which is rather artificial as the saving is largely resultant from Local development plan (LDP) costs being deferred which will instead crystallise next year (hence the reserve movement through Appropriations). Housing exhibits a £70k overspend which is the net effect of the lodging scheme pressure following removal of grant, compensated in part by savings in homelessness and careline spends.

Tourism, leisure & culture (£289k overspend) - Countryside exhibit an underspend of £11k from part vacancy. There is a £196k overspend in respect of Cultural services (after transferring Outdoor education trading deficit to their trading reserve account), of which the main pressures are Caldicot Castle (£101k), Old Station (25k), Shire Hall (£30k) and Museums (40k). This is an improvement on 2016-17 but still a significant challenge to the impending Leisure trust. Leisure services ended the year with a £34k deficit, predominantly the effect of Monmouth leisure centre closure and effect on its income level.

- Social Care & Health (£58k underspend)

Public Protection (£58k underspend) – predominantly a saving within occupational health service and net fees & charges within Public Health service.

2017/18 has been a challenging year. The outturn position for Enterprise straddles a number of budget areas given the impact of recent restructures – and this will need to be remedied in 18/19 in order to present a full and complete picture. With pressures continuing in areas of Tourism, Attractions and Culture in the main - the work in moving the services towards a sustainable and viable Alternative Delivery model steps up and structure changes and systems modifications related to this, will start to yield impact in 18/19. Other areas of Enterprise have performed well and income levels continue to meet targets reflecting well on the excellent practice and developments we see on the ground.

3.3.4 Adult Select Portfolio (net £959k underspend)

- Social Care & Health

Adult Services (£242k overspend) – pressures exhibited in Severn View staffing, and direct care budgets. The latter being affected by winter conditions and for which Welsh Government has provided additional funding in year.

Community Care (£1,020k underspend) – Significant Welsh Government unbudgeted grants received together with net savings in commissioning team costs, and underspends to the shared frailty budget.

Commissioning (£156 underspend) – predominantly saving to Commissioning staffing structure pending review, a reduction in the cost of various service contracts , and a continued savings within Drybridge Gardens service area.

Resources (£25k underspend) – reduced costs incurred in the support of management of bespoke developed Social Care application

SCH DIRECTOR'S CONTEXT & COMMENTARY

The overall outturn for 2017/18 is an overspend of £587K, which includes a £24K overspend in the Youth Offending Service to be met from its reserve, and £58K of Corporate Safeguarding costs which throughout the year we were reporting to be borne by equivalent underspends in Corporate Financing. This position reflects savings of £380K from the M7 recovery plan plus total mandated savings of £627K.

Children's Services continues to operate under extreme pressures, which is not just a local issue but typical across Wales and England. Since M7 the overspend at outturn has increased from £1.052M to £1.579M largely relating to complex placements and use of agency workforce. However, progress has been made in latter months with agency exit plans seeing a reduction in numbers, and progress made in some areas of the M7 recovery plan, but savings will not materialise until 2018/19. The costs of Corporate Safeguarding are incorporated within the Children's outturn.

Adult Services has delivered an underspend of £959K at outturn, increasing by £519K since M7, which also included mandated savings of £586K and additional savings from the M7 recovery plan of £140K. The healthy outturn position has been due to the continuation of the practice change agenda that has produced savings for a number of years, a Winter Pressures grant received in the

last month of the year, property sales and increased income from client contributions and Frailty underspend resulting from clinical vacancies.

Public Protection, given its very small budget allocation, contributed a £58K underspend to the bottom line due to the Occupational Health nurse vacancy and efforts to increase income in areas of Registrars, Licensing and Commercial activities.

3.3.5 Children & Young People Select Portfolio (net £1,755k overspend)

- Social Care & Health (£1,603k overspend)

Children's Services (net £1,578k overspend) – this can be a fairly volatile area to manage budget wise, with individual placements potentially having a significant effect. The effect of 2 cases within young people accommodation budget are flagged as main cause for £366k overspend. Similarly looked after children activity exhibits a £415k overspend against budget.

There is also £722k overspend reported in respect of Children's services team costs predominantly explained through the continued use of agency resourcing. There is a cost of £58k in relation to safeguarding position that members approved earlier in the year to be borne by overall bottom line effect for the Council. This has been resolved in 2018-19 as an addition to the budget. Supporting Children's service also incurred a £105k overspend, due to an excess of external provision costs.

Youth offending team partnership (£25k deficit) – whilst this shows as an overspend as part of the management accounting spreadsheets caused in the main by pressures on declining funding, this service is a partnership administered by the Council on behalf of itself and others and the deficit balance is transferred through Appropriations to a ring-fenced trading reserve.

- Children and Young People (net £177k overspend)

School Budget Funding exhibited a **£169k overspend** due to additional support provided by LEA in respect of wage protections and transport. There is an **underspend of £85k** within the **Resources subdivision** caused by net interim management arrangements whilst awaiting a restructure. **Standards subdivision** exhibits a **£93k overspend** position which hides some large movements, with 55k savings in management and £109k in Early years costs compensating in part for net £256k overspend in Additional Learning Needs.

SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

The overall outturn for 2017/18 is an overspend of £587K, which includes a £24K overspend in the Youth Offending Service to be met from its reserve, and £58K of Corporate Safeguarding costs which throughout the year we were reporting to be borne by equivalent underspends in Corporate Financing. This position reflects savings of £380K from the M7 recovery plan plus total mandated savings of £627K.

Children's Services continues to operate under extreme pressures, which is not just a local issue but typical across Wales and England. Since M7 the overspend at outturn has increased from £1.052M to £1.579M largely relating to complex placements and use of agency workforce. However, progress has been made in latter months with agency exit plans seeing a reduction in numbers, and progress made in some areas of the M7 recovery plan, but savings will not materialise until 2018/19. The costs of Corporate Safeguarding are incorporated within the Children's outturn.

Adult Services has delivered an underspend of £959K at outturn, increasing by £519K since M7, which also included mandated savings of £586K and additional savings from the M7 recovery plan of £140K. The healthy outturn position has been due to the continuation of the practice change agenda that has produced savings for a number of years, a Winter Pressures grant received in the last month of the year, property sales and increased income from client contributions and Frailty underspend resulting from clinical vacancies.

Public Protection, given its very small budget allocation, contributed a £58K underspend to the bottom line due to the Occupational Health nurse vacancy and efforts to increase income in areas of Registrars, Licensing and Commercial activities. The overall outturn for 2017/18 is an overspend of £587K, which includes a £24K overspend in the Youth Offending Service to be met from its reserve, and £58K of Corporate Safeguarding costs which throughout the year we were reporting to be borne by equivalent underspends in Corporate Financing. This position reflects savings of £380K from the M7 recovery plan plus total mandated savings of £627K.

Children's Services continues to operate under extreme pressures, which is not just a local issue but typical across Wales and England. Since M7 the overspend at outturn has increased from £1.052M to £1.579M largely relating to complex placements and use of agency workforce. However, progress has been made in latter months with agency exit plans seeing a reduction in numbers, and progress made in some areas of the M7 recovery plan, but savings will not materialise until 2018/19. The costs of Corporate Safeguarding are incorporated within the Children's outturn.

CHILDREN & YOUNG PEOPLE DIRECTOR'S CONTEXT & COMMENTARY

The Directorate's outturn position is an overspend of £177,000. However, £93,000 of reserves held in the Authority's maternity and sickness compensation schemes will be utilised to offset the overspend incurred in these areas in 2017-18, bringing the overspend position down to £84,000. Efficiencies have been delivered across many parts of the directorate in order to bring the budget closer to a balanced position, and a significant improvement since Month 7 has resulted. Much of the mitigation against the overspend at month 7 has been through the management of vacant posts. It will not be possible to maintain this position in the medium to longer term and it is important that the directorate is effectively staffed to meet the needs of children and young people of the county.

The Additional Learning Needs budget continues to remain under significant pressure due to the requirement to support more of our pupils with complex needs. This is a particularly challenging budget given the volatility of children arriving into the area and younger children requiring more complex packages of support. The two main elements of this budget have moved in different directions. The Out of County budget has improved its position and ended with a £36,000 underspend. The in-County budget, which provides additional support to children in the classroom, is experiencing significant pressure and the overspend, as a result, amounted to £292,000.

3.4 2017/18 Budget Savings Progress

- 3.4.1 This section monitors the specific savings initiatives and the progress made in delivering them during 2017-18 as part of the MTFP budgeting process.

In summary they are as follows,

Disinvestment by Directorate 2017-18	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD
REVENUE MONITORING 2017-18	£000	£000	£000	£000	£000	£000
Children & Young People	(395)	(395)	(395)	(395)	0	0
Social Care & Health	(627)	(627)	(627)	(627)	0	0
Enterprise	(84)	(84)	(83)	(84)	0	0
Resources	(266)	(257)	(236)	(266)	0	0
Chief Executives Units	(1,224)	(955)	(991)	(935)	(53)	(235)
Corporate Costs & Levies	(118)	(118)	(98)	(98)	(20)	0
Appropriations	(1,708)	(1,708)	(1,648)	(1,648)	0	(60)
Financing	(885)	(885)	(885)	(885)	0	0
DIRECTORATE Totals	(5,308)	(5,029)	(4,964)	(4,939)	(73)	(295)

3.4.2 Mandated saving performance is running at 93% of budgeted levels, a slight reduction on levels reported in period 2(month 7), with currently £295,000 being deemed potentially unachievable, and a further £73,000 to be delayed to later years.

3.4.3 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.

3.4.4 Consequently the savings appendix (appendix 1) also has a traffic light system to indicate whether savings are likely to be achieved or have justifiable reasons explaining delayed implementation. The following summary of savings mandates are highlighted as requiring further work to crystallise or exhibit an anticipated degree of volatility.

3.4.5 Stronger Communities Select Portfolio

Resources Directorate

- Estates restructure proposals (£30k) affecting markets and community development officer have now been enacted, such Directorate reports full extent of annual savings achieved.

Chief Executive's Office

- Contact Centre (£14k) reorganisation has been delayed and whole place saving of £100k exhibits a shortfall of £65k.
- The procurement saving (£100k) is not yet manifest across Directorates to apportion from the reduced Procurement budget.
- Reduced grass cutting and maintenance schedules (£15k) at Monmouth sports grounds haven't reverted to level of original lease agreement as yet. Rationalisation of Grounds Maintenance tree management services has been delayed resulted compromising the £24k saving.
- Trade waste income levels are reported to be down by circa £80k, with neither (£10k plus £30k) of the extra income savings yet being manifest deliverable.
- Anticipated winter maintenance savings 30k have not been achieved.

3.4.6 Economy & Development Select Portfolio

Enterprise (ENT) Directorate

- Directorate colleagues report current year savings have been delivered in full.

3.4.7 Adult Select Portfolio

Social Care & Health (SCH) Directorate

- Directorate colleagues report current year savings are anticipated to be delivered in full, however without any progress narrative supplied, the more significant have still been flagged as medium risk based on past pressures and experience, and members may wish to check progress with service officers around adult social care transformation and charges increases given the £242k reported in respect of Adult Social Care, predominantly from Direct Care cost budgets.

3.4.8 Children and Young People Select Portfolio

Children and Young People (CYP) Directorate

- Directorate colleagues report current year savings are anticipated to be delivered in full, although Members may wish to check how £150k savings in ALN and childcare voluntary organisations have been achieved, whilst ALN element of Standards subdivision exhibited £256k adverse deficit at end of year.

3.5 Capital Position

3.5.1 The summary Capital position at Outturn is as follows

MCC CAPITAL BUDGET MONITORING 2017-18 AT Outturn by SELECT COMMITTEE						
SELECT PORTFOLIO	Actual Spend at Outturn	Slippage Brought Forward	Total Approved Budget 2017/18	Capital Slippage to 2018/19	Revised Capital Budget 2017/18	Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	35,541	15,302	45,129	(9,360)	35,769	(228)
Adult	2	0	2	0	2	(0)
Economic & Development	2,279	966	2,458	(98)	2,360	(81)
Strong Communities	8,954	1,100	11,414	(2,374)	9,040	(86)
Capital Schemes Total	46,775	17,368	59,003	(11,832)	47,171	(395)

Revisions to the programme in year

3.5.2 Major revisions to the capital programme within year included Cabinet approvals for The Monmouth Leisure Centre and Pool redesign (£7,405K), The Cardiff Region City Deal (£1.500k) and £350k for the Public Realm Abergavenny Town Centre scheme.

Slippage to 2018-19

3.5.3 Total Slippage at Outturn amounted to £11,832k. This mainly relates to Future Schools (£9,0369k), £650k within individual S106 schemes, Car Park refurbishments and Ticket Machine improvements (£256k), a further £252k in relation to Granville Street / Wyebridge Street car parks and £141k in respect of new Monmouth Leisure Centre and Pool re-design.

3.5.4 In comparison with period 2 (month 7), service managers collectively identified slippage levels of £6.8m, the main difference being increased slippage in relation to schools programme.

3.5.5 For the last 3 years a more detailed examination of slippage requests has been made based upon the principles established previously i.e.

- whether there has been little or no progress in previous 12 month,
- the level of expenditure incurred this year has been less than in year budget and slippage b/fwd., to consider any opportunity to realign the budget to more realistic levels or reprofile budget more accurately over multiple years.

- or where there are identified problems/barriers to progress e.g. no agreement over scheme, archaeological considerations, planning considerations not yet satisfied or where the manager hasn't clearly evidenced why this should be slippage in the request made.

3.5.6 The capital monitoring tends to be used by Members as a progress/performance tool. Examination of slippage requests suggest capital projects continue to be put into current year when there is little likelihood of being progressed. It is recommended that any report advocating to Council additional capital expenditure needs to highlight accurately which year the spend relates to so it can be profiled into the correct capital programme. Similarly with Property maintenance the slippage narratives indicate work can only proceed at certain times of the year. Where that hasn't occurred it would be sensible to reallocate the budget to an alternate priority and reintroduce in the following year out of the next year's allocation.

3.5.7 Given an upheaval in the accountabilities caused by the creation of Corporate landlord, as a one off, a more relaxed stance has been adopted in respect of slippage requests concerning Property Maintenance and County farms maintenance budgets, which would not normally constitute slippage as officers often highlight a backlog of repair, and are encouraged to decommit any repair work they can't obtain access for, to future year's repair budget expenditure replacing it with priority backlog work. Slippage was requested in respect of the unspent proportion of the Council's access for all capital scheme, it was confirmed there are no active schemes that this expenditure relates to, and so the balance has been more correctly attributed as an underspend on the years' activities.

Capital Outturn

3.5.8 Allowing for the extent of supported slippage requests, outturn capital spending was £46.8 million against a budget of £47.2 million, creating an underspend of £395k.

3.5.9 The main sources of this underspend are

Schools IT	£222k
Access for all	£44k
Solar Farm costs	£69k
Woodstock Way sc106 scheme	£12k
Misc property Service scheme underspends	£48k

3.5.10 However this is not all available for redistribution. For instance the underspends resulting from not automatically slipping sc 106 scheme balances forward will provide no net saving to the authority and will be returned to sc106 balances for refresh and possible reallocation. In financing the capital programme, a pragmatism has been adopted to translate the net effect of any underspend into unused capital receipts rather than saving on borrowing. The approach adopted acknowledges the common delays associated with realising such receipts, and is designed to mitigate the need for temporary borrowing in advance of receipts being realised. Members may recall a need to generate £32m receipts to afford their tranche A Future schools aspirations. Those levels aren't yet secured in full, this isn't a problem per se as the Council has been prioritising the use of Welsh Government funding ahead of its own.

3.6 Capital Financing and Receipts

3.6.1 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 2017-18 at Outturn By FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Financing	Slippage Brought Forward	Total Approved Financing Budget 2017/18	Provisional Budget Slippage to 2018/19	Revised Financing Budget 2017/18	Forecast Capital Financing Variance 2017/18
	£000	£000	£000	£000	£000	£000
Supported Borrowing	2,402	0	2,402	(0)	2,402	0
General Capital Grant	1,462	0	1,462	0	1,462	0
Grants and Contributions	12,913	5,628	17,627	(4,725)	12,902	11
S106 Contributions	723	522	1,358	(650)	708	15
Unsupported borrowing	11,725	5,663	12,956	(1,231)	11,725	(0)
Earmarked reserve & Revenue Funding	226	302	452	(168)	284	(58)
Capital Receipts	17,246	5,253	22,635	(5,024)	17,611	(365)
Low cost home ownership receipts	78	0	112	(34)	78	0
Unfinanced	0	0	0	0	0	0
Capital Financing Total	46,775	17,368	59,003	(11,832)	47,171	(395)

Useable Capital Receipts Available

- 3.6.2 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 2017/21 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2017/18	2018/19	2019/20	2020/21
	£000	£000	£000	£000
Balance b/f 1 st April	18,931	3,411	4,424	7,304
Add:				
Receipts received in YTD	1,722			
Receipts forecast received	0	11,885	3,225	6,251
Deferred capital receipts	4	324	164	164
Less:				
Receipts to be applied	(17,246)	(11,196)	(509)	(509)
Set aside	0	0	0	0
Predicted Year end receipts balance	3,411	4,424	7,304	13,210
Financial Planning Assumption 2017/21 MTFP Capital Budget	608	0	5,156	4,861
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	2,803	4,424	2,148	8,349

- 3.6.3 At Outturn, £5,024k of budgeted capital receipts are forecasted to slip therefore allowing the capital receipts already generated to finance the capital receipt budgeted expenditure on 21st Century Schools within the 2017-18 financial year.

- 3.6.4 There is still an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford.

3.7 Reserves

Slippage on Earmarked Reserve funded projects

3.7.1 The following table indicates the extent of budgeted reserve funding utilised by Directorates and that element of approved expenditure previously approved that they request to be deferred into 2018-19. These include,

Project	Reserve Source	Reserve funding utilised in 2017-18	Reserve funding deferred to 2018-19
		£'000	£'000
Document Management System	IT transformation	0	54
Digital Programme and Capital IT Costs	IT transformation	6	100
Accounts Payable System	IT transformation	42	5
Cash Receipting System	IT transformation	0	67
Handsets (Connected worker)	Invest to Redesign	20	29
Innovation and marketing assistance	Invest to Redesign	127	36
Inspire to Work	Invest to Redesign	17	0
Vehicle leasing	Invest to Redesign	61	0
Local Development Plan	Priority Investment	0	375
Community Infrastructure Levy Development	Priority Investment	0	30
SCH Leadership Review	Priority Investment	160	39
Future Monmouthshire	Priority Investment	130	0
Children's Service Temporary staff	Priority Investment	86	0
Legal Costs for Revocation	Priority Investment	92	88
Leisure Trust, extra Council costs	Priority Investment	0	155
Schools sickness and maternity compensation scheme	CYP sickness and maternity reserve	93	0
Rural Development Plan	Rural Development Plan Reserve	0	63
Elections Account	Election Reserve	100	0
Museums Acquisitions	Museums Acquisition Fund	1	0
Grass Routes Acquisitions	Trading Account	38	0
Youth Offending Team Partnership	Trading Account	25	0
Building Control	Trading Account	4	0
Outdoor Education Partnership	Trading Account	61	0
Redundancy Strain Costs	Redundancy & pension	298	0
Insurance Provisions and MMI costs	Insurance Reserve	37	0
Fixed asset disposal	Capital receipts generation reserve	70	72
Capital Prog costs	Capital Investment Fund	127	0
TOTAL		1,595	1,113

3.7.2 The following reserve balances reflects capital and revenue movements during 2017-18 and provide a prediction on 2018-19 year end level based on existing approval levels and slippage levels above.

Account	2016/17	2017/18			2018/19		
	C/F	Net Draw on Reserve	Replenishment of Reserve	C/F	Net Draw on Reserve	Replenishment of Reserve	C/F
Sub Total Council Fund	-7,379,864	93,561	0	-7,286,303	0	0	-7,286,303
<i>Earmarked Reserves:</i>				0			
Sub-Total Invest to Redesign	-960,943	225,488	-138,888	-874,343	399,183	-170,681	-645,841
Sub-Total IT Transformation	-727,784	47,903	-55,000	-734,881	225,913	0	-508,969
Sub-Total Insurance and Risk Management	-1,083,295	36,879	0	-1,046,416	0	0	-1,046,416
Sub-Total Capital Receipt Generation	-347,511	70,372	0	-277,139	153,415	0	-123,724
Sub Total Treasury Equalisation	-990,024	0	0	-990,024	0	0	-990,024
Sub-Total Redundancy and Pensions	-795,297	298,484	0	-496,813	163,978	0	-332,835
Sub-Total Capital Investment	-775,522	127,186	0	-648,336	17,999	0	-630,337
Sub-Total Priority Investment	-1,000,171	468,420	0	-531,751	686,751	0	155,000
Sub-Total Other Earmarked Reserves	-1,123,847	321,721	-319,111	-1,121,237	86,471	-53,000	-1,087,766
Total Earmarked Reserves	-7,804,395	1,596,452	-512,999	-6,720,942	1,733,710	-223,681	-5,210,913
Total useable revenue reserves	-15,184,260	1,690,013	-512,999	-14,007,245	1,733,710	-223,681	-12,497,216

3.7.3 Earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design.

With regard to the allocation of bottom line surplus to replenish reserves, the Sc151 officer's considered advice would be:

Priority Investment Fund	£155k (to extinguish ADM deficit)
Capital Receipts Generation Reserve	£70k (Capital receipts generation reserve part funds Valuation team's cost, and a top up is necessary to accord with their indicative 2018-19 costs.)
Balance Invest to Redesign Reserve	£448k
Total	£653k

3.7.4 Despite the proposed top ups, current predicted use of the Priority investment reserve means that it will likely expire by the end of 2018-19 as a funding source. Given the forecast use of earmarked reserves, Cabinet has previously approved a policy on earmarked reserves to ensure that earmarked reserves are focused on investment in areas where they can achieve most impact hence putting the balance for redistribution into "Invest to Redesign".

Schools Reserves

3.7.6 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. The net effect of an individual school's annual surplus or deficit is shown in a ring-fence reserve for the particular school.

3.7.7 Our Fairer Funding Regulations adopted by Council and Governing Bodies have traditionally precluded governing bodies from planning for a deficit position. This was changed last year to allow licensed deficits where a recovery plan is agreed and followed. However this flexibility only extended as far as there being a collective schools reserve surplus i.e.

"There is an arrangement in place whereby schools are allowed to plan for a deficit budget funded by a collective surplus of school balances held by the authority on behalf of schools."

3.7.8 As a consequence of month 2 monitoring report, CYP colleagues prepared a Cabinet report requesting that this consideration be temporarily withdrawn i.e.

- *Members allow an exception to the breach of the Fair Funding (Scheme for Financing Schools) Regulations for the financial year 2017-18.*

On the basis that

- *The deficit projected at the beginning of the year was £608,000, at the end of month 2 this had reduced to £428,000. The collective deficit will not exceed the budget position of £608,000.*

That report went on to reassure Cabinet that,

The actions that the Local Authority have put in place are detailed below:

- *Immediate work with all schools has ensured that the month 2 report details an improvement in the school balances of £180,000.*
- *All schools with a significant deficit have met with the Chief Officer for Children and Young People and relevant Finance officers. At these meetings the schools have outlined how they are intent to recover from the deficit with timescales.*
- *All recovery plans will be monitored on a monthly basis and Headteachers and Governing Bodies are held to account to ensure all the savings will be made.*
- *Where applicable the Cabinet Members for Finance and CYP will meet with schools in the autumn term to gain reassurance and an understanding of each recovery plan.*

3.7.9 Pleasingly, the summary outturn position is £175k surplus,

Opening reserves 2017-18 (Surplus)/Deficit	In Year position at Month 7 (Surplus)/Deficit	Difference reported from month 7 to outturn (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2017-18 (Surplus)/Deficit
(268,786)	823,090	(729,529)	93,561	(175,225)

3.7.10 Schools month 7 prediction was a collective use of £823k of reserves. Whilst an extraordinary Welsh Government grant of £344k in the last quarter of 2017-18 is anticipated to have had a knock on beneficial effect to their reserves, schools outperformed their intentions, such that they only collectively used £94k of their reserves, which suggests quality of forecasting could be improved.

3.7.11 Appendix 2 indicates the forecast position for each school, together with an explanation of variance provided by CYP colleagues.

3.7.12 Interpreting that, 12 schools started the year in deficit, 3 schools came out of deficit and a differing 3 went into deficit. So at the end of the year 12 schools remain in deficit, and in tracking the movement of just the 15 schools involved, the collective net deficit position for those involved went up by £188k. The situation is particularly influenced by secondary schools, with Chepstow Comprehensive School significantly outperforming its recovery plan to end the year at £158k surplus, but for King Henry, Caldicot and Monmouth to end the year at £162k, £101k and £424k deficit respectively.

3.7.13 Collectively school balances at the beginning of the financial year amounted to £269,000 surplus, given the year end position the following pattern is apparent.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)
2016-17	(269)
2017-18	(175)

3.7.14 Whilst extraordinary funding from WG and beneficial revisions to budgeted draw on reserves will sustain the reserve situation for longer than currently predicted, it remains unlikely that the collective level of reserves will sustain the traditional annual draw by schools on reserves in recent years, which will add additional focus by schools to address the need to remain within budget going forward rather than passporting the consequences to their reserves, given that collective flexibility is now pretty much exhausted.

4 REASONS

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

5 RESOURCE IMPLICATIONS

5.1 As contained in the report.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

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

7 CONSULTEES

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

8 BACKGROUND PAPERS

Outturn Monitoring Reports (Period 4), as per the hyperlink provided

<http://corphub/initiatives/Budgetmon/20172018/Forms/Q4.aspx>

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



Appendices (attached below)















Appendix 1 Mandated Savings Progress Report












Appendix 2 School Reserves

Appendix 1 – Savings Matrix






Disinvestment by Directorate 2017-18	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18	£000	£000	£000	£000	£000	£000	£000
Children & Young People	(395)	(395)	(395)	(395)	0	0	
Social Care & Health	(627)	(627)	(627)	(627)	0	0	
Enterprise	(84)	(84)	(83)	(84)	0	0	
Resources	(266)	(257)	(236)	(266)	0	0	
Chief Executives Units	(1,224)	(955)	(991)	(935)	(53)	(235)	
Corporate Costs & Levies	(118)	(118)	(98)	(98)	(20)	0	
Appropriations	(1,708)	(1,708)	(1,648)	(1,648)	0	(60)	
Financing	(885)	(885)	(885)	(885)	0	0	
DIRECTORATE Totals	(5,308)	(5,029)	(4,964)	(4,939)	(73)	(295)	











Ref	Children & Young People	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
		£000	£000	£000	£000	£000	£000	£000
B20	ALN	(150)	(150)	(150)	(150)			
	Resources - Removal of training budget	(8)	(8)	(8)	(8)			
	Resources - Loss of 3 posts within support services	(70)	(70)	(70)	(70)			
	Resources - Removal of professional fees for the directorate	(8)	(8)	(8)	(8)			
	Early Years - To remove the funding provided to childcare voluntary organisations - Wales PPA, Mudiad Meithrin & Clybiau Plant Cymru Kids' Club.	(15)	(15)	(15)	(15)			
Page 151	ALN - Reduce the Independent Special School Budget	(50)	(50)	(50)	(50)			
	Other - Reduction in pupil numbers	(81)	(81)	(81)	(81)			
	Other - Reduction in contribution required by EAS	(14)	(14)	(14)	(14)			
	CHILDREN & YOUNG PEOPLE Budgeted Savings Total	(395)	(395)	(395)	(395)	0	0	









Ref	Social Care & Health	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
		£000	£000	£000	£000	£000	£000	£000
34	Adult Social Care Service Transformation	(200)	(200)	(200)	(200)			
	Adults - Parity on pricing structure between day service and community meals	(25)	(25)	(25)	(25)			
	Adults - Development of café at Mardy park and establish private and business partnerships to develop catering services	(2)	(2)	(2)	(2)			
	Adults - Hire of Mardy Park outside or core hours	(1)	(1)	(1)	(1)			
Page 152	Adults - Restructure finance and benefits advice team to replace 2 posts on lower grades	(16)	(16)	(16)	(16)			
	Adults - Reduce IT Development budget	(10)	(10)	(10)	(10)			
	Adults - alignment of welfare benefits information, advice and assistance services	(13)	(13)	(13)	(13)			
	Adults - Detailed Contract Review	(56)	(56)	(56)	(56)			
	Adults - Terminate room rental in Abergavenny	(4)	(4)	(4)	(4)			
	Adults - Changing transport practice. two types of transport savings:- mileage incurred by staff to transport service users, and cost of providing transport	(27)	(27)	(27)	(27)			
	Adults - Review of transport policy to support people who can transport themselves	(32)	(32)	(32)	(32)			
	Adults - explore live in carer rather than hourly cost via care agency	(47)	(47)	(47)	(47)			
	Adults - income generation from MDMY	(3)	(3)	(3)	(3)			
	Public Protection - training provided during core time rather than over time	(7)	(7)	(7)	(7)			

Disinvestment by Directorate 2017-18		2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18		£000	£000	£000	£000	£000	£000	£000
	Public Protection - FSA Grant for food safety management work	(7)	(7)	(7)	(7)			
	Public Protection - Start charging for health export certificates	(3)	(3)	(3)	(3)			
	Public Protection - food standards sampling grant	(1)	(1)	(1)	(1)			
	Public Protection - Implement "buy with confidence" trader approval scheme	(3)	(3)	(3)	(3)			
	Public Protection - Regional Animal Health Coordination	(3)	(3)	(3)	(3)			
	Public Protection - WHoTS Coordination - recharge	(3)	(3)	(3)	(3)			
Page 153	Public Protection - Set up Primary Authority Partnership scheme for TS proactive work	(2)	(2)	(2)	(2)			
	Public Protection - Restructure of licensing team	(6)	(6)	(6)	(6)			
	Public Protection - Increase charge for marriages at Old Parlour Usk	(1)	(1)	(1)	(1)			
	Public Protection - Increase cost of certificates of "priority certificates"	(6)	(6)	(6)	(6)			
	Social Services income charge rise	(150)	(150)	(150)	(150)			
SOCIAL CARE & HEALTH Budgeted Savings Total		(627)	(627)	(627)	(627)	0	0	

Ref	Enterprise	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
		£000	£000	£000	£000	£000	£000	£000
	Development Plans - Reduce 'Premises' budget li	(2)	(2)	(2)	(2)			
	Development Plans - End membership of Severn I	(3)	(3)	(3)	(3)			
	Development Plans - Reduce 'Photocopying' budg	(2)	(2)	(2)	(2)			
	Development Plans - Reduce 'Postage' budget lin	(1)	(1)	(1)	(1)			
	Development Plans - Reduce 'Advertising' budget	(1)	(1)	(1)	(1)			
	Development Plans - Reduce 'Professional Fees' k	(8)	(8)	(8)	(8)			
Page 154	Development Management - Additional fee income from pre-application advice fee charges	(5)	(5)	(5)	(5)			
	Development Management - Move towards paperless planning files and consultations; reduction in copying and printing and postage	(5)	(5)	(5)	(5)			
	Development Management - Additional fee income from i) a new Fast Track pre-application advice service and ii) a new Fast Track applications service for householder	(2)	(2)	(2)	(2)			
	Development Management - Fee income from a new Completion certificates service for developers or solicitors/ householders buying and selling their home	(2)	(2)	(2)	(2)			
	Development Management - Reduce Professional & Specialist Fees budget (D080)	(9)	(9)	(9)	(9)			

Disinvestment by Directorate 2017-18		2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18		£000	£000	£000	£000	£000	£000	£000
	Building Control - Reduce supplies and services budget (£33k) by £2,638	(3)	(3)	(3)	(3)			
	Housing - Decision already made to end the joint/shared Housing Solutions Service with TCBC and re-align the service to an MCC only focus.	(20)	(20)	(20)	(20)			
	Housing - Replace Flare grants software with Ferret software	(6)	(6)	(6)	(6)			
	Housing - Continue to tackle the use of B & B through increased prevention and private sector housing development	(8)	(8)	(8)	(8)			
	Housing - Re-structure of Housing Renewal team	(6)	(6)	(6)	(6)			
ENTERPRISE Budgeted Savings Total		(84)	(84)	(83)	(84)	0	0	

Disinvestment by Directorate 2017-18		2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18		£000	£000	£000	£000	£000	£000	£000
	Fleet - To withdraw from renting Severn Bridge Social Club car park, Bulwark.	(9)	(9)	(9)	(9)			
	Fleet - To decrease general contracts maintenance budget	(5)	(5)	(5)	(5)			
	Fleet - Proactively market the scheme with a view to increase numbers.	(7)	(7)	(7)	(7)			
	Fleet - Restructure/redesign within the Transport Section (posts)	(9)	(9)	(9)	(9)			
	Fleet - Savings on spare parts	(12)	(12)	(12)	(12)			
Page 157	Fleet - Savings on consumables & outside contract work	(21)	(21)	(21)	(21)			
	Waste - Charge schools for the full cost of their waste collections and disposal	(30)	0	0	0		(30)	
	Waste - Reduce scheduled cuts and maintenance of Monmouth sports grounds to level of original lease agreement	(15)	0	0	0	(15)		
	Waste - Project Gwyrdd annuity payment from WG for 17-18	(70)	(70)	(70)	(70)			
	Waste - Increase bulky waste collection charges by 50% (£12 to £18) and reduce our contribution to Homemakers accordingly	(10)	(10)	(10)	(10)			

Chief Executive's Unit	2017/18 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
Waste - Additional income from trade waste	(10)	0	0	0		(10)	
Waste - Managing impact of reduced activity/ income on tree works	(24)	(24)	(24)	0	(24)		
Highways - reduction in maintenance budget to reflect impact of investment in new (led) lanterns	(8)	(8)	(8)	(8)			
Highways - reduce pumping station maintenance budget	(2)	(2)	(2)	(2)			
Highways - rsl veb1000 recycling plant : in place and operational saving	(14)	(14)	(14)	(14)			
Highways - welfare units : in place and operational saving	(10)	(10)	(10)	(10)			
Highways - overtime back office : adjust start and finish times	(2)	(2)	(2)	(2)			
Highways - sim cards : review and reduce where not required	(2)	(2)	(2)	(2)			

Disinvestment by Directorate 2017-18		2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18		£000	£000	£000	£000	£000	£000	£000
	Highways - review all wales tenders : subject to 2nd layer of reducing cost	(2)	(2)	(2)	(2)			
	Highways - cross hire within ops : use in house kit before hire	(1)	(1)	(1)	(1)			
	Highways - external hire	(2)	(2)	(2)	(2)			
	Highways - fill structure : release additional hours being worked	(3)	(3)	(3)	(3)			
	Highways - reduce the amount of scrim investigations undertaken each year.	(3)	(3)	(3)	(3)			
Page 159	Highways - reduce the amount of revenue structures maintenance undertaken each year.	(41)	(41)	(41)	(41)			
	Highways - to increase road closure charges by 50% and recover costs against appropriate capital scheme	(20)	(20)	(20)	(20)			
	Highways - to increase skips, scaffolding licences and street name & numbering fee by 50% in 2016/ 2017	(10)	(10)	(10)	(10)			
	Highways - to extend charges to other services (to be identified by working group)	(7)	(7)	(7)	(7)			
	Property Services - Train existing staff to carry out risk assessments	(25)	(25)	(25)	(25)			
	Property Services - To withdraw the 60% of the Corporate Procurement Training budget.	(6)	(6)	(6)	(6)			
	Property Services - Non replacement of Shared Facilities Manager, following resignation. (£11,500 saving)	(7)	(7)	(7)	(7)			

Disinvestment by Directorate 2017-18

REVENUE MONITORING 2017-18

2017/18
Budgeted
Savings

£000

Value of
Saving
forecast at
Month 2

£000

Value of
Saving
forecast at
Month 7

£000

Value of
Saving
achieved at
Outturn

£000

Delayed
Savings














£000












Savings deemed
Unachievable
YTD








£000

Traffic Light based Risk
Assessment

£000

	Property Services - Mouton House Restructure	(19)	(19)	(19)	(19)			
	Property Services - Increase School meal price from £2.00 to £2.10 (5p already in MTFP)	(21)	(21)	(21)	(21)			
	Property Services - flexible retirement, reduced 5 days to 3	(11)	(11)	(11)	(11)			
	Property Services - Vehicles – reduction in leasing costs for courier vehicles	(2)	(2)	(2)	(2)			
	Property Services - Press Notices – cease advertising Bank Holiday office closures in the Press	(3)	(3)	(3)	(3)			
	Property Services - Refreshment provision – cease providing refreshment supplies	(1)	(1)	(1)	(1)			
Page 161	Property Services - Increase the time between risk assessments for Legionella, Asbestos, Fire & Glazing from the current 2/3 years to minimum of 5 years	(10)	(10)	(10)	(10)			
	Property Services - 10% reduction in corporate building maintenance reactive budget	(54)	(54)	(54)	(54)			
	Property Services - Realignment of budget for previous efficiencies achieved	(15)	(15)	(15)	(15)			
	Recycling Plant	(70)	(70)	(70)	(70)			
	Whole Place	(100)	0	(35)	(35)	0	(65)	
	Pension Contribution Savings	(160)	(160)	(160)	(160)			
	Procurement Savings	(100)	0	0	0		(100)	
	CHIEF EXECUTIVES' UNIT Budgeted Savings Total	(1,224)	(955)	(991)	(935)	(53)	(235)	

Ref	Resources	2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
		£000	£000	£000	£000	£000	£000	£000
	Finance - Delete two part time vacant posts from structure (Cashiers & Systems)	(31)	(31)	(31)	(31)			
	Finance - Revise and reduce the structure of the Benefits Shared service thereby reducing MCC's annual contribution	(20)	(20)	(20)	(20)			
	Finance - Reduce the Sections budget for postage costs to reflect the planned shift to automation, email and self service through the web	(6)	(6)	(6)	(6)			
Page 162	Finance - Release savings from Security Carrier tender evaluation	(10)	(10)	(10)	(10)			
	Finance - Cancel contract for folding machine maintenance to reflect reduced mail in 5.3 and planned moved to outsourcing of mail to Canon	(4)	(4)	(4)	(4)			
	Finance - Savings in insurance fees and studies	(30)	(30)	(30)	(30)			
	Finance - Cut the budget for consultancy across the Division	(22)	(22)	(22)	(22)			
	Finance - Reduce the number of cases referred to external Enforcement Agents	(5)	(5)	(5)	(5)			
	Finance - Training budget internal audit	(7)	(7)	(7)	(7)			
	Digital - Reduction in Enterprise Agreement	(13)	(13)	(13)	(13)			
	Digital - General reduction in laptop replacement budget	(30)	(30)	(30)	(30)			

Disinvestment by Directorate 2017-18		2017/18 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment
REVENUE MONITORING 2017-18		£000	£000	£000	£000	£000	£000	£000
	Digital - Specific Server virtual management software no longer required, using existing software to remove cost	(23)	(23)	(23)	(23)			
	Estates - Removal of Assistant Markets Officer Post	(23)	(18)		(23)	0		
	Estates - Community Development Officer - 3 to 2 days	(7)	(3.5)		(7)	0.0		
	Estates - Facilities Officer reduced hours	(16)	(16)	(16)	(16)			
	Estates - Savings from Solar Farm	(9)	(9)	(9)	(9)			
	People, HR - Generate income from selling training	(5)	(5)	(5)	(5)			
	People, HR - Stop producing paper payslips for schools and move to electronic payslips	(5)	(5)	(5)	(5)			
	RESOURCES Budgeted Savings Total	(266)	(257)	(236)	(266)	0	0	

Ref	Corporate Costs & Levies	2017/18 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
	Crematoria Income	(98)	(98)	(98)	(98)			
	Grant Audit Fees	(20)	(20)	0	0	(20)		
	CORPORATE COSTS Budgeted Savings Total	(118)	(118)	(98)	(98)	(20)	0	

Ref	Appropriations	2017/18 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
	MRP Supported borrowing	(1,536)	(1,536)	(1,536)	(1,536)			
	Headroom in appropriations	(12)	(12)	(12)	(12)			
	Solar Farm income	(160)	(160)	(100)	(100)		(60)	
	APPROPRIATIONS Budgeted Savings Total	(1,708)	(1,708)	(1,648)	(1,648)	0	(60)	

Ref	Financing	2017/18 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
	Reduced demand for CTRS payments	(370)	(370)	(370)	(370)			
	CT Base, rate & number of properties	(515)	(515)	(515)	(515)			
	FINANCING Budgeted Savings Total	(885)	(885)	(885)	(885)	0	0	

Appendix 2 – Individual Schools Reserves

	Opening reserves 2017-18 (Surplus)/ Deficit	In Year position at Month 7 (Surplus)/ Deficit	Difference reported from month 7 to outturn (Surplus)/ Deficit	Outturn Position (Surplus)/ Deficit	Closing Reserves at year end 2017-18 (Surplus)/ Deficit	Notes
Abergavenny cluster						
King Henry VIII Comprehensive School	139,355	107,272	(84,167)	23,105	162,460	£24k Welsh Government Schools Revenue Maintenance Grant ; over estimation of potential supply costs coupled with the good attendance record of staff; Actual income generated through Education Achievement Service /Pioneer School to School work eventually exceeded £160k and Parent support for payment for sports transport.
Cantref Primary School	(52,766)	12,043	(25,242)	(13,199)	(65,965)	£7k Welsh Government Schools Revenue Maintenance Grant. £5k additional bids approved from EAS for various project work. £7k savings achieved against premises related budgets, plus £2.5k additional band funding received in Q4 to support pupils with ALN.
Deri View Primary School	(27,297)	25,586	(38,289)	(12,703)	(40,000)	£9k Welsh Government Schools Revenue Maintenance Grant ; £11k Education Achievement Service Income received after October 2017; A saving against actual costs of £9k on Premises costs relating to Building Maintenance, and Utilities (Gas & Electricity) £18k of unallocated grants at Month 7 (new Head teacher from 1/9/17)
Gilwern Primary School	(39,636)	5,729	(18,346)	(12,617)	(52,253)	£7k Welsh Government Schools Revenue Maintenance Grant. Teacher estimated within forecast as M6 on teachers pay spine actually paid on M1 as Maternity Leave cover.
Goytre Fawr Primary School	(25,371)	25,370	(10,802)	14,568	(10,803)	£7k Welsh Government Schools Revenue Maintenance Grant ; £7k of Grants (Education Improvement Grant and Pupil Development Grant) unallocated in October 2017 but utilised against existing staff/resources expenditure.

Llanfoist Fawr Primary School	(68,056)	42,110	(23,634)	18,476	(49,580)	£7k Welsh Government Schools Revenue Maintenance Grant; £18k unallocated Grants (Education Improvement Grant and Pupil Development Grant) unallocated at October 2017 but subsequently the majority allocated against Support Staff costs.
Llantillio Pertholey CiW Primary School (VC)	(20,967)	20,765	(4,238)	16,527	(4,440)	
Llanvihangel Crucorney Primary School	3,117	13,370	(16,998)	(3,628)	(511)	£4k Welsh Government Schools Revenue Maintenance Grant ; £16k of unallocated grants (Small and Rural Schools, Education Improvement Grant and Pupil Development Grant) at M7 some of which utilised against existing staff (Head teacher release) and resources costs.
Our Lady and St Michael's RC Primary School (VA)	(45,505)	45,417	7,172	52,589	7,084	
Ysgol Gymraeg Y Fenni	(48,966)	19,883	(29,882)	(9,999)	(58,965)	£8k Welsh Government Schools Revenue Maintenance Grant ; £7k Education Achievement Service Income; £7k underspend on Supplies and Services due to revised spending plans ; £3k unutilised spend on Building Maintenance and £5k unallocated grant as at M7 subsequently allocated to existing support staff costs.
Caldicot cluster						
Caldicot Comprehensive School	(33,736)	169,544	(35,171)	134,373	100,637	£32k Welsh Government Schools Revenue Maintenance Grant
Archbishop Rowan Williams CiW Primary School (VA)	(49,657)	20,226	(50,024)	(29,798)	(79,455)	£7k Welsh Government Schools Revenue Maintenance Grant; £18k Head teacher Secondment Savings ; £13k unallocated Grants (Education Improvement Grant and Pupil Development Grant) at M7 subsequently allocated to Support Staff costs.£4k unrequired Building Maintenance allocation: Two Teachers on Welsh Sabbaticals during the Spring Term.
Castle Park Primary School	46,115	10,093	(12,549)	(2,456)	43,659	£7k Welsh Government Schools Revenue Maintenance Grant and additional ALN band funding to support pupils.
Dewstow Primary School	(90,125)	(3,019)	(12,482)	(15,501)	(105,626)	£7k Welsh Government Schools Revenue Maintenance Grant
Durand Primary School	(53,931)	8,962	(26,696)	(17,734)	(71,665)	£7k Welsh Government Schools Revenue Maintenance Grant plus £5k additional band funding received in Q4 to support pupils with ALN. Supplies and services budget came in on target when a £6k overspend was previously anticipated at Month 7.

Magor CiW Primary School (VA)	(35,179)	44,475	9,931	54,406	19,227	
Rogiet Primary School	(34,184)	12,365	(4,326)	8,039	(26,145)	
Undy Primary School	50,037	(19,041)	(2,775)	(21,816)	28,221	
Ysgol Gymraeg Y Ffin	67,410	27,835	(57,629)	(29,794)	37,616	£6k Welsh Government Schools Revenue Maintenance Grant plus additional bids approved to the value of £10k from the EAS for various project work. In addition, a considerable amount of PDG and EIG was realigned in the latter stages of the financial year against expenditure previously expected to have been incurred against school budget.
Chepstow cluster						
Chepstow Comprehensive School	81,068	(97,588)	(141,936)	(239,524)	(158,456)	Income was far higher than projected due to higher than anticipated claims on the absence insurance that is in place (sickness absence unpredictable) and EAS projects that we were unaware of at the start of the financial year. Savings on utilities: Water and Gas. Savings on ancillary staff as a number of TLA posts could not be filled but conversely this was then spent on supply. In order to be consistent Chepstow School applied the same accruals/prepayment methodology as in the last financial year as the school wish to use a standard set of budgetary principles. As the school was projecting favourably in month 7, that accruals/prepayment methodology was not applied at that point to the forecasted outturn as the main prepayment that has such an effect on the projected year end is exam entries and in month 7 we were only just enrolling for Welsh BACC and BTEC's.
Pembroke Primary School	(8,826)	1,063	7,582	8,645	(181)	
Shirenewton Primary School	(87,369)	(21,568)	(9,662)	(31,230)	(118,599)	
St Mary's Chepstow RC Primary School (VA)	13,192	(16,225)	(3,022)	(19,247)	(6,055)	
The Dell Primary School	(46,094)	21,637	2,292	23,929	(22,165)	
Thornwell Primary School	20,534	(27,341)	16,372	(10,969)	9,565	Long term sickness absence of two teachers and one Support Staff member during late Autumn 2017 and Spring 2018 terms. Additional Supplies and Services costs due to increased pupil numbers.

Monmouth cluster						
Monmouth Comprehensive School	100,573	265,000	58,378	323,378	423,951	Supply cover costs were an additional £30k more than anticipated due to an increase in cover requirements owing to changes to public examinations specifications, with the introduction of non-examination assessments and orals, and the need to maintain continuity of learning in the absence of staff in key areas. General maintenance and repair of IT equipment not being taken through to the new school incurred costs of £4.5k. Supply costs and professional fees to cover other staff related absences resulted in increased costs of £10,695. A budgeted shortfall in a secondment position also created a shortfall of £12k.
Cross Ash Primary School	(45,620)	9,096	(22,832)	(13,736)	(59,356)	£7k Welsh Government Schools Revenue Maintenance Grant; Maternity Leave of an established and experienced member of the teaching staff covered by a less expensive supply teacher.
Kymin View Primary School	(10,294)	(5,580)	(18,783)	(24,363)	(34,657)	£6k Welsh Government Schools Revenue Maintenance Grant, plus additional bids approved from EAS for various project work.
Llandovery Primary School	9,736	7,161	(4,448)	2,713	12,449	
Osbaston CiW Primary School (VC)	(18,570)	18,079	(144)	17,935	(635)	
Overmonnow Primary School	(3,959)	16,849	(41,279)	(24,430)	(28,389)	£11k Welsh Government Schools Revenue Maintenance Grant ; £26k Education Achievement Service Income received in February and March 2018 ; £8k Education Improvement Grant and Pupil Development Grant unallocated at Month 7 subsequently allocated to existed Support Staff costs.
Raglan CiW Primary School (VC)	111,977	54,207	(18,441)	35,766	147,743	£7k Welsh Government Schools Revenue Maintenance Grant, plus additional bids approved from EAS for various project work.
Trellech Primary School	(85,762)	10,271	(12,159)	(1,888)	(87,650)	£6k Welsh Government Schools Revenue Maintenance Grant, plus £7k additional band funding received in Q4 to support pupils with ALN.
Usk CiW Primary School (VC)	(56,108)	41,235	(48,047)	(6,812)	(62,920)	£8k Welsh Government Schools Revenue Maintenance Grant ; £13k unrequired Building Maintenance allocation at year end ; £23k Education Achievement Service Income received in February and March 2018 ; Allocation of Administrative and Caretaking costs to the Community Education Centre Budget.

	(344,862)	865,281	(672,276)	193,005	(151,857)	
Special Schools						
Mounton House Special School	142,417	(75,670)	(33,163)	(108,833)	33,584	£4k Welsh Government Schools Revenue Maintenance Grant, £10k savings achieved against premises related budgets. £20k cluster funding received, where budgeted spend will be incurred in 18-19.
E095 Pupil Referral Unit	(66,340)	33,479	(24,090)	9,389	(56,951)	£13k PDG awarded to the PRU via the EAS late in the financial year which was aligned to existing expenditure already incurred. In addition, grant funding linked to ALN innovation was awarded and AWPU reclaims were utilised to support provision put in place for those pupils.
	76,077	(42,191)	(57,253)	(99,444)	(23,367)	
	(268,786)	823,090	(729,529)	93,561	(175,225)	

Appendix 3 – Capital Slippage Analysis

SELECT	Budget Holder	SCHEME TITLE	Year End Slippage Request	Amount Proposed for endorsement	Amount endorsed but proposed to be added back expenditure year is certain	Amounts not proposed for endorsement
CYP	Simon Kneafsey	New Monmouth Comp – 21c Schools	-9,281,832	-9,281,832		
CYP	Simon Kneafsey	New Caldicot School – 21c Schools	-4,627,357	-4,627,357		
CYP	Simon Kneafsey	Welsh Medium Secondary (Joint Project)	-1,000,000	-1,000,000		
CYP	Rob O'Dwyer	Chepstow School – Removal & Replacement of Asbestos Cladding Panels	-15,000	-15,000		
CYP	Rob O'Dwyer	Usk Primary: Remodel Entrance, Office & Shower	-26,469	-26,469		
CYP	Sian Hayward	Schools ICT Outline Business Case	-351,233	-351,233		
SCOMM	Rob O'Dwyer	Generic - Asbestos removal	-27,281	0		-27,281
SCOMM	Rob O'Dwyer	Generic - Radon response	-7,610	0		-7,610
SCOMM	Rob O'Dwyer	Aber Castle - Refurb to prolong & cons ancient walls	-22,492	-22,492		0
SCOMM	Rob O'Dwyer	Monitor & update fire & intruder alarms	-3,910	-3,910		
SCOMM	Rob O'Dwyer	Generic - Fire Safety remedial works to ensure compliance	-5,391	0		-5,391

		with 2005 regulatory reform			
SCOMM	Rob O'Dwyer	Abergavenny LC - Replace CHP Plant	-21,240	-21,240	
SCOMM	Rob O'Dwyer	Hilston Park: Internal Areas	-7,500	0	-7,500
SCOMM	Rob O'Dwyer	Chepstow Museum: Repair External Lime Render	-12,584	-12,584	
SCOMM	Rob O'Dwyer	Generic - Rectification after Fixed Wire Testing	-6,756	0	-6,756
SCOMM	Rob O'Dwyer	Shire Hall – Emergency Structural Investigation and repairs to staircase	-7,500	-7,500	
SCOMM	Deb Hill -Howells	Community Hubs	-51,122	0	-51,122
SCOMM	Dan Davies	Caldicot Castle Kitchen	-10,071	0	-10,071
SCOMM	Mike Moran	Monmouth Sports Ground Drainage	-1,902	0	-1,902
SCOMM	Ben Winstanley	Non County Farms Fixed Asset Disposal Costs	-84,874	-84,874	
SCOMM	Roger Hoggins	Car Park Granville St & Wyebridge St	-152,214	-152,214	
SCOMM	Mathew Lewis	Structural Repairs - PROW	-22,647	-22,647	
SCOMM	Paul Keeble	Footway Reconstruction	-99,445	-99,445	
SCOMM	Paul Keeble	Carriageway Resurfacing - Various	-52,562	-52,562	
SCOMM	Paul Keeble	Safety Fence Upgrades	-71,370	-71,370	
SCOMM	Mark Davies	Signing Upgrades And Disabled Facilities	-23,091	-23,091	
SCOMM	Mark Davies	Road Safety & Trafficman Programme	-75,088	-75,088	
SCOMM	Sian Hayward	Purchase of Sharepoint and Active Directory Licences	-5,572	0	-5,572
SCOMM	Lisa Widenham	Upgrade to the Agresso system	-9,888	-9,888	

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SCOMM	Lisa Widenham	Provision of online facilities Revenue's section	-13,000	-13,000	
SCOMM	Shirley Wiggam	Low Cost Home Ownership	-112,293	0	-112,293
SCOMM	Deb Hill-Howells - Ben Winstanley	County Farms Maintenance & Reinvestment	-30,000	-30,000	
SCOMM	Mike Moran	Sc 106 Multi Use Games Area Bayfield Open Space	-5,470	0	-5,470
SCOMM	Mike Moran	S106 – Recreation Croesonen	-6,129	0	-6,129
SCOMM	Debbie McCarty	S106 – Town Centre Partnership	-1,700	-1,700	
SCOMM	Mike Moran	S106 Crick Wildlife Garden (Caer Off Site)	-10,866	-10,866	
SCOMM	Mike Moran	S106 Mardy Allotments (Croesonen)	-18,900	0	-18,900
SCOMM	Mike Moran	S106 Croesonen Play Park (Croesonen)	-14,527	-14,527	
SCOMM	Mike Moran	S106 Monmouth Petanque Floodlights (Monmouth)	-2,493	0	-2,493
SCOMM	Mike Moran	S106 Monmouth Gateway (Monmouth)	-20,000	0	-20,000
SCOMM	Mike Moran	S106 St Thomas Church Refurb (Monmouth)	-2,000	-2,000	
SCOMM	Mike Moran	S106 Wyesham Community Woodland (Monmouth)	-21,000	-21,000	
SCOMM	Mike Moran	S106 Destination Play Area (Monmouth)	-85,000	0	-85,000
SCOMM	Mike Moran	S106 Drybridge Nature Park (Monmouth)	-9,537	-9,537	
SCOMM	Mike Moran	S106 Cricket Wicket and Changing Rooms (Little Mill)	-20,000	-20,000	
SCOMM	Mike Moran	S106 Little Mill Trail (Little Mill)	-27,720	0	-27,720
SCOMM	Mike Moran	S106 Gilwern Fitness Equip (Ty Mawr)	-7,065	0	-7,065

SCOMM	Mike Moran	S106 Gilwern Petanque Terrain (Ty Mawr)	-3,960	0	-3,960
SCOMM	Mike Moran	S106 Heaven Scent Garden (Ty Mawr)	-945	0	-945
SCOMM	Mike Moran	S106 Clydach Playing Field Barrier (Ty Mawr)	-70	-70	
SCOMM	Mike Moran	S106 Gilwern Bowling Green (Ty Mawr)	-496	-496	
SCOMM	Mike Moran	S106 Gilwern Playing Field Improvements (Ty Mawr)	-10,190	-10,190	
SCOMM	Mike Moran	S106 Incredible Edible Project (Ty Mawr)	-1,215	-1,215	
SCOMM	Mike Moran	S106 - Upgrading play area Caldicot Castle	-8,935	-8,935	
SCOMM	Mike Moran	Rogiet Playing Field Car Park and Magor GRIP study	-40,084	-40,084	
SCOMM	Mike Moran	S106 Gilwern Towpath Upgrade (Cae Meldon)	-18,000	-18,000	
SCOMM	Mike Moran	S106 Gilwern Scooter Park (Cae Meldon)	-21,555	-21,555	
SCOMM	Mike Moran	S106 Gilwern Comm Centre Heating (Cae Meldon)	-11,475	-11,475	
SCOMM	Mike Moran	S106 Gilwern OEC (Cae Meldon)	-56,802	-56,802	
SCOMM	Mike Moran	New Playing Pitches (Clydach Juniors – Cae Meldon)	-53,000	-53,000	
SCOMM	Mike Moran	S106 Llanelly Hill Welfare Car Park (Cae Meldon)	-22,441	-22,441	
SCOMM	Mike Moran	Cae Meldon S106 Off Site Recreation	-23,020	-23,020	
E&D	Rob O'Dwyer	Replacement Cattle Market	-183,357	-183,357	
E&D	Amy Longford	Caerwent House, Major Repairs	-50,800	-50,800	
E&D	Ben Winstanley	Solar Farm – Oak Grove	-505,740	-505,740	

E&D	Deb Hill Howells	Sc106 Woodstock Way Linkage Scheme	-226,504	-226,504		
			-17,730,290	-17,317,110	-214,712	-198,468

Children and Young People Select Committee Actions

17th May 2018

Agenda Item:	Subject	Officer	Outcome and Responses provided by Officers to Committee Members between meetings
4	School Meal Debt	Nikki Wellington/Will McLean	Addition that the first line of contact is the school and contact details of how to access help. School to attempt to resolve debt before handing the debt over to the LA. Headteachers to be told to follow guidance for a consistent approach.
5	Kerbcraft	Roger Hoggins	Pass appreciation of Committee to staff on improved status and effectiveness of scheme. Annual monitoring to commence (instead of 6 monthly)
6	ALN Review	Will McLean	Minutes to be added to consultation process
7	Transfer of Free School Meal entitlement from Education to Revenue	Nikki Wellington/Will Mclean	Concern of Select Committee to be passed on to Welsh Government regarding use of PLASC data to allocate Pupil Deprivation Grant

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Monmouthshire's Scrutiny Forward Work Programme 2018

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Special Joint Select with CYP 18th June Joint with CYP	Chief Officers Annual Report (Social Services)	To scrutinise the progress of social services and the future strategic direction.	Claire Marchant	Performance Monitoring
	Safeguarding Reporting	To discuss the performance of safeguarding of adults and children at year end.	Claire Marchant	Performance Monitoring
	Disabled Facility Grants	Report on the progress implementing disabled adaptations further to the additional funding received for 2017/18.	Ian Bakewell	Performance Monitoring
28th June 2018	Care Leavers Policy	Scrutiny of the new policy to exempt care leavers up to the age of 25 from paying council tax.	Ruth Donovan	Pre-decision Scrutiny
	Draft Partnership Agreement between Local Authority and School Governing Bodies	Pre-decision scrutiny of the draft partnership agreement.	Cath Sheen	Pre-decision Scrutiny
	Draft NEET Reduction Strategy	Pre-decision scrutiny of the strategy to reduce the number of young people Not Engaged in Education, Employment or Training (NEET) aged 16-24. The strategy is out for consultation until 18 th May and will be considered by Cabinet on 4 th July.	Hannah Jones	Pre-decision Scrutiny
	Review of Additional Learning Needs and Inclusion Services	To discuss the feedback following the statutory consultation on the review of Additional Learning Needs and Inclusion Services	Debbie Morgan Will Mclean	Policy Development
	Budget Monitoring - Revenue and Capital Outturn report	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2018

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Special Meeting July TBC	Provision for Syrian Refugees	Evaluation report on the support provided for Syrian refugee children	King Henry Comprehensive to be invited	Policy Development
	Annual Performance reports 2017/18	Scrutiny of progress against the Council's well-being objectives set for 2017/18 and the monitoring of performance against national performance indicators.	Richard Jones	Performance Monitoring
	Supporting People Service Review 2018-19	Usual reporting focusses on funding for the next financial year, however, this year we are delivering a status quo funding budget in line with Welsh Government's intention to maintain Supporting People budgets for the forthcoming year. A service review in 2018/19 will lead to the utilisation of the flexible funding options recently announced by Welsh Government.	Chris Robinson	Performance Monitoring
September TBC	Education Achievement Service	Report on performance 17/18 and briefing on regional financial policy.	Susan Radford, Blaenau Gwent CBC	Performance Monitoring

Future Agreed Work Programme Items: Dates to be determined

- **Play Provision ~ October TBC.**
- **2nd Phase Family Support Review**
- **School Placement Capacity ~** numbers in the south of the county considering the new housing developments planned.
- **Nursery provision -** the plans for welsh government to give 30 hours free childcare for nursery age - report back when the remit of delivery has been finalised by Welsh Government.
- **Verbal update report on Free School Meal assessment (via the Benefits Team).**

Monmouthshire's Scrutiny Forward Work Programme 2018

- **Additional Learning Needs** – Review and provision/ALN Bill/Readiness and training
- **Schools** – quality indicators from new inspection framework/how categorisation works and actions taken to support improvement/EIB and Intervention Monitoring/ Donaldson Report on Successful Futures. Review of 21st Century Schools.
- **Service Pressures** for the council and schools.
- **Inclusion updates** – wellbeing/attitudes to learning/supporting the pupil voice
- **Non-maintained/Early Years** – provision/outcomes/childcare offer
- **National Categorisation/Estyn outcomes** –Progress towards addressing recommendations
- **Post 16 education provision/Apprenticeships/Engagement and progression**
- **Welsh Education Strategic Plan** – annual update
- **Childcare sufficiency** – annual update
- **Play Sufficiency** – annual update
- **Children's Mental Health and Counselling Services**
- **Well-being reporting (obesity, eating disorders etc)**
- **Gwent Ethnicity Network Grant and support for refugees and asylum seekers**
- **Young Carers Strategy** ~ Implementation of the first year
- **Flying Start** ~ presentation for information

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

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

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Cabinet, Council and Individual Cabinet Member Decisions (ICMD) Forward Plan

Monmouthshire County Council is required to publish a forward plan of all key decisions to be taken. Council and Cabinet items will only be considered for decision if they have been included on the planner no later than the month preceding the meeting, unless the item is considered urgent.

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Cabinet	06/06/2019	Budget Monitoring report - month 12 (period 3) - outturn	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/2018	
Cabinet	03/04/2019	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 9 held on the 7th March 2019.	Dave Jarrett	17/04/2018	
Cabinet	06/03/2019	2019/20 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2019/20 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2018/19 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.	Dave Jarrett	17/04/2018	
Cabinet	06/02/2019	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 8 held on the 17th January 2019.	Dave Jarrett	17/04/2018	
Cabinet	09/01/2019	Final Draft Budget Proposals or recommendation to Council.		Joy Robson	17/04/2018	
Cabinet	09/01/2019	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 7 held on the 13th December 2018.	Dave Jarrett	17/04/2018	
Cabinet	09/01/2019	Budget Monitoring report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/2018	
Cabinet	05/12/2018	Reorganisation of ALN and Inclusion Services update	Cabinet consider objections received on the Reorganisation	Debbie Morgan	25/05/2018	
Cabinet	05/12/2018	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 6 held on the 25th October 2018.	Dave Jarrett	17/04/2018	
Cabinet	05/12/2018	Council Tax Base 2019/20 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2019/20 and to make other necessary related statutory decisions	Sue Deacy/Ruth Donovan	17/04/2018	

Cabinet	05/12/2018	Reviews of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2019/20	Mark Howcroft	17/04/2018	
Cabinet	07/11/2018	MTFP and Budget Proposals for 2019/20	To provide Cabinet with Revenue Budget proposals for 2019/20 for consultation purposes	Joy Robson	17/04/2018	
Cabinet	07/11/2018	Capital Budget Proposals	To outline the proposed capital budget for 2019/20 and indicative capital budgets for the 3 years 2020/21 to 2022/23	Joy Robson	17/04/2018	
Cabinet	03/10/2018	Welsh Church Funding Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2018/19, Meeting 5 held on the 20th September 2018.	Dave Jarrett	17/04/2018	
Council	20/09/2018	Well-being Objectives and Statement Annual Report 2017/18	For Council to approve the Annual Report 2107/18 on MCCs wellbeing objectives and statement	Richard Jones	30/05/2018	
Council	20/09/2018	Fairtrade		Hazel Clatworthy	24/05/2018	
Cabinet	05/09/2018	Childacre Offer		Rebecca Davis	12/06/2018	
Cabinet	05/09/2018		For Cabinet to approve targets for performance indicators set in the Corporate Plan 2017-22	Richard Jones	30/05/2018	
Cabinet	05/09/2018	Corporate Plan 2017-2022 target setting				
Cabinet	05/09/2018	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 4 held on the 26th July 2018	Dave Jarrett	17/04/2018	
Cabinet	05/09/2018	Budget Monitoring report - Month 2 (period 1)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/2018	
Cabinet	05/09/2018	Recommendations on the review of ALN & Inclusion Services	Cabinet to receive recommendations based on the consulta	Debbie Morgan	25/05/2001	
Cabinet	05/09/2018	Regional Safeguarding Board Annual Report		Claire Marchant		
Cabinet	05/09/2018	S106 Procedure Note and S106 Guidance Note	DEFERRED from May	Mark Hand		
Council	26/07/2018	Shadow Board recruitment for the ADM		Cath Fallon	15/06/2018	
Council	26/07/2018	Stock Transfer – Promises Kept/Missed & Added Value		Ian Bakewell	08/06/2018	
Council	26/07/2018	Audit Committee Annual Report		Wendy Barnard	24/05/2018	
Council	26/07/2018	Strategic Development Plan (SDP) Responsibility Authority Report		Mark Hand	09/05/2018	
Council	26/07/2018	Resource Strategy	To comprise Commercial; Procurement; People; Digital; Financial strategies	Peter Davies	23/04/2018	

Council	26/07/2018	Childrens Services Annual Report		Claire Marchant	23/04/2018	
Cabinet	26/07/2018	Chief Officer Annual Report		Claire Marchant		
ICMD	25/07/2018	Housing Renewal Policy		Ian Bakewell	17/05/2018	
ICMD	25/07/2018	B&B Policy		Ian Bakewell	17/05/2018	
Cabinet	25/07/2018	Youth Enterprise			20/06/2018	
Cabinet	25/07/2018	Borough Theatre			20/06/2018	
Cabinet	25/07/2018	Events			20/06/2018	
Cabinet	25/07/2018	Month 2 Budget Report			20/06/2018	
ICMD	11/07/2018	Workforce Update Report - Children's Services		Claire Robins	07/06/2018	
ICMD	11/07/2018	'Disposal of land adjacent to A40 at Monmouth for	DEFERRED from June	Gareth King/Cllr P Murphy	03/05/2018	13/06/2018
Cabinet	04/07/2018	Disposal of Land between Llanishen and Trellech	To declare approx 36 acres of land between	Gareth King	15/06/2018	
Cabinet	04/07/2018	Care Leavers Report		Ruth Donovan	07/06/2018	
Cabinet	04/07/2018	Restructure of attractions services in TLCY		Tracey Thomas	07/06/2018	
Cabinet	04/07/2018	Care Home Fees		Claire Marchant	14/06/2018	
Cabinet	04/07/2018	Review of ALN & Inclusion Services	Cabinet to consider the results of the statutory consultation	Debbie Morgan	25/05/2018	
Cabinet	04/07/2018	School Meal Debt Management		Roger Hoggins	17/05/2018	
Cabinet	04/07/2018	Draft NEET Reduction Strategy		Hannah Jones	08/05/2018	
Cabinet	04/07/2018	Inspire Programmes (Inspire2Achieve and Inspire2Work)	DEFERRED	Hannah Jones	08/05/2018	
Cabinet	04/07/2018	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 3 held on the 21st June 2018.	Dave Jarrett	17/04/2018	
Cabinet	04/07/2018	The delivery of budget savings for 2018/19.	To provide Cabinet with a level of comfort and reassurance around the delivery of Budget savings for 2108/19	Peter Davies	15/04/2018	
Cabinet	04/07/2018	Crick Road Business Case	ITEM DEFERRED	Colin Richings		
Cabinet	04/07/2018	The Knoll, Section 106 funding, Abergavenny	DEFERRED from June	Mike Moran		07/03/2018
Cabinet	04/07/2018	Chippenham Mead Play Area	DEFERRED from 6/6/18	Mike Moran		
ICMD	27/06/2018	REALLOCATION OF SECTION 106 FUNDING, MONMOUTH		Mike Moran	08/06/2018	
ICMD	27/06/2018	Definitive Map Modification Order Section 53 (C) (i) Wildlife & Countryside Act 1981 Restricted Byway (53-16) Great Panta Devauden		Paul Keeble/Cllr B Jones	31/05/2018	
ICMD	27/06/2018	Planning advice charges for LDP candidate sites.		Mark Hand	24/05/2018	Report deleted from Planner 7/6/18
ICMD	27/06/2018	Early help Duty and Assessment – Hierarchy Update – Service Manager		Claire Robins	24/05/2018	
Council	21/06/2018	Corporate Parenting Strategy		Claire Marchant	07/06/2018	
Council	21/06/2018	Plastic Free County		Hazel Clatworthy	24/05/2018	
Council	21/06/2018	Joint Scrutiny of the City Deal		Hazel Ilett	30/04/2018	

Council	21/06/2018	Safeguarding Evaluative Report		Claire Marchant		
ICMD	13/06/2018	Housing Restructure		Ian Bakewell	17/05/2018	
ICMD	13/06/2018	Re-fit Cymru programme	To seek approval to enter into a contract with Local Partnerships to utilise their framework to access	Deb Hill Howells/Phil Murphy	10/05/2018	
ICMD	13/06/2018	Supporting People contract procurement exemptions		Chris Robinson	10/04/2018	
ICMD	13/06/2018	Children with Disability - Hierachy Update		Claire Robins	05/03/2018	15/02/2018 Report
Cabinet	06/06/2018	Twr Mihangel Section 106 Funding		Mike Moran	18/05/2018	
Cabinet	06/06/2018	Section 106 Off-Site Play Contributions		Mike Moran	18/05/2018	
Cabinet	06/06/2018	ADM Update		Tracey Thomas	18/05/2018	
Cabinet	06/06/2018	Proposed 25 year lease of Former Park Primary , Abergavenny, to Abergavenny Community Trust		Nicola Howells	15/05/2018	
Cabinet	06/06/2018	Council Response to the LGR Green Paper		Matt Gatehouse	14/05/2018	
Cabinet	06/06/2018	Revenue and Capital Monitoring 2017/18 Outturn	To provide Members with information on the outturn	Mark Howcroft	17/04/2018	09/03/2018
Cabinet	06/06/2018	Welsh Church Fund Working Group	The purpose of this combined report is to make recommendations to Cabinet on the Schedule of	Dave Jarrett	17/04/2018	
Cabinet	06/06/2018	Corporate Parenting Strategy		Jane Rodgers	22/03/2018	
Cabinet	06/06/2018	Welsh Language Monitoring Report	Moved to Strong Communities Select	Alan Burkitt		07/03/2018
Cabinet	06/06/2018	Kerbcraft Update	DEFERRED from May			
ICMD	23/05/2018	Creation of an Asset Officer Post, Estates		Deb Hill Howells/Cllr P Murphy	03/05/2018	
ICMD	23/05/2018	Letting of Penarth Farm, Llanishen		Gareth King/Cllr P Murphy	03/05/2018	
ICMD	23/05/2018	High Street Rate Relief Scheme for 2018/19	To adopt the scheme of 2018/19 in accordance with Welsh Government Guidance	Ruth Donovan	26/04/2018	07/03/2018
ICMD	23/05/2018	Proposed 30mph Speed Limit, Llandevey Road, Llandevey, Mill		Paul Keeble/Cllr B Jones	25/04/2018	
ICMD	23/05/2018	Transfer to Torfaen - Assessment of free school meal entitlement for MCC		Nikki Wellington/Cllr Murphy	10/04/2018	
Council	10/05/2018	Strategic Asset Management Plan		Peter Davies	23/04/2018	
Council	10/05/2018	To agree update on the Safeguarding Policy		Cath Sheen	16/04/2018	
Council	10/05/2018	Local Development Plan Delivery Agreement		Mark Hand	11/04/2018	
Council	10/05/2018	Boundary Review		John Pearson		
ICMD	09/05/2018	Rural Programmes Team – ICT and Finance Apprentice Post		Michael Powell	23/04/2018	
ICMD	09/05/2018	GDPR Data Protection Policy		Rachel Trusler	20/04/2018	
ICMD	09/05/2018	Trellech Speed Limits		Paul Keeble	18/04/2018	
ICMD	09/05/2018	Civil Parking Enforcements	Moved from Cabinet 11/04/18	Paul Keeble	13/04/2018	
ICMD	09/05/2018	PROHIBITION OF WAITING AT ANY TIME (CHAPEL ROAD, STANHOPE STREET, CANTREF ROAD, AVENUE ROAD, HAROLD ROAD) ABERGAVENNY		Paul Keeble/Cllr B Jones	13/04/2018	
ICMD	09/05/2018	Creation of fixed term Senior Planning Policy Officer Post for 3.5 years		Mark Hand/Cllr Greenland	12/04/2018	

ICMD	09/05/2018	Amendment to existing fixed term Senior Landscape and Urban Design Officer post to make it a permanent post;		Mark Hand/Cllr Greenland	12/04/2018	
ICMD	09/05/2018	Creation of fixed term Apprentice Planner post (exact job title tbc)		Mark Hand/Cllr Greenland	12/04/2018	
ICMD	09/05/2018	Re-evaluation of Post of Lead - Community Improvement Supervisor		Nigel Leaworthy	10/04/2018	
ICMD	09/05/2018	Supporting People contract procurement exemptions	DEFERRED TO 13 JUNE	Chris Robinson	15/02/2018	
ICMD	09/05/2018	Adoption of highway management plan including appointment of Highway Asset inspector and changes to Asset Planning Officer posts		Paul Keeble		09/03/2018
Cabinet	02/05/2018	Adoption of Road Safety Strategy		Paul Keeble		
Cabinet	02/05/2018	Social Justice Strategy		Cath Fallon		
Council	19/04/2018	Bryn Y Cwm Change of name		Matt Gatehouse	21/03/2018	
Council	19/04/2018	Council Diary 2018/19		John Pearson	12/03/2018	12/03/2018
Council	19/04/2018	Sale of old County Hall Site		Roger Hoggins	16/02/2018	
Council	19/04/2018	Chief Officer Report CYP		Will Mclean	25/01/2018	
ICMD	18/04/2018	Communities for Work		Hannah Jones	22/03/2018	
ICMD	18/04/2018	Disposal of easement at Wonastow Road		Ben Winstanley	14/03/2018	
Cabinet	11/04/2018	Tree Policy		Roger Hoggins	19/02/2018	
Cabinet	11/04/2018	VAWDASV		Joe Skidmore	08/02/2018	
Cabinet	11/04/2018	Disposal of County Hall		Roger Hoggins		
Cabinet	11/04/2018	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 6 held on the 22nd February 2018	Dave Jarrett		
ICMD	28/03/2018	Property Maintenance Framework Agreement		Phil Kenney/P Murphy	06/03/2018	
ICMD	28/03/2018	Children's Services Business Support Team - Hierachy Update		Claire Robins	05/03/2018	
ICMD	28/03/2018	Social Care & Health - Business Support Post		Claire Robins	05/03/2018	
ICMD	28/03/2018	Staffing Restructure of SCH Workforce Development Team		Sian Sexton	05/03/2018	
ICMD	28/03/2018	Operational Changes to Trading Standards		Gareth Walters/Sara Jones	27/02/2018	
ICMD	28/03/2018	Section 106 Major Maintenance Capital for the repairs to the footbridge over the Gavenny at Penyval,		Nigel Leaworthy		
Council	19/03/2018	City Deal Business Plan		Paul Matthews		
Council	19/03/2018	LDP		Mark Hand		
ICMD	14/03/2018	Future of Melin Private Leasing Scheme		Ian Bakewell	15/02/2018	
ICMD	14/03/2018	2nd Phase Families Support Review		Claire Marchant		
ICMD	14/03/2018	Award Garden Waste Contract		Carl Touhig		
ICMD	14/03/2018	S106 Transport Projects		Richard Cope		
Cabinet	07/03/2018	2018/19 Education and Welsh Church Trust Funds Investment and Fund strategies	To present to Cabinet for approval the 2018/19 Investment Fund Strategy for Trust Funds for which the authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to LA beneficiaries of the Welsh Church Fund	Dave Jarrett		
Cabinet	07/03/2018	Corporate Parenting Strategy		Claire Marchant		
Cabinet	07/03/2018	EAS Business Plan		Will Mclean		

Cabinet	07/03/2018	Proposed changes to the schools funding formula for the funding of building maintenance costs	To seek approval to reduce the funding of building maintenance costs for our new schools	Nikki Wellington		
Cabinet	07/03/2018	Replacement document management system for revenues		Ruth Donovan		
Cabinet	07/03/2018	Review of Additional Learning Needs and inclusion services	To seek cabinet approval to commence the statutory consultation process associated with proposed changes to ALN and Inclusion Services	Matthew Jones		
Cabinet	07/03/2018	Turning the World Upside Down	DEFERRED	Claire Marchant		
Cabinet	07/03/2018	Whole Authority Risk Assessment		Richard Jones		
Council	01/03/2018	Treasury Strategy		Peter Davies	08/02/2018	
Council	01/03/2018	Approval of public service board well-being plan		Matt Gatehouse		
Council	01/03/2018	Area Plan - Population Needs Assessment		Claire Marchant		
Council	01/03/2018	Council Tax Resolution 2018/19		Ruth Donovan		
Council	01/03/2018	Pooled fund for care homes		Claire Marchant		
Council	01/03/2018	Social Justice Policy	ITEM DEFERRED	Cath Fallon		
Cabinet	28/02/2018	Borough Theatre		Tracey Thomas	19/02/2018	
ICMD	28/02/2018	Recruitment for Maternity Cover: Development Management Team		Phil Thomas	08/02/2018	
ICMD	28/02/2018	Restructure of Mental health Social Work Staffing		John Woods	08/02/2018	
ICMD	28/02/2018	Staffing Restructure of Adult Disability Service		John Woods	08/02/2018	
Cabinet	28/02/2018	Final Budget Proposals		Peter Davies		
ICMD	28/02/2018	Charges in relation to the delivery of the auths private water supply responsibilities		Huw Owen		
ICMD	28/02/2018	Fixed Penalty Notice charges for fly tipping offences		Huw Owen/Sara Jones		
ICMD	28/02/2018	Gypsy and Traveller Pitch allocation policy report		Steve Griffiths		
ICMD	28/02/2018	Re-designation of Shared Housing		Ian Bakewell/Greenland		
ICMD	28/02/2018	Removal of under 18 burial charges		Deb Hill Howells		
Council	15/02/2018	Active Travel Plan and Civil Parking Enforcement		Roger Hoggins		
Council	15/02/2018	Corporate Plan		Kellie Beirne		
Council	15/02/2018	Pay Policy		Sally Thomas		
ICMD	14/02/2018	All Wales Play opportunities grant		Matthew Lewis/Cllr Greenland		
ICMD	14/02/2018	Development Management Enhanced Services proposals		Phil Thomas		
ICMD	14/02/2018	Loan to Foster Carers		Jane Rodgers		
ICMD	14/02/2018	Personal Transport Budgets		Roger Hoggins		
ICMD	14/02/2018	Public Health Wales Act - Intimate Piercing		David Jones		
ICMD	14/02/2018	Residents only parking permit scheme Usk View, Merthyr Road, Abergavenny		Paul Keeble		
ICMD	14/02/2018	Usk in Bloom		Cath Fallon		
ICMD	08/02/2018	Fixed Penalty Notice charges for fly tipping offences		Huw Owen		03/01/2018
ICMD	31/01/2018	Seasonal Garden Waste Collections		Carl Touhig		
ICMD	31/01/2018	Staffing changes in Policy and Governance		Matt Gatehouse		
Cabinet	29/01/2018	ADM		Kellie Beirne		
Cabinet	29/01/2018	Corporate Plan		Kellie Beirne		
Council	18/01/2018	Council Tax Reduction Scheme 2018/19		Ruth Donovan		
Council	18/01/2018	Response to Older Adults Mental Health		Claire Marchant		

ICMD	17/01/2018	Local Government (Wales) Act 1994 The Local Authorities (Precepts) Regulations 1995		Joy Robson/Mark Howcroft		
ICMD	17/01/2018	Supporting People Programme Grant Spendplan 2018-19		Chris Robinson		03/01/2018
ICMD	17/01/2018	Trainee Accountant Regrade		Tyrone Stokes		
Cabinet	10/01/2018	Budget Monitoring Report	The purpose of this report is to provide members with	Joy Robson/Mark Howcroft		
Cabinet	10/01/2018	Chepstow Cluster - proposed distribution of Section 106 monies	To agree the distribution of section 106 to the cluster	Nikki Wellington		
Cabinet	10/01/2018	Re-Use Shop at Ilanfoist Household Recycling Centre		Roger Hoggins		
Cabinet	10/01/2018	Management of obstructions in the public highway		Roger Hoggins		
Cabinet	10/01/2018	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 5 held on the 14th December 2017	Dave Jarrett		

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