

# Public Document Pack



County Hall  
Rhadyr  
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NP15 1GA

Monday, 11 March 2024

## Notice of meeting

### Performance and Overview Scrutiny Committee

Tuesday, 19th March, 2024 at 10.00 am,  
Council Chamber, County Hall, The Rhadyr USK

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

## AGENDA

Item No	Item	Pages
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Public Open Forum  <b>Scrutiny Committee Public Open Forum ~ Guidance</b>  Our Scrutiny Committee meetings are live streamed and a link to the live stream will be available on the meeting page of the Monmouthshire County Council <a href="#">website</a>  If you would like to share your thoughts on any proposals being discussed by Scrutiny Committees, you can submit your representation in advance <a href="#">via this form</a>  Please share your views by uploading a video or audio file (maximum of 4 minutes) or; Please submit a written representation (via Microsoft Word, maximum of 500 words)	

You will need to register for a [My Monmouthshire account](#) in order to submit the representation or use your log in, if you have registered previously.

The deadline for submitting representations to the Council is 5pm three clear working days in advance of the meeting.

If representations received exceed 30 minutes, a selection of these based on theme will be shared at the Scrutiny Committee meeting. All representations received will be made available to councillors prior to the meeting.

If you would like to attend one of our meetings to speak under the Public Open Forum at the meeting, you will need to give three working days' notice by contacting [Scrutiny@monmouthshire.gov.uk](mailto:Scrutiny@monmouthshire.gov.uk).

The amount of time afforded to each member of the public to speak is at the chair's discretion, but to enable us to accommodate multiple speakers, we ask that contributions be no longer than 3 minutes.

If you would like to suggest future topics for scrutiny by one of our Scrutiny Committees, please do so by emailing [Scrutiny@monmouthshire.gov.uk](mailto:Scrutiny@monmouthshire.gov.uk)

<b>4.</b>	<b>Covid learning and pandemic preparedness</b>	1 - 34
	To discuss learning following the impact of the pandemic and how we prepare for a future one, following publication of the revised Outbreak Control Plan Wales	
<b>5.</b>	<b>Performance and Overview Scrutiny Committee Forward Work Programme and Action List</b>	35 - 38
<b>6.</b>	<b>Cabinet and Council Work Planner</b>	39 - 58
<b>7.</b>	<b>To confirm the minutes of the previous meeting held on 20th February 2024</b>	59 - 64
<b>8.</b>	<b>Next Meeting: 14th May 2024</b>	

**Paul Matthews**

**Chief Executive**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillor Jill Bond, West End;, Welsh Labour/Llafur Cymru  
County Councillor Alistair Neill, Gobion Fawr;, Welsh Conservative Party  
County Councillor Paul Pavia, Mount Pleasant;, Welsh Conservative Party  
County Councillor Peter Strong, Rogiet;, Welsh Labour/Llafur Cymru  
County Councillor Ann Webb, St Arvans;, Welsh Conservative Party  
County Councillor Laura Wright, Grofield;, Welsh Labour/Llafur Cymru  
County Councillor Rachel Buckler, Devauden;, Welsh Conservative Party  
County Councillor Catherine Fookes, Town;, Welsh Labour/Llafur Cymru  
County Councillor Meirion Howells, Llanbadoc & Usk;, Independent

## Public Information

### Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

### Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

# Aims and Values of Monmouthshire County Council

## Our purpose

To become a zero-carbon county, supporting well-being, health and dignity for everyone at every stage of life.

## **Objectives we are working towards**

- Fair place to live where the effects of inequality and poverty have been reduced.
- Green place to live and work with reduced carbon emissions and making a positive contribution to addressing the climate and nature emergency.
- Thriving and ambitious place, where there are vibrant town centres and where businesses can grow and develop.
- Safe place to live where people have a home where they feel secure in.
- Connected place where people feel part of a community and are valued.
- Learning place where everybody has the opportunity to reach their potential.

## Our Values

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

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

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

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

**Kindness:** We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

**Role of the Pre-meeting**

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

**Questions for the Meeting**

Scrutinising Performance

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

Scrutinising Policy

1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?
2. What is the view of service users/stakeholders? What consultation has been undertaken? Did the consultation process comply with the Gunning Principles? Do stakeholders believe it will achieve the desired outcome?
3. What is the view of the community as a whole - the ‘taxpayer’ perspective?
4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?
5. What practice and options have been considered in developing/reviewing this policy? What evidence is there to inform what works? Does the policy relate to an area where there is a lack of published research or other evidence?
6. Does the policy relate to an area where there are known inequalities?
7. Does this policy align to our corporate objectives, as defined in our corporate plan? Does it adhere to our Welsh Language Standards?

8. Have all relevant sustainable development, equalities and safeguarding implications
9. been taken into consideration? For example, what are the procedures that need to be in place to protect children?
- 10.
11. How much will this cost to implement and what funding source has been identified?
- 12.
13. How will performance of the policy be measured and the impact evaluated

## General Questions:

### Empowering Communities

- How are we involving local communities and empowering them to design and deliver services to suit local need?
- Do we have regular discussions with communities about service priorities and what level of service the council can afford to provide in the future?
- Is the service working with citizens to explain the role of different partners in delivering the service, and managing expectations?
- Is there a framework and proportionate process in place for collective performance assessment, including from a citizen's perspective, and do you have accountability arrangements to support this?
- Has an Equality Impact Assessment been carried out? If so, can the Leader and Cabinet/Senior Officers provide members with copies and a detailed explanation of the EQIA conducted in respect of these proposals?
- Can the Leader and Cabinet/Senior Officers assure members that these proposals comply with Equality and Human Rights legislation? Do the proposals comply with the Local Authority's Strategic Equality Plan?

### Service Demands

- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?
- Have you identified and considered the long-term trends that might affect your service area, what impact these trends could have on your service/your service could have on these trends, and what is being done in response?

### Financial Planning

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

### Making savings and generating income

- Do we have the right structures in place to ensure that our efficiency, improvement and transformational approaches are working together to maximise savings?

- How are we maximising income?
- Have we compared other council's policies to maximise income and fully considered the implications on service users?
- Do we have a workforce plan that takes into account capacity, costs, and skills of the actual versus desired workforce?

Questions to ask within a year of the decision:

- Were the intended outcomes of the proposal achieved or were there other results?
- Were the impacts confined to the group you initially thought would be affected i.e. older people, or were others affected e.g. people with disabilities, parents with young children?
- Is the decision still the right decision or do adjustments need to be made?

**Questions for the Committee to conclude...**

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

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

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





## REPORT

**SUBJECT: COVID-19 RESPONSE, LEARNING & PREPAREDNESS FOR ANY FUTURE PANDEMIC**

**MEETING: PERFORMANCE & OVERVIEW COMMITTEE**

**DATE: 19<sup>th</sup> March 2024**

**DIVISION/WARDS AFFECTED: ALL**

### 1. PURPOSE:

- 1.1 To provide Members with insight into how this Authority responded to the Covid-19 pandemic 2020 to 2022, with particular focus on our 'track and trace' service and partnership working.
- 1.2 To outline our response, working with other health professionals and Welsh Government, to any future pandemic.

### 2. RECOMMENDATIONS:

- 2.1 Members of this committee note the content of this report, together with Appendices, and comment accordingly. Appendix One refers to the various national restrictions, Appendix Two the regional (Aneurin Bevan footprint) response and Appendix Three describes how Monmouthshire 'Track, Trace and Protect' (TTP) service was organised and delivered.
- 2.2 Members are provided with an understanding of this Authority's contribution to reducing person-to-person viral spread, particularly should there be any future significant pandemic that require a similar partnership response.

### 3. KEY ISSUES:

- 3.1 At the Performance and Oversight Committee on 21<sup>st</sup> June 2023 the annual Public Protection performance report for 2022/23 was presented. Recommendation 2.2 asked Members whether they wished to scrutinise a specific area of Public Protection work. A report on the section's work relating to the Covid-19 pandemic was requested, with reference to lessons learnt and our readiness for any future pandemic.
- 3.2 Clearly Monmouthshire CC did not work in isolation and adhered to Welsh Government (WG) guidance throughout the pandemic. National requirements were provided through various amendments to the Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020 together with guidance documents, 'Standard Operating Procedures', etc. The various legislative changes and Alert Levels introduced by WG are outlined in **Appendix One**. Although the focus of this report is on our TTP service delivery and working with health colleagues (to reduce community viral spread), Public Protection Officers in all 3 disciplines – Environmental Health (EH), Licensing and Trading Standards – worked diligently to ensure compliance in the county with the various legal requirements outlined in Appendix One. Advice was given on social distancing, outdoor event requirements, 'bubbles' in schools, screening and outside spaces in the licensed trade, protection of taxi users, etc. etc. This involved close working with various MCC departments, Social Care, Education, Communications, Emergency Planning, Communities & Place (re compliance in our own workplaces), Training, SRS (IT issues), etc.

together with external partners, notably Public Health Wales (PHW), Aneurin Bevan Health Board (ABUHB) and Gwent Police.

- 3.3 Useful background information, covering aspects such as maintaining protective behaviours, surveillance and responding to Covid-19 outbreaks, the role of TTP, can be found in the WG document – [Together For A Safer Future](#)
- 3.4 Ways of working had to be established at pace when Covid-19 started spreading through communities. Regional working arrangements were set up throughout 2020 and these are summarised in **Appendix Two**. Close working arrangements were essential to respond rapidly to the evolving emergency legislation aimed to protect and keep everyone safe as Covid-19 spread locally, nationally and internationally. Various regional groups were set up, as referenced in Appendix Two, to ensure consistency of approach and enable quick decisions to be made as the situation rapidly evolved, eg. our response to the different ‘variants of concern’ and ensuring consistent messaging to the numerous settings that were particularly impacted.
- 3.5 How Monmouthshire CC set up a TTP system from scratch is described in **Appendix Three**. The TTP team, managed by MCC Environmental Health Lead Officers, worked incredibly hard (note this was a 84 hour a week operation) to control the spread of the C-19 infectious disease via contract tracing. Establishing routes of transmission, determining close contacts of notified cases, ensuring self-isolation, etc. involved building trust with those called, who could be very reluctant to admit, for example, they had broken the rules. Having our EHO’s leading the work ensured rapid responses to any investigatory work thereafter, eg. knowing premises visited could determine if testing needed in a specific workplace.
- 3.6 Appendix Three also provides a summary of cases managed by Monmouthshire CC’s TTP, our approach to working with neighbouring LA’s and other partners and indicates positive aspects which we would continue in the event of any further major outbreaks or a national pandemic.
- 3.7 Any outbreaks follow the national ‘Communicable Disease Outbreak Plan for Wales’ (CDOPW) that was updated last year and published in December 2023. Here is the revised plan –

[phw.nhs.wales/topics/the-communicable-disease-outbreak-plan-for-wales1/](https://phw.nhs.wales/topics/the-communicable-disease-outbreak-plan-for-wales1/)

Any future outbreaks or pandemics would require a collaborative, system wide approach with organisations working together to protect public health. To test the revised CDOPW there is a national desktop exercise on 19<sup>th</sup> March 2024. This will be attended by 4 MCC Officers, 3 from EH (experienced in infectious disease control) and one from Emergency Planning.

### 3.8 **Lessons Learnt**

#### 3.8.1 **Positives –**

- Environmental Health led the set up and management of an efficient and effective TTP team. Within a matter of weeks, a 8am to 8pm service, 7 days a week was **rapidly implemented**, (84 hours a week).
- The **flexible workforce** – a combination of permanent EH staff, redeployed staff from other MCC departments and others recruited externally – allowed staff numbers to vary according to demand. MCC were also able to assist other Gwent LA’s where the need arose.
- EH, with support from their colleagues in Licensing, Trading Standards and other teams, provided a quick understanding of how the virus was transmitted, be it in households, workplaces or whilst out and about in the community. **Fast determinations of sources and spread** were crucial to limit the onward transmission of C-19, as was **backward tracing** (see Appendix 3).

- **Co-production** of key documents, eg. Standard Operating Procedures, ensured they were effective on the ground, eg. SOP's for care homes and schools.
- **Data recording**, our 7-day analysis of all cases ensured transmission and clusters could be readily identified. These were discussed every week through the local Incident Management Team, (IMT).
- **Source of EH expertise to internal departments** – deciphering the various changes (see Appendix One) to rules and regulations was welcomed by Social Care, Education and other sections of the Authority.
- **Networking with English colleagues** – knowing who to go to regarding all the cross-border infections (PHE, Forest of Dean EH, Bristol CC, etc.) proved invaluable in establishing modes of transmission quickly.
- **Regional working** with PHW, ABUHB and the other 4 Gwent LA's, and again knowing the local contacts, was a massive positive. Connections with health colleagues were limited pre-Covid but now are firmly established.

These provide some examples of positive working and would assist hugely should MCC need to help our health colleagues again in the future. We demonstrated how to provide an effective TTP system with EH back-up to follow up speedily on the investigations. EH Lead Officers would potentially 're-standup' Officers that were with the team during the 20/22 pandemic period, eg. those from MCC departments who now have experience in track and trace.

### 3.8.2 Negatives –

- The speed of rising case numbers (see Appendix Three) did put immense **pressure on many of our staff**. As it quickly established as a 12 hour a day, 7 day a week service, certain Officers, notably our EH TTP Leads, soon became on-call at all times. This affected their work-life balance and would need to be considered carefully should there be a further pandemic response.
- The TTP team was significantly bigger than the entire Public Protection teams, at 87 staff (with various contracts of employment) during the peak of the pandemic. There were significant HR and ICT issues to resolve, in an intense situation of high service demand.
- Being the 'go to' experts – internal departments, the business community, care providers, etc. – did put a strain on limited numbers of Officers. **WG changes to the national rules** (see Appendix One) often occurred on a Friday so calls would peak after latest national announcements, as they were to be implemented immediately or within a matter of days. MCC fed back this specific issue via the Public Inquiry call for evidence.
- There were often significant **differences between the Welsh and English restrictions**, which affected Monmouthshire disproportionately. Many workers and school pupils would live/work/attend school/participate and attend outdoor events in different nations. Where the C-19 restrictions were different, this needed more Officer involvement and time to resolve discrepancies.

MCC EH firmly believe the positives far outweigh the negatives and there's a solid platform to work from should we be asked to provide our professional assistance again in the future.

- 3.9 Although produced one year into the pandemic, (March 2021), Audit Wales provided a useful report highlighting the key issues at that time –

[Test, Trace, Protect in Wales: An Overview of Progress to Date | Audit Wales](#)

- 3.10 All health protection and civil contingency plans need to be reviewed collaboratively to ensure they are fit for purpose, now and in the future. These need to be reviewed to follow the cycle of plan, train, educate, exercise, review, plan, to ensure they are fully developed, that they align with other co-dependent plans, including local and national civil contingency plans, and that they include clear lines of communication and support. The All Wales Communicable Disease Outbreak

Plan, as 3.7 above, has indeed been through a rigorous process of updating and is being tested by front-line Officers on 19<sup>th</sup> March 2024.

- 3.11 Members of this committee will be aware that the UK Public Inquiry is currently hearing evidence in Wales. It is understood 'lessons learnt' nationally will be published later in 2024, as opposed to waiting for the Inquiry to finish and see those findings in the final published report. MCC will welcome sight of those 'lessons learnt' which can be discussed and acted on locally, regionally and at Wales level.

**4. INTEGRATED IMPACT ASSESSMENT, includes equality, future generations, social justice, safeguarding and corporate parenting.**

- 4.1 No IIA is necessary as there is no proposal to take forward as a Council. This report serves to reflect on MCC's contribution to the pandemic and how we worked with our partners to seek to reduce community spread of C-19. The MCC TTP efforts most certainly reduced transmission rates and therefore contributed to reducing the strain of hospital admissions during the two years of the pandemic.

- 4.2 It is worth noting, however, that our more elderly members of society were prioritised and, regionally, specific campaigns targeted black and ethnic minority groups. Principles of collaboration, involvement and prevention (sustainable development principles) were at the fore of local and regional decision making.

**5. REASONS:**

- 5.1 This committee requested a report on the Authority's response to the pandemic and it is hoped this provides a summary of the MCC TTP response, and how that was linked to investigating sources and routes of transmission.
- 5.2 Specifically Members were interested in lessons learnt and how that would help should we need to contribute our expertise to a future pandemic. By understanding our response over the two years 2020 to 2022, that knowledge and experience can be harnessed to be better prepared for any future pandemic.

**6. RESOURCE IMPLICATIONS:**

- 6.1 The additional costs associated with setting up a TTP team with all associated costs, eg. additional telephony system and laptops, were borne by Welsh Government. If there was to be a recurrence, again the expectation would be for WG to fully fund any new costs to MCC.

**7. CONSULTEES & CONTRIBUTORS**

**Consultees -**

Chief Officer, Social Care & Health  
Principal Environmental Health Officers, EH Commercial team

**Contributors -**

With thanks to Welsh Government, Aneurin Bevan UHB & Gwent Health Protection Service

- 8. BACKGROUND PAPERS:** links to relevant national guidance and plans provided in report

**9. AUTHORS:**

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**Lockdown and COVID-19 Restrictions timeline in Wales 2020 - 2022**

**2020**

**20 March 2020 - Closure of schools, hospitality and leisure facilities**

**From 23 March first lockdown – non-essential retail, schools, range of businesses closed (UK nations enter lockdown together)**

**From Mon 1 June**

- 2 households in the same local able to meet outdoors.
- Stay local - not generally travelling more than 5 miles from home to reduce the risk of coronavirus spreading from one area to another.
- Allowing weddings and civil partnerships to take place if the bride or groom is terminally ill.

**From Mon 22 June**

- All non-essential retail allowed to reopen.
- Enabling private prayer in places of worship where social distancing is maintained and gatherings do not take place
- Restarting the housing market by enabling house viewings to take place in vacant properties and house moves where a sale has been agreed but not yet completed
- Lifting the restrictions on outdoor sports courts but social distancing must be maintained. No contact or team sports allowed.
- Enabling non-professional elite athletes, including Olympic and Paralympic hopefuls, to resume training.

**From Mon 29 June**

- Pupils to return to school for check in, catch up sessions.

**From Mon 6 July**

- Stay local lifted. The legal requirement to stay local (and the associated guidance about the 5-mile rule of thumb) no longer applies.

- People from 2 separate households able to join together to form one exclusive, extended household. But they can only be part of one extended household.

#### **From Saturday 11 July**

- Self-contained accommodation in the tourism industry can re-open.

#### **From Monday 13 July**

- Vast majority of indoor attractions able to reopen.
- Organised outdoor activities can resume, including team sports, sports classes and other activities, such as dance and fitness classes, where these can be conducted outdoors.
- Hairdressers and barbers, including mobile hairdressers, re-open.
- Bars, pubs, cafes and restaurants able to open outdoors for the first time since lockdown, marking a major step forward for our hospitality industry.
- Changes to the social distancing rules. The law in Wales will continue to make a two metre social distance the default position, because that is the safest way to protect health. But our regulations now also make provision for businesses where exceptional circumstances mean that a maintaining 2m is not possible.

#### **From 20 July**

- Outdoor gyms, playgrounds and community centres able to reopen, helping with the provision of summer holiday childcare and play schemes.

#### **From 27 July**

- Close contact services, such as beauty salons, tattoo shops and nail parlours.
- The viewing of occupied homes for rent or sale will restart in the housing market.
- Campsites and other accommodation with shared facilities.
- Cinemas, museums and galleries.
- The requirement to wear a face covering on public transport comes into effect.

#### **From 3 August:**

- The restrictions preventing more than two households or extended households meeting outdoors changed to allow up to 30 people to meet outdoors. Physical distancing must be maintained at all times.



- Pubs, bars, restaurants, cafes will be able to re-open indoors, together with indoor bowling alleys, auction houses and bingo halls.
- Licenced wedding venues will be able to re-open to provide wedding ceremonies. However, indoor receptions will not be able to take place for the time being – they will be considered as part of the changes for August 15.
- The guidance to be updated to relax the position on children under 11 having to maintain a 2m distance from each other or from adults. This reflects the scientific evidence, which shows the risk of transmission is lower among this age group. However, it is very important older children and young adults continue to follow social distancing and the other measures to keep them safe.

#### **From 10 August:**

- Swimming pools, indoor fitness studios, gyms, spas and indoor leisure centres able to re-open.
- Children’s indoor play areas able to open.

#### **From 22 August**

- Extended households can expand to include up to four households in an exclusive, extended arrangement.
- Weddings and funerals able to include a meal for up to 30 people, in suitably socially distant settings.

#### **From 28 August**

- Indoor visits to adult and children’s care homes resume.

#### **From 29 August**

- Casinos allowed to reopen, provided they follow the guidance available to them.

#### **From 14 September**

- Face coverings mandatory for everyone over 11 in public indoor spaces, such as shops. There will be exemptions for people who cannot wear face coverings for health or medical reasons, similar to those for public transport.
- Only a maximum of six people from the extended household able to meet indoors at any one time. This rule applies in pubs and restaurants as well as in people’s homes. Children under 11 will not be counted in the six.

#### **From 7 September**

- Local restrictions imposed on Caerphilly.

### **From 16 September**

- Local restrictions imposed on Rhondda Cynon Taf.

### **From 21 September**

- New measures introduced to prevent a fresh coronavirus crisis
- Hospitality businesses in Wales to close at 10pm

### **From 22 September to 1 October**

- Local restrictions imposed on Blaenau Gwent, Bridgend, Merthyr Tydfil, Newport, Llanelli, Cardiff, Swansea, Vale of Glamorgan, Torfaen, NPT, Wrexham, Flintshire, Denbighshire and Conwy.

### **From 3 October**

- In local restriction areas adults living alone, including single parents, able to form a temporary bubble with another household.

### **From 23 October to 9 November**

- Circuit break / fire break short lockdown introduced.
- Restrictions include people must stay at home, except for very limited purposes, such as for exercise. People must work from home wherever possible; People must not visit other households or meet other people they do not live with either indoors and outdoors;

### **From 9<sup>th</sup> November**

New national rules come into force. Including:

- Maintain two metre social distancing and wear face masks in enclosed public places.
- Work from home whenever possible will remain.
- People should only meet with their 'bubble' in their own home and only two households will be able to form a 'bubble'.
- All premises, such as restaurants, cafes, pubs and gyms, closed during the firebreak, able to reopen. In such settings there will be a limit to groups of up to 4 people (not including any children aged under 11).
- People should avoid non-essential travel as much as possible.

In addition:

- All schools to reopen;
- Churches and places of worship able to resume services;
- Local authority services resume but based on local circumstances;
- Community centres available for small groups to meet safely indoors in the winter months.

## **From 4<sup>th</sup> December**

### **Hospitality**

- Pubs, bars, restaurants and cafes have to close by 6pm and not be allowed to serve alcohol. After 6pm only able to provide takeaway services.
- Indoor entertainment venues, including cinemas, bingo halls, bowling alleys, soft play centres, casinos, skating rinks and amusement arcades, must close.
- Indoor visitor attractions, such as museums, galleries and heritage sites have to close. Outdoor visitor attractions remain open.
- No changes to household bubbles, how many people can meet in public indoor or outdoor places or restrictions on other businesses.

### **Travel**

- Wales' coronavirus regulations amended to prohibit travel to and from tier three areas in England; level three and four areas in Scotland and the whole of Northern Ireland, which is currently in lockdown.
- Guidance strongly advises people in Wales not travel to other parts of the UK with lower levels of coronavirus – tier one and two areas in England or level one and two areas in Scotland – to help control the spread of the virus.

## **From 6pm Christmas Eve midnight December 19 Alert Level 4 introduced**

- People must stay at home, except for very limited purposes.
- People must not visit other households, or meet other people they do not live with
- All non-essential retail, including close contact services and all leisure and fitness centres to close.
- All hospitality premises close.
- Travel limited to essential travel only.

## **Dec 25<sup>th</sup> Christmas bubbles**

- Two households can come together to form a Christmas bubble on Christmas Day only.
- Throughout the alert level four period, a single person household will be able to join with one other household.
- (It had been previously announced that from December 23 to 27 people can travel around the UK and form an exclusive Christmas bubble.)

## **2021**

### **8 Jan – First Minister (FM) confirms Alert Level 4 restrictions to stay in place**

### **29 Jan – FM confirms Alert Level 4 restrictions to stay in place but with two minor amendments -**

- A maximum of two people from different households able to exercise outdoors together, as long as they maintain social distancing. This must involve exercise starting from and finishing from home – driving for exercise to beauty spots should still not take place.
- If a support bubble arrangement has broken down, a new one can be formed as long as there is gap of 10 days before doing so.

### **20 Feb Alert Level 4 to continue. Some minor amendments -**

- From Saturday 20<sup>th</sup> February four people from two different households will be able to meet outdoors for socially distanced local exercise. This doesn't apply to private gardens.
- Sport Wales to make arrangements for more of our talented athletes to resume training and playing.

### **From 27 February – support bubbles for households with children under one**

- Households with one or more children under the age of 1 able to form a support bubble with one other household.
- If you are 16 or 17 years old and live alone, or with others of the same age without any adults, you are able to form a support bubble with one other household.

### **From 1 March – wedding venues**

Venues that are 'approved premises' may open only for the purpose of hosting:

- a wedding or civil partnership ceremony

- an alternative wedding ceremony such as a humanist wedding

#### **From Saturday March 13 – ‘Stay at home’ replaced with ‘stay local’**

- Stay home rule replaced with stay local, meaning people can leave their homes and travel within their local area – usually within five miles.
- No more than four people from two households will be able to meet in their local area outdoors, including in gardens. Children under 11 and carers do not count towards this limit. There must be no indoors mixing and social distancing should be followed.
- Outdoor sports facilities can reopen, including tennis courts, golf courses and bowling greens. A maximum of four people from two households can take part in activities using local sports facilities.
- Indoor care home visits can resume for one designated visitor, with the permission of the care home.

#### **From Monday 15 March – all primary school children return to class:**

- All primary pupils and those in qualifications years return. Schools will have the flexibility to bring in year 10 and 12 pupils, to support them to progress to the next stage of their learning, and more learners will return to colleges. There will also be flexibility for in-school check-ins for all other pupils. All learners will return after the Easter break.
- Hairdressers and barbers can reopen by appointment only to cut hair.

#### **From Monday 22 March – start of non-essential retail reopening**

- The first steps to re-open non-essential retail begins. Restrictions on the sale of non-essential items will be lifted for those shops, which are currently open.
- Garden centres also reopen.

#### **From 27 March – lifting of stay local**

- Self-contained holiday accommodation, including hotels with en-suite facilities and room service, able to reopen to people from the same household or support bubble.
- The stay local rule replaced by an interim all-Wales travel area, which remains in place until April 12, subject to the public health situation. For the next two weeks, only those with a reasonable excuse, such as work, will be able to travel into or out of Wales.
- The current restrictions on international travel for holidays remain in place.

- Six people from two different households, excluding children under 11, able to meet and exercise outdoors and in private gardens
- Organised outdoor activities and sports for children and under 18's can resume.

Limited opening of outdoor areas of some historic places and gardens.

- Libraries and archives able to re-open.

**From Monday 12 April:**

- The full return of children to schools for face-to-face education, all post-16 learners can return to further education and training centres, and university campus' able to open for blended face-to-face/online learning for all students
- All remaining shops will reopen, completing the phased reopening of non-essential retail
- All remaining close contact services will open, including mobile services
- Travel restrictions on travelling into and out of Wales will be lifted. However, restrictions on travel to countries outside the Common Travel Area without a reasonable excuse, remain in place. The Common Travel Area means the United Kingdom, the Channel Islands, the Isle of Man and the Republic of Ireland.
- Wedding 'show-arounds' by appointment are allowed
- Restrictions on political canvassing are removed, subject to canvassers doing so safely

**From Saturday 24 April:**

- The rule of 6 allows for up to six people from six households to meet outdoors, not including children under 11 years of age or carers from those households.

**From Monday 26 April:**

- Outdoor attractions, including outdoor swimming pools, funfairs and theme parks allowed to reopen.
- Outdoor hospitality can also resume, including at cafes, pubs and restaurants.
- Organised outdoor activities for up to 30 people are able to take place and weddings receptions, funerals and wakes can begin again outdoors for up to 30 people.

**From Monday 3 May** - Wales completed the move to Alert Level 3.

- Gyms, fitness facilities, leisure centres, spas and swimming pools can reopen.
- Extended households allows 2 households to come together to form an exclusive bubble who can meet and have contact indoors.

**Relaxations planned for 17 May brought forward to the 3 May, including:**

- Organised children's indoor activities can recommence, such as sporting, cultural and wider recreational groups and clubs. Children's birthday parties, or wider gatherings of families and friends in private homes are still not allowed.
- Organised indoor activities for adults can also recommence for up to 15 people, including, exercise classes and swimming lessons.
- Community centres can reopen.

**Relaxations from 17 May, with move to Alert Level 2 & resumption of some international travel**

- Indoor hospitality can re-open – six people from up to six households (not including children under 11) can book.
- All holiday accommodation can re-open fully.
- Entertainment venues, including cinemas, bingo halls, bowling alleys, indoor-play centres and areas, casinos, amusement arcades, and theatres can re-open. Cinemas, theatres concert halls and sports grounds can sell food and drink as long as it is consumed in a seated area for watching the performance.
- Indoor visitor attractions, including museums and galleries can re-open.
- Up to 30 people can take part in organised indoor activities and up to 50 people in organised outdoor activities. This includes wedding receptions and wakes.
- International travel will resume from Monday 17 May. A traffic light system, aligned with England and Scotland, will be introduced. Countries will be classified as green, amber and red. This means people living in Wales will be able to travel to a small number of foreign destinations without the need to quarantine on their return. Mandatory quarantine for countries not on the green list remains in place.

**From 7 June – phased move to Alert Level 1**

- Up to 30 people can meet outdoors, including in private gardens, outdoor hospitality and public places.
- Larger outdoor organised gatherings and events, such as concerts, football matches and sporting activities, like organised running groups can go ahead for up to 4,000 people standing and 10,000 people seated. All organisers planning

events and activities must undertake a full risk assessment and put in place measures to prevent the spread of coronavirus, including social distancing.

### **From 21 June – pause in full move to Alert Level 1**

Rule changes on hold for 4 weeks as Delta variant spreads, but some technical amendments:

- The number of people who can attend a wedding or civil partnership reception or wake, organised by a business in an indoors regulated premise, such as a hotel, will be determined by the size of the venue and a risk assessment.
- Clarifying small grassroots music and comedy venues will be able to operate on the same basis as hospitality venues, like pubs and cafes.
- Primary school children in the same school contact group or bubble will be able to stay overnight in a residential outdoor education centre.
- Pilot events in theatre, sport and other sectors will also continue throughout June and July.

### **From 17 July, Wales moves fully to Alert Level One, including:**

- Up to six people can meet indoors in private homes and holiday accommodation.
- Organised indoor events can take place for up to 1,000 seated and up to 200 standing.
- Ice rinks can reopen.

Wales takes the first step into Alert Level zero.

Also from 17 July other changes include:

- New rules for children's residential activity centres, so children in groups of up to 30 can visit.
- A specific requirement for employers to provide comprehensive information on the risks and mitigations identified in the Covid risk assessment with their employees.

### **From 7<sup>th</sup> August move to Alert Level 0**

Wales moved to Alert Level zero at 6am on 7 August.

At Alert Level zero:

- There are no legal limits on the number of people who can meet, including in private homes, public places or at events.



- Businesses which were required to be closed are able to re-open. This includes nightclubs.
- Premises which are open to the public and workplaces have more flexibility about which reasonable measures they take to minimise the risk of coronavirus. But these should be tailored to their risk assessment and their specific circumstances.
- Face coverings is not a legal requirement in hospitality settings where food and drink is served, but the Welsh Government continues to encourage their use in settings where this is practical.
- Also on 7 August (from 00.01), adults who are fully vaccinated and children and young people under 18, no longer need to isolate if they are identified as close contacts of someone who has coronavirus.

**However, three important rules remain:**

1. Everyone must continue to isolate for 10 days if they have Covid-19 symptoms or if they have a positive test result.
2. Face coverings continue to be required in most indoor public places in Wales, including on public transport, in shops and in healthcare settings. There will be exemptions for people who cannot wear them, as there are currently.
3. All those responsible for premises open to the public and workplaces must carry out a Covid risk assessment and continue to take reasonable measures to minimise the risk of exposure to coronavirus.

**From 28<sup>th</sup> August 2021**

- No substantive changes in this regulation cycle.
- Some small amendments made to help simplify and clarify existing rules.
- This includes people attending wedding and civil partnership ceremonies no longer being legally required to wear a face covering, in line with the exception already in place for wedding receptions.

**From 11 October – introduction of Covid passes for some venues**

From 07.00 on the 11 October, the existing NHS Covid Pass will become compulsory for everyone attending:

- Nightclubs and similar venues;
- Indoor non-seated events for more than 500 people. This includes conventions and concerts;
- Outdoor non-seated events for more than 4,000 people;

- And any setting or event for more than 10,000 people, such as a rugby or football match.

(To note that the limits are applicable on the number of people attending rather than the capacity of a building or stadium)

### **From 29 Oct – Strengthened measures to reduce high coronavirus cases in Wales**

Wales will remain at Alert Level zero but some extra measures will be taken to protect people's health.

- The guidance around self-isolation changes. Adults who are fully vaccinated and children and young people aged five to 17 are asked to self-isolate until they have received a negative PCR test if someone in their household has symptoms or tests positive for Covid-19.
- People who are not vaccinated still have to self-isolate for 10 days following contact with someone who has tested positive, including close contacts outside of their household.
- Head teachers are given extra support to quickly put measures in place in their schools if case rates are high locally.
- Staff and secondary school students encouraged to take twice-weekly lateral flow tests to help keep coronavirus out of schools.
- And, while coronavirus cases remain very high, the Welsh Government intends to extend the use of Covid Pass to theatres, cinemas and concert halls from 15 November. These are settings where large numbers of people gather indoors, close to each other, for long periods at a time.

### **From 15 November 2021 – extension of use of NHS Covid pass**

- NHS COVID Passes needed in cinemas, theatres and concert halls.

### **From 10 Dec – flow before you go, but Wales stays at Alert Level 0.**

Wales will remain at Alert Level zero after the latest review of the Covid regulations. However, with the spread of the Omicron variant, the Welsh Government is strongly advising:

- People flow before they go. This means taking a lateral flow test before going out – whether that's to a Christmas party; Christmas shopping; visiting friends or family; going to any crowded or busy place or before travelling.
- If the test is positive, don't go out. Arrange for a PCR test and self-isolate.

- People to wear face coverings in pubs and restaurants, when they aren't eating or drinking. Everyone must wear face coverings in most other indoor public places, in accordance with the law, including in cinemas and theatres.

WG also making three changes to the regulations to:

- Clarify that people face coverings must be worn in theatres, cinemas or concert halls (except when eating or drinking or when at in-house cafes or bars)
- Require face coverings to be worn during a professional driving lesson or practical test;
- Remove proof of natural immunity from the domestic version of the Covid Pass.
- The changes on face coverings come into force on Saturday 11 December and their purpose is to remove any ambiguity from the regulations.

#### **From 16 Dec - new advice to keep Wales safe this Christmas**

- The Welsh Government issues strong guidance to support people across Wales through the Christmas period.
- FM asked people to have a smaller Christmas and avoid meeting "wider circles of friends" - however, this is only guidance, not law.
- WG introduce new restrictions, including for businesses and services, from 27 December. This will include a 2m rule on social distancing in offices and putting extra measures in place to protect customers and staff, such as one-way systems and physical barriers.
- Nightclubs also close.

#### **From 20 Dec – Sporting events to be played behind closed doors as Omicron cases rise (this decision superseded by the below)**

- Sporting events to be played behind closed doors from Boxing Day in Wales to help control the spread of the new Omicron variant.
- WG announced the new measures for indoor and outdoor sporting events as the latest figures showed a further steep rise in the number of confirmed cases of the fast-moving variant.

#### **From 6am Boxing Day 26 Dec 2021 a revised version of Alert Level 2 comes into force.**

The measures mean:

- A general requirement of 2m social distancing in all premises open to the public and workplaces, where reasonable.

- The rule of 6 will apply to gatherings in regulated premises, such as hospitality, cinemas and theatres.
- All licensed premises need to take additional measures to protect customers and staff, including table service and collecting contact details.
- Face coverings will be required in hospitality settings at all times apart from when seated.
- Large events not be allowed indoors or outdoors. The maximum number of people who can gather at an indoor event will be 30 and 50 outdoors.
- There will be an exception for team sports, up to 50 spectators will be able to gather, in addition to those taking part. There is also an exception for events involving children.
- Last week new measures were announced for workplaces and retail – these came into force on Boxing Day. Nightclubs will also close on Boxing Day.
- WG announced they will not be making new rules about mixing in people's private homes, including gardens, in holiday accommodation or meeting outdoors. Instead guidance will be issued to help people stay safe.

To help you stay safe in your own home, WG strongly advised everyone follows these 5 measures:

- Limit the number of people visiting your home.
- If people are visiting, make sure they take a lateral flow test in the morning before the visit.
- Meeting outdoors is better than indoors. If you're meeting indoors make sure it's well ventilated.
- Space out any visits.
- And don't forget about social distancing and washing your hands.

There is a separate offence for large gatherings – more than 30 people indoors or 50 people outdoors – in private homes and gardens.

## **2022**

**From 15 January 2022 changes to outdoor activities and announcing exit plan to return Wales back to Alert Level 0**

**From 15 Jan, the number of people who can be present at outdoor events will rise from 50 to 500.**

From Friday 21 January, Wales moves to Alert Level zero for all outdoor activities. This means there are no limits on the number of people who can take part in outdoor activities.

- Crowds able to return to outdoor sporting events.
- Outdoor hospitality able to operate without additional reasonable measures.
- The Covid Pass will be required for entry to larger outdoor events.

If the downward trend continues, from Friday 28 January, Wales would move to Alert Level zero for all indoor activities.

- Nightclubs able to re-open.
- Working from home would remain important but it's no longer a legal requirement.
- Businesses, employers and other organisations must undertake a specific coronavirus risk assessment and take reasonable measures to minimise the spread of coronavirus.
- The Covid Pass will be required to enter larger indoor events, nightclubs, cinemas, theatres and concert halls.
- The rule of 6, table service and 2m physical distancing no longer required in hospitality.
- The self-isolation rules for all those who test positive for Covid and the face-covering rules for most public indoor places remains in force after 28 January.

## **25 January – International Travel**

Via a written statement issued on 25 January, WG confirmed it saw a greater opportunity for individuals to return to making decisions based on their own circumstances. On that basis, and because of the vaccination success, the advice that people can only travel overseas if their journey is essential ceases.

In addition, it noted that from 4am on Friday 11 February (see below), the rules for travellers arriving in the UK are being relaxed. Fully vaccinated arriving travellers are not required to take a test on or before day two, and unvaccinated arriving travellers are not required to take a day eight test or self-isolate for 10 days following arrival.

These changes are made given the significant practical difficulties associated with diverging from the arrangements announced (24 Jan) by the UK Government for England, as a significant number of Welsh travellers use English airports and ports.

## **28 January – Wales completes move to Alert Level 0**

On Friday 28 January, the First Minister announced that Wales had completed the move to Alert Level 0.

This means:

- Nightclubs can re-open.
- The general requirement of 2m social distancing in all premises open to the public and workplaces removed.
- The rule of six no longer applies to gatherings in regulated premises, such as hospitality, cinemas and theatres.
- Licensed premises no longer need to only provide table service or collect contact details.
- The Covid Pass will continue to be required to enter larger indoor events, nightclubs, cinemas, theatres and concert halls.
- Working from home remains important but is no longer a legal requirement.
- Businesses, employers and other organisations must continue to undertake a specific coronavirus risk assessment and take reasonable measures to minimise the spread of coronavirus, which may include 2m social distancing or controlled entry.
- Face-covering rules, which apply on public transport and in most public indoor places remains in force after 28 January, with the exception of hospitality settings such as restaurants, pubs, cafes and nightclubs.
- Everyone must also continue to self-isolate if they test positive for coronavirus but the Welsh Government has reduced the self-isolation period from 7 to 5 full days. People should take 2 negative lateral flow tests 24 hours apart on days 5 and 6. The self-isolation support scheme payment will return to the original rate of £500 for all those who are eligible.

## **11 February – Coronavirus protections relaxed as cases fall**

Further changes confirmed on 11 Feb, following the first three-week review of Wales' Alert Level zero measures, and due to levels of infection falling.

- From Friday 18 February, the domestic Covid Pass no longer required for entry into indoor or outdoor events and venues, including nightclubs, cinemas, theatres and concert halls. But events and venues can continue to use it if they choose to.
- The international Covid Pass will continue to be integral to arrangements for safer international travel. Travellers will need to check the relevant countries' rules for entry, including any different requirements for children.
- From Monday 28 February, the requirement to wear face coverings is removed from most indoor public places, apart from in retail, public transport and health and care settings.

- If the public health conditions continue to improve, the legal requirement to wear face coverings in all remaining settings could be lifted by the end of March.
- Schools return to using their local decision framework from 28 February and from 11 February the guidance will be updated to make it clear adults can remove their face coverings when they are interacting with babies and small children at baby and toddler groups.
- Requirement to self-isolate if testing positive for Covid remains.
- Welsh Government also announced intention to publish a plan setting out how Wales will move beyond Alert Level zero and the emergency footing on which we have been operating for nearly two years.

### **11 February – changes to International Travel to the UK**

#### **From 4 a.m. on 11 Feb:**

- Fully vaccinated passengers (who have had their full primary courses) no longer need a pre-departure test two days before travelling to the UK. The only requirement will be for them to complete a Passenger Locator Form.
- Unvaccinated travellers or ineligible travellers to complete a Passenger Location Form, a pre-departure test within two days of their scheduled departure, and a PCR arrival test taken on or before day two.
- All under-18s, regardless of their vaccination status, can now enter the UK without a pre-departure test.

### **18 February – legal requirement to show Covid Pass in certain venues and events in Wales lifted**

Domestic Covid Pass no longer required for entry into indoor or outdoor events and venues, including nightclubs, cinemas, theatres and concert halls. But events and venues will be able to continue to use it if they choose to.

The international Covid Pass will continue to be integral to arrangements for safer international travel. Travellers will need to check the relevant countries' rules for entry, including any different requirements for children.

### **28 February – Face Coverings**

People are no longer legally required to wear face coverings in a range of indoor places, including cinemas, theatres, community centres, museums and gyms.

Face coverings continue to be a legal requirement for adults and children aged 11 and over, unless exempt, in all retail settings, on public transport and in health and care settings.

Official guidance also continues to highlight the importance of face coverings as one means of helping keep people safe.

Face coverings no longer be routinely required in classrooms but they should continue to be worn in communal areas in secondary schools.

#### **4 March – No changes to remaining restrictions under Alert Level Zero**

Following the 3-weekly review on 3 March, the following legal restrictions remain:

- face coverings legally required only in retail, public transport and health and care settings
- you must continue to self-isolate if you have symptoms or a positive test
- workplaces and premises open to the public must continue to do coronavirus risk assessments

If the current public health situation remains stable, all remaining restrictions to be removed on 28 March. Law becomes guidance.

*Covid Transition Plan: Together for a safer future: Wales' long-term COVID-19 transition from pandemic to endemic* launched on 4 March. It is a long-term plan marking the start of Wales' transition beyond the emergency response to the pandemic which has been in place for two years.

*Together for a Safer Future* sets out how Wales will live with coronavirus, just as we live with many other infectious diseases, and what that will mean for the many public health services and protections Wales has put in place, including vaccine and testing services.

*Source – Environmental Health Wales, All Wales Health & Safety Expert Panel*



**APPENDIX TWO****Regional working in relation to the C-19 pandemic****1. Gwent Incident Management Team (IMT)**

It was important to be consistent in our approach when translating WG legislative changes – outlined in Appendix One – across the Gwent region. Gwent IMT was established and consisted of representation from (a) Heads of Public Protection from the five LA's, (b) Public Health Wales (PHW), (c) Aneurin Bevan Health Board (ABUHB), (d) Gwent Police, (e) other representatives dependant on circumstances, eg. a regional rep for Social Care, Schools or Emergency Planning.

Gwent IMT met weekly and followed a SBAR process, namely for the region the current position was reported and discussed for **S**ituation, **B**ackground, **A**ssessment and **R**ecommendations. Numbers of cases, notable clusters, compliance visits, latest guidance for specific settings, etc. were discussed and necessary actions agreed. It formed a useful mechanism to ensure WG legislation and guidance was followed consistently, together with proving a way to report back any practical issues that WG needed to be aware of. Each local IMT – Monmouthshire IMT also met weekly and was chaired by the Head of Public Protection – fed their local information into the Gwent IMT. Our meetings were also structured following the SBAR format.

**2. Regional Oversight Group (ROG)**

This had similar attendance to the Gwent IMT but considered practical matters such as the development and implementation of Standard Operating Procedures (SOP's), any difficulties in local compliance, cross border issues, vaccination progress, testing regimes through Mass Vaccination Centres, mobile centres, consistent communications, considering modelling data to anticipate increasing case numbers, prioritisation frameworks, etc. ROG initially (2020) met 10 times a week, tapering down to once or twice a week by mid-2022. ROG was supported by a Regional Operational Planning Group (ROPG) attended by EHO Communicable Disease specialists. ROPG provided practical advice on the implementation of the various legislative and guidance changes, to isolation times, arriving traveller process, etc. and gave the invaluable opportunity to work collectively and consistently across the Aneurin Bevan region.

**3. Local Resilience Forum (LRF)**

The Gwent LRF were actively engaged throughout the pandemic, with representation from the five LA's, LA Emergency Planning, Gwent Police, ABUHB and PHW. High level decision making was escalated to the Strategic Coordinating Group (SCG) level if, for example, there were escalating Covid confirmed hospital occupancy levels. Gwent LRF compiled a 'Covid-19 Prevention and Response Plan' which laid out roles, responsibilities and

governance arrangements for all the different groups, eg. TTP and local IMT's, Gwent IMT, ROG, Public Health Incident Practitioners (ABUHB), Testing sub-group, Public Service Board, etc. It was important all relevant groups were sighted on who was doing what from where and this was aided by excellent local communications and regular networking by individuals and groups.

#### **4. Regional care home multi-disciplinary team (MDT)**

Noting the specific risks associated with care homes across the region (over 100 in Gwent with 20 in Monmouthshire, see Appendix 3, section 12), the care homes MDT met weekly. The MDT's purpose was to seek to protect these vulnerable members of society by ensuring consistent messaging, translating latest WG guidance, working with Infection & Prevention Control (IPC) nurses, working with the providers regarding visiting rules, etc.

#### **5. Gwent Test Trace Protect Service (GTTPS)**

Initially there was a 'Coordination Unit' hosted by Torfaen CBC to oversee and report performance, support the 5 local TTP teams, etc. The function was transferred to Caerphilly in summer 2022, shortly after local IMT's were disbanded. From that time, Caerphilly's central GTTPS team picked up the priority track and trace service from the localities. GTTPS was supported by a WG funded EHO for each of the 5 LA's. That arrangement has remained in place until the current time.

**Appendix Three** provides the detail on how Monmouthshire CC's Track and Trace team operated for the two year period 2020 to summer 2022.

**APPENDIX THREE****Test, Trace & Protect arrangements at Monmouthshire, 2020 to 2022**

1. Test, Trace, Protect (TTP) was a crucial part of the Welsh Government's (WG's) approach to limiting the spread of Covid-19 and reducing the need for restrictions on people's lives. Appendix One outlines the various restrictions WG introduced throughout this two year period. The TTP programme was developed rapidly from scratch through the partnership arrangements put in place when the virus first arrived and formed part of the wider response to its' control. WG's 'Coronavirus Control Plan for Wales' provided guidance for the regions and localities, and their 'Test, Trace, Protect strategy' set out the key elements of the programme which comprised -
  - identifying and testing people who may have COVID-19
  - tracing people who have been in close contact with someone who has tested positive for COVID-19, and
  - providing advice and guidance to protect the public and supporting people to self-isolate where necessary.
  
2. In Monmouthshire we were keen to set up a system that would work both for our county and Gwent and be flexible. Using the skills of staff in-house formed the basis for a solid foundation of a TTP team. MCC partnered with Aneurin Bevan University Health Board (ABUHB), Public Health Wales (PHW) and neighbouring local authorities to collaborate on a Gwent-wide approach. This provided economies of scale maximising the benefits of the professional expertise such as clinical leadership provided by PHW.
  
3. At the inception of the Gwent wide TTP system, MCC and Torfaen CBC staff were based together in offices in Pontypool to enable co-production and for the system to bed in. When the benefits tapered out, eg. from rapid joint training of staff, and noting some risk of persons coming together for work, MCC staff withdrew from the joint Torfaen arrangement and worked solely in an agile way. All the staff in the Environmental Health (EH) Commercial team, all trained in infectious disease control, worked on a rota system to support those making the calls to persons infected with the C-19 virus. Two EH staff supported the 'tracers', and a Community Hub Manager provided the managerial support to the 'advisors'.

The main roles of these two positions were:

A **contact tracer** made the initial call to the index case, the positive case. They obtained as much information as possible to determine -

- the number of contacts that they may have potentially infected,
- the locations the case may have visited whilst infectious and,
- provide advice regarding the isolation requirements and any other assistance that they may need.

The **contact advisor** role was to contact -

- all individuals that have been identified as contacts.
- maintain daily contact with those individuals, either by SMS or phone to enquire if they are well.
- to advise when a test should be undertaken and their isolation period.

#### 4. Process

From the end of May to the 15<sup>th</sup> June 2020 an interim system was used. After June 15<sup>th</sup> this was changed to the CRM (Customer Relationship Management system) owned by NHS Wales. LA's Environmental Health departments worked in partnership with PHW and ABUHB to develop Standard Operational Procedures (SOP's). The CRM system recorded all positive and negative results of Covid 19 in Wales.

MCC set up TTP differently to other LA areas by using our own EH staff to trace and subsequently investigate any outbreaks or clusters. When case numbers increased, regionally it was agreed to provide a 8am to 8pm, 7 days a week service, ie. a 84 hour a week service. The use of tracers with a specialist knowledge and understanding of the risks involved and being able to act on information very quickly, enabled the team to reduce the number of cases and outbreaks within the county. Our numbers were typically far lower than any of our neighbours. EH staff were fully integrated into the TTP team and all TTP staff (tracers and advisors) knew who to contact with any queries immediately.

At the start of September 2020 the team seconded an EHO to the role of Regional EHO for TTP for MCC and created a Programme Lead. These two Officers successfully recruited and trained all the contact tracers.

As an example of MCC TTP team helping regionally, in September 2020 Caerphilly CBC had an escalation of cases and we were able to trace over 300 cases on their behalf whilst our numbers were low. We also assisted North Wales TTP teams at this time with their case load, (the CRM system enabled us to identify their cases and call them direct).

We achieved a very high standard of tracing and started carrying out 'backward contact tracing' also in September 2020. Backward tracing takes cases back beyond the standard 48 hours from onset of symptoms or test. This was found to be immensely useful, (which is how we'd normally investigate communicable disease cases), as it gathered intelligence on the sources of Covid-19. This was replicated by other TTP teams in Gwent and the rest of Wales late into Spring 2021.

#### 5. Data analysis

Cases numbers were measured on a 7 day rolling data analysis. In order to understand the overall picture of cases, and any links between them, MCC TTP Leads started a 7-day rolling spreadsheet recording town, case employment and short details. This provided an overall picture that could be colour coded and giving insight on the general picture of cases within the community. It became a significant task for the Officers concerned when cases rose (often up to 100 a day), but enabled the team to identify clusters and outbreaks that may have otherwise gone unnoticed. For example, identification of a small number of cases that all visited one premises, but at different times, resulted in contact with the premises, getting staff tested and ensured no further increase of the cluster of cases by isolating asymptomatic, but positive, staff. The system was praised by PHW in our Monmouthshire Incident

Management Team (IMT) meetings because EH TTP were able to demonstrate an in-depth knowledge of what was happening in the county at any one time.

## **6. Flexing up workforce to deal with increasing case numbers**

With a predicted wave for December 2020/January 2021 approaching, extra TTP staff were needed and further tracers and advisors were taken on through September and October. In October 2020 the Advisors came under the management of the EH (regional EHO and Programme Lead) because the Community Hub manager had to return to his substantive post. Due to the increased numbers of the Advisors, posts of Business Support Supervisors were put in place to oversee daily work activities, including workloads/rotas and provide advice and support to them and liaise with the tracers and TTP Leads.

Between October 2020 and January 2021 EH TTP were working unprecedented hours to enrol, train, provide IT, set up extra staff to deal with rising case numbers. At its peak we had 87 staff in the TTP team. Modelling of numbers of tracers and advisors was regularly provided by ABUHB, but we disagreed with their numbers, eg. up to 67 advisors alone. This proved the right decision as EH TTP managed all our own contact cases as well as helping out other teams over the months of September to November 2020.

EHO's provided a weekend regional rota cover for all of Gwent from June 2020, so that an Officer from any LA would be responding to any call for EHO advice to any part of Gwent. This evolved to an EHO being seconded in September to cover Monmouthshire issues, noting the strong links between the TTP team and EHO's in the EH Commercial team. The role also became a joint TTP lead in managing cases and caseload for MCC.

Due to the way MCC set up the TTP team, through a variety of temporary contracts, casual contracts, use of redeployed MCC Officers, etc. we were in a position to be able to respond to the number of cases and increase or decrease the TTP team accordingly to demand.

## **7. Working with others**

The first major cluster that needed intervention from EH was on Easter weekend 2020 concerning a care home. Working closely with Social Care's Commissioning team, a care providers group was set up to allow direct discussion and assist care providers with interpretation of guidance and any queries they had. This built up a strong and trusting relationship with all involved to provide support and direct contact to us at any time they needed. The EH Commercial team set up small groups of Officers to deal with specialist roles that were needed to respond to matters, in particular these were –

- Care homes, residential homes and assisted living, led by the Communicable Disease Lead EHO,
- MCC schools working closely with all the head teachers, private and specialist school,
- Worker accommodation certification requirements under the Covid regulations.

Throughout the pandemic the EH team were heavily involved in providing support to care homes, schools and businesses on all Covid matters, eg. self-isolation requirements, social distancing, screening, one-way walking routes, etc. Noting the

numerous changes – see Appendix One – this was an onerous task, eg. making sense of latest rules on a Friday (when Alert Level regulations typically announced) so they could be implemented by schools or other affected settings.

As numbers increased the TTP team were dealing with very difficult and distressing calls where families had suffered loss, sometime that same day. Specialist training was provided on dealing with difficult situations, including grief through loss of family members, by MCC Training. This was well received and was provided, at their request, to our colleagues in Torfaen and Blaenau Gwent.

The internal recording telephony system of CRM became less reliable, eg. it went down for 6 hours on one occasion, so an alternative was sought. Where time is of the essence in making contact with index cases and contacts, to ensure they are not contributing to community spread, this was unacceptable. Teams telephony was installed for all the TTP team, (up to 87 Officers covering variable work patterns), to ensure reliability of telephony service.

## **8. Cross border issues**

Monmouthshire borders four Welsh LA's and two English LA's, latter being Herefordshire and Forest of Dean. There would often be referrals regarding commuters, eg. a case lives in Chepstow but works in Bristol. So there was significant liaison with colleagues in other nearby districts. MCC TTP soon established close working with border areas and knew the networks, local EHO's, Public Health England (now UKHSA), etc. This was invaluable in dealing with cluster in schools, colleges and large employers across LA borders. Building up relationships with other agencies ensured swift responses were made, for example arranging very quick home testing for vulnerable school pupils and residents of sheltered living accommodation. Being able to respond at all times was also an important part of managing clusters and outbreaks, which often originated outside of Monmouthshire.

## **9. Case numbers to July 2022**

Case numbers started to decrease when WG's Alert Level 4, implemented on the 20<sup>th</sup> December 2020, started to take effect by mid-January -

29/12/2020 Gwent cases totalled 525, MCC 39

30/12/2020 Gwent cases totalled 541, MCC 50

10/01/2021 Gwent cases totalled 237, MCC 41

4/02/2021 Gwent cases totalled 130, MCC 11

1/03/2021 Gwent cases totalled 75, MCC 4

27/3/2021 Gwent cases totalled 12, MCC 0

11/04//2021 Gwent Cases totalled 20, MCC 3

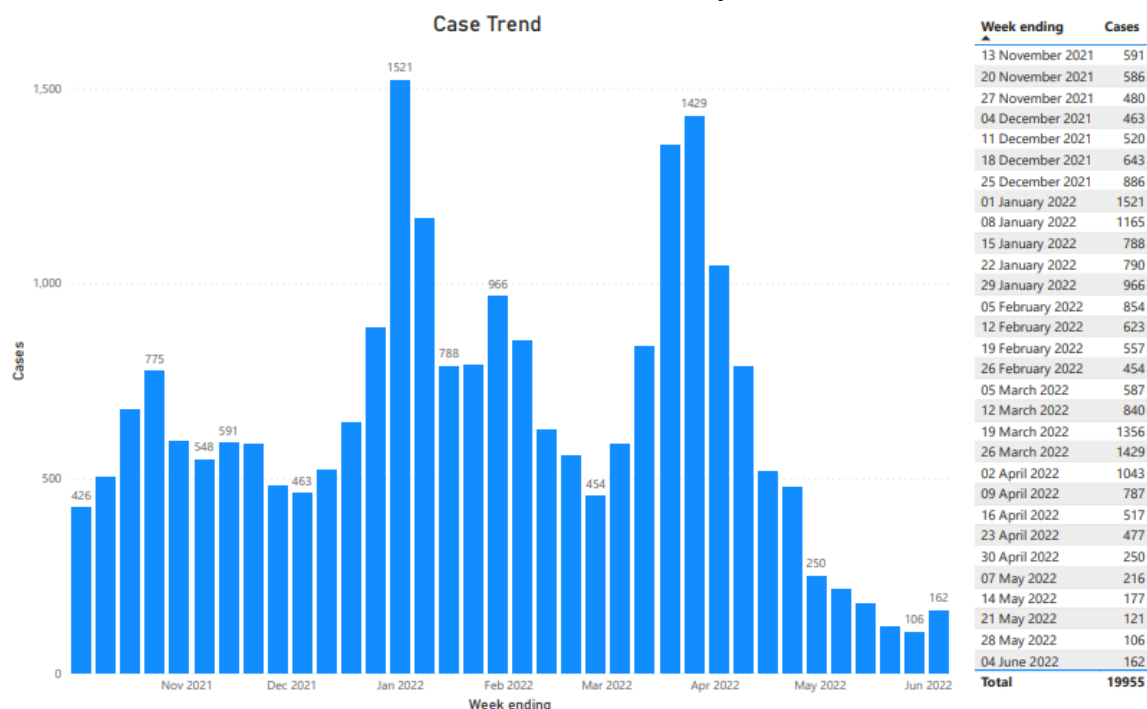
With the continued low numbers at the start of April 2021 the TTP team reduced to a core number of staff, but with the ability to flex up if required through our own Public Protection staff, (EH and Licensing with support from Trading Standards), and casual staff that had previously worked successfully with the team.

Cases did indeed surge again with the advent of the Omicron variant at the end of 2021 – with peak case numbers w/e 1<sup>st</sup> January 2022, as per graph below - so

staffing was increased to deal with the track and trace demand. Case numbers from 12<sup>th</sup> December 2021 to 1<sup>st</sup> January 2022 were as follows -

12th December to 18th December – 643 cases, a 24% rise from the previous week  
 19th to 25th December – 886 cases, 38% increase on previous week  
 26th December to 1st January – 1,521 cases = 72% increase on week before

Monmouthshire cases from November 2021 to May 2022

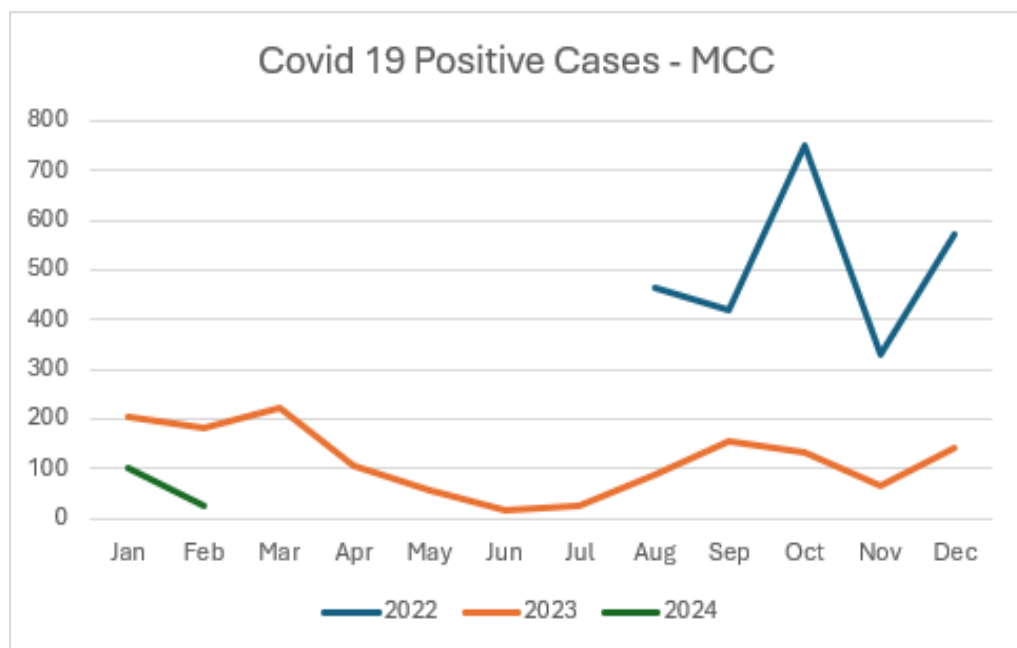


**10. Dealing with cases from August 2022**

From 1<sup>st</sup> August 2022 the MCC TTP team was disbanded and thereafter delivered regionally, for the Aneurin Bevan region by Caerphilly CBC, (as referenced in Appendix Two). There was a huge reduction in staff numbers across the region. Contact tracing was targeted wholly on protecting the most vulnerable and supporting the response to local outbreaks and clusters, as directed by ABUHB. A new process was established by PHW to help regional teams to triage cases so that they prioritised contact tracing to specific areas. These were cases potentially connected to a vulnerable setting such as a care home, hospital or special school. Gwent LA’s were funded to support one EHO each to support the new TTP team. This provided the local link to support reviewing the details of any care home outbreaks and linked cases. The funded EHO’s also advised care homes on generic infection control advice and liaised with MCC’s Commissioning teams where needed. Our Specialist EHO continues to attend care home cluster meetings/MDTs/IMT’s and supports the incident response at the setting thereafter, in accordance with the SOP for care homes.

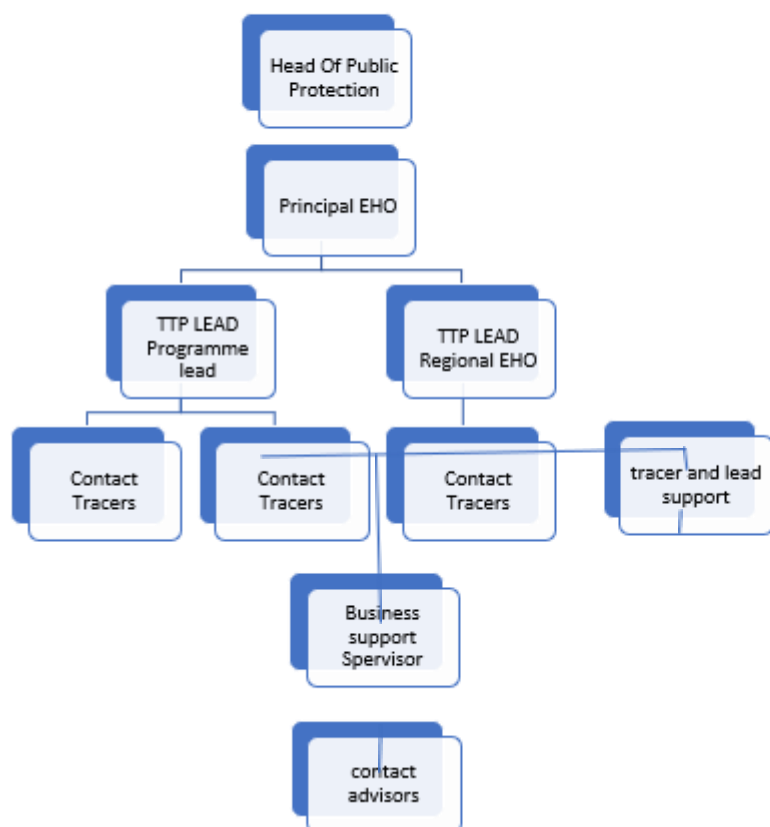
The graph below shows the winter peaks in 2022 and 2023. Numbers are significantly less than during winter 2021 (Omicron variant prevalent) and winter 2020 (when Alpha variant circulating). For example, the graph in (8) above shows Covid cases at over 3,800 in December 2021. A year later - see below - cases had dropped to 571 in December 2022, then (2 years later) to 139 confirmed cases in December 2023. The virus is still circulating, but with milder symptoms and a significant drop in testing, so cases are not recorded as they were 2020/22.

Covid-19 cases in Monmouthshire August '22 to February '24





## 11. Reporting lines, Monmouthshire TTP team



## 12. Care homes in Monmouthshire – priority settings throughout pandemic

Ashbury House Nursing Home, Green Moor Lane, Magor, Caldicot, NP26 3HT
Avenue Road Nursing Home, 28 Avenue Road, Abergavenny, NP7 7DB
Belmont House Residential Home, 4 Belmont Road, Abergavenny, NP7 5HN
Bethany Residential Home, Old Bulwark Road, Bulwark, Chepstow, NP16 5JL
Cantref Care Home, 87 Brecon Road, Abergavenny, NP7 7RD
Castle Court Residential Home, Welsh Street, Chepstow, NP16 5LN
Cherry Tree Care Home, 209 Newport Road, Caldicot, NP26 4AF
Crick Care Home, Crick House Nursing Home, Crick Road, Crick, Caldicot, NP26 5UW
Foxhunters Care Community, Iberis Road, Llanfoist, Abergavenny, NP7 9LQ
Gibraltar Care Village, 14, Catalan Court, Monmouth Road, Mitchel Troy, Monmouth, NP25 5FB
Glaslyn Court Nursing Home, Crickhowell Road, Gilwern, Abergavenny, NP7 0EH
Llanhennock Lodge,, Newport, NP18 1LT

Mardy Park Lodge,, Hereford Road, Mardy, Llantillio Pertholey,  
Abergavenny, NP7 6HU

Parade House Residential Home, The Parade, Monmouth, NP25 3PA

Pen Y Hill House , Pen Y Pound, ABERGAVENNY, NP7 7DW

Penpergwm House Ltd, Penpergwm House Care Home, Bryn Road,  
Penpergwm, Abergavenny, NP7 9AH

The Priory Nursing & Convalescent Home, Llandogo Road, Llandogo,  
Monouth, NP25 4TP

Rozelle Nursing Home, 93 Brecon Road, Abergavenny, NP7 7RE

Severn View Residential Home, Mounon Road, Chepstow, NP16 5BS

St. Anne's Nursing Home, Welsh St, Chepstow, Wales, NP16 5LX

**March 2024**

## Monmouthshire's Scrutiny Forward Work Programme 2022-23

Performance and Overview Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
19 <sup>th</sup> March 2024	<b>Covid learning and pandemic preparedness</b>	To discuss learning following the impact of the pandemic and how we prepare for a future one, following publication of the revised Outbreak Control Plan Wales.	David Jones Louise Driscoll (ABUHB) Cllr Griffiths	Performance Monitoring
14 <sup>th</sup> May 2024	<b>WESP (Welsh in Education Strategic Plan)</b>	To scrutinise performance against the plans.	Sharon Randall Smith Will McLean Cllr Groucott	Performance Monitoring
	<b>Alternative Learning Provision/Specialist Resource Bases</b>	Scrutiny of MCC Alternative Learning Provision/Specialist Resource Bases.	Morwenna Wagstaff Will McLean Cllr Groucott	Performance Monitoring
	<b>Supporting Vulnerable Learners</b>	Scrutiny of and Vulnerable Learners' Support (trauma-informed approaches, Emotional Literacy Assistant programme, MCC specialist teaching service).	Morwenna Wagstaff Will McLean Cllr Groucott	Performance Monitoring
18 <sup>th</sup> June 2024	<b>Public Protection Performance 23/24</b>	To review the performance of the service area.	David Jones Cllr Griffiths	Performance Monitoring
	<b>Registration Services Annual Report 23/24</b>	To review the performance of the service area.	David Jones Cllr Sandles	Performance Monitoring
	<b>Poverty Action Plan</b>	To scrutinise performance against the action plan.	Lucinda Boyland Cllr Sandles	Performance Monitoring

## Monmouthshire's Scrutiny Forward Work Programme 2022-23

Performance and Overview Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
(16 <sup>th</sup> July 2024)				
15 <sup>th</sup> October 2024	<b>Socially Responsible Procurement strategy</b>	Review progress of the strategy.	Scott James Steve Robinson Cllr Brocklesby	Performance Monitoring
19 <sup>th</sup> November 2024	<b>Complaints Process</b>	To scrutinise the performance of the Council's complaints process, and issues raised by it.	Annette Evans Cllr Sandles	Performance Monitoring
<b>To be confirmed</b>	<b>Month 12 Budget Monitoring</b>	To scrutinise the budgetary position (revenue and capital) for services falling within the committee's remit at Month 12.	Jonathan Davies Peter Davies Cllr Callard	Budget Monitoring
<b>To be confirmed</b>	<b>Financial Strategy</b>	Pre-decision Scrutiny ahead of full Council.	Peter Davies Jonathan Davies Cllr Callard	Pre-decision Scrutiny
<b>To be confirmed</b>	<b>Recruitment and retention</b>	Effect on the Council's performance and ability to deliver.		
<b>To be confirmed</b>	<b>Use of Reserves</b>	Future proofing and resilience planning as well as supporting long-term strategic priorities.	Peter Davies Jonathan Davies Cllr Callard	

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Other items in the Community and Corporate Plan which the Committee might want to scrutinise:

- Social Justice Strategy progress and Tackling Poverty and Inequality Plan progress

## Monmouthshire's Scrutiny Forward Work Programme 2022-23

- Business Monmouthshire project monitoring/updates
- Undertake a 'learning led' review of educational provision in Chepstow
- Chief Officer for Education's Monitoring Report 2024
- Review of property assets
- Data strategy
- Digital strategy
- (School meals and deforestation? [Place Committee?])

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Committee / Decision Maker	Meeting date / Decision due	Report Title	Responsible Cabinet Member	Purpose	Author	Date item added to the planner
Council	01-Jul-25	RLDP for Adoption	Paul Griffiths - Sustainable Economy	To adopt the RLDP following receipt of the Inspector's report, making it the County's Development Plan as defined by S38(6) of the Planning and Compulsory Purchase Act 2004	Mark Hand / Rachel Lewis	23-Aug-22
Council	23-Jan-25	Council Tax Reduction Scheme 2025/26	Ben Callard - Resources		Ruth Donovan	29-Jan-24
ICMD	18-Dec-24	Council Tax Base 2025/26	Ben Callard - Resources		Ruth Donovan	29-Jan-24
Cabinet	06-Nov-24	Local Flood Risk Management Strateg			Mark Hand	19-Feb-24
Cabinet	06-Nov-24				Hannah Jones	4-Sep-23
Cabinet	02-Oct-24	Adoption of Abergavenny Placemaking Plan	Paul Griffiths - Sustainable Economy	To adopt the Abergavenny Placemaking Plan, co-produced with Abergavenny Town Council, to inform future regeneration priorities and grant bids	Mark Hand / Dan Fordham	3-Oct-22
Cabinet	02-Oct-24	Adoption of Magor Placemaking Plan	Paul Griffiths - Sustainable Economy		Mark Hand / Dan Fordham	3-Oct-22
Cabinet	02-Oct-24	Adoption of Monmouth Placemaking Plan	Paul Griffiths - Sustainable Economy	To adopt the Monmouth Placemaking Plan, co-produced with Monmouth Town Council, to inform future regeneration priorities and grant bids	Mark Hand / Dan Fordham	3-Oct-22
Cabinet	02-Oct-24	Road Safety Strategy	Catrin Maby	To adopt the Road Safety Strategy	Mark Hand / Paul Keeble	4-Oct-22
Council	19-Sep-24	RLDP submission for examination	Paul Griffiths - Sustainable Economy	To endorse the submission of the Deposit RLDP to the Welsh Government for examination by an independent Inspector. By agreeing, Council will be saying it wants this document to be the adopted RLDP for Monmouthshire.	Mark Hand / Rachel Lewis	23-Aug-22

Cabinet	04-Sep-24	Pavement Café Policy	Paul Griffiths - Sustainable Economy	To adopt the pavement café policy as the basis for making decisions on applications for licences	Mark Hand / Paul Keeble	4-Oct-22
Council	20-Jun-24	RLDP Deposit Plan endorsement for consultation	Paul Griffiths - Sustainable Economy	To endorse the Deposit RLDP for public consultation and engagement.	Mark Hand / Rachel Lewis	5-Jan-23
Council	16-May-24	Political Balance Report	Angela Sandles - Engagement		James Williams	
	16-May-24	Appointments to Committees	Angela Sandles - Engagement		James Williams	
Council	16-May-24	Outside Bodies	Angela Sandles - Engagement		James Williams	
Council	16-May-24	Financial Strategy	Ben Callard - Resources		Jon Davies	
Cabinet	15-May-24	Local Housing Market Assessment	Paul Griffiths - Sustainable Economy	The LHMA provides a review of the need for affordable and market housing across Monmouthshire and an overview of the current housing market.	Sally Meyrick	8-Jan-24
Cabinet	15-May-24	Local Flood Strategy	Paul Griffiths - Sustainable Economy		Mark Hand	9-Oct-23
Council	18-Apr-24	CJC Transition Arrangements	Mary Ann Brocklesby - Whole Authority Strategy	To update the Council regarding transition arrangements from CJC to CCR	Paul Matthews	12-Jan-24
Council	18-Apr-24	Placement Development Strategy	Ian Chandler - Social Care & Safeguarding	development of in-county residential and supported accommodation placements for children who are looked after. To make recommendations about i) changing the use of 3 existing properties in order to support the strategy	Jane Rodgers / Diane Corrister	8-Jan-24



ICMD	17-Apr-24	ICM report - Florence Jones	Paul Griffiths - Sustainable Economy		Amy Longford	11-Mar-24
ICMD	17-Apr-24	Welsh Church Fund Working Group - meeting 4 held on 7th March 2024	Rachel Garrick - Resources		Dave Jarrett	30-Mar-23
Cabinet	10-Apr-24	Public Spaces Protection Order Dog Controls	Paul Griffiths - Sustainable Economy		Huw Owen	19-Feb-24
Cabinet	10-Apr-24	Primary School catchment areas consultation feedback	Martyn Groucutt - Education	For Members to receive feedback on the consultation relating to a review of Primary School catchments areas and determine whether to implement proposals	Matthew Jones	20-Nov-23
Cabinet	10-Apr-24	Consultation on the relocation of Ysgol Gymraeg Y Fenni		To receive feedback on the statutory consultation concerning the proposed relocation and increase in capacity of Ysgol Gymraeg Y Fenni.	Matthew Jones	26-Feb-24
Cabinet	10-Apr-24	Climate and Nature Emergency		To receive an update on progress made towards the Climate and Nature Emergency Strategy and to agree the new overarching Climate and Nature Emergency Strategy and action plan format	Hazel Clatworthy	19-Oct-23
Cabinet	10-Apr-24	Local Transport Plan	Catrin Maby	To adopt the Local Transport Plan	Debra Hill-Howells / Christian Schmidt	4-Oct-22
Cabinet	10-Apr-24	Sustainable Communities for Learning Strategic Outline Programme update	Martyn Groucutt - Education	To provide members with details of the revisions to the Strategic Outline Programme for the Sustainable Communities for Learning Programme which will inform the development of projects within the rolling programme of	Debbie Graves	12-Sep-23
ICMD	27-Mar-24	Experimental TRO Prohibition of driving except for access Goldwire Lane Monmouth	Catrin Maby - Climate Change and Environment		Graham Kinsella	
ICMD	13-Mar-24	Increase in building control charges	Paul Griffiths - Sustainable Economy		Craig O'Connor	

Cabinet	06-Mar-24	To consider a Business Case for the acquisition of a property for use as a registered children's home	Ian Chandler - Social Care & Safeguarding		jane Rodgers	13-Feb-24
Council	29-Feb-24	Agree the name of the new Welsh-medium Primary School in Monmouth	Martyn Groucutt - Education	Agree the name of the new Welsh-medium Primary School in Monmouth	Debbie Graves	15-Nov-23
Council	29-Feb-24	Standards Committee Appointment			James Williams	6-Feb-24
Council	29-Feb-24	Strategic Equality Plan 2024		To seek approval of a new Strategic Equality Plan for the period 2024-28, incorporating MCCs contribution to national action plans on race equality, LGBTQ and other protected characteristics	Matthew Gatehouse	15-Nov-23
Council	29-Feb-24	Appointment of Monmouthshire Local Access Forum		To secure the appointment of members to the Monmouthshire Local Access Forum for its next 3 year period.	Matthew Lewis	18-Jan-23
Council	29-Feb-24	Final Budget Proposals	Ben Callard - Resources		Jon Davies	
Council	29-Feb-24	Capital and Treasury Strategy	Ben Callard - Resources		Jon Davies	
Council	29-Feb-24	Council Diary	Angela Sandles - Engagement		John Pearson	
ICMD	28-Feb-24	WCF/Trust Treasury Fund Investment	Ben Callard - Resources			
Cabinet	28-Feb-24	2023/24 Revenue and Capital Monitoring - Month 9	Ben Callard - Resources		Jon Davies	27-Apr-23

Cabinet	28-Feb-24	2023/24 Final Revenue and Capital Budget Proposals	Ben Callard - Resources		Jon Davies	
Cabinet	07-Feb-24	Economic Development Strategy		REFRESHING THE MONMOUTHSHIRE BUSINESS GROWTH & ENTERPRISE STRATEGY and action plan in setting the economic ambition for the county and providing a strategic framework that guides future economic	Hannah Jones	9-Jan-23
ICMD	24-Jan-24	Amendment to Street Naming and Numbering Policy regarding Replacement or additional Street nameplate signs for Existing Streets	Catrin Maby - Climate Change and Environment		Mark Hand	2-Jan-24
ICMD	24-Jan-24	Community Council & Police Precepts - Determination	Ben Callard - Resources		Jon Davies	
Council	18-Jan-24	Introduction of Council Tax Premiums for Second homes from 1 <sup>st</sup> April 2024	Ben Callard - Resources	Council to re affirm their decision on the Second Home Premium	Ruth Donovan	5-Dec-23
Council	18-Jan-24	Council Tax Reduction Scheme	Ben Callard - Resources		Ruth Donovan	
Council	18-Jan-24	Asset Management Strategy			Nick Keyse	28-Sep-23
Cabinet	17-Jan-24	Community & Corporate Plan performance update	Mary Ann Brocklesby - Whole Authority Strategy	To provide cabinet with the latest performance report of commitments in the Community and Corporate Plan	Richard Jones	5-Sep-23
Cabinet	17-Jan-24	REPURPOSING OF ACCOMMODATION IN THE COUNTY FARMS PORTFOLIO TO SUPPORT HOMELESSNESS AND OTHER POLICY OBJECTIVES		To seek approval for the repurposing of vacant cottages held within the County Farms Portfolio to support policy objectives such as alleviating pressures with homelessness and to address the reliance on unsuitable temporary accommodation.	Nick Keyse	4-Dec-23
Cabinet	17-Jan-24	consultation on the relocation of Ysgol Gymraeg Y Fenni	Martyn Groucutt - Education		Matthew Jones	23-Aug-23

Cabinet	17-Jan-24	Approval of the revised MCC Counter Fraud, Corruption & Bribery Policy	Rachel Garrick - Resources		Jan Furtek	2-Nov-23
Cabinet	17-Jan-24	Draft Budget Proposals	Ben Callard - Resources		Jon Davies	29-Sep-23
ICMD	03-Jan-24	Welsh Church Fund Working Group - meeting 3 held on 7th December 2023 Meeting didn't happen	Rachel Garrick - Resources		Dave Jarrett	30-Mar-23
ICMD	20-Dec-23	Community Council & Police Precepts - Proposed payment schedule	Ben Callard - Resources		Jon Davies	
ICMD	20-Dec-23	Additional resources for the Revenues and Benefits Shared Service'	Ben Callard - Resources		Ruth Donovan	
ICMD	20-Dec-23	Council Tax Base Report	Ben Callard - Resources		Ruth Donovan	
ICMD	20-Dec-23	LDP Annual Monitoring Report	Paul Griffiths - Sustainable Economy	To endorse the LDP Annual Monitoring Report for submission to WG	Mark Hand / Rachel Lewis	16-Jan-23
Cabinet	13-Dec-23	King Henry VIII 3 – 19 School Funding Formula	Martyn Groucutt - Education	To update Cabinet with the consultation feedback regarding the proposed fair funding formula for King Henry 3 – 19 School in Abergavenny.	Nikki Wellington	23-Nov-23
Cabinet	13-Dec-23	Children's Services: Foster Carer Recruitment and Retention – Foster Friendly Policy	Ian Chandler - Social Care & Safeguarding	The purpose of the report is to outline a proposal to create a policy that supports MCC employees who are existing foster carers or wish to become foster carers through offering an appropriate leave entitlement.	Dr Charlotte Drury	9-Nov-23
Cabinet	13-Dec-23	Primary catchment review			Matthew Jones	23-Jun-23

Cabinet	13-Dec-23	Whole Authority Strategic Risk Assessment	Mary Ann Brocklesby - Whole Authority Strategy	To provide Cabinet with an overview of the current strategic risks facing the authority and to seek approval of the strategic risk assessment	Richard Jones	5-Sep-23
Cabinet	13-Dec-23	2023/24 Revenue and Capital Monitoring - Month 6	Rachel Garrick - Resources		Jon Davies	27-Apr-23
Council	07-Dec-23	Relocation of PRS in South Monmouthshire	Martyn Groucutt - Education	Relocation of South Monmouthshire PRS	Morwenna Wagstaff	13-Nov-23
Council	07-Dec-23	DIRECTOR'S ANNUAL REPORT		to provide Council with an overview of SOCIAL CARE AND HEALTH directorate with a focus on year 2022 – 2023.	Jane Rodgers	31-Jul-23
Council	07-Dec-23	SAFEGUARDING ANNUAL EVALUTION REPORT		To provide Council with the annual self-evaluation of safeguarding from a whole authority perspective.	Jane Rodgers / Diane Corrister	31-Jul-23
ICMD	29-Nov-23	Whole Authority Safeguarding Policy	Ian Chandler - Social Care & Safeguarding		Naomi Lovesay	3-Nov-23
ICMD	29-Nov-23	Museums - Accredited			Rachael Rogers	12-Oct-23
ICMD	29-Nov-23	A013 Highway Traffic Regulation Amendment Order	Catrin Maby - Climate Change and Environment		Mark Hand	18-Sep-23
ICMD	29-Nov-23	A012 Highway Traffic Regulation Amendment Order	Catrin Maby - Climate Change and Environment	Speed limit changes at Caerwent Brook/Dewstow Road	Mark Hand	18-Sep-23
ICMD	15-Nov-23	Planning Annual Performance Report	Paul Griffiths - Sustainable Economy	Double yellows at Main Road, Portskewett, leading to S	Mark Hand / Rachel Lewis	16-Jan-23

ICMD	15-Nov-23	A012 Highway Traffic Regulation Amendment Order <b>MOVED TO 29TH NOV</b>			Mark Hand	18-Sep-23
ICMD	15-Nov-23	A013 Highway Traffic Regulation Amendment Order <b>MOVED TO 29TH NOV</b>		Double yellows at Main Road, Portskewett, leading to S	Mark Hand	18-Sep-23
Cabinet	15-Nov-23	DEVELOPING THE FUTURE MY DAY MY LIFE BASES	Ian Chandler - Social Care & Safeguarding	Speed limit changes at Caerwent Brook/Dewstow Road	Jane Rodgers	7-Nov-23
Cabinet	15-Nov-23	Budget Process and timetable	Rachel Garrick - Resources	This report presents the findings of the final options appraisal for the proposed future My Day, My Life bases in Abergavenny, and to seek approval of the recommended base.	Jon Davies	
Cabinet	08-Nov-23	Public Services Ombudsman for Wales Annual letter 2022-23 to Monmouthshire County Council		The purpose is to fulfil the expectation of the Public Services Ombudsman for Wales that their report is brought to the attention of Cabinet.	Annette Evans/Matthew Gatehouse	17-Oct-23
Cabinet	08-Nov-23	RIPA Review		To review RIPA strategy and arrangements	Geraint Edwards	25-Sep-23
Cabinet	08-Nov-23	2023/24 Revenue and Capital Monitoring - Month 5	Rachel Garrick - Resources		Jon Davies	
Council	26-Oct-23	Monmouthshire County Council Self- assessment 2022/23		to seek Council approval of the Self-Assessment report 2022/23 in line with requirements outlined in the Local Government and Elections (Wales) Act 2021 and to ensure that members have a clear and transparent assessment of the Council's	Richard Jones	4-Jul-23
Council	26-Oct-23	RPB Area Plan			Jane Rodgers	4-Jul-23
Council	26-Oct-23	RLDP Preferred Strategy consultation report	Paul Griffiths - Sustainable Economy	To endorse the RLDP Preferred Strategy including any proposed changes arising from the public consultation.	Mark Hand / Rachel Lewis	3-Oct-22

ICMD	25-Oct-23	Welsh Church Fund Working Group - meeting 2 held on 21st September 2023	Rachel Garrick - Resources		Dave Jarrett	30-Mar-23
Cabinet	11-Oct-23	Disposal of Land at Natgavenny Lane	Rachel Garrick - Resources	To seek Cabinet approval for the disposal of a parcel of land adjacent to the Nantgavenny Lane Busines Park, Mardy, Abergavenny	Nick Keyse	
Cabinet	11-Oct-23	Developing a base for My Day My Life in Monmouth and Abergavenny	Ian Chandler - Social Care & Safeguarding	Further to the recommendations from the Practice Solutions review, the report sets out the criteria and decision making in respect of which bases to develop for the My Day My Life in both Monmouth and Abergavenny, and makes a recommendation on the	Ceri York	25-Sep-23
ICMD	11-Oct-23	<b>MEMORANDUM OF UNDERSTANDING – TCBC AND MCC HERITAGE SERVICES IN RELATION TO MAMHILAD NYLON SPINNERS LISTED BUILDING.</b>	Paul Griffiths - Sustainable Economy	The purpose of this report is to propose that MCC join into an MoU in relation to the provision of Heritage Advice to consider the ongoing management of the Nylon Spinners listed building at Mamhilad.	Amy Longford	22-Sep-23
Cabinet	04-Oct-23	Gypsy, Roma and Traveller Consultation			Cath Fallon	4-Sep-23
ICMD	27-Sep-23	Extending Public Spaces Protection Order (PSPOs) to tackle Anti Social Behaviour (ASB)		To seek approval to extend three Public Spaces Protection Orders (PSPO) in respect of Bailey Park, Abergavenny; Lower Abergavenny (including Castle Meadows) and Monmouth Town (including Chippenham	Andrew Mason	31-Aug-23
Council	21-Sep-23	REPORT ON JOINT SCRUTINY ARRANGEMENTS FOR CORPORATE JOINT COMMITTEES			Hazel Ilett	4-Sep-23
Council	21-Sep-23	Governance and Audit Committee Annual Report 2022/23	Paul Griffiths - Sustainable Economy	To inform Council of the work and conclusions of the Governance and Audit Committee from 1st April 2022 to 31st March 2023	Chair of Governance and Audit Committee, Andrew Blackmore	27th July 2023
Council	21-Sep-23	Standards Committee Annual Report		This report is the first annual report from the Standards Committee to Council as required by the change in law set out in the Local Government and Elections Act 2021. It has to report on the discharge of the Committee's functions for the	Matt Phillips	10-Oct-22
ICMD	13-Sep-23	Highway Traffic Regulation Amendment Order 12 MOVED TO 25TH OCTOBER 2023	Catrin Maby - Climate Change and Environment	'Agreement to make the traffic order - parking/waiting restrictions at Justins Hill and Wyesham Avenue, Wyesham; Main Road and Castle Way, Portskewett; lane leading to Sugarloaf Llanwenarth car park; and Wonastow	Mark Hand	

ICMD	13-Sep-23	Proposed Changes to the Membership of the School Budget Funding Forum	Martyn Groucutt - Education		Nikki Wellington	
ICMD	13-Sep-23	'Highways Traffic Regulation Amendment Order 12 <b>deferred to September 13th</b>		Agreement to make the traffic order - parking/waiting restrictions at Justins Hill and Wyesham Avenue, Wyesham; Main Road and Castle Way, Portskewett; lane leading to Sugarloaf Llanwenarth car park; and Wonastow	Mark Hand	24-May-23
Cabinet	06-Sep-23	Respite review for people with learning disabilities			Jane Rodgers	31-Jul-23
Cabinet	06-Sep-23	Home to School Transport Policy 2024/25		To consider the adoption of the proposed Home to School Transport Policy for the academic year 2024/25	Deh Hill Howells	
Cabinet	06-Sep-23	Proposal to establish a Welsh medium seedling school in Monmouth		Cabinet to consider objection report and make final determination on how to proceed.	Debbie Graves	27-Mar-23
ICMD	16-Aug-23	Castle Wood Usk Low Cost Home Ownership Future Use	Sara Burch - Inclusive and Active Communities			
ICMD	16-Aug-23	electric vehicle charging rate for public and staff at EV	Catrin Maby - Climate Change and Environment		Deb Hill Howells	20-Jul-23
ICMD	16-Aug-23	Highways Traffic Regulation Amendment Order 11	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - Exception Orders to identify those restricted roads that will remain 30mph in September 2023 instead of defaulting to 20mph	Mark Hand	
ICMD	16-Aug-23	Highways Traffic Regulation Amendment Order 10	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - prohibition of driving Pwll Du, Llanelly Hill and Belmont Close/Belmont Road Abergavenny	Mark Hand	
ICMD	02-Aug-23	Welsh Church Fund Working Group - meeting 1 held on 22nd June 2023	Rachel Garrick - Resources		Dave Jarrett	



ICMD	02-Aug-23	Highways Traffic Regulation Amendment Order 10 <b>deferred to August 16th</b>	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - Exception Orders to identify those restricted roads that will remain 30mph in September 2023 instead of defaulting to 20mph	Mark Hand	3-Oct-22
Cabinet	26-Jul-23	Implementation of the My Day My Life review recommendations			Ceri York	
Cabinet	26-Jul-23	Gypsy and Traveller Site Identification			Ian Bakewell	12-Jul-23
Cabinet	26-Jul-23	•Review of the Respite Opportunities Service			Ceri York	14-Mar-23
Cabinet	26-Jul-23	2023/24 Revenue budget progress – early update			Jon Davies	8-Jun-23
Cabinet	26-Jul-23	S016 Funding Castle Park and Arch Bishop Rowan Williams Schools.			Cath Saunders	13-Jun-23
Council	20-Jul-23	Gifts & Hospitality Report			Matt Phillips	12-Jun-23
Council	20-Jul-23	Freedom of the Borough Presentation			Joe Skidmore	5-May-23
Council	20-Jul-23	Recruitment of Local Access Forum		To agree arrangements for the recruitment of the Monmouthshire Local Access Forum for the next 3 year period of appointment	Matthew Lewis	21-Jun-23
ICMD	12-Jul-23	Highways Traffic Regulation Amendment Order 10 <b>DEFERRED TO 16TH AUG</b>	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - prohibition of driving Pwll Du, Llanelly Hill	Mark Hand	19-May-23

ICMD	12-Jul-23	transfer the school balances for both Deri View and King Henry VIII School to the new King Henry VIII 3 – 19 School.	Rachel Garrick - Resources	Both King Henry VIII school and Deri View Primary school are closing on 31 <sup>st</sup> August 2023 and the new King Henry VIII 3 – 19 School will open on 1 <sup>st</sup> September 2023, under a statutory closure of schools the financial balances transfer to the Local Authority,	Nikki Wellington	4-Apr-23
	05-Jul-23				Rhian Jackson	
Cabinet	05-Jul-23	Reopen Monmouth Cemetery for new burials RESERVATION OF GRAVE PLOTS		To seek cabinet approval to cease the provision of reserving grave spaces (not incl cremated remains plots) in Llanfoist Cemetery	Rhian Jackson	7-Nov-22
Cabinet	05-Jul-23	2022/23 Revenue and Capital Monitoring - Outturn Report	Rachel Garrick - Resources		Jon Davies	27-Apr-23
ICMD	28-Jun-23	Highway Traffic Regulation Order	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - making permanent the part-time prohibition of driving on Cross Street and Market Street Abergavenny	Mark Hand	6-Jun-23
Council	22-Jun-23	Gwent Public Services Board Well-being plan		To approve the Public Services Board's Well-being Plan that sets out the steps being taken collaboratively by public services to improve wellbeing in Gwent ahead of approval by the Gwent Public Services Board.	Richard Jones	20-Jan-23
Council	22-Jun-23	Chief Officer Children and Young People's Report 2023			Will McLean	14-Feb-23
Cabinet	07-Jun-23	Adoption of Transforming Chepstow Masterplan	Paul Griffiths - Sustainable Economy	To adopt the Transforming Chepstow Masterplan, co-produced with Chepstow Town Council, to inform future regeneration priorities and grant bids	Mark Hand / Dan Fordham	3-Oct-22
Cabinet	07-Jun-23	Transforming Towns Strategic Grant regeneration priorities and LUF3 bid	Paul Griffiths - Sustainable Economy	To agree the priority projects for bids for WG Strategic grant funding to 24/25 and the submission for round 3 of Levelling Up Funding	Mark Hand / Dan Fordham	3-Oct-22
Cabinet	07-Jun-23	Proposal to establish a Welsh medium seedling school in Monmouth		Cabinet to consider the results of the consultation, recommendations and decide whether to publish statutory notices.	Debbie Graves	27-Mar-23

Cabinet	07-Jun-23	Socially Responsible Procurement Strategy	Rachel Garrick - Resources	To endorse the Socially Responsible Procurement Strategy	Scott James	22-Aug-22
ICMD	24-May-23	Highway Traffic Regulation Amendment Order 9	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - including Llantrisant 20mph village lane, 40mph through road, possibly Llantrisant (Usk to Wentwood) 50mph; 20mph Gilwern and surrounding villages	Mark Hand	14-Apr-23
Council	18-May-23	Political Balance Report		The Council is required to review at, or as soon as practicable after, the Council's annual meeting, the representation of different political groups on the bodies to which the Council makes appointments.	Matt Phillips	2-Feb-23
Council	18-May-23	Outside Bodies Report		To appoint representatives to serve on outside	Matt Phillips	2-Feb-23
Council	18-May-23	Appointments to Committees		To appoint committees together with their membership and terms of reference in accordance with the Council's Constitution.	Nicola Perry	2-Feb-23
Council	18-May-23	Constitution update		For the Monitoring Officer to bring proposed amendments and highlight changes made over the previous 12 months	Matt Phillips	2-Feb-23
Council	18-May-23	Corporate Parenting Strategy			Diane Corrister	24-Aug-22
Cabinet	17-May-23	Review of Home to School Transport Policy 24/25.	Martyn Groucutt - Education	The purpose: Is to seek approval to commence consultation on proposed amendments to the Home to School Transport Policy for the academic year 2024/25.	Deb Hill Howells	12-Apr-23
Cabinet	17-May-23	Monnow Street public realm improvements	Paul Griffiths - Sustainable Economy	To agree how we proceed with proposals for Monnow Street public realm following consultation	Mark Hand / Dan Fordham	6-Mar-23
ICMD	10-May-23	Highways Traffic Regulation Amendment Order 9 MOVED TO 24TH MAY	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - including Llantrisant 20mph village lane, 40mph through road, possibly Llantrisant (Usk to Wentwood) 50mph; 20mph Gilwern and surrounding villages	Mark Hand	3-Oct-22

Council	20-Apr-23	Motion for the Rivers and Oceans update		Deferred - new date to be advised	Hazel Clatworthy	10-Jan-23
Council	20-Apr-23	Community and Corporate Plan		To seek approval of a new Community and Corporate Plan that sets the direction for the council and county of Monmouthshire, articulating the authority's purpose and priorities alongside the steps we will take to deliver these, the	Matt Gatehouse	6-Feb-23
ICMD	12-Apr-23	Welsh Church Fund Working Group - meeting 4 held on 9th March 2023	Rachel Garrick - Resources		Dave Jarrett	
Cabinet	05-Apr-23	Rapid Rehousing Transition Plan	Sara Burch - Inclusive and Active Communities	To agree a plan to transition the delivery of homelessness that minimises the use of and the time homeless applicants spend in temporary accommodation	Rebecca Cresswell / Ian Bakewell	24-Jan-23
ICMD	22-Mar-23	Non Domestic Rates application for Hardship Relief - RESTRICTED	Rachel Garrick - Resources		Ruth Donovan	
ICMD	22-Mar-23	Highways Traffic Regulation Amendment Order 8	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - including Monmouth Road, Raglan no right turn onto A40; resi permit parking at Exmouth Place, Chepstow and Ross Road, Abergavenny; 3T weight restriction on Old Wye Bridge Chepstow; waiting	Mark Hand	
Council	09-Mar-23	Pay Policy		To approve the publication of Monmouthshire County Council's Pay Policy, in compliance with the Localism Act."	Sally Thomas	1-Feb-23
Council	09-Mar-23	Council Tax Premiums			Peter Davies	18-Jan-23
Council	09-Mar-23	Capital Strategy & Treasury Strategy			Jon Davies	17-May-22
Council	09-Mar-23	Youth Council			Jade Atkins	7-Dec-22

ICMD	08-Mar-23	Proposed amendment to primary school catchment area – Llandenny Village	Martyn Groucutt - Education		Debbie Graves	10-Jan-23
ICMD	08-Mar-23	Highways Traffic Regulation Amendment Order 8 DEFERRED TO 22 MARCH	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order - including Monmouth Road, Raglan no right turn onto A40; resi permit parking at Exmouth Place, Chepstow and Ross Road, Abergavenny; 3T weight restriction on Old Wye Bridge Chepstow; waiting	Mark Hand	
Council	02-Mar-23	Final Budget Sign Off including Council Tax Resolution			Jon Davies	
Cabinet	01-Mar-23	2023/4 Final Revenue and Capital Budget Proposals			Jon Davies	17-May-22
Cabinet	01-Mar-23	2023/4 WCF/Trust Treasury Fund Investments			Dave Jarrett	17-May-22
Cabinet	01-Mar-23	Month 9 budget monitoring report			Jon Davies	6-Feb-23
Cabinet	01-Mar-23	Monmouthshire ECO Flex 'Joint Statement of Intent' and Memorandum of Understanding"			Steve Griffiths	16-Nov-22
Cabinet	01-Feb-23	Tudor Street				9-Jan-23
ICMD	25-Jan-23	Highway Traffic Regulation Amendment Order No 7	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order	Mark Hand	15-Dec-22
ICMD	25-Jan-23	Community Council and Police Precepts - final	Rachel Garrick - Resources		Jon Davies	17-May-22

Council	19-Jan-23	'To determine the name for the new 3-19 School in Abergavenny		'To determine the name for the new 3-19 School in Abergavenny	Cath Saunders	28-Nov-22
Council	19-Jan-23	Council Diary		To confirm the Council Diary 23/24	John Pearson	14-Dec-22
Council	19-Jan-23	Appointments		A report for Council to appoint or ratify a number of appointments to bodies and positions	Matt Phillips	
Council	19-Jan-23	Community and Corporate Plan				
Council	19-Jan-23	Tudor Road Call-In			Nicola Perry	3-Jan-23
Council	19-Jan-23	Council Tax Reduction Scheme			Ruth Donovan	31-May-22
Cabinet	18-Jan-23	Garden Waste			Carl Touhig	21-Dec-22
Cabinet	18-Jan-23	Draft Revenue & Capital Proposals			Jon Davies	
Cabinet	18-Jan-23	Council Tax Premiums Consultation - Long Term Empty Properties and Second Homes			Ruth Donovan	
Cabinet	18-Jan-23	Proposal to establish a Welsh Medium Seedling school in Monmouth		To seek cabinet approval to commence statutory consultation processes to establish a Welsh Medium seedling provision in Monmouth.	Debbie Graves	23-Sep-22

ICMD	11-Jan-23	Clydach Ironworks Enhancement	Sara Burch - Inclusive and Active Communities	To seek approval for the transfer of land associated with the Clydach Ironworks Enhancement Scheme	Matthew Lewis	8-Dec-23
ICMD	11-Jan-23	Welsh Church Fund Working Group			Dave Jarrett	17-May-22
ICMD	14-Dec-22	Council Tax Base report			Ruth Donovan	31-May-22
ICMD	14-Dec-22	2023/4 Community Council & Police Precepts - draft			Jon Davies	17-May-22
Cabinet	07-Dec-22	Regional Integration Fund		To consider the financial liabilities and implications of the Regional Integration Fund and its tapered funding model.	Jane Rodgers	21-Nov-22
Cabinet	07-Dec-22	National Adoption Services and Foster Wales Joint Committee			Jane Rodgers	9-Nov-22
Cabinet	07-Dec-22	2022/23 Revenue and Capital Monitoring report - Month 6			Jon Davies	17-May-22
Council	01-Dec-22	Corporate Safeguarding Policy.		For Council to endorse the revised Corporate Safeguarding Policy.	Jane Rodgers	10-Nov-22
Council	01-Dec-22	Governance & Audit Committee Annual Report 2021/22			Andrew Wathan	18-Oct-22
Council	01-Dec-22	RLDP Preferred Strategy	Paul Griffiths - Sustainable Economy	To seek Council endorsement of the new Preferred Strategy for eight week consultation	Mark Hand / Rachel Lewis	25-Jul-22
ICMD	30-Nov-22	<b>TUDOR STREET</b>		to seek a decision regarding the Council's forward use of the property located in Tudor Street ahead of the outcomes of the wider review of My Day My Life	Jane Rodgers	14-Nov-22
ICMD	30-Nov-22	Govilon Section 106 Funding for Recreation & Play	Rachel Garrick - Resources		Mike Moran	8-Nov-22
ICMD	30-Nov-22	Highways Traffic Regulation Amendment Order 5	Catrin Maby - Climate Change and Environment		Mark Hand	3-Oct-22
ICMD	30-Nov-22	Planning Annual Performance Report (APR) Deferred to 30-Nov-22	Paul Griffiths - Sustainable Economy		Mark Hand Phil Thomas	3-Oct-22
ICMD	30-Nov-22	Highways Traffic Regulation Amendment Order 6	Catrin Maby - Climate Change and Environment	Agreement to make the traffic order	Mark Hand	23-Aug-22
Cabinet	09-Nov-22	Implementing Sharepoint online		To secure funding to implement the project	Sian Hayward	13-Oct-22
Cabinet	09-Nov-22	A County of Sanctuary		to set out the reasons why an earlier decision is required due to time restrictions associated with TAN 15	Matt Gatehouse	20-Sep-22

Cabinet	09-Nov-22	SPF Update Report			Hannah Jones	12-Sep-22
Cabinet	09-Nov-22	Revenue & Capital MTFP update and process			Jon Davies	17-May-22
Cabinet	09-Nov-22	MonLife Heritage Strategy (or ICMD)		DEFERRED	Matthew Lewis	10-Feb-22
Council	27-Oct-22	RESPONSE TO URGENT NEED FOR HOUSING ACCOMMODATION		To present a proposal to enable Council to respond flexibly and promptly to the urgent need for housing accommodation, to address the	Cath Fallon	10-Oct-22
Council	27-Oct-22	Community and Corporate Plan		To seek endorsement of the new Community and Corporate Plan setting out the purpose, values	Matt Gatehouse / Paul Matthews	3-Oct-22
Council	27-Oct-22	Outside Bodies Appointment			John Pearson	3-Oct-22
Council	27-Oct-22	Annual Safeguarding Report			Kelly Turner	24-Aug-22
Council	27-Oct-22	Social Care & Health: Directors Report 2021/22			Jane Rodgers	6-Jul-22
ICMD	26-Oct-22	Welsh Church Fund Working Group			Dave Jarrett	14/7/22
Cabinet	19-Oct-22	PSOW annual letter		Present the Public Services Ombudsman For Wales' annual report as required by the letter	Matt Phillips	28-Sep-22
Cabinet	19-Oct-22	Regional Partnership Board - Gwent Market Position Statement		To provide a Market Stability Report produced by the Regional Partnership Board setting out a high	Phil Diamond Head of Regional Partnership Team	22-Sep-22
Cabinet	19-Oct-22	Community and Corporate Plan		To seek endorsement of the new Community and Corporate Plan setting out the purpose, values	Gatehouse / Paul Matt	20-Sep-22
Cabinet	19-Oct-22	22/23 Revenue and Capital Monitoring report - Month 4			Jon Davies	17-May-22
Cabinet	19-Oct-22	Land adjacent to Caldicot Comprehensive School - Housing Development Opportunity		To seek approval of the disposal of land at Caldicot Comprehensive School for the	Nick Keyse	
ICMD	12-Oct-22	Local Development Annual Monitoring Report (AMR)		<b>DEFERRED TO 26 OCT</b>	Rachel Lewis/Cllr Paul Griffiths	23/08/22
ICMD	12-Oct-22	Welsh Church Fund Working Group		<b>DEFERRED TO 26 OCT</b>	Dave Jarrett	14/07/22
ICMD	12-Oct-22	Ending Library Fines		enabling more people to enjoy reading without the worry of incurring a fine if they are unable to return	Cheryl Haskell/Fookes?	20-Sep-22
ICMD	28-Sep-22	Transport Policy			Deb Hill Howells - MG	22-Aug-22
ICMD	28-Sep-22	B4245 speed limit		DEFERRED TO 26 OCT	Mark Hand	18-Jul-22
Council	27-Sep-22				Nick John	24-Aug-22
Council	27-Sep-22	RLDP Options Report			Rachel Lewis	25-Jul-22
Council	27-Sep-22	Rivers and Ocean			Hazel Clatworthy	9-Jun-22



Council	27-Sep-22	Monmouthshire County Council self - assessment report 2021/2			Richard Jones	23-May-22
ICMD	14-Sep-22	Welsh Church Fund Working Group - meeting 2 held on 21st July 2022 (no meeting/no report -			Dave Jarrett	17-May-22
Cabinet	07-Sep-22	Transport Policy Consultation Update.			Deb Hill Howells	22-Aug-22
Cabinet	07-Sep-22	Cost Of Living			Matt Phillips	25-Jul-22
ICMD	31-Aug-22	MY DAY, MY LIFE SERVICE EVALUTATION			Ceri York	15-Aug-22
ICMD	31-Aug-22	Homesearch Policy & Procedure - Amendments & Welsh Translation Requirement			Ian Bakewell	
ICMD	03-Aug-22	Additional Resources in Educations Strategy		Resources required to develop and maintain schools education systems and the implementatin	Sian Hayward	14-Jun-22
ICMD	03-Aug-22	Designation of Secondary Catchment Areas			Matthew Jones	6-Jun-22
ICMD	03-Aug-22	Welsh Church Fund Working Group - meeting 1 held on 23rd June 2022 - <b>Moved to ICMD 3rd Aug 2022</b>			Dave Jarrett	
Cabinet	27-Jul-22	Wye Valley Villages Future Improvement Plan			Mark Hand	1-Jul-22
Cabinet	27-Jul-22	Regen Three Year Programme			Mark Hand	1-Jul-22
Cabinet	27-Jul-22	Review of Chepstow High Street closure			Mark Hand	1-Jul-22
Cabinet	27-Jul-22	Home to School Transport Policy 2023-24.			Deb Hill Howells	27-Jun-22
Cabinet	27-Jul-22	MUCH (Magor & Undy Community Hall) report			Nick Keys	9-Jun-22
Cabinet	27-Jul-22	Shared Prosperity Fund Local Investment Plan and Regional Lead Authority Arrangements			Hannah Jones	23-May-22
Cabinet	27-Jul-22	Welsh Church Fund Working Group - meeting 1 held on 23rd June 2022 - <b>Moved to ICMD 3rd Aug 2022</b>			Dave Jarrett	17-May-22
Cabinet	27-Jul-22	2021/22 Revenue and Capital Monitoring outturn			Peter Davies/Jon Davies	17-Feb-22
Cabinet	27-Jul-22	Play Sufficiency Assessment and Action Plan 22/23			Matthew Lewis	10-Feb-22
Cabinet	27-Jul-22	Housing Support Programme Strategy (Homeless Strategy)			Ian Bakewell	

Cabinet						

## Monmouthshire Select Committee Minutes

**Meeting of Performance and Overview Scrutiny Committee held at Council Chamber, County Hall, The Rhadyr USK on Tuesday, 20th February, 2024 at 10.00 am**

### Councillors Present

County Councillor Alistair Neill, (Chairman)  
County Councillor Laura Wright (Vice Chairman)

County Councillors: Jill Bond, Alistair Neill, Paul Pavia, Peter Strong, Ann Webb and Laura Wright

Also in attendance County Councillors: County Councillor MaryAnn Brocklesby, Leader and County Councillor Ben Callard, Cabinet Member for Resources

### Officers in Attendance

Hazel Ilett, Scrutiny Manager  
Robert McGowan, Policy and Scrutiny Officer  
Peter Davies, Deputy Chief Executive and Chief Officer, Resources  
Frances O'Brien, Chief Officer, Communities and Place  
Will McLean, Chief Officer for Children and Young People  
Jane Rodgers, Chief Officer for Social Care, Safeguarding and Health  
Matthew Gatehouse, Chief Officer People, Performance and Partnerships.  
Jonathan Davies, Head of Finance  
Alexis Edwards, Assistant Director (School Improvement)

**APOLOGIES:** County Councillor Martyn Groucutt

**Note:** the following minutes focus on the challenge from members – for the full discussion, the recording of the meeting is at [www.youtube.com/watch?v=2npsS\\_9yCjU&list=PLlmqn4nAaFJDsC93C-EKJZrFkDEQBdiXK&index=16](https://www.youtube.com/watch?v=2npsS_9yCjU&list=PLlmqn4nAaFJDsC93C-EKJZrFkDEQBdiXK&index=16)

### 1. Declarations of Interests

The Chair declared a non-prejudicial interest as chair of the Audit and Risk Assurance Committee for the Education Achievement Service.

### 2. Public Open Forum

None.

### 3. Month 9 Budget Monitoring - To scrutinise the budgetary position (revenue and capital) for services falling within the committee's remit at Month 9.

Cabinet Member Ben Callard introduced the report and answered the members' questions with Frances O'Brien, Tyrone Stokes, Peter Davies, Jane Rodgers, Peter Davies, Jonathan Davies and Dave Loder:

#### **Key points raised by Members:**

1. How do you propose that we ensure schools are able to provide a good education to children, with 16 of them now in deficit?
2. What are your views on the additional responsibilities being transferred by Welsh Government e.g. free school meals – what can be done about those? Is there anything else that is pertinent that we can be informed about?

3. As we are looking retrospectively and can see the areas where there is an overspend, what are the proposed recovery measures? Can residents be reassured that they will be dealt with?
4. We have heard about the conditions that need to be met every year by the council, but in terms of £3.6m forecast to be over budget, what's different this year?
5. Could residents reasonably ask about the strength of our forecasting given that £3.1m overspend was predicted at Month 6 and that has increased to £3.6m at Month 9?
6. The £180k deficit for Borough Theatre is surprising – what are the reasons for that? Is there anything that we can do as Councillors to help with promotion etc.?
7. It is good to see a surplus for Newport Leisure Park but there was a £47k shortage – is that being addressed? And Castle Gate, at £96k?
8. What is the explanation for the cost of ALN transport from Carmarthenshire?
9. The report shows an increase in income for Monmouth Leisure Centre which is very encouraging, but the budget proposal is to reduce hours there – is that counterproductive, just as we are seeing increased use?
10. Concerning in-year pressures for Social Care, particularly Adult Social Care, what do we anticipate the progress on budget savings to be at the end of the year?
11. Is the increase in Care Home placements short-term e.g. for those coming out of hospital or who need to recover from a fall, or is it a matter of those who have had their needs assessed and that is the best place for them?
12. A huge amount of pressure is put on unpaid carers and family members to support individuals at home – can we understand more about that?
13. Regarding children's placements, are we actively rebalancing services, looking to register more non-specialist placements? Or are those issues presenting specialist placements and we have no choice than to source from the market?
14. Concerning the significant increase in providers fees, do we fully understand their costs and requirements?
15. Is it correct that there has been a total deterioration of £686k in the deficit forecast between Month 6 and Month 9?
16. What is the expectation of the actual forecast overspend in our services, as opposed to measures taken in-house to try to balance them, and what assumptions are being made for the budget about whether or not we will be in balance within our services by the end of next month?
17. Is it correct that the three principal services that drive expenditure within the council have deteriorated by £617k between Month 6 and Month 9, and that the forecast overspend for the year for those services is now £5.04m? And if the law, governance and resources overspends are added, it would take the forecast overspend to £5.1m for the year-end?
18. In Highways, what is the explanation of why there is an underspend £26k when we have seen an increased fee income of £339k?
19. Can you expand on what the capital budget underspend of £3.5m and slippage means in terms of the delivery of capital projects, and how we are managing and using those funds?
20. Regarding the time slippage for completion of King Henry school, is there a revised time for opening, at this stage?

**Summary:**

The committee considered a number of points including the provision of education to children, the transfer of additional responsibilities by the Welsh Government, recovery measures for overspending, the strength of forecasting, the deficit for Borough Theatre, the surplus for Newport Leisure Park, the cost of ALN transport from Carmarthenshire, the increase in income for Monmouth Leisure Centre, in-year pressures for Social Care, the increase in Care Home placements, the pressure on unpaid carers, children's placements, the increase in providers' fees, the deterioration in the deficit forecast, the expectation of the forecast overspend in services, the deterioration in the principal services that drive

expenditure within the council, the underspend in Highways, the capital budget underspend and slippage, and the time slippage for the completion of King Henry school.

Thank you to the Cabinet Member and officers. The recommendations and report were moved.

#### **4. Exam Performance - Scrutiny of the latest exam performance data.**

Leader Mary Ann Brocklesby and Ed Pryce (EAS) introduced the report. Will McLean and Ed Pryce answered the members' questions:

Key points raised by Members:

P60, how can we improve and learn the lessons from the schools that are doing well, to help the schools in the lower third?

What are other schools in Wales doing to close the gap for FSM pupils that we should be doing?

Is there a benefit in extending the way we look at this beyond Wales, and including what's going on in the rest of the UK?

Could a report like this be prepared with the lay reader in mind?

Is the definition of 'family average' too narrow? Could we compare more, in a wider sense in Wales and England as well, albeit noting that we have a different system of scoring from England?

Are you satisfied with the attainment in Monmouthshire, particularly given that Wales has the lowest attainment in the UK?

The report states that figures aren't comparable but is there not a way to see things more clearly right at the start? It is difficult to see how we can assess them.

Is it correct that we can't compare with our neighbour but also can't compare with the last 3 years?

Regarding comparisons, why has Wales diverged so much from England? An explanation of the difference in grades would be very helpful.

Relating to the UK, is it possible to relate black and white passes/fails? How do ranges help – presumably there needs to be a pass/fail situation?

Why are Free School Meals numbers less, and what are we doing about it?

Why is Caldicot not doing so well – is it linked to any of the recent measures there?

Key issues in the report are more about process than what the information tells us – it would be useful to up front in the report exactly what the data is telling us.

Is inflation in exam results still built into the data? Where we are, in terms of the baseline?

Will future years see a marked drop between schools where there has been a difference in performance?

Summary:

The committee considered a number of points including improving and learning from successful schools to help lower-performing schools, closing the gap for FSM pupils, extending comparisons beyond Wales to include the rest of the UK, preparing reports for lay readers, defining and comparing key metrics and making figures more comparable and clear, assessing attainment in Monmouthshire and Wales, understanding the differences in grades and performance between Wales and England, the performance of specific schools such as Caldicot, clarifying inflation in exam results and predicting future performance trends between schools.

Thank you to the Leader and officers. The report was moved.

## **5. School Attendance - Scrutiny of the latest school attendance data.**

Leader Mary Ann Brocklesby and Sharon Randall-Smith introduced the report. Sharon Randall-Smith and Will Mclean answered the members' questions:

Key points raised by Members:

Regarding primary level attendance and the comparison figures, was 5% not attending on a given day deemed good in 2018/19, or would that 95% attendance still be an unacceptable level to return to?

To clarify the figures for secondary school, in 22/23 FSM attendance improved to 88.4%, but still below the pre-pandemic of 95.1%?

Is it correct that for male FSM pupils, attendance is still only 79%?

A clarification of what the percentages mean in numbers and versus UK data would be useful. The inclusion of range and median would also be useful.

Table 1 has a different Y axis than Table 2 and 3. When nearing 100% could the tables be on a similar axis so they can be more easily compared?

P10, which are the four schools listed?

What are the effects from Covid still being dealt with? Why have these pupils and families become so disengaged?

Over 20% of secondary pupils are absent – are they those that generally have FSMs?

Is the significant level of non-attendance driven by a relatively small number of pupils not attending a great deal of time, or is it spread more evenly across the student body?

The grant for the 5 education welfare officers runs out in March 24 – have we secured funding for their ongoing employment?

P11, 30 primary schools are numbered 1-30, it would be useful to have them listed or a key given.

A breakdown of the reasons for illnesses would be useful in the future.

Do we have the necessary data to allow us to see where pupils are now from when they left the school system, to ensure that we're properly monitoring their attainment levels?

Are we in a danger of creating a gold standard level of support, creating a downward spiral where more pupils could fall out of the system, with us providing great levels of support at additional cost? That we become victims of our own success in providing support?

Summary:

The committee considered a number of points including attendance levels for primary and secondary schools, including comparisons with pre-pandemic levels and UK data, clarification of figures and percentages for attendance, including breakdowns by gender and FSM status, presentation of data in tables, including the use of consistent axes for comparison, identification of specific schools and their attendance levels, the effects of Covid on pupil and family engagement, analysis of non-attendance, including its distribution across the student body, funding for education welfare officers, including a breakdown of reasons for illnesses, the monitoring of attainment levels for pupils who have left the school system and potential risks and challenges in providing support to pupils.

Thank you to the leader and officers. The report was moved.

**6. Performance and Overview Scrutiny Committee Forward Work Programme and Action List**

Note that the Socially Responsible Procurement Strategy was added to 15th October, with the committee's agreement.

**7. Council and Cabinet Work Plan**

**8. To confirm the minutes of the meeting held on 30th January 2024**

The minutes were confirmed.

**9. Next Meeting: 19th March 2024**

The meeting ended at **12.28 pm**

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