

# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Tuesday, 17 November 2015

Dear Councillor

## INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 25 November 2015.

1. **YSGOL GYMRAEG Y FENNI NURSERY PROVISION** 1 - 68

**Division/Wards Affected:** Cantref; Castle; Croesonen; Crucorney; Grofield; Lansdown; Mardy; Priory

**SUBJECT:** YSGOL GYMRAEG Y FENNI NURSERY PROVISION

**Cabinet Member:** County Councillor E J Hacket Pain

**Purpose:** To determine the proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.

**Report Author:** Sue Hall, Early Years Manager

**Contact Details:** Tel: 01633 644461  
Email: [suehall@monmouthshire.gov.uk](mailto:suehall@monmouthshire.gov.uk)

2. **WASTE & STREET SERVICES: RESTRUCTURE REVIEW** 69 - 88

**Division/Wards Affected:** All Wards

**SUBJECT:** Waste & Street Services: Restructure Review

**Cabinet Member:** County Councillor S B Jones

**Purpose:** To seek approval for the revised structure as proposed in this report to be implemented within the Waste & Street Services department.

**Report Author:** Rachel Jowitt, Head of Waste & Street Services

**Contact Details:** Tel: 07824 406356  
E-mail: [racheljowitt@monmouthshire.gov.uk](mailto:racheljowitt@monmouthshire.gov.uk)

Yours sincerely,

**Paul Matthews**  
**Chief Executive**

### CABINET PORTFOLIOS

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



## Sustainable and Resilient Communities

### Outcomes we are working towards

#### **Nobody Is Left Behind**

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

#### **People Are Confident, Capable and Involved**

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

#### **Our County Thrives**

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

### Our priorities

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

### Our Values

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

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### **Neb yn cael ei adael ar ôl**

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

#### **Pobl yn hyderus, galluog ac yn cymryd rhan**

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

#### **Ein sir yn ffynnu**

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

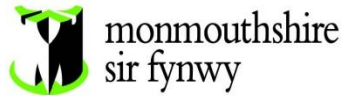
### Ein blaenoriaethau

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

### Ein gwerthoedd

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

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<b>SUBJECT:</b>	<b>YSGOL GYMRAEG Y FENNI NURSERY PROVISION</b>
<b>MEETING:</b>	<b>Single Member Decision</b>
<b>DATE:</b>	<b>WEDNESDAY 25<sup>TH</sup> NOVEMBER 2015</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>North Monmouthshire (specifically Abergavenny)</b>

## 1. PURPOSE:

- 1.1 To determine the proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.

## 2. RECOMMENDATIONS:

- 2.1 To approve the proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.
- 2.2 To open the nursery class at Ysgol Gymraeg Y Fenni in April 2016.

## 3. KEY ISSUES:

- 3.1 The statutory notice was published on Monday 21<sup>st</sup> September 2015. There were no objections received and the objection period ended on Monday 19<sup>th</sup> October 2015.
- 3.2 The majority of responses received during the consultation period were in support of the proposal. Children consulted with during the consultation period were unanimously in support of the proposal and Estyn's opinion is that the proposal is likely to at least maintain the current standards of provision and they had no specific concerns.
- 3.3 The main concerns raised during the consultation process relate to the likelihood that this will lead to a shortage of Welsh medium childcare places. Discussions are already underway as to the possible relocation of Cylch Meithrin Y Fenni to enable them to offer morning and afternoon sessions.
- 3.4 It is likely that the LA Nursery will be oversubscribed in April 2016. Priority will be given to children who are 4 before September 2016 and due to start in Reception the following term.

#### **4. REASONS:**

- 4.1 The governing body of Ysgol Gymraeg Y Fenni feel strongly that having an integral LA Nursery will ensure that they are able to raise standards amongst vulnerable pupils and that this will have a positive effect on outcomes at the end of Foundation Phase and beyond. By immersing children in the Welsh language from a younger age, it is expected they will start Reception with a higher baseline level.
- 4.2 Of the 42 responses received during the consultation period, only one was not in support of the proposal; their concern was that this proposal would effectively reduce rather than increase the number of Welsh medium places available.
- 4.3 If the proposal is approved, Cylch Meithrin Y Fenni will only be able to offer morning sessions as the LA Nursery will be using the building for the afternoon session. It is very unlikely they will be able to provide wrap around childcare for children attending the LA Nursery, as was hoped.
- 4.4 Cylch Meithrin Y Fenni will continue as an approved provider of Early Education and will accommodate the rising 3s who are entitled to free part time Early Education during the spring and summer terms.

#### **5. RESOURCE IMPLICATIONS:**

- 5.1 Ysgol Gymraeg Y Fenni will be funded based on the age weighted pupil unit rate of £2,050 per FTA place; hence if they admit 30 pupils they will receive £30,750. The total budget for schools is fixed; therefore all other primary schools will have a slight reduction in budget in order to accommodate this increase.
- 5.2 There will be a significant saving to the Early Education budget in 2016/17 (approximately £30,000), as it is likely that far fewer children will access their early education at Cylch Meithrin Y Fenni in the future. This funding can possibly be used to refurbish alternate premises in order for Cylch Meithrin Y Fenni to provide morning and afternoon sessions in the future.
- 5.3 It is not anticipated that there will be any capital costs in relation to this proposal as the demountable building to be used by the school nursery has already been adapted to accommodate the Foundation Phase curriculum.
- 5.4 Resource costs will be minimal as the intention is for Ysgol Gymraeg Y Fenni and Cylch Meithrin Y Fenni to share equipment and resources.



## **6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

The Future Generations Evaluation is attached; the main findings are:

- There is a positive impact on the Wellbeing goals of 'A Wales of Cohesive Communities' and 'A Wales of Vibrant Culture and Welsh Language' by offering diversity of provision for parents and the possibility to access wrap around childcare; hence making Welsh medium education more attractive and a viable option for working parents.
- Discussions are already taking place and options are being considered in order to mitigate the negative impact of reducing the number and flexibility of childcare places available.
- The proposal meets a number of the sustainable development principles.

## **7. CONSULTEES:**

The Consultation Document, Consultation Report and Statutory Notice were published on the MCC website. All documents were distributed to the statutory consultees, as per the list on page 4 of the consultation report. The Statutory Notice was also displayed on all entrances to the school building and Cylch Meithrin Y Fenni demountable building and parents of both the school and the setting received a copy.

All comments received through the consultation process were incorporated within the report; no objections were received.

## **8. BACKGROUND PAPERS:**

- Consultation Document
- Consultation Report
- Statutory Notice

## **9. AUTHOR:**

Sue Hall, Early Years Manager

## **10. CONTACT DETAILS:**

Tel: 01633 644461

E-mail: [susanhall@monmouthshire.gov.uk](mailto:susanhall@monmouthshire.gov.uk)

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## Future Generations Evaluation ( includes Equalities and Sustainability Impact Assessments)

<p><b>Name of the Officer</b> completing the evaluation Sue Hall</p> <p><b>Phone no:</b> 01633 644461 <b>E-mail:</b> susanhall@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>To extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.</p>
<p><b>Name of Service</b></p> <p>Early Years, CYP</p>	<p><b>Date Future Generations Evaluation</b> form completed</p> <p>02.11.15</p>





**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.


Page 5

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

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected</p>	<p>Childcare and nursery provision are both located on the school site, hence reinforcing the sense of community and improving the transition process for young children.</p>	
<p><b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>		
<p><b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>Extending the age range of Ysgol Gymraeg Y Fenni will help promote Welsh medium education.</p>	<p>It is hoped to relocate Cylch Meithrin Y Fenni in the near future in order for them to provide morning and afternoon sessions and to offer wrap around childcare. This will make choosing Welsh medium education a more viable option for working parents.</p>
<p><b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances</p>		

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>In the first instance, this proposal will not significantly increase the number of Welsh medium early education places available; however, it does give parents a choice of provision. There is also the possibility of increasing the number of Welsh medium places available in the future.</p>	<p>Enquiries have been made and options are being considered for the possible relocation of Cylch Meithrin Y Fenni. This will enable us to increase the number of Welsh medium early education and childcare places available and to offer wrap around childcare.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Mudiad Meithrin and the staff and committee of Cylch Meithrin Y Fenni have been involved in the consultation process.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Public consultation has taken place, which included consultation with children and a drop in question and answer session. All responses to the consultation were included in a report which was previously sent to cabinet to inform their decision to publish the statutory notice. No objections were received.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>		

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="152 344 311 379">Integration</p> <p data-bbox="331 213 517 400">Positively impacting on people, economy and environment and trying to benefit all three</p>		

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age			
Disability			
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	This proposal should have a positive impact on the Welsh Language as it will increase the options for early education available for parents wishing to educate their children through the medium of Welsh.	Cylch Meithrin Y Fenni will only be able to offer morning sessions, hence reducing the number and flexibility of childcare places available.	We will look to find an alternative venue for Cylch Meithrin Y Fenni so they can increase the number of sessions they can provide and offer wrap around childcare for the school nursery.

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>

	<b>Describe any positive impacts your proposal has on safeguarding and corporate parenting</b>	<b>Describe any negative impacts your proposal has on safeguarding and corporate parenting</b>	<b>What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?</b>
Safeguarding	Both Ysgol Gymraeg Y Fenni and Cylch Meithrin Y Fenni have adopted Monmouthshire's Safeguarding in Education Policy and staff are aware of their duties in relation to safeguarding.		
Corporate Parenting			

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

<p>Data used to inform the development of this proposal include:</p> <ul style="list-style-type: none"> <li>• Termly monitoring of Early Education places</li> <li>• Projected numbers on roll at Ysgol Gymraeg Y Fenni</li> <li>• Findings of the Childcare Sufficiency Assessment</li> <li>• Welsh medium education surveys</li> <li>• Feedback from parents and staff at Ysgol Gymraeg Y Fenni and Cylch Meithrin Y Fenni</li> <li>• Views of Ysgol Gymraeg Y Fenni governing body</li> <li>• Consultation responses</li> </ul>
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**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

The main positive impact is in relation to the Welsh language, offering diversity of provision for parents and the possibility to access wrap around childcare; hence making Welsh medium education more attractive and a viable option for working parents.

The only negative impact is in relation to the reduction in the number and flexibility of childcare places. Options are already being considered for the relocation of Cylch Meithrin Y Fenni in the future in order to mitigate against this impact.

**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
Set up a meeting with senior officers in CYP to look at options for relocation.	By 31 <sup>st</sup> December 2015	Sue Hall	

**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:	15 <sup>th</sup> July 2015 reported to EYDCP and CYP DMT
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**MONMOUTHSHIRE COUNTY COUNCIL  
COUNTY HALL, RHADYR, USK, MONMOUTHSHIRE NP15 1GA**

**SCHOOL STANDARDS AND ORGANISATION ACT 2013**

Notice is given in accordance with section 42 of the School Standards and Organisation Act 2013 and the School Organisation Code that Monmouthshire County Council, having consulted such persons as required, proposes to alter YSGOL GYMRAEG Y FENNI St. David's Road, Abergavenny, Monmouthshire by extending the age range from 4-11 years to 3-11 years to include nursery provision. The school is currently maintained by Monmouthshire County Council.

Monmouthshire County Council undertook a period of consultation before deciding to publish this proposal. A consultation report containing a summary of the issues raised by consultees, the proposer's responses and the views of Estyn is available on Monmouthshire County Council's website at:

[www.monmouthshire.gov.uk/2015/06/22/ysgol-gymraeg-y-fenni-public-consultation](http://www.monmouthshire.gov.uk/2015/06/22/ysgol-gymraeg-y-fenni-public-consultation)

It is proposed to implement the proposal on 11th April 2016.

There will be 30 nursery places.

Within a period of 28 days after the date of publication of these proposals, that is to say by 19th October 2015 any person may object to the proposals.

Objections should be sent to Chief Executive, Monmouthshire County Council, County Hall, Rhadyr, Usk, Monmouthshire NP15 1GA.

Monmouthshire County Council will publish a summary of any such objections made (and not withdrawn in writing) within the objection period, together with their observations thereon, within the period of 28 days after the end of the objection period.



Signed:

For Monmouthshire County Council

21st September 2015

**EXPLANATORY NOTE**

Ysgol Gymraeg Y Fenni is currently the only Welsh Medium Primary School in the South East Wales Consortium that does not have a Local Authority Nursery.

The governing body feel strongly that extending the age range of Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years to include nursery provision will greatly improve the language acquisition of the younger pupils and hence raise standards.

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monmouthshire  
sir fynwy

# STATUTORY CONSULTATION DOCUMENT

Proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision

Author: Sue Hall

Date: June 2015



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Please contact/Cysyllter a:  
Tel/Ffôn:  
E-Mail/Ebost:  
Web/Gwefan:

Sue Hall  
01633 644461  
susanhall@monmouthshire.gov.uk  
[www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk)

To: Statutory Consultees and Other Interested Parties

22<sup>nd</sup> June 2015

Dear Consultee,

**RE: PROPOSAL TO EXTEND THE AGE RANGE AT YSGOL GYMRAEG Y FENNI FROM 4-11 YRS TO 3-11 YRS, TO INCLUDE PART TIME NURSERY PROVISION**

On 20<sup>th</sup> May 2015, a Single Member Decision was made to commence consultation on the proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.

The proposals do not necessitate any building works or refurbishment, therefore the intention is for this change to be implemented in April 2016.

The nursery provision will be located in the demountable building on the school site, which is currently occupied by Cylch Meithrin Y Fenni; the building will be shared by the school and the Cylch Meithrin. The LA Nursery will operate in the afternoon session providing 30 part time places for 3-4 year olds. Cylch Meithrin Y Fenni will continue to operate in the morning session providing 26 part time places for 2-4 year olds, including offering Flying Start childcare places. Cylch Meithrin Y Fenni will remain as an approved provider of early education.

The consultation period must be at least 42 days, with at least 20 of these being school days. Therefore, the consultation period will commence on Monday 22<sup>nd</sup> June 2015 and will close on Monday 3<sup>rd</sup> August.

Any comments can be made by completing the response proforma at the back of the consultation document and returned by email to [susanhall@monmouthshire.gov.uk](mailto:susanhall@monmouthshire.gov.uk) or by post to the above address.

Alternatively, you can attend a 'drop-in' session at Ysgol Gymraeg Y Fenni on Thursday 2<sup>nd</sup> July, between 6.30 and 8pm.

Yours sincerely,



Sue Hall  
**Early Years Manager**

## **STATUTORY CONSULTATION REPORT**

### **THE PROPOSAL**

Monmouthshire County Council proposes to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include a nursery class providing 30 part time places for 3-4 year olds.

The proposal would not require any building work or even refurbishment, as the intention is to situate the nursery provision in the existing demountable classrooms on the school site, which are currently occupied by Cylch Meithrin Y Fenni. They have been providing early education places on site for many years; hence it is already equipped for the Foundation Phase curriculum and ethos, both indoors and outdoors.

Cylch Meithrin Y Fenni will continue to provide childcare for 2-4 year olds from the same building during the mornings and lunch time. They will remain as an approved provider of early education; therefore there will be a maximum of 56 early education places available on site for children to access from the term following their third birthday until they start in Reception.

The proposed expansion will commence at the earliest opportunity and it is envisaged that the Local Authority nursery class will open in April 2016.

### **BACKGROUND INFORMATION**

Welsh Government has charged Local Authorities with the responsibility of ensuring that there are sufficient early education places to enable all eligible children aged 3 and 4 to access their entitlement to 10 hours of free part time early education from the term following their third birthday until they commence in Reception in the autumn term following their fourth birthday.

In Monmouthshire, early education is provided through a mixed economy of Local Authority nursery classes, private settings and voluntary settings.

Monmouthshire County Council is committed to increasing the number of pupils choosing to be educated through the medium of Welsh. At present, there are only two settings providing Welsh medium early education places in Monmouthshire; Ysgol Y Ffin in the south of the county and Cylch Meithrin Y Fenni in the north of the county. Ysgol Y Ffin has an age range of 3-11 years, which includes a nursery class providing 30 part time places for 3 and 4 year olds. Cylch Meithrin Y Fenni is a Welsh medium non-maintained setting based in a demountable building on the site of Ysgol Gymraeg Y Fenni. They are registered with the Care and Social Services Inspectorate Wales (CSSIW) for 26 children aged 2-5 years and they currently offer morning and afternoon



sessions. Cylch Meithrin Y Fenni are an approved provider of early education, they also offer Flying Start places and generic childcare.

Ysgol Gymraeg Y Fenni is a 210 place Welsh medium primary school admitting children from 4-11 years of age. It is situated in Abergavenny and is currently the only school providing Welsh medium primary education in the north of the county. It is also the only Welsh medium primary school in the South East Wales Consortium that does not have a nursery class.

There is currently no Welsh medium full day care provision in Monmouthshire.

## PUPIL PLACES

The capacity of Cylch Meithrin Y Fenni is 52 places, 26 in the morning session and 26 in the afternoon session. The number of 3 and 4 year olds accessing their Early Education funding at Cylch Meithrin Y Fenni during the past five years is shown in the following table:

<b>Year</b>	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
2010-11	28	37	42
2011-12	22	37	44
2012-13	33	42	54*
2013-14	30	38	41
2014-15	33	43	51

*\*In some instances, the number of children accessing funding exceeds the total number of places available; this is due to the fact that not all children take up their full entitlement to five sessions per week and so a place can be shared by more than one child.*

Any surplus places are taken up by 2 year olds.

The transition rate for children attending Cylch Meithrin Y Fenni moving on to Ysgol Gymraeg Y Fenni was 77% in September 2012 and 2013 and 73% in September 2014. It is anticipated that 88% of pre-school children at Cylch Meithrin Y Fenni will transfer to Ysgol Gymraeg Y Fenni in September 2015.

Admission numbers at Ysgol Gymraeg Y Fenni are as follows:

<b>Year</b>	<b>Total Capacity</b>	<b>Number of Pupils on Roll</b>	<b>Number of Pupils in Reception</b>
2010-11	210	148	25
2011-12	210	160	29
2012-13	210	168	27
2013-14	210	187	37
2014-15	210	187	32

The five year forecast of places at Ysgol Gymraeg Y Fenni, as at January 2015, was as follows:

<b>Year</b>	<b>Total Capacity</b>	<b>Projected Number of Pupils</b>
2015-16	210	193
2016-17	235	200
2017-18	235	205
2018-19	235	209
2019-20	235	215

*\*These figures do not include pupils in the nursery class.*

The total capacity will increase from 2016-17 onwards as the music room has been refurbished in order to be used as a classroom.

An Education Strategic Review is currently underway in Monmouthshire and a number of options are being considered in order to further increase the capacity for Welsh medium primary education in the north of the county.

## **INSPECTION FINDINGS**

Ysgol Gymraeg Y Fenni was last inspected by Estyn in May 2010, under the old framework. They were awarded grade 1 for all key questions apart from key question 6, 'How well do leaders and managers evaluate and improve quality and standards?' for which they were awarded grade 2. The inspection report stated: 'The overall quality of the educational provision for children under five years of age is appropriate to their needs and children make good progress towards the Foundation Phase outcomes.'

Cylch Meithrin Y Fenni was awarded 'Y Cylch Rhagorol' in May 2012, which is a quality award recognising excellence in the field of early years and education through the medium of Welsh. The setting had an overall judgement of good in their Estyn inspection in June 2012; however, they were only rated adequate for Teaching and Leadership and were placed under Local Authority monitoring. Estyn felt that sufficient progress was made over the subsequent 12 months in order for them to be removed from Local Authority monitoring in June 2013.

The most recent CSSIW inspection carried out in May 2013 identified a number of good practice issues which should be dealt with in order to improve the service; nevertheless, CSSIW were satisfied with the overall Quality of Life, Quality of Staffing, Quality of Leadership and Management and Quality of Environment at Cylch Meithrin Y Fenni.

## **BUDGET IMPLICATIONS**

Ysgol Gymraeg Y Fenni will be funded based on the age weighted pupil unit at a rate of £2,050 per FTA place; therefore, the maximum funding the school will receive for the nursery provision is £30,750. This funding will need to cover the cost of a part time (0.5) teacher and two teaching assistants; however there may be funding available through the Foundation Phase Grant to cover the cost of one teaching assistant.

There is no capital expenditure anticipated as the demountable building is already fit for purpose. The building is in a good state of repair and had a new roof fitted in 2013. The demountable building has been used by Cylch Meithrin Y Fenni for a number of years and abides by CSSIW's National Minimum Standards for providing childcare. It has low level toilets suitable for nursery aged children and separate sinks for hand washing and washing paints, as per Environmental Health requirements. There is an adequate outdoor area which can be easily accessed through one of the classrooms, thus enabling open access as required for Foundation Phase classes.

There will be a cost related to the purchase of suitable resources, however this cost is minimal as the majority of the equipment will be shared with Cylch Meithrin Y Fenni. In return, there will be a reduction in the rent paid by Cylch Meithrin Y Fenni for the use of the demountable building.

The loss of Early Education funding is likely to have financial implications for Cylch Meithrin Y Fenni (during the financial year 2013-14, a total of £46,897.50 was awarded to Cylch Meithrin Y Fenni to cover the cost of Early Education places); however, it is hoped the setting will be able to provide a lunch club to boost their income and assist with sustainability.

## **PERSONNEL/STAFFING IMPLICATIONS**

The minimum staff required for an LA Nursery is a qualified teacher and a level 3 (or higher) teaching assistant. At present, Monmouthshire operates on a ratio of 1:10 in nursery classes so, if admission numbers exceed 20, they would require an additional teaching assistant. As the nursery class will only operate in the afternoons, these staff would all be part time (0.5).

There will obviously be staffing implications for Cylch Meithrin Y Fenni as they currently provide morning and afternoon sessions, which will reduce to morning sessions only if the decision is made to proceed with this proposal; therefore there would be a reduction in staff hours. Nevertheless, the setting intend to increase the length of the morning session and to offer a lunch club, in order to minimise the reduction in staff hours.

## **TRANSPORT AND ENVIRONMENTAL IMPACT**

Pre-school education is non-statutory and there are no catchment areas for LA nurseries. For this reason, Monmouthshire County Council's current policy is not to provide transport to nursery in any circumstances. Therefore, if these proposals were passed, it would not have any impact on transport.

It is anticipated that the majority of children attending the LA Nursery would otherwise have attended Cylch Meithrin Y Fenni; as both of these provisions are on the same site, it is unlikely to have an impact on the environment.

## **EXPECTED BENEFITS AND DISADVANTAGES**

Expected benefits of increasing the age range at Ysgol Gymraeg Y Fenni to include LA Nursery provision are:

- The opportunity to be taught by fluent Welsh speaking staff from an earlier age will hopefully improve pupils' acquisition of Welsh language skills. This, in turn, should increase the number of pupils achieving a level 6 outcome or above in Language and Literacy at the end of Foundation Phase.
- Smoother transition for children from pre-school to statutory education.
- Offering wrap around childcare for nursery children at Cylch Meithrin Y Fenni would be extremely beneficial to working parents who choose to educate their children through the medium of Welsh, as there is currently no Welsh medium full day care available in Monmouthshire.
- Providing a Local Authority Nursery may attract more people to the school and, hence, increase the number of families choosing to educate their children through the medium of Welsh.

Possible disadvantages of increasing the age range at Ysgol Gymraeg Y Fenni to include LA Nursery are:

- Admission numbers have been increasing at Ysgol Gymraeg Y Fenni over recent years and there may soon be the need for an additional class, however there is currently no space available to create another classroom within the school building. If the existing demountable building is used for a Local Authority Nursery, it will not be available to be used as an additional classroom.
- Members of staff at Cylch Meithrin Y Fenni are currently employed for morning and afternoon sessions. Even if Cylch Meithrin Y Fenni offer lunch club in addition to morning sessions, there is likely to be a reduction in hours for some staff.
- If there are no early education places funded at Cylch Meithrin Y Fenni during the autumn term, they will not be supported by the Education Achievement Service (EAS) during this period.

## CONCLUSION

Ysgol Gymraeg Y Fenni is situated in a Flying Start Area, they have a high number of pupils entitled to Free School Meals and they are at risk of underachievement due to social deprivation. The school governing body feel strongly that having an integral LA Nursery will ensure that they are able to raise standards amongst vulnerable pupils and that this will have a positive effect on outcomes at the end of the Foundation Phase and beyond. By immersing children in the Welsh language from 3 years old, it is expected they will start in Reception with a higher baseline level. In turn, this will help to raise the percentage of children who achieve Outcome 6 in Language and Literacy by the end of the Foundation Phase.

Cylch Meithrin Y Fenni would continue as an approved provider of early education, so they would be able to cater for the children that turn 3 during the autumn and spring terms. They would also be able to offer wrap around childcare for children attending the LA Nursery, which would enable working parents to access longer hours of Welsh medium early education and childcare provision than has previously been available.

## TIMETABLE FOR STATUTORY CONSULTATION

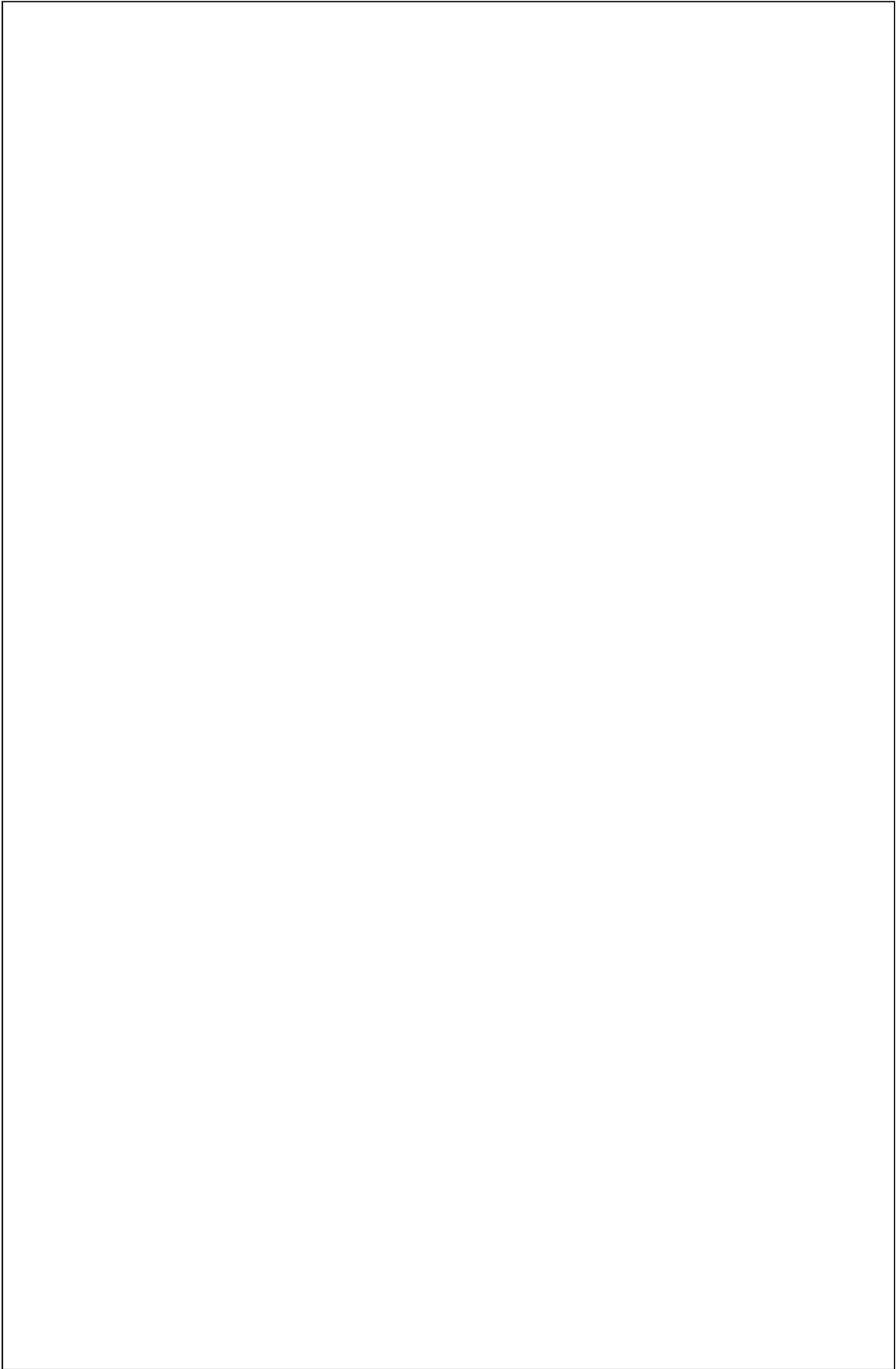
Final Proposals to be written and presented to school and Cylch Meithrin Y Fenni	26 <sup>th</sup> January 2015
Proposals to be shared with EYDCP	17 <sup>th</sup> March 2015
Cabinet Report and EQIA to be written	24 <sup>th</sup> April 2015
Final cabinet report with comments, recommendations and EQIA to be sent to Sarah King	1 <sup>st</sup> May 2015
Single Member Decision	20 <sup>th</sup> May 2015
Call in period ends	1 <sup>st</sup> June 2015
Statutory Consultation Period commences (6 week period, at least 20 days have to be school days)	22 <sup>nd</sup> June 2015
Open Evening to be held at Ysgol Gymraeg Y Fenni on Thursday 2 <sup>nd</sup> July, 6.30 – 8pm	2 <sup>nd</sup> July 2015
Statutory Consultation Period ends	3 <sup>rd</sup> August 2015
Report to be written including details of the consultation and outlining specific comments and the answers provided	10 <sup>th</sup> August 2015
Report to DMT	18 <sup>th</sup> August 2015
Report to SLT	25 <sup>th</sup> August 2015
Report to agree to publish statutory notice to be sent to Sarah King	21 <sup>st</sup> August 2015
Single Member Decision	9 <sup>th</sup> September 2015
Decision subject to 7 days call in	18 <sup>th</sup> September 2015
Statutory Notice to be drafted	18 <sup>th</sup> September 2015
Statutory Notice published (must publish notice within 26 weeks of consultation end and on a school day)	21 <sup>st</sup> September 2015
28 day objection period ends (must include at least 15 school days)	19 <sup>th</sup> October 2015
Objection report to be written, if no objections no need to write report	30 <sup>th</sup> October 2015
Objection report and supporting documentation to be submitted to Sarah King for a final decision by cabinet	6 <sup>th</sup> November 2015
Final Single Member Decision	25 <sup>th</sup> November 2015
Nursery Opens	11 <sup>th</sup> April 2016

## RESPONSE PRO FORMA

The proposal being consulted on is to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.

We would welcome your views on this proposal and any suggestions or alternatives you would like us to consider.

Please complete and return this form to Early Years Section, Monmouthshire County Council, Innovation House, Wales 1 Business Park, Newport Road, Magor NP26 3DG, or by email to [susanhall@monmouthshire.gov.uk](mailto:susanhall@monmouthshire.gov.uk)





## **APPENDIX 1**

### **DISTRIBUTION LIST FOR STATUTORY CONSULTATION**

- Neighbouring Local Authorities
- Headteacher, teachers and parents of children attending Ysgol Gymraeg Y Fenni
- Governing body of Ysgol Gymraeg Y Fenni, Deri View Primary School and Cantref Primary School
- Committee of Cylch Meithrin Y Fenni
- Staff and parents of children attending Cylch Meithrin Y Fenni
- Early Education Non-Maintained Providers
- Church in Wales Diocesan and Roman Catholic Diocesan
- Welsh Ministers
- Local AM – Nick Ramsay
- Local MP – David Davies
- Estyn
- Education Achievement Service (EAS)
- Regional Transport Consortium
- Professional Associations and Trade Unions
- Police and Crime Commissioner
- Abergavenny Town Council
- Early Years Development and Childcare Partnership
- Welsh Medium Forum
- Admission Forum

## APPENDIX 2

### EQUALITY IMPACT ASSESSMENT

#### The “Equality Initial Challenge”

Name: Sue Hall Service area: Early Years Section, CYP Date completed: 21 <sup>st</sup> April, 2015		Please give a <b>brief description</b> of what you are aiming to do. To increase the age range of Ysgol Gymraeg Y Fenni to 3-11 years, to include a 30 place Local Authority Nursery class.	
Protected characteristic	Potential <b>Negative</b> impact Please give details	Potential <b>Neutral</b> impact Please give details	Potential <b>Positive</b> Impact Please give details
Age	Welsh medium childcare for 2-3 year olds will only be available in the mornings, where it is currently available in the morning and afternoon sessions; nevertheless, the majority of the places in the afternoon session are currently taken up by 3-4 year olds accessing Early Education.		The age range of Ysgol Gymraeg Y Fenni will be extended. Children aged 3 will be able to access LA Nursery provision through the medium of Welsh, as well as Early Education provision in the non-maintained sector.
Disability		Children with a disability are currently able to access Early Education provision at Cylch Meithrin Y Fenni, which occupies the same building as Ysgol Gymraeg Y Fenni LA Nursery class, so there should be a neutral impact on this group.	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	

Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language	Cylch Meithrin Y Fenni will have to reduce the hours and flexibility of childcare provided, as they will have to share the premises with the LA Nursery, hence it will be unavailable during the afternoon session.		Children will be able to access LA Welsh medium provision from a younger age and will be immersed in the Welsh language, hence improving the possibility of achieving outcomes 5 & 6 by the end of the Foundation Phase. It will also aid transition from pre-school to Reception and hopefully encourage more families to take up Welsh medium education.

Please give details about any potential <b>negative Impacts</b> .	How do you propose to <b>MITIGATE</b> these <b>negative impacts</b>
<p>➤ <i>Cylch Meithrin Y Fenni currently provide a morning and afternoon session in the demountable building on the site of Ysgol Gymraeg Y Fenni, providing 52 childcare and Early Education places. Utilising the demountable building for an LA Nursery in the afternoon session, which can only be accessed by children from the term following their 3<sup>rd</sup> birthday, will reduce the number and flexibility of places for 2-3 year olds.</i></p>	<p>➤ Cylch Meithrin Y Fenni will give priority to 2-3 year olds who are unable to access the LA Nursery provision; wrap around childcare for children attending the LA Nursery will only be offered if there are surplus places available.</p>

<p>➤ <i>The number of childcare places provided by Cylch Meithrin Y Fenni will be reduced from 52 to 26 (although many of these were previously utilised for Early Education, which will now be provided by Ysgol Gymraeg Y Fenni) and childcare will only be available in the mornings.</i></p>	<p>➤ The intention is to open a second Cylch Meithrin, possibly in the Raglan area, reducing the pressure on places at Cylch Meithrin Y Fenni.</p> <p>➤ Cylch Meithrin Y Fenni intend to offer a lunch club, hence increasing the length of childcare sessions provided.</p> <p>➤ There will now be the possibility of wrap around childcare for 3-4 year olds, which was not previously available through the medium of Welsh.</p>
--	---

**Signed:** *S. Hall*

**Designation:** Early Years Manager

**Dated:** 21.04.15

## EQUALITY IMPACT ASSESSMENT FORM

<b>What are you impact assessing</b>	<b>Service area</b>
Provision of LA Nursery at Ysgol Gymraeg Y Fenni	Early Years
<b>Policy author / service lead</b>	<b>Name of assessor and date</b>
Sue Hall	Sue Hall      21.04.15

1. What are you proposing to do?

The proposal is to extend the age range at Ysgol Gymraeg Y Fenni to 3-11 years to include a 30 place Local Authority Nursery class. This provision will be located in the demountable building on the site of Ysgol Gymraeg Y Fenni, currently occupied by Cylch Meithrin Y Fenni. The building and resources will be shared with Cylch Meithrin Y Fenni, with Cylch Meithrin Y Fenni providing childcare in the morning session followed by lunch club and Ysgol Gymraeg Y Fenni nursery class operating in the afternoon session.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

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

3. Please give details of the negative impact

Cylch Meithrin Y Fenni currently provide a morning and afternoon session in the demountable building on the site of Ysgol Gymraeg Y Fenni, providing 52 childcare and Early Education places. Utilising the demountable building for an LA Nursery in the afternoon session will increase the total number of sessions available to 56, however there will be less flexibility around the childcare available; 2-3 year olds will only be able to access childcare in the mornings and places at the LA Nursery are not able to be shared between several children, as they currently are at Cylch Meithrin Y Fenni.

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

The intention is to develop a second Cylch Meithrin in a nearby area hence reducing the pressure on Cylch Meithrin Y Fenni. Cylch Meithrin Y Fenni intend to prioritise places for 2-3 year olds who are unable to access the LA Nursery provision, they will also extend the length of their morning session to include a lunch club. Consultation has taken place with the Manager and Chairperson of Cylch Meithrin Y Fenni, the Headteacher and governing body of Ysgol Gymraeg Y Fenni and Mudiad Meithrin. The proposals were also discussed and agreed by the Early Years Development and Childcare Partnership (EYDCP).

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

Monitoring of Early Education places  
Childcare Sufficiency Assessment (CSA)  
Welsh Education Strategic Plan (WESP)  
Estyn reports and Foundation Phase data

Signed: *S. Hall*

Designation: Early Years Manager

Dated: 21.04.15

## The “Sustainability Challenge”

<b>Name of the Officer</b> completing “the Sustainability challenge” Sue Hall		Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration To increase the age range of Ysgol Gymraeg Y Fenni to 3-11 years, to include a 30 place Local Authority Nursery class.	
<b>Name</b> of the Division or service area Early Years Section, CYP		<b>Date</b> “Challenge” form completed 21 <sup>st</sup> April, 2015	
Aspect of sustainability affected	<b>Negative impact</b> <b>Please give details</b>	Neutral impact <b>Please give details</b>	<b>Positive Impact</b> <b>Please give details</b>
<b>PEOPLE</b>			
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and voluntary work		X	
Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training			Parents will be able to choose to access Welsh medium early education at a Local Authority Nursery or a non-maintained setting.

Have a positive impact on people and places in other countries		X	
<b>PLANET</b>			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
<b>PROFIT</b>			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people	Cylch Meithrin Y Fenni will no longer be able to run an afternoon session, so staff at the setting may have reduced hours of employment.		
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade,		X	



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

What are the potential negative Impacts	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments)
➤ <i>Possible reduction in hours of staff at Cylch Meithrin Y Fenni.</i>	➤ Cylch Meithrin Y Fenni intend to extend the hours of their morning session and offer a lunch club, hence minimising the reduction in staff hours. There is also the possibility of staff currently working at Cylch Meithrin Y Fenni being employed part time at the school.

## The next steps

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

Currently, parents in North Monmouthshire choosing to educate their children through the medium of Welsh, can only access early education at a non-maintained setting and by the summer term there are not always sufficient places for all children to take up their full entitlement of 5 sessions per week. By increasing the age range at Ysgol Gymraeg Y Fenni to include a Nursery class, the number of early education places available will increase slightly from 52 to 56 places and parents will be able to choose between an LA nursery or a non-maintained setting.

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

Cylch Meithrin Y Fenni intend to extend the hours of their morning session and offer a lunch club, hence minimising the reduction in staff hours. There is also the possibility of staff currently working at Cylch Meithrin Y Fenni being employed part time at the school.

**Signed:**

*S. Hall*

**Dated:** 21.04.15



monmouthshire  
sir fynwy

# CONSULTATION REPORT

Proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision

Author: Sue Hall

Date: August 2015

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## Introduction

Monmouthshire County Council is responsible for ensuring there are sufficient early education places to enable all children aged 3 and 4 to access their entitlement to 10 hours of free early education from the term following their third birthday until they commence in Reception in the autumn term following their fourth birthday. In Monmouthshire, early education is provided through a mixed economy of Local Authority nursery classes, private settings and voluntary settings. There are currently 11 LA nurseries offering 660 early education places and 29 non-maintained approved providers offering 1,049 early education places.

Monmouthshire County Council is also committed to increasing the number of pupils choosing to be educated through the medium of Welsh. At present, there are only two settings providing Welsh medium early education places in Monmouthshire; Ysgol Y Ffin in the south of the county and Cylch Meithrin Y Fenni in the north of the county. Ysgol Y Ffin has an age range of 3-11 years, which includes a nursery class providing 30 part time places for 3 and 4 year olds. Cylch Meithrin Y Fenni is a Welsh medium non-maintained setting based in a demountable building on the site of Ysgol Gymraeg Y Fenni. They are registered with the Care and Social Services Inspectorate Wales (CSSIW) for 26 children aged 2-5 years and they currently offer morning and afternoon sessions. Cylch Meithrin Y Fenni are an approved provider of early education, they also offer Flying Start places and generic childcare.

Ysgol Gymraeg Y Fenni is a 210 place Welsh medium primary school admitting children from 4-11 years of age. It is situated in Abergavenny and is currently the only school providing Welsh medium primary education in the north of the county. It is also the only Welsh medium primary school in the South East Wales Consortium that does not have a nursery class. The school governing body feel strongly that having an integral LA Nursery will enable them to raise standards.

A Single Member Decision was made on 20<sup>th</sup> May 2015 to commence statutory consultation on the proposal to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision. The subsequent statutory consultation was undertaken during a six week period from 22<sup>nd</sup> June 2015 to 3<sup>rd</sup> August 2015.

This document represents the County Council's responsibility as part of the School Standards and Organisation (Wales) Act 2013 to publish a Consultation Report. This report details the consultation process that has taken place, summarises each of the issues raised by consultees and responds to these issues. In addition, all responses received during the consultation period, along with detailed notes from the 'drop-in' session and consultation with children, are included within the appendices.

This report will be considered by Monmouthshire County Council's Cabinet Member for Children and Young People on 9th September 2015.

## Distribution of Consultation Report

This Consultation Report will be distributed to the following:

- Staff and parents of children attending Ysgol Gymraeg Y Fenni
- Governing body of Ysgol Gymraeg Y Fenni
- Staff and parents of children attending Cylch Meithrin Y Fenni
- Committee of Cylch Meithrin Y Fenni
- Professional Associations and Trade Unions
- All Monmouthshire Primary Schools
- Early Education Non-Maintained Providers
- Neighbouring Local Authorities – Newport, Caerphilly, Torfaen, Blaenau-Gwent
- Church in Wales Diocesan, Roman Catholic Diocesan and Churches Together in Wales - CYTUN
- Local Member of Parliament – David Davies MP
- Local Assembly Member – Nick Ramsay AM
- Regional Assembly Members - Jocelyn Davies AM, Lindsay Whittle AM, Mohammad Asghar AM, William Graham AM
- Welsh Government – Schools Management Division
- Estyn
- Education Achievement Service (EAS)
- Police and Crime Commissioner
- Welsh Language Commissioner
- Abergavenny Town Council
- Early Years Development and Childcare Partnership
- Regional Transport Consortium
- Welsh Medium Forum
- Admission Forum

# Consultation Arrangements

## General Arrangements

The Consultation Document was published on 22<sup>nd</sup> June 2015. The statutory consultation period commenced on this date and lasted 42 days; hence, it closed on 3<sup>rd</sup> August 2015.

The Consultation Document was distributed to all statutory consultees, as listed in Appendix 1 on page 13 of that document.

The Consultation Document was published on Monmouthshire County Council's website at:

[www.monmouthshire.gov.uk/2015/06/22/ysgol-gymraeg-y-fenni-public-consultation](http://www.monmouthshire.gov.uk/2015/06/22/ysgol-gymraeg-y-fenni-public-consultation)

It is also available on Monmouthshire's Family Information Service website at:

[www.monfis.org.uk/news/ysgol-gymraeg-y-fenni-nursery-consultation](http://www.monfis.org.uk/news/ysgol-gymraeg-y-fenni-nursery-consultation)

## Consultation Meeting

A 'drop-in' session was held at Ysgol Gymraeg Y Fenni on 2<sup>nd</sup> July, 6.30pm-8pm.

This session was attended by parents of children currently attending Ysgol Gymraeg Y Fenni or Cylch Meithrin Y Fenni, and prospective parents of both establishments. Senior MCC Officers, the Headteacher of Ysgol Gymraeg Y Fenni and members of Cylch Meithrin Y Fenni's committee were available throughout the session to answer questions.

Copies of all questions and responses are summarised in Appendix 1 on pages 8 and 9 of this report.

## Consultation with Children

Consultation with pupils of Ysgol Gymraeg Y Fenni was facilitated by the School Council on 17<sup>th</sup> July 2015.

A record of this consultation and pupils' views are summarised in Appendix 2 on page 10 of this report.

# Consultation Responses

## General consensus

There were 42 respondents to the consultation document; this consisted of parents, staff, members of the community and other professionals. The overall feeling from the comments made during the 'drop-in session' and correspondence received during the consultation period is that there is strong support for the proposal.

The narrative list of all comments received during the consultation period is attached at Appendix 5.

## Issues Raised by Consultees

Whilst there is almost unanimous support for the proposal, the responses received identified some specific areas of concern:

- The proposal is over complicated, why can't the school run the morning and afternoon sessions?
- It does not deal with the real issue of insufficient capacity for Welsh medium education, in fact it effectively reduces the number of places.
- There are insufficient places to provide wrap around care.
- Home to school transport will not be available for children attending the LA Nursery.

## Issues Raised by Children

There was unanimous support for the proposal from the children consulted with and there were no issues raised. Quotes from the children are listed in Appendix 2.

## Issues Raised by Estyn

Monmouthshire County Council has received a detailed response from Estyn with regards to the proposal. In summary, it is Estyn's opinion that the proposal is likely to at least maintain the current standards of provision in the area and they had no specific issues.

The full response to the proposal from Estyn is attached at Appendix 3.

## Issues raised by Cylch Meithrin Y Fenni

The response received from Cylch Meithrin Y Fenni stated they were generally supportive of the proposal although they had a few reservations, namely:

- It may not be possible to offer wrap around care as the morning sessions are already fully taken up by 2-3 year olds.



- This proposal does not take into account the long term future of Welsh medium education in Monmouthshire and the need for increased capacity to accommodate growing demand.
- The prospect of nursery places being oversubscribed; Cylch Meithrin Y Fenni are unlikely to have the capacity to accommodate any children who are not allocated a place in the LA Nursery.

The full response to the proposal from Cylch Meithrin Y Fenni is attached at Appendix 4.

## **APPENDIX 1 – Record of Drop In Session**

### **Will the Local Authority dictate the opening times of the provision?**

- The school will agree the opening times of the LA Nursery, they will probably be arranged to fit in with the end of the school day to make it easier for parents who have siblings in the school.

### **Will there be wrap around care?**

- This is the decision of Cylch Meithrin Y Fenni and largely depends if they have space to accommodate this provision, whilst still meeting the needs of the younger children.

### **Is there any flexibility around attendance at the LA Nursery?**

- No, it is not possible to share places at LA Nursery, if a place was taken up they would be expected to attend 5 sessions a week.

### **When would the LA Nursery open?**

- If everything goes to plan, the intention is for the LA Nursery to open on 11<sup>th</sup> April 2016.

### **How will it affect 2 year olds in Cylch Meithrin Y Fenni?**

- Children who are not due to move on to LA Nursery in April have been offered morning sessions so they should not be affected.
- At present, the LA nursery will only run an afternoon session; Cylch Meithrin Y Fenni will continue to operate in the mornings, as it was felt that morning sessions are better suited to younger children.

### **What is ‘wrap around’ as this is not made clear in the consultation document?**

- Members of the Cylch Meithrin Y Fenni committee felt that the language of the report was not helpful and seemed to suggest this is a given.
- No decisions have yet been made by the setting as to whether or not they will offer wrap around provision; the stumbling block is likely to be growing numbers and, hence, lack of vacant spaces.

### **What is the Council’s longer term view with regards to the school? If the school moves will the Cylch Meithrin move with them?**

- This is a political decision for the future.
- Cylch Meithrin Y Fenni would want to remain with the school as they have built up good links and transition is much smoother for the children.

### **Has there been any research/spoken to other Headteachers that have a school based Meithrin?**

- Ysgol Gymraeg Y Fenni is the only Welsh medium school in South East Wales without their own Nursery.
- The school governing body feel strongly that transition would be easier and standards would improve if children were immersed in the Welsh language from a younger age.

**With regards to immersion, what would be the method of teaching?**

- It depends on the ability of the child; however, if a child did not understand, the school would use their current policy of Welsh English Welsh.

**Would the uniform be the same as Cylch Meithrin Y Fenni?**

- The school would not expect parents to purchase a new uniform in April for one term.

**Would the school nursery be free?**

- Yes, five sessions of 2.5 hours per week would be provided free of charge.
- Lunch club or wrap around care provided by Cylch Meithrin Y Fenni would have to be paid for.

**What happens if there are more than 30 applications for the LA Nursery?**

- The admission number for the school nursery would be set at 30 and they would not be allowed to exceed this number.
- Cylch Meithrin Y Fenni would remain as an Approved Provider of Early Education and would be able to accommodate any additional children; funding would still be available for this purpose.

**How would people know they would have to apply for LA Nursery?**

- Parents with children at Cylch Meithrin Y Fenni would be sent an application form. FIS and social media would be used to spread the word to a wider audience.

**Would the pupils get free home to school transport for LA Nursery?**

- No, this is not statutory education so free home to school transport is not provided.

**Other comments:**

- We are a first language Welsh speaking family and we would like to record our support for the proposals.
- Throughout the process the Local Authority has tried to help/protect Cylch Meithrin Y Fenni as far as possible.
- It is ultimately about raising standards and increasing bilingualism.
- Local Authority are looking to set up another Cylch Meithrin in the area. Identifying Welsh speaking leaders is the issue but there has been growth in adults learning the Welsh language and Ysgol Gyfun Gwynllyw have changed their childcare qualification to one on the Care Council's qualification framework for Early Years, so this should help.

## **APPENDIX 2 – Record of Consultation with Children**

Ysgol Gymraeg Y Fenni School Council met on 17<sup>th</sup> July 2015 to consider the proposal to extend the age range at their school to include nursery provision.

Notes from the meeting are as follows:

School council all present.

### **Do you think that it is a good idea to have a nursery class at school?**

Everyone was in agreement.

### **Why?**

"It is a very good idea and brothers and sisters will be able to come before the reception."

"It will help children to speak Welsh better."

"It will be like a lot of English schools."

"The nursery children can come to play with us in the yard."

"Perhaps the nursery children won't cry when they start."

"The older children can help the nursery children to speak Welsh."

"We would be able to share toys with them."

The School Council, therefore, fully supports the idea of having a nursery class at the school.

## **APPENDIX 3 – Estyn Response**

### **Estyn's response to the proposal to extend the age range at Ysgol Gymraeg y Fenni.**

This report has been prepared by Her Majesty's Inspectors of Education and Training in Wales.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body that is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has produced the following response to the information provided by the proposer

#### **Introduction**

The proposal is by Monmouthshire County Council.

The proposal is to extend the age range at Ysgol Gymraeg Y Fenni from 4-11 years to 3-11 years, to include part time nursery provision.

#### **Summary/ Conclusion**

It is Estyn's opinion that the proposal is likely to at least maintain the current standards of provision in the area.

#### **Description and benefits**

The proposer clearly outlines the rationale for the proposal. The proposal seeks to ensure equality of provision in both of the county's Welsh medium primary schools in the county and in the EAS consortium. The proposal identifies how the county propose to continue with Cylch Meithrin y Fenni, providing childcare for 2-4 year olds from the same building in the morning and lunchtimes, with the school providing nursery education in the afternoons. This will maintain the provision of 56 early education places available on site for children to access from the term following their third birthday until they start in Reception. Currently, Cylch Meithrin y Fenni operates two sessions, one in the morning and one in the afternoon. The proposal states that the majority of places in the afternoon session are currently taken up by 3-4 year olds accessing early education and who would be in the nursery class should the proposal be implemented.

Should the proposal be implemented, it is likely that it would have a beneficial impact on the transition of children from early education into school. As the demountable currently used for Cylch Meithrin Y Fenni is already in place there is no capital expenditure anticipated. The building is fit for purpose and is in good condition. The

school would need to appoint a part time (0.5) teacher and two teaching assistants and the costs would be met from an increase in the school budget and the Foundation Phase grant.

The proposer identifies a negative impact on the finances of Cylch Meithrin Y Fenni, as a result of the loss of early education funding, but has identified the lunch club and an increase in the session time in the morning as additional revenue to assist with sustainability.

The proposer has identified many of the expected benefits and disadvantages of the proposal well. However there is no reference to the current performance, the quality of leadership and provision at the setting or school. However, it is reasonable to assume that the proposal is likely to at least maintain the current standards of provision in the area. The equality impact assessment provided by the proposer is detailed and it provides valuable information on the potential negative, neutral and positive impacts of the proposals on the relevant protected characteristics.

## APPENDIX 4 – Cylch Meithrin Y Fenni Response

Cylch Meithrin y Fenni is generally supportive of the proposals, and on the whole understand the reasoning. We would like it noted that feedback from our recent survey strongly indicates that parents are happy with the Meithrin and are confident that our staff are doing their very best to offer an excellent level of care, education and support to the children who attend. We feel that the ongoing discussions and consultation process have done little for staff moral in the last 12 months as this has been an ongoing ‘threat’, with no real answers; we have 7 members of staff in a mixture of full and part time roles who have very little job security and feel very undervalued.

We see our future tied very much with that of the school, we have worked hard to foster excellent relationships that have eased the transition to school for the children at the Meithrin and wish to continue to do so. In an ideal scenario we would continue to offer 2 sessions as we do currently and as the school grows and is potentially moved (there surely needs to be expansion given the rate of growth in numbers attending?) we would be moved to the same site as part of a successful Welsh-medium learning community. In this way the school could have a LA Nursery and we could run a Mudiad Meithrin offering 2 sessions a day, meaning we could offer proper wraparound care to parents wanting a Welsh-medium education.

We have identified a number of reservations and/or concerns with the proposals, which are detailed below;

- MCC would like to see wraparound care offered at the Meithrin. We feel that this may not be possible on a practical level as we generally fill our 26 morning spaces with non pre-school children (a mixture of Flying Start funded children, parent paid fees & children receiving 3 year old funding) so would not want to limit ourselves by offering these 26 spaces to Pre-school aged children. We will look at the possibility of offering a lunch club however, it is not a foregone conclusion but a discussion that the staff, families and management committee of Cylch Meithrin y Fenni must have in the coming months as more details regarding the school based nursery are finalised.
- Welsh language provision in Monmouthshire is more of an issue that whether or not Ysgol y Fenni should be allowed to increase their numbers. The long term future needs to be seriously looked at, these proposals do not increase capacity, in reality they limit it, as school nursery places cannot be shared in the way Meithrin places currently are.
- From September 1<sup>st</sup> we will have 35 pre-school aged children attending the Meithrin (as they are currently able to ‘share’ our 26 spaces). 32 of these children accessing at least 1 afternoon session – if the school based nursery opens at Easter 2016, where will the children that are not successful in gaining a place in the Ysgol Y Fenni nursery go for their last term before school? We will no longer have an afternoon session to offer them and our morning sessions are also full.

## APPENDIX 5 – Consultees Responses

Name (if provided)	Point of View	Comments
AB	Supportive	I think it will be a great development for the school as the children will have established their Welsh Language skills when they enter the school fully rather than potentially struggle with the language initially while trying to get a grasp of learning in a structured environment. It should see learning levels get even better at the school.
CT	Supportive	<p>I agree with the school governors that it would be beneficial to Ysgol Gymraeg Y Fenni to provide Welsh medium education for children aged 3 years, if this is similar, as is suggested, to raise the standard of provision and to facilitate the transition from nursery school to primary school at age 4 years.</p> <p>It is suggested that the children of the nursery school are currently being taught by teachers who are not fluent in the language, which is unfortunate and extremely inappropriate. I wonder what the plan is to correct this, other than those mentioned in the document.</p> <p>It would be easier to provide further comments if the format of the consultation included specific questions that could be answered within the document, instead of a blank page where comments cannot be identified. I hope that this will not cut down on the number of responses received.</p> <p>If you want to present the information in Welsh and English, it would be good if the format is consistent, and the links to the titles of the documents also in the relevant languages on either side of the website.</p>
DJ	Supportive	Having read your report I am in support of the proposal to introduce an Ysgol Feithrin at Ysgol Gymraeg Y Fenni as the further help that the children will receive will help them when they start school in the reception class and will ease their transition into school as they will be used to the building and the routines of the school.
KH	Supportive	I am just writing to say how essential I think it is that Ysgol Gymraeg Y Fenni provides nursery provision prior to school entry. I am only a Welsh learner but my wife is a Welsh speaker and when our children went through the existing Cylch Meithrin we know how little Welsh was used. Our children turned to English within the Cylch as a result and their classes when they entered the school reception class were largely unable to speak Welsh. This puts a big pressure on the school and the children in reception class and holds back development in almost all other areas. The



		<p>situation in the Cylch Meithrin has improved with a leader who can now speak Welsh and much more Welsh is being used. But when you bear in mind that well over 90% of children going through this system will be from English speaking households, this is not enough. The additional afternoon hours that the school nursery provision could provide, in a totally Welsh speaking immersive environment would make a huge difference to the language level of the children prior to Reception Class. It also makes Welsh language nursery provision possible for many households who cannot currently use it because both parents work and the Cylch Meithrin can only do a limited number of hours. They therefore have to opt for English language nursery provision.</p> <p>I think that this in school nursery provision in Welsh is essential to enable the school to continue to try and improve its standards and think it would be very short-sighted if this did not go ahead.</p>
EH	Supportive	<p>As a past chairperson of Cylch Meithrin Y Fenni I believe that this proposal for an integral meithrin at Ysgol Gymraeg Y Fenni is the way forward for Welsh education in Monmouthshire. These children will now be able to have qualified fluent Welsh speaking teachers, which has sadly always been lacking at the Cylch Meithrin despite all good intentions. We all know the importance of these children being exposed to the language as early as possible and being under the umbrella of the school this will have such a positive effect.</p>
GE	Supportive	<p>As a Grandfather and Welsh learner living in Monmouthshire, I agree that it is essential that with parents wishing to have their children educated through the medium of Welsh that these children are introduced to the language at the earliest opportunity. This is so important, as most children's parents are non-Welsh speakers, so no Welsh spoken at home.</p> <p>However, the current proposal appears over complicated. I would prefer to see the school take control, so that there is consistency of delivery through the whole school day, by fluent Welsh speaking teachers and Assistants. I understand the school has the resources to implement such an arrangement.</p> <p>From a personal perspective, I have always felt my own education was short changed by not learning Welsh at Primary school, ironically at Llanover School, where as we all know Lady Llanover endeavoured to preserve Welsh during the 19th century. She was responsible for bringing my first language Welsh speaking grandparents to Monmouthshire.</p> <p>It is for this reason I feel strongly about the early introduction of the Welsh language to children.</p>
EM	Concerns	<p>There seems to be a fundamental problem with this proposal in that it is claimed that it will increase the access to Welsh Medium at pre-school level by moving children from the Cylch Meithrin to the Ysgol Gymraeg Y Fenni. In fact looking at the figures given, the number of children</p>

		<p>(3+) that will have access will drop from between 41 and 54 to a fixed number of 30 children. This will be further reduced if the same children take up the proposed 'wraparound' care and also use up a morning session. This will ultimately affect the 2 year olds, especially the Flying Start children which are exactly the children that need the additional support earlier, and arguably are the ones that will determine an improved outcome at the end of the Foundation Phase.</p> <p>Fundamentally, if the interest in Welsh Education keeps on increasing it is more physical space that is needed rather than juggling the limited space that it currently available!</p>
GK		<p>One question that comes to mind straight away is: why, under the distribution list, only Anglican and Catholic (Roman) Churches are named? Perhaps a better way to ensure fairness to all is to distribute to every denomination by using a body such as CYTUN (Churches in Wales together) – who are also in touch with other religious forums.</p>
HF	Supportive	<p>I support extending Ysgol Gymraeg y Fenni to include part-time nursery provision because of</p> <ol style="list-style-type: none"> <li>1) the higher standard of skills in Welsh from a younger age</li> <li>2) wrap around care and education between the provision of Mudiad Ysgol Meithrin and the school will make it easier for parents in work.</li> </ol>
JW	Supportive	<p>I support this because the standard of the language will be higher when the children go to the Reception class.</p>
AJ	Supportive	<p>I agree with the idea of nursery provision. It's a very good idea for the Welsh language and for the area.</p>
JH	Supportive	<p>I think that the proposal is an excellent idea and long overdue. I have had 3 children go through the Cylch Meithrin and into Ysgol Gymraeg Y Fenni. There is no doubt in my mind that the LA nursery provision now being proposed would have resulted in them and their class mates entering Reception Class with a much higher standard of Welsh which then has a knock on effect on all other aspects of education.</p> <p>My children did not have the opportunity to be taught by fluent Welsh speaking staff before reception class and this has had a knock on effect on standards throughout the school. This is particularly important in a non-Welsh speaking area such as this where probably 95% of the children are coming from non- Welsh speaking backgrounds.</p> <p>I served as a Committee member on the Cylch Meithrin in the past and feel that the addition of LA Nursery provision will only enhance the pre-school provision for children going through the Welsh Language education system.</p>

		The lack of Welsh language nursery provision that meets the needs of working parents has long been a problem in the Cylch Meithrin system, resulting in many children being placed in English language nurseries instead. This proposal makes a Welsh language nursery place feasible logistically for working parents.
MD	Supportive	As a teacher who teaches at Ysgol Gymraeg Y Fenni and has done for 4 years, I welcome the concept here to extend the school's provision from 4-11 to 3-11. A nursery which is part of the school ensures greater consistency and will make the transition process much more convenient for everyone. As a school and as individual teachers, our intention is to ensure a broad education for our pupils and we're raising standards. I anticipate that the extension of school provision will raise standards because of the following reasons: Children will communicate with more adults and result in children who are confident in the Welsh language. This will help with the development of a second language. Our school is growing and shows that the nature of Welsh-medium education is becoming more popular. It will help raise greater awareness of Welsh-medium education and bilingualism. There will be consistency in processes and daily arrangements to help children understand school routine and will enable them to transition between nursery and reception more smoothly. It makes sense to me that teachers are going to teach the children of the nursery. At present, there are no qualified teachers at the Playgroup. This means, in my opinion, that the Cylch Meithrin staff have not received the same level of training. Although the Cylch Meithrin do their best with the provision that they provide, sharing the building with the school enables efficient sharing of resources and expertise. One of the things that disappointed me to stem from the concept here is the fact that the school did not receive a morning session. Research, and any teacher you ask, will tell you that children learn better in the morning. In light of this, doesn't it make sense for the qualified teachers to work within the morning sessions to raise standards and achievement? To be honest, in the end I believe strongly that the school nursery should take place in the afternoon and the morning. I anticipate this will attract many parents to register their children. According to your statutory document, there will be over 50 places provided through the playgroup and nursery school, so you will need to look at the size of the school and how many children come. At present, we are a one stream school, but if this continues the school will turn into a two stream school. I think that this is something positive and something to look forward to.
PG	Supportive	Our two children attended the Meithrin and continued onto YGYF and are doing well however I think that matters could have been improved if the Meithrin had the personnel and the funding to be a full school day taught through Welsh so that the children were fairly fluent in the language

		<p>when they entered reception. Whilst it shouldn't be a prerequisite that they are fully Welsh speakers by the time they enter reception it would certainly help the school, the teachers and the other pupils if the majority had a good grasp of the language. A well sourced, funded and extra hours Meithrin would give the pupils a much better chance of success in school and life through the medium of Welsh.</p> <p>There is also the very probable outcome that the Meithrin would have an increased roll call as more working parents who want their children to be educated in Welsh would be able to use the Meithrin as their children would be in Welsh medium education for a full day and not just half a day as present.</p>
PH	Supportive	<p>This is an excellent proposal and should be given full support by MCC, parents of Y Fenni children and the public in general.</p> <p>The proposal will enable children to access professional Welsh speaking teachers from an earlier age which will be a substantial benefit to the children's Welsh language skills and their education and in turn raise standards.</p>
LD	Supportive	<p>I think it would be a wonderful idea to have an Early Years section in our school. It would improve our school greatly and we are the only school in South East Wales not to have one.</p>
RH	Supportive	<p>I strongly support the proposal to extend the school age range. The school was a fantastic experience for both our children and I am sure the addition of Meithrin provision would be a benefit to the children.</p>
SH	Supportive	<p>I think this would be a fantastic addition to the school. It would make the Meithrin and school transition easier for all and would improve the standard of Welsh in Dosbarth Derbyn. A good, positive move for all involved.</p>
KM	Supportive	<p>I agree with the above proposal to include a part time nursery provision at Ysgol Gymraeg Y Fenni.</p>
LS	Supportive	<p>I'm in agreement for the proposal for the nursery.</p>
KM	Supportive	<p>I'm 100% in agreement for the proposal. Will be very beneficial to the pupils, families and school and will therefore raise standards for this fantastic school.</p>
BS	Supportive	<p>We feel it would be beneficial for there to be a nursery connected to the Welsh school.</p>
SB	Supportive	<p>I whole heartedly support the proposal to extend the age range at Ysgol Gymraeg Y Fenni. As a parent with a 10 year old child who has been educated at Ysgol Gymraeg Y Fenni and who also spent time at Cylch Meithrin Y Fenni I welcome the proposal. As a mum who worked part-time I found it very frustrating that there was no Welsh medium full day care available in the area for my toddler. It is even more incredible to think that 8 years on it is still the case that this is not available</p>

- either LA maintained or privately. Hopefully this proposal will start to address this issue. Although I understand that priority for the remaining morning sessions at the Cylch Meithrin will be given to 2-3 year olds hopefully if the Cylch Meithrin introduces a lunch club this will allow some full time places for 3-4 year olds to be created and potentially the flexibility of parental choice for a longer session for the 2-3 year olds.

This issue is very dear to my heart as unfortunately I had to remove my daughter from some sessions in the Cylch Meithrin as the morning session was just half-hour too short to fit with my working arrangements. It was very ironic for me at the time, as the work that I was doing was working for Mudiad Ysgolion Meithrin; the umbrella organisation that the Cylch Meithrin is affiliated to; promoting Welsh Medium Baby and Toddler Groups but owing to the shortage of Welsh Medium Nursery provision I need to remove my child from the Cylch Meithrin for several sessions and place her in a nursery setting within an English school which provided a lunch club option. It would have been very easy for me to decide to keep my daughter in this English school where she had settled and abandon the idea of a Welsh Medium Education. I am very glad that my daughter did have a Welsh Medium Education and I feel that she could not have received a better education than the education that she has received at Ysgol Gymraeg Y Fenni. I feel this proposal with its more flexible approach to childcare will make it possible for more parents to make that same choice and not be forced to select the English medium to provide the solution.

I do not see any problem with the fact that there will now only be provision for 2-3 year olds in the mornings. As stated in the proposal document most 2-3 year olds currently choose the morning session. From my experience of working with this age group when setting up baby and toddler groups and my personal experience as a parent this is because most 2-3 year olds still need to take a nap in the afternoon so parents choose the morning session when they are more active and open to learning.

As a Teaching Assistant working in a LA maintained Welsh Medium Nursery setting within a Welsh Medium School in Blaenau Gwent I welcome the proposal for the Welsh School to provide the funded early years education for 3-4 years old. Within my own work I have witnessed first-hand what a difference having a fully qualified teacher who is trained in the Foundation Stage makes to the outcomes for children at 3-4 years old. A fully qualified teacher better understands the educational needs of the child and is best placed to prepare them for full time education. This proposal would see the 3-4 year old setting being led by a fully qualified teacher and this will be a big improvement on what is being currently offered by the Cylch Meithrin. It is stated in the

		<p>proposal that Ysgol Gymraeg Y Fenni is the only Welsh medium primary school in the South East Wales Consortium that does not have a nursery class. This begs the question; "Why are the 3-4 year olds of Abergavenny being denied access to being taught within a school by a qualified teacher when it is being offered to everyone else in South East Wales?"</p> <p>As an ex-employee of the Cylch Meithrin Y Fenni I feel the acquisition of Welsh language skills by the 3-4 year olds will be greatly improved if they are taught by fluent Welsh speaking staff from the Welsh school. During my time of working at Cylch Meithrin Y Fenni very little Welsh was spoken in the setting giving the children very little opportunity to acquire the language. The staff were generally Welsh learners who did not have the confidence to use the little Welsh that they had with the children. During my time there, the attitude of the staff to the Welsh language was very poor. There was an undercurrent of "What is the point - this is not even a Welsh speaking area?" I myself felt ostracised by other members of staff because I could speak Welsh and I tried to use it with the children. I know that the committee paid for employees to attend Welsh lessons to enable them to strengthen their language skills but the most of employees did not bother to attend these lessons. I know that the period that I am referring to is in the past but from contact that I have had with people that still work in the Cylch Meithrin and from members of the parent committee I do not think this culture has changed much. So I really welcome the opportunity proposed for our 3-4 year olds to be taught by fluent Welsh speakers who have a positive attitude to the promotion of the Welsh Language in our area. I hope that the proposal is successful and I wish the school every success in this new and exciting venture.</p>
	Supportive	I support this decision as it will increase the educational standards for every child.
	Supportive	Extending the age range of Ysgol Gymraeg y Fenni will have a positive effect on the school and on the community. The language standards of the children will increase throughout the school that will have a big effect on their education. It's also an excellent opportunity for parents who wish to send their children to Ysgol Gymraeg y Fenni but who cannot afford to send them to the Cylch Meithrin. Nursery provision would also enable the children to become more familiar with the Ysgol Gymraeg y Fenni family.
	Supportive	I believe that having nursery provision as part of the school is very important in increasing the linguistic standards in the school. It will also help with transition.
	Supportive	Undoubtedly having nursery provision in Ysgol Gymraeg y Fenni will help to increase the standards of welfare and achievements of the pupils. As the consultation document suggests, Y Fenni is the only Welsh school in south-east Wales without nursery provision. Although the

		standards in Y Fenni are very good immersing the children in the language 5 terms earlier will have a positive effect on the standard of Welsh when they start in the Reception class. Transition will be easier as will tracking progress of children from three years old will ensure the best possible educational standards from a young age for the children of the area. Having a reception class in the school will ensure equal opportunities and the children in Y Fenni will have the same provision as all other child attending Welsh-medium schools in the South East. My only concern is that 30 spaces will not be sufficient! There will be equal opportunities for all children.
	Supportive	I believe that nursery provision in school will be good from the point of view of the standard of Welsh amongst the children. The children will receive better Welsh provision and transition will be easier and more homely for the children. The cost of Welsh medium provision also affects where parents send their children, having nursery provision in the school will enable parents to send their children to a Welsh-medium school with nursery provision.
	Supportive	In my opinion having nursery provision as part of Ysgol Gymraeg y Fenni will be a great help in improving linguistic standards. The whole school will benefit from children receiving Welsh-medium education at an earlier age.
	Supportive	It's important that Ysgol Gymraeg y Fenni has nursery provision in the school. This is the only school in the area without nursery provision and I believe it is long overdue for the situation to change. I worry that there will not be sufficient places to respond to the applications. Having nursery provision in the school will have a big effect on the children's standard of Welsh too, which is vitally important.
	Supportive	Excellent! There will be equal opportunities for every child. The standards will increase from the bottom up. Transition to the reception class will be easier. This is deprived area so the standards will increase amongst disadvantaged children, one of the aims of the Welsh Government. Full day care will be beneficial to us for our children.
	Supportive	I agree with having nursery provision in Ysgol Gymraeg y Fenni as it will give the correct start to the language and also make it easier to progress to the Reception class.
	Supportive	The children will have a better chance if there is nursery provision on site that the nursery teachers can speak fluent Welsh to the children. The reception class will not have to take more time teaching the children, they could spend more time teaching them everything that is required, not spending time helping to catch up on the language and small things that they will be taught in nursery.

	Supportive	<p>I would be delighted if the school extended the age range at Ysgol Gymraeg Y Fenni. My son is due to start nursery in April 2016, my daughter attends the school and I would like him to start at the nursery. It is imperative I believe that children immerse themselves in a welsh learning environment as soon as possible if they intend to follow the path of education via the medium of welsh.</p> <p>I would hope that if nursery provision is established at the school, the meithrin would offer wrap around care, thereby offering the children an extending learning environment through the medium of welsh. I would certainly like my child to go to the nursery and the meithrin.</p>
	Supportive	This would be a fantastic addition to our school, expanding the age range will introduce Welsh language to younger children, who will have the support and all interaction with other children and siblings through the medium of Welsh, and becoming part of the Ysgol Gymraeg Y Fenni family.
	Supportive	This extension will be a fantastic idea to allow children to experience the Welsh language in a familiar environment from an earlier age, to prepare them for school life.
	Supportive	The addition of a nursery to the existing school will be of huge benefit to the pupils because they will have Welsh education from an early age and it will carry on seamlessly from the nursery to the Reception class. It will benefit the parents because of the increased Welsh education and childcare provision. It will benefit the staff because the pupils will be fluent in Welsh from an early age.
	Supportive	This is a fantastic idea, it will give children an easier transition to the main school and in a Welsh medium, will benefit the child. I feel the child will have greater liaisons with the main school and this will enhance confidence within the child. Benefits of learning Welsh from an earlier age and in a school setting will be an advantage for the parent and child.
	Supportive	It's a fantastic idea!! The increase of the medium of Welsh in our area is paramount to the future generations of our county and the surrounding areas.
	Supportive	I think this is an excellent idea. This school is a wonderful provision and I feel it will greatly improve the children's learning.
	Supportive	This is great and a step forward for a great school. Not sure how much Welsh has been spoken in Meithrin as no Welsh speaker till this year, so hard for the school to make up progress.
	Supportive	I would welcome the extension of the Welsh Medium of Ysgol Gymraeg Y Fenni as it would allow the children who attend to reach their true potential by having access to provision earlier. Allowing the teachers within the school to work with parents and children from 3 years onwards, means that they are able to enjoy the fruits of the environment that Ysgol Gymraeg Y Fenni offers earlier.



## APPENDIX 6 – Equality Impact Assessment

### The “Equality Initial Challenge”

Name: Sue Hall Service area: Early Years Section, CYP Date completed: 21 <sup>st</sup> April, 2015		Please give a <b>brief description</b> of what you are aiming to do. To increase the age range of Ysgol Gymraeg Y Fenni to 3-11 years, to include a 30 place Local Authority Nursery class.	
Protected characteristic	Potential <b>Negative</b> impact Please give details	Potential <b>Neutral</b> impact Please give details	Potential <b>Positive</b> Impact Please give details
Age	Welsh medium childcare for 2-3 year olds will only be available in the mornings, where it is currently available in the morning and afternoon sessions; nevertheless, the majority of the places in the afternoon session are currently taken up by 3-4 year olds accessing Early Education.		The age range of Ysgol Gymraeg Y Fenni will be extended. Children aged 3 will be able to access LA Nursery provision through the medium of Welsh, as well as Early Education provision in the non-maintained sector.
Disability		Children with a disability are currently able to access Early Education provision at Cylch Meithrin Y Fenni, which occupies the same building as Ysgol Gymraeg Y Fenni LA Nursery class, so there should be a neutral impact on this group.	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	

Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language	Cylch Meithrin Y Fenni will have to reduce the hours and flexibility of childcare provided, as they will have to share the premises with the LA Nursery, hence it will be unavailable during the afternoon session.		Children will be able to access LA Welsh medium provision from a younger age and will be immersed in the Welsh language, hence improving the possibility of achieving outcomes 5 & 6 by the end of the Foundation Phase. It will also aid transition from pre-school to Reception and hopefully encourage more families to take up Welsh medium education.

Please give details about any potential <b>negative Impacts</b> .	How do you propose to <b>MITIGATE</b> these <b>negative impacts</b>
<p>➤ <i>Cylch Meithrin Y Fenni currently provide a morning and afternoon session in the demountable building on the site of Ysgol Gymraeg Y Fenni, providing 52 childcare and Early Education places. Utilising the demountable building for an LA Nursery in the afternoon session, which can only be accessed by children from the term following their 3<sup>rd</sup> birthday, will reduce the number and flexibility of places for 2-3 year olds.</i></p>	<p>➤ Cylch Meithrin Y Fenni will give priority to 2-3 year olds who are unable to access the LA Nursery provision; wrap around childcare for children attending the LA Nursery will only be offered if there are surplus places available.</p>

<p>➤ <i>The number of childcare places provided by Cylch Meithrin Y Fenni will be reduced from 52 to 26 (although many of these were previously utilised for Early Education, which will now be provided by Ysgol Gymraeg Y Fenni) and childcare will only be available in the mornings.</i></p>	<p>➤ The intention is to open a second Cylch Meithrin, possibly in the Raglan area, reducing the pressure on places at Cylch Meithrin Y Fenni.</p> <p>➤ Cylch Meithrin Y Fenni intend to offer a lunch club, hence increasing the length of childcare sessions provided.</p> <p>➤ There will now be the possibility of wrap around childcare for 3-4 year olds, which was not previously available through the medium of Welsh.</p>
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**Signed:** *S. Hall*

**Designation:** Early Years Manager

**Dated:** 21.04.15

## EQUALITY IMPACT ASSESSMENT FORM

<b>What are you impact assessing</b>	<b>Service area</b>
Provision of LA Nursery at Ysgol Gymraeg Y Fenni	Early Years
<b>Policy author / service lead</b>	<b>Name of assessor and date</b>
Sue Hall	Sue Hall      21.04.15

1. What are you proposing to do?

The proposal is to extend the age range at Ysgol Gymraeg Y Fenni to 3-11 years to include a 30 place Local Authority Nursery class. This provision will be located in the demountable building on the site of Ysgol Gymraeg Y Fenni, currently occupied by Cylch Meithrin Y Fenni. The building and resources will be shared with Cylch Meithrin Y Fenni, with Cylch Meithrin Y Fenni providing childcare in the morning session followed by lunch club and Ysgol Gymraeg Y Fenni nursery class operating in the afternoon session.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

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

3. Please give details of the negative impact

Cylch Meithrin Y Fenni currently provide a morning and afternoon session in the demountable building on the site of Ysgol Gymraeg Y Fenni, providing 52 childcare and Early Education places. Utilising the demountable building for an LA Nursery in the afternoon session will increase the total number of sessions available to 56, however there will be less flexibility around the childcare available; 2-3 year olds will only be able to access childcare in the mornings and places at the LA Nursery are not able to be shared between several children, as they currently are at Cylch Meithrin Y Fenni.

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

The intention is to develop a second Cylch Meithrin in a nearby area hence reducing the pressure on Cylch Meithrin Y Fenni. Cylch Meithrin Y Fenni intend to prioritise places for 2-3 year olds who are unable to access the LA Nursery provision, they will also extend the length of their morning session to include a lunch club. Consultation has taken place with the Manager and Chairperson of Cylch Meithrin Y Fenni, the Headteacher and governing body of Ysgol Gymraeg Y Fenni and Mudiad Meithrin. The proposals were also discussed and agreed by the Early Years Development and Childcare Partnership (EYDCP).

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

Monitoring of Early Education places  
Childcare Sufficiency Assessment (CSA)  
Welsh Education Strategic Plan (WESP)  
Estyn reports and Foundation Phase data

Signed: *S. Hall*

Designation: Early Years Manager

Dated: 21.04.15

## The "Sustainability Challenge"

<b>Name of the Officer</b> completing "the Sustainability challenge" Sue Hall		Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration To increase the age range of Ysgol Gymraeg Y Fenni to 3-11 years, to include a 30 place Local Authority Nursery class.	
<b>Name</b> of the Division or service area Early Years Section, CYP		<b>Date</b> "Challenge" form completed 21 <sup>st</sup> April, 2015	
Aspect of sustainability affected	<b>Negative impact</b> <b>Please give details</b>	Neutral impact <b>Please give details</b>	<b>Positive Impact</b> <b>Please give details</b>
<b>PEOPLE</b>			
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and voluntary work		X	
Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training			Parents will be able to choose to access Welsh medium early education at a Local Authority Nursery or a non-maintained setting.

Have a positive impact on people and places in other countries		X	
<b>PLANET</b>			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
<b>PROFIT</b>			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people	Cylch Meithrin Y Fenni will no longer be able to run an afternoon session, so staff at the setting may have reduced hours of employment.		
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade,		X	

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

What are the potential negative Impacts	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments)
➤ <i>Possible reduction in hours of staff at Cylch Meithrin Y Fenni.</i>	➤ Cylch Meithrin Y Fenni intend to extend the hours of their morning session and offer a lunch club, hence minimising the reduction in staff hours. There is also the possibility of staff currently working at Cylch Meithrin Y Fenni being employed part time at the school.

## The next steps

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

Currently, parents in North Monmouthshire choosing to educate their children through the medium of Welsh, can only access early education at a non-maintained setting and by the summer term there are not always sufficient places for all children to take up their full entitlement of 5 sessions per week. By increasing the age range at Ysgol Gymraeg Y Fenni to include a Nursery class, the number of early education places available will increase slightly from 52 to 56 places and parents will be able to choose between an LA nursery or a non-maintained setting.

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

Cylch Meithrin Y Fenni intend to extend the hours of their morning session and offer a lunch club, hence minimising the reduction in staff hours. There is also the possibility of staff currently working at Cylch Meithrin Y Fenni being employed part time at the school.



**Signed:**

*S. Hall*

**Dated:** 21.04.15

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**SUBJECT:** Waste & Street Services: Restructure Review  
**DIRECTORATE:** Operations / Waste & Street Services  
**MEETING:** Individual Member  
**DATE:** 25<sup>th</sup> November 2015  
**DIVISION/WARDS AFFECTED:** All

**PURPOSE:**

1. To seek approval for the revised structure as proposed in this report to be implemented within the Waste & Street Services department.

**2. RECOMMENDATIONS:**

2.1 The recommendations are:

- a) To approve the proposed structure
- b) To approve the allocation of £20k (as a maximum) to the Connected Worker and Training and Development Strategy of the department
- c) To approve £5k be allocated to the £50k 2016-17 mandate B2 Rationalising Business Support
- d) For the remaining £7k be used to manage budget pressures within the department (this could be more depending on needs with training/Connected Worker)
- e) To approve the redundancy of Landscape Consultant with the resultant redundancy costs of £23,044
- f) To approve the flexible retirement of the External Works Supervisor with resultant costs of £4,784

**3. Background**

3.1 In February 2014 Cabinet approved the creation of the Waste & Street Services department which saw the merger of the previously separate waste/recycling and grounds maintenance departments. Over 2014 the managerial and office functions were reviewed and a

completely new restructure was implemented. The current structures for the two sections (Commercial and Operations & Recycling Strategy & Business) are at Annex 1.

3.2 It is good practice with any restructure to review the implementation. Staff were informed in March 2015 that a review would be undertaken in the Autumn to assess the impact on staff, robustness and pinch points, and determine whether the structure is fit for purpose with the future direction of the department and the Council as a whole. This proposal for change was based on interviews with staff, written comments on the restructure and different roles, issues that had arisen since the new structure was put in place and an honest reflection on what had and had not worked.

3.3 Staff were informed of the proposed changes on 19<sup>th</sup> October and were invited to give comments by 9<sup>th</sup> November. A meeting was held with both Unison and GMB on the 19<sup>th</sup> prior to the launch with staff later that day. A presentation was given showing what had been done, what was proposed and the reasons why. The powerpoint presentation, revised JDs and revised costings were all placed on the shared drive for everyone to see and comment on.

3.4 Key findings of the review were:

- Staff ethos and commitment for service delivery and quality was and still is phenomenal
- A lot was asked of staff – learning new roles and a major service change with route optimisation implementation.
- The structure allows people to see a career path and development opportunity
- The new depot management structure where waste/grounds was integrated works but can be further improved through a focus on common systems, processes and by continuing to understand and codify the roles
- Bringing waste and grounds together has brought operational savings (mandate in 2015-16 for service realignment) and reduced duplication
- Do not ever do a major restructure with a lot of new roles and a major service change at the same time. Route optimisation took focus away from bedding into and training and development in new roles. It could be argued that route op. allowed people to learn their new roles, but because this was waste focused it diverted attention away from other service areas
- Attempt to be generic in business support functions has not worked as well as anticipated. Introducing generic roles created duplication and confusion leading to inefficiency and therefore staff frustration
- Too many managers in some parts of the structure and not enough in others

- Grounds has demonstrated the benefits with a focus on Income. Aligned to the Income Generation Strategy recently agreed waste also manages c.£750k external income and therefore needs a concerted focus
- Connected Worker – roll out of hard/software to front line has not been developed due to focus on route optimisation and restructure yet this was essential to manage the 20% reduction in staff from the 2014 restructure
- With the introduction of the Community Infrastructure Levy and Green Infrastructure strategy and subsequent Planning SPG the strategy towards play provision will be changing and there will be reduced demand on the landscape consultant post
- To achieve outcomes of a high quality efficient service people need investing in. There is no slack within the section so investment needs to be made in enabling people to perform to the best of their ability through training and development.
- With the Senior Policy & Performance Officer having left for a major national role consideration needed to be given to replacing like for like or doing something different. One of the benefits of this role was the coordination of education/awareness work which needed to be maintained
- MHA grounds maintenance contract has a condition for an apprentice. Also recognition that the waste/recycling section has not had formal apprenticeship structure in place and this would bring capacity to the team and also give a young people an excellent start to their career.

### 3.3 Therefore main proposals for change are

Delete the following posts:

- Landscape Consultant  
Due to changes in planning for play
- Senior Policy & Performance Officer  
Due to staff leaving
- Business Supervisor  
Due to a new approach to Business Support management and allocation of work

Posts created/amended:

- Waste Income Officer (new post)  
To have a concerted focus on income management – trade, recycling and garden waste
- Business Team Leader (amendment of Supervisor post)  
Replace Supervisor role and reduce management hierarchy

- Senior Technical Officer – changed to Senior Technical and Policy Officer (amendment to existing post)  
Take on key aspects of the Senior Policy & Performance Office post deleted. Work can be absorbed aspects of existing JD have been put into Waste Income Officer
- Senior Education Officer post (not a “new” post but an enhanced role for one of the existing officers) (amendment to existing establishment)  
Better coordination of education work across the County
- Business Support Officer capacity to be increased from 2.6 to 3.2 FTE  
In recognition of the work load and pressures based on this small but highly effective team and ensure the depot officers (Area Managers, Supervisors etc.) get the right level of support to do their job effectively
- 2 apprentices created – one grounds and one waste/business support.

The proposed structures are at Annex 2

### What benefits will there be?

3.5 The main benefits are:

- A focus on income generation within waste. To date waste income has been in the JD of a number of people. It has worked whilst systems have been developed, but with a turnover now of c.£750k a dedicated resource will enable future markets and opportunities to be grasped and risks managed more effectively. This is completely in line with the Income Generation Strategy recently approved by Cabinet.
- Streamlined and coordinated business support. It is recommended that the Business Support Officers have lead roles (e.g. invoicing for contracts, operational schedules, depot support etc.) which will give clarity to those needing support and give a better and more efficient service to the depots. With this change the need for a “manager” overseeing the team is removed (Business Support Supervisor) and a Team Leader (first amongst equals principle) post created. This reduces management hierarchies and enables Business Support to function more in line with the MCC principles
- Technical and policy work merged. Waste and recycling is technical and this reduces duplication whilst creating a natural deputy to support the Recycling Strategy and Business Manager

- Education work will be continue to be coordinated (as this was a role of the Senior Policy & Projects Officer) with the creation of a Senior Post from within the current education capacity.

### Staff implications

- 3.6 In actual terms it is proposed that there is only redundancy from this process as the main savings were made in 2014 with the major merger of the services. The proposals for Business Team Leader, Senior Education Officer and Waste Income Officer give opportunities for existing team members and posts will be ring fenced for officers put at risk through the Protection of Employment policy and process.
- 3.7 One of the key findings of the restructure review has been the emotional impact of such a major change. The loss of 20% of the existing workforce over 2014-15 undoubtedly affected the staff who remained. This review is intended to act on some of those impacts and ensure that the right job is being done by the right role and the right person is in the right role. The review very clearly identified that with such a major restructure and merger of two services that there needs to be a concerted focus on training and support for individuals in new roles. We are confident that with this concerted focus the service can achieve more than what it does now (recognising that a high quality and efficient service is already provided). Training does not have to be costly. The team is already identifying experts from within the section and the council to train up relevant officers, but this needs to be accelerated. In addition with many changes in the Operational side there needs to be a focus on legislative compliance training (e.g. Health and Safety) and on the policy side with permitting, legislation etc. Therefore a Training Needs Analysis linked to the competencies specified in the JDs (person specification) is going to be developed. It is proposed that £10k p/a is set aside to cover any training costs required as a result of this process.
- 3.8 Through this process the External Works Supervisor has applied for flexible retirement from January 2015 and to reduce working hours from 1FTE to 0.8FTE. With the restructure in 2014 a Commercial & Scheduling Officer post was created and this role works closely with the External Works Supervisor and will be able to absorb most of the work from a reduction of one day per week. In addition the creation of an apprentice within the Grounds Maintenance team is to support the existing officers and look at succession planning as well as creating a post for a young person to be suitably and highly trained over a 3 year period. At officer level the request for flexible retirement has been supported and this report seeks formal approval.

### Connected Worker

- 3.8 The restructure in 2014 with a 20% reduction was based on the assumption that the Connected Worker (hard/software to the frontline and reduce paper work/admin needs) would be rolled out. Therefore 2.8 admin posts and 3 Supervisor posts were deleted. Due to the focus on the £250k route optimisation mandate Connected Worker has not been rolled out in WSS. However it has started to be rolled out in Highways and WSS now needs to play catch up. It is recognised however that there will need to be some investment in software development to get it right for these services. Given manpower resources have been reduced and systems have not yet changed it is imperative this becomes a priority for the service as this will reduce demands and pressures on a highly efficient and streamlined team. It is therefore proposed that £10k p/a is set aside from resources released through this review.

#### 4. REASONS

- It is important to review the impact of a major restructure and adjust appropriately taking people's experiences into account
- The Senior Policy & Performance Officer leaving offered the opportunity to review and question whether we continue as is or do something differently
- Needed to check that the appropriate support measures are in place for staff to do their jobs effectively
- Needed to determine whether any further savings could be identified

#### 5. FINANCIAL IMPLICATIONS:

- 5.1 If the restructure was implemented on 1<sup>st</sup> April it would deliver a gross £32k saving. Flexible retirement and redundancy costs will be incurred in 2015-16 of £27,818 but these should be able to be absorbed by Grounds Maintenance by income generation. However if the service overspends as a result of these costs approval is sought to fund these costs from reserves. In terms of budget allocation for 2016-17 as a result of this restructure review it is proposed that:

- £10k used for training/development as outlined in para. 3.7. If the £10k is not fully committed to be used to manage pressures within the department.
- £10k used for Connected Worker development – para. 3.8
- £5k used to support Budget Mandate B2 Rationalising Business Support
- £7k used to manage budget pressures within the service

#### 5. Sustainable Development & Equalities Implications



5.1 There are no detrimental sustainable development and equality implications.

### **Consultees**

Colleagues within WSS  
Personnel  
Finance  
Unions  
Cabinet  
Senior Management Team

### **6. Background Papers**

Annex 1 – current and proposed structures

Annex 2 – current costs

Annex 3 – proposed costs

### **Author**

Rachel Jowitt

Head of Waste & Street Services

### **7. Contact Details**

[racheljowitt@monmouthshire.gov.uk](mailto:racheljowitt@monmouthshire.gov.uk)

07824 406356

## Well-being and Future Generations Assessment

<p><b>Name of the Officer</b> Rachel Jowitt, Head of Waste &amp; Street Services</p> <p><b>Phone no:</b> 07824 406356 / 01633 748326</p> <p><b>E-mail:</b> racheljowitt@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>To restructure the Waste &amp; Street Services department based on a review of the major restructure implemented in 2015</p>
<p><b>Name of Service</b></p> <p>Waste &amp; Street Services</p>	<p><b>Date Future Generations Evaluation</b> 5<sup>th</sup> November 2015</p>

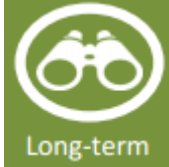
1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.





Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b></p> <p>Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The restructure aims to ensure we have the right people, with the right skills in the right jobs. This restructure also includes the creation of 2 apprentice posts which supports the outcome of skilled opportunities being given.</p>	<p>It is recognised that there is one redundancy through this process which has a direct impact on providing jobs. However at a time of economic austerity it is acknowledged that these difficult decisions need to be made. The impact is mitigated however through the creation of the apprentice post.</p>
<p><b>A resilient Wales</b></p> <p>Maintain and enhance biodiversity and</p>	<p>n/a as linked to staffing structures</p>	<p>n/a as linked to staffing structures</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
ecosystems that support resilience and can adapt to change (e.g. climate change)		
<b>A healthier Wales</b>  People's physical and mental wellbeing is maximized and health impacts are understood	n/a as linked to staffing structures	n/a as linked to staffing structures
<b>A Wales of cohesive communities</b>  Communities are attractive, viable, safe and well connected	n/a as linked to staffing structures	n/a as linked to staffing structures
<b>A globally responsible Wales</b>  Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	n/a as linked to staffing structures	n/a as linked to staffing structures
<b>A Wales of vibrant culture and thriving Welsh language</b>  Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and	n/a as linked to staffing structures	n/a as linked to staffing structures

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
recreation		
<b>A more equal Wales</b>  People can fulfil their potential no matter what their background or circumstances	We will ensure that our employment practices deliver this outcome	

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	<p>We are trying to reduce staff costs and ensure that the services can still be delivered. The inclusion of apprentices demonstrates the services commitment to planning for the long term</p>	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>The Grounds Maintenance apprentice position has been introduced, first to allow for succession plan and opportunity within the service and secondly as a direct result of our partnership with Monmouthshire Housing Association.</p>	
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>The Unions have been consulted and staff were fully engaged and consulted.</p>	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>The review proposes allocating resources to both training and Connected worker demonstrating the commitment to prevent problems and offering solutions to longer term problems</p>	
 <p>Integration Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>The restructure aims to put the right people in the right roles, delivering an efficient financial service which directly contributes to wide environmental outcomes from biodiversity to recycling.</p>	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	We have ensured that we fully follow the Council's policies and procedures on undertaking a restructure and follow the Protection of Employment Policy. Therefore no protected characteristic is affected from this review.		
Disability			
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	The proposals do not affect individuals and thereby do not affect or impact on the Council’s corporate parenting and safeguarding duties.		
Corporate Parenting			

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

<p>Consultation with staff</p> <p>Assessment on how things have worked since 2014</p>
---

**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?**

Positive:- revised restructure to enable the team to become more effective and efficient. Creation of 2 apprentice positions to offer opportunity and also capacity/succession planning within the team

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

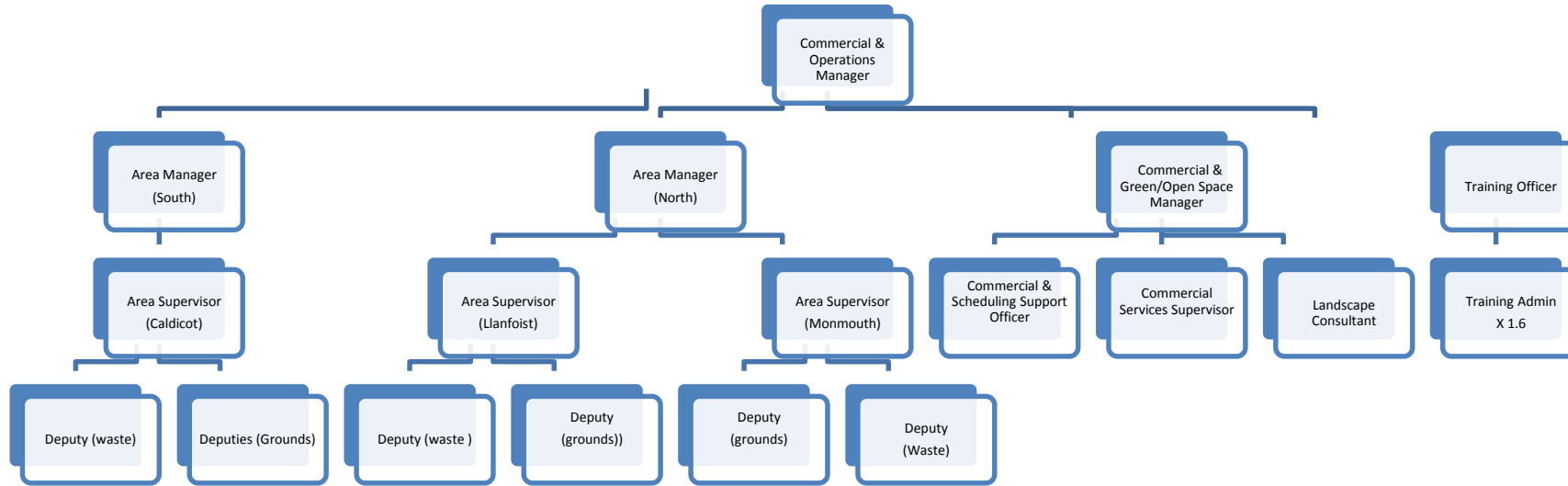
What are you going to do	When are you going to do it?	Who is responsible	Progress
Single Member Decision	Nov 25 <sup>th</sup>	Rachel Jowitt	
Implementation	Dec 2015	Rachel Jowitt	

**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.**

<b>The impacts of this proposal will be evaluated on:</b>	Engagement with officers Further review and consultation
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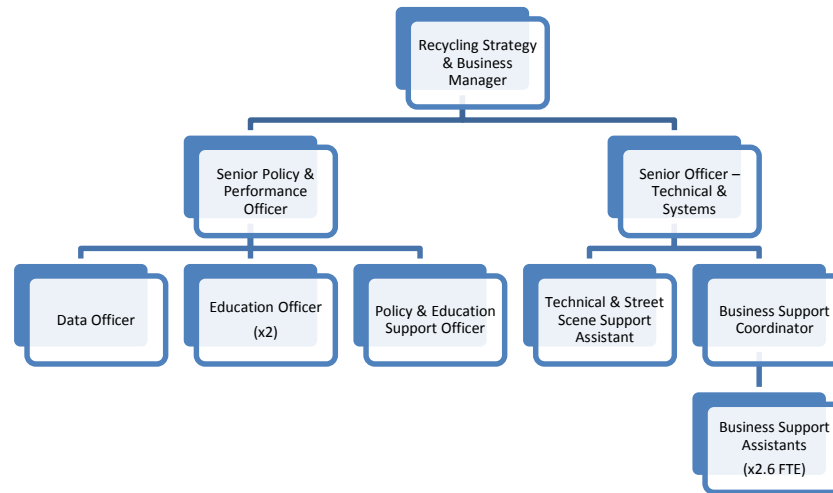


Annex 1 Current Structure  
Operations Team

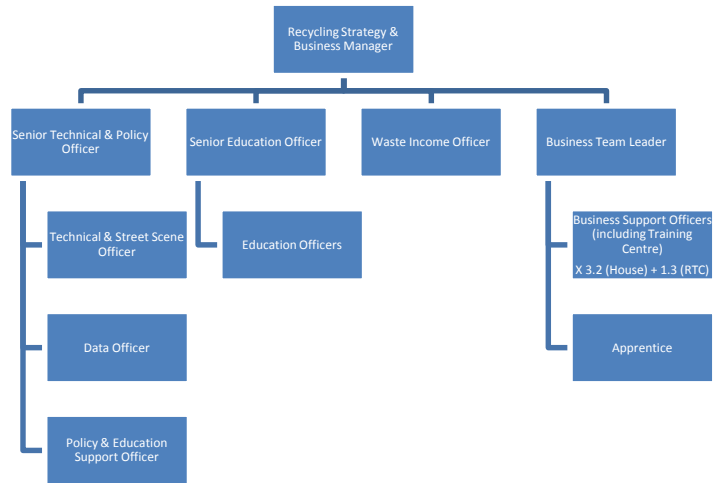


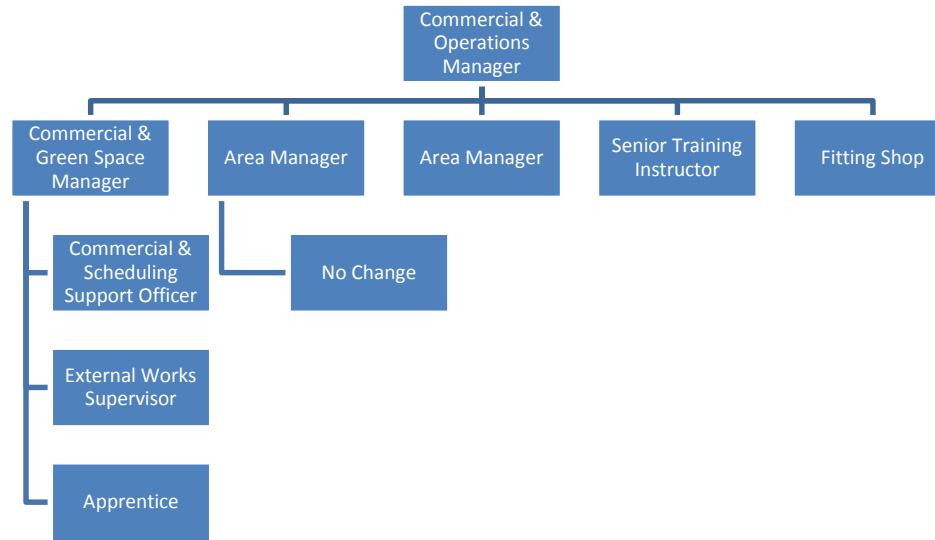
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Recycling Strategy & Business Team



Annex 2 – Proposed Structures





### Annex 3

#### Cost of Current Structure

Post	Grade	Salary
Head of Waste & Street Services		55,000
Recycling Strategy & Business Manager	K	42,957
Senior Policy & Performance Officer	H	31,846
Data Officer	E	22,212
Education Officer	F	25,440
Education Officer x 0.2	F	12,367
Education Officer x 0.6 (3 days a week)	F	15,264
Education & Policy Support Officer	D	19,742
Senior Technical & Business Officer	H	31,846
Technical & Street Scene Officer	F	25,440
Business Supervisor	G	28,746
Business Support Officer x 0.3	D	11,845
Business Support Officer x 0.3	D	11,845
Business Support Officer	D	19,742
Business Support Officer x0.2	D	9,000
Senior Training Instructor	H	31,846
Admin Officer	C	17,372
Senior Admin Officer	D	19,742
Commercial & Operations Manager	M	49,525
Area Manager - North	J	39,627
Area Manager - South	J	39,627
Area Supervisor	G	28,746
Area Supervisor	G	28,746
Area Supervisor	G	28,746
Kevin Rees Davies	G	28,746
Commercial and Open Space Manager	J	39,267
Commercial Services Supervisor	G	28,746
Landscape Consultant		24,000
Commercial & Scheduling Officer	F	25,440
Grounds Deputy Supervisor	E	22,212
Grounds Deputy Supervisor	E	22,212
Grounds Deputy Supervisor	E	22,212
Deputy Supervisor - Waste	E	22,212
Deputy Supervisor - Waste	E	22,212
Deputy Supervisor - Waste	E	22,212
	total	926,740.00
On Costs (30%)		278,022
	total	1,204,762.00

#### Annex 4 – Cost of Proposed Structure

Head of Waste & Street Services		55,000
Recycling Strategy & Business Manager	K	42,957
Trade Waste Officer	G	28,746
Data Officer	E	22,212
Senior Education Officer	G	28,746
Education Officer x 0.4 (2 days)	F	12,367
Education Officer x 0.6 (3 days a week)	F	15,264
Education & Policy Support Officer	D	19,742
Senior Technical & Business Officer	H	31,846
Technical & Street Scene Officer	F	25,440
Business Team Leader	E	22,212
Business Support Officer F/T	D	19,742
Business Support Officer P/T 0.3	D	11,845
Business Support Officer F/T	D	19,742
Business Support Officer P/T 0.3	D	11,845
Apprentice		15,000
Senior Training Instructor	H	31,846
Admin Officer P/T 3 days	C	11,000
Senior Admin Officer	D	19,742
Commercial & Operations Manager	M	49,525
Area Manager - North	J	39,627
Area Manager - South	J	39,627
Area Supervisor	G	28,746
Area Supervisor	G	28,746
Area Supervisor	G	28,746
Commercial and Open Space Manager	J	39,267
Commercial Services Supervisor	G	28,746
Commercial & Scheduling Officer	F	25,440
Apprentice		15,000
Grounds Deputy Supervisor	E	22,212
Grounds Deputy Supervisor	E	22,212
Grounds Deputy Supervisor	E	22,212
Deputy Supervisor - Waste	E	22,212
Deputy Supervisor - Waste	E	22,212
Deputy Supervisor - Waste	E	22,212
		902,036.00
On costs (30%)		270,611
		1,172,646.80
Saving		£32,116

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