

# Public Document Pack



County Hall  
Rhadyr  
Usk  
NP15 1GA

Tuesday, 13 January 2026

## Notice of meeting:

### People Scrutiny Committee

**Wednesday, 21st January, 2026 at 10.00 am**  
**The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA**

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

**Members of the Performance and Overview Scrutiny Committee are invited to join the meeting**

## AGENDA

Item No	Item	Pages
1.	<b>Apologies for Absence.</b>	
2.	<b>Declarations of Interest.</b>	
3.	<b>Public Open Forum.</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 speak under the Public Open Forum at an upcoming meeting you will need to give three working days' notice in advance of the meeting by contacting <a href="mailto:Scrutiny@monmouthshire.gov.uk">Scrutiny@monmouthshire.gov.uk</a>  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.  Alternatively, if you would like to submit a written, audio or video representation, please contact the team via the same email address to arrange this. The deadline for submitting representations to the Council is 5pm three clear working days in advance of the meeting. If combined representations received exceed 30 minutes, a selection of these based on theme will be shared at the meeting. All representations received will be made available to councillors prior to the meeting.  If you would like to suggest future topics for scrutiny by one of our Scrutiny	

	Committees, please do so by emailing <a href="mailto:Scrutiny@monmouthshire.gov.uk">Scrutiny@monmouthshire.gov.uk</a>	
<b>4.</b>	<b>Elective Home Education - To scrutinise the performance report (the policy is delayed). Report to follow.</b>	
<b>5.</b>	<b>Children Missing Education Policy - To scrutinise the policy ahead of adoption. Report to follow.</b>	
<b>6.</b>	<b>People Scrutiny Forward Work Programme and Action List.</b>	1 - 6
<b>7.</b>	<b>Council and Cabinet Planner.</b>	7 - 14
<b>8.</b>	<b>To confirm the minutes of the previous meeting.</b>	15 - 20
<b>9.</b>	<b>Next Meeting: Tuesday 10th February 2026.</b>	

**Paul Matthews**

**Chief Executive**

## MONMOUTHSHIRE COUNTY COUNCIL CYNGOR SIR FYNWY

### THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

#### People Scrutiny Committee:

County Councillor Jan Butler, Goetre Fawr;, Welsh Conservative Party  
County Councillor Christopher Edwards, St. Kingsmark;, Welsh Conservative Party  
County Councillor Simon Howarth, Llanelly Hill;, Independent Group  
County Councillor Penny Jones, Raglan;, Welsh Conservative Party  
County Councillor Maureen Powell, Pen Y Fal;, Welsh Conservative Party  
County Councillor Sue Riley, Bulwark and Thornwell;, Welsh Labour/Llafur Cymru  
County Councillor Maria Stevens, Severn;, Welsh Labour/Llafur Cymru  
County Councillor Jackie Strong, Caldicot Cross;, Welsh Labour/Llafur Cymru  
County Councillor Martyn Groucutt, Lansdown;, Welsh Labour/Llafur Cymru

#### Performance and Overview Scrutiny Committee:

County Councillor Jill Bond, West End;, Welsh Labour/Llafur Cymru  
County Councillor Rachel Buckler, Devauden;, Welsh Conservative Party  
County Councillor John Crook, Magor East with Undy;, Welsh Labour/Llafur Cymru  
County Councillor Steven Garratt, Overmonnow;, Welsh Labour/Llafur Cymru  
County Councillor Meirion Howells, Llanbadoc & Usk;, Independent  
County Councillor Alistair Neill, Gobion Fawr;, Welsh Conservative Party  
County Councillor Martin Newell, Town;, Welsh Conservative Party  
County Councillor Paul Pavia, Mount Pleasant;, Welsh Conservative Party  
County Councillor Peter Strong, Rogiet;, Welsh Labour/Llafur Cymru

## Public Information

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**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.

**Public Open Forum**

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 [website](#)

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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.

Alternatively, if you would like to submit a written, audio or video representation, please contact the team via the same email address to arrange this. The deadline for submitting representations to the Council is 5pm three clear working days in advance of the meeting. If combined representations received exceed 30 minutes, a selection of these based on theme will be shared at the meeting. All representations received will be made available to councillors prior to the meeting.

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)

## 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.

## Monmouthshire Scrutiny Question Guide

Role of the Pre-meeting	
<ol style="list-style-type: none"> <li>1. Why is the Committee scrutinising this? (background, key issues)</li> <li>2. What is the Committee's role and what outcome do Members want to achieve?</li> <li>3. Is there sufficient information to achieve this? If not, who could provide this?</li> </ol> <ul style="list-style-type: none"> <li>- Agree the order of questioning and which Members will lead</li> <li>- Agree questions for officers and questions for the Cabinet Member</li> </ul>	
Questions for the Meeting	
<p><u>Scrutinising Performance</u></p> <ol style="list-style-type: none"> <li>1. How does performance compare with previous years? Is it better/worse? Why?</li> <li>2. How does performance compare with other councils/other service providers? Is it better/worse? Why?</li> <li>3. How does performance compare with set targets? Is it better/worse? Why?</li> <li>4. How were performance targets set? Are they challenging enough/realistic?</li> <li>5. How do service users/the public/partners view the performance of the service?</li> <li>6. Have there been any recent audit and inspections? What were the findings?</li> <li>7. How does the service contribute to the achievement of corporate objectives?</li> <li>8. Is improvement/decline in performance linked to an increase/reduction in resource? What capacity is there to improve?</li> </ol>	<p><u>Scrutinising Policy</u></p> <ol style="list-style-type: none"> <li>1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?</li> <li>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?</li> <li>3. What is the view of the community as a whole - the 'taxpayer' perspective?</li> <li>4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?</li> <li>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?</li> <li>6. Does the policy relate to an area where there are known inequalities?</li> <li>7. Does this policy align to our corporate objectives, as defined in our corporate plan? Does it adhere to our Welsh Language Standards?</li> <li>8. Have all relevant sustainable development, equalities and safeguarding implications</li> </ol>

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|  | <p>9. been taken into consideration? For example, what are the procedures that need to be in place to protect children?</p> <p>10.</p> <p>11. How much will this cost to implement and what funding source has been identified?</p> <p>12.</p> <p>13. How will performance of the policy be measured and the impact evaluated</p> |
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## 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...









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## Monmouthshire's Scrutiny Forward Work Programme 2025-26

People Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
21 <sup>st</sup> January 2026	<b>Elective Home Education</b>	To scrutinise the performance report (the policy is delayed).	Sharon Randall Smith Will McLean Cllr Wright	Policy Development
	<b>Children Missing Education Policy</b>	To scrutinise the policy ahead of adoption.	Sharon Randall Smith Cllr Wright	Pre-decision Scrutiny
24 <sup>th</sup> February 2026 To be Confirmed	<b>Disability Confident Pledge</b>	Report outlining actions for the next three years.	Pennie Walker	Policy Development
	<b>Monmouthshire Public Library Strategy 2025-30</b>	To scrutinise the Monmouthshire Public Library Strategy 2025-30 following public consultation.	Richard Drinkwater	Policy Development
31 <sup>st</sup> March 2026	<b>Youth Service</b>	To review the service.	Josh Klein	Service Review
<b>TBC</b>	<b>WESP (Welsh in Education Strategic Plan) – Invite P&amp;O Members</b>	To scrutinise performance against the plans.	Sharon Randall Smith Will McLean Cllr Wright	Performance Monitoring
<b>New Year – to be confirmed</b>	<b>Homelessness Update</b>	To scrutinise a progress update.	Ian Bakewell Rebecca Cresswell	Policy Development

## Monmouthshire's Scrutiny Forward Work Programme 2025-26

People Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
<i>To be confirmed</i>	<b>Planning and Provision of School Places</b>	<i>To scrutinise data and projections for pupil places and the impact of future housing development.</i>	<i>Will Mclean Matthew Jones</i>	<i>Policy Development</i>
<b>Corporate and Community Plan Items for the Committee's consideration for inclusion into the People Scrutiny Forward Plan:</b>				
Participatory Budgeting Programme				
Race equality action plan for Wales				
LGBTQ+ action plan				
Disability Action Plan				
Gender Equality Action Plan				
Homes for Social Rent and work to bring empty properties back into use				
Review and update shared housing allocations policy				

## Monmouthshire's Scrutiny Forward Work Programme 2025-26

People Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Rapid Rehousing approach/rapid rehousing action plan delivery				
Care without profit – increase in-county placement options				
Support effective discharge from hospital – integration between health and social care				
Provide a high-quality residential care facility for people with dementia				
Chief Officer for Social Care and Health Annual Report				
Safeguarding Performance Report				
Develop a broader 14-19 education offer				

## Monmouthshire's Scrutiny Forward Work Programme 2025-26

People Scrutiny Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
through collaboration with partners				



## Action List for People Scrutiny Committee

<b>Meeting:</b>	<b>30<sup>th</sup> September 2025</b>	
<b>People Scrutiny Committee</b>		
<b>Minute:</b>	<b>Action</b>	<b>Officer / Member</b>
<b>4</b>	<b>Community Meals</b> <ul style="list-style-type: none"> <li>• <b>Benchmarking Expansion:</b> Officers agreed to expand benchmarking for service costs to include authorities with similar rural characteristics (e.g., Denbighshire), as suggested by Councillor Howarth.</li> <li>• <b>Training for Drivers:</b> Ongoing workforce planning will address further training needs for Community Meals drivers as the service evolves.</li> <li>• <b>Resource Allocation:</b> Phase two actions (digital solutions, reviews) will be completed using existing resources and a small project team; no additional resources are planned.</li> <li>• <b>Integrated Impact Assessment (IIA):</b> Officers acknowledged the need to update the IIA to consider care-experienced people, even though there are currently no known care leavers using the service.</li> <li>• <b>Local Food Sourcing:</b> Phase two will explore options for sourcing and preparing meals locally, including procurement from local suppliers.</li> <li>• <b>Referral Mechanism Review:</b> Phase two will consider whether self-referral or a broader preventative model could be appropriate for accessing the service.</li> </ul>	Naomi Lovesay Councillor Chandler
<b>5</b>	<b>Whole Authority Approach to Wellbeing and Prevention</b> <ul style="list-style-type: none"> <li>• <b>Inclusion of Community Councils:</b> Officers acknowledged the importance of involving town and community councils in the</li> </ul>	Jane Rodgers, Nikki Needle and Councillor Chandler

## Action List for People Scrutiny Committee

	<p>wellbeing strategy and confirmed ongoing engagement.</p> <ul style="list-style-type: none"> <li>• <b>Stakeholder Engagement:</b> Officers committed to comprehensive stakeholder engagement and process mapping from both user and service perspectives.</li> <li>• <b>Community Asset Mapping:</b> Officers will update timelines for the assessment of community hubs and venues. The mapping will start small and expand iteratively, with realistic expectations about timeframes.</li> <li>• <b>Education and Early Intervention:</b> While the current strategy focuses on adults, officers acknowledged the importance of early intervention and education, with broader inclusion planned for future iterations.</li> <li>• <b>Children Missing in Education:</b> The next meeting will discuss the Children Missing in Education Policy and Elective Home Education Monitoring reports, as requested by Councillor Howarth.</li> </ul>	
6	<p><b>Forward Work Programming</b></p> <ul style="list-style-type: none"> <li>• <b>Tudor Street Lease:</b> The item will be added to the forward work planner, with the issue expected to be raised with cabinet after January 2026 to allow for a full 12-month proof of concept period.</li> </ul>	Nick Keyse

Committee / Decision Maker	Meeting date / Decision due	Report Title	Cabinet member	Purpose	Author	Date item added to the planner
Cabinet	Deferred	Pavement Café Policy	Paul Griffiths - Sustainable Economy	To adopt the pavement café policy as the basis for making decisions on applications for licences	Carl Touhig	4-Oct-22
Council	05-Mar-26	2026/27 Capital Strategy and 2026/27 Treasury	Ben Callard - Resources	To approve the Council's 2026/27 Capital and	Jon Davies	3-Dec-25
Council	05-Mar-26	COUNCIL TAX RESOLUTION and REVENUE AND CAPITAL BUDGETS FOR 2026/27	Ben Callard - Resources	thompson	Jon Davies	3-Dec-25
Council	05-Mar-26	Corporate Parenting Strategy 2025 - 2028	Ian Chandler - Social Care & Safeguarding	Reason is to endorse a new Corporate Parenting Strategy for 2025 - 2028	Jane Rogers	24-Oct-25
Cabinet	04-Mar-26	Revenue and Capital Budget 2026/27 – Final proposals following scrutiny and public consultation	Ben Callard - Resources	To update Cabinet with the consultation responses to the draft budget proposals issued in respect of the Capital and Revenue budgets for 2026/27. To make recommendations to Council on the Capital and Revenue budgets including the level of Council Tax for 2026/27. To receive the statutory report of the Responsible Financial Officer on the budget process and the adequacy of reserves. To receive the Responsible Financial Officer's Prudential Indicator calculations for capital financing.	Jon Davies	3-Dec-25
Cabinet	11-Feb-26	2025/26 Revenue & Capital Monitoring Update 3	Ben Callard - Resources		Jon Davies	12-Jun-25
Cabinet	11-Feb-26	2026/27 WCF/Mon Farm treasury strategy	Ben Callard - Resources		Jon Davies	12-Jun-25
Cabinet	11-Feb-26	26/27 recommendations for allocation of UK Government Pride in Place Impact Fund and Welsh Government Transforming Towns Placemaking Grant funding by local placemaking partnership groups.	Paul Griffiths - Sustainable Economy	To agree funding allocations for Welsh Government Transforming Towns and Pride in Place. Impact Fund.	Craig O Connor	19-Dec-25
Cabinet	11-Feb-26	Cultural Strategy	Sara Burch		Tracey Thomas	20-May-25
ICMD	11-Feb-26	Submission of Section 6 Biodiversity duty report to WG	Catrin Maby - Climate Change and Environment	To submit report outlining how the Council maintains and enhances biodiversity and promote the resilience of ecosystems	Craig O Connor	7-Jan-26
ICMD	28-Jan-26	Local Government (Wales) Act 1994 The Local Authorities (PRECEPTS) (WALES) Regulations 1995 - Determination of Payment Schedule	Ben Callard - Resources	To determine the schedule of precept payments to precepting authorities for 2026/27 as required by statute and following the results of the consultation process.	Ruth Donovan	28-Jan-26
Council	22-Jan-26	Council Tax Reduction Scheme 2026/27	Ben Callard - Resources	The purpose of this report is to: • present arrangements for the implementation of the Council Tax Reduction Scheme and to approve it for 2026/27. • agree to adopt the amendments to the Regulations, proposed by Welsh Government, • affirm that annual uprating amendments will be carried out each year without a requirement to adopt the whole Council Tax Reduction Scheme.	Ruth Donovan	28-Nov-25
Cabinet	21-Jan-26	2026/27 Draft Revenue & Capital budget proposals	Ben Callard - Resources		Jon Davies	12-Jun-25

Cabinet	21-Jan-26	Review of Nursery provision at Durand Primary School	Laura Wright - Education	To seek permission to enter into statutory consultation processes regarding proposals to replace the Local Authority Nursery at Durand Primary School with a non maintained setting.	Matthew Jones	23/12/25
Cabinet	21-Jan-26	Disposal of two farm cottages at Leechpool Holdings	Ben Callard - Resources	To seek approval for the disposal of two vacant farm cottages located in Leechpool Holdings, Portskewett, identified as surplus to requirements following internal review with services that no longer have an identified need.	Nick Keyse	26-Nov-25
Cabinet	21-Jan-26	Agree S106 Funding for Caldicot Multi-User Route that connects the newly constructed Caldicot Links/Greenway Active Travel route with the Country Park	Sara Burch	To agree additional funding for the Caldicot Multi-User Route	Colette Bosley	15-Oct-25
ICMD	14-Jan-26	Annual Health and Safety Report 2024/25	Ben Callard - Resources	To seek the cabinet members approval of the 2024/25 Annual Health and Safety Report including priorities for 2025/26	Kate Thompson	19-Dec-25
ICMD	14-Jan-26	Revoking the Usk Air Quality Management Area Order 2005	Angela Sandles - Engagement	To inform the Cabinet Member (Cllr Angela Sandles) of the need to revoke the Usk Air Quality Management Area Order 2005 and agree the principal steps for doing so.	Huw Owen	17-Dec-25
ICMD	14-Jan-26	Welsh Church Fund Working Group	Ben Callard - Resources	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group Meeting 3 held on Thursday 04th December 2025	Dave Jarrett	10-Dec-25
ICMD	14-Jan-26	Museum Service - Collections Rationalisation	Sara Burch - Rural Affairs, Housing and Tourism	To agree the removal of 2 collections - one of newspapers and one of books from the museum collections, to offer to more appropriate homes. (This is part of a series of similar decisions)	Rachael Rogers	2-Dec-25
ICMD	17-Dec-25	Various Traffic Regulation Orders - Amendment Order No 18	Catrin Maby - Climate Change and Environment	The report seeks Cabinet Member approval to proceed with the making and implementation of the MCC Traffic Regulation, speed limit and parking regulations Consolidation Order 2019 (Amendment Order No.18) 2025	Gareth Freeman	26-Nov-25
ICMD	17-Dec-25	Council TaxBase 2026/27 and associated matters	Ben Callard - Resources	To agree the Council Tax base figure for submission to Welsh Government, together with the collection rate to be applied for 2026/27 and to make other necessary related statutory decisions.	Ruth Donovan	28-Nov-25
ICMD	17-Dec-25	Annual Performance Report - Planning	Paul Griffiths - Sustainable Economy	Report the Annual Performance Report to Welsh Government	Andrew Jones	15-Oct-25
ICMD	17-Dec-25	Section 6 Report to Welsh Government on Biodiversity and resilience of ecosystems	Catrin Maby - Climate Change and Environment	Report of Councils actions taken to help maintain and enhance biodiversity	Kate Stinchcombe/Colette Bosley	15-Oct-25

Cabinet	10-Dec-25	Public Services Ombudsman for Wales Annual letter 2024-25	Angela Sandles - Engagement	1) To consider the data in this letter, to understand MCC's performance on complaints, including any patterns or trends and our compliance with recommendations made by the PSOW's office. 2) To inform the PSOW of the outcome of MCC's considerations and any proposed actions on the above matters.	Annette Evans	
Cabinet	10-Dec-25	Joint Committee of the National Adoption Service and Foster Wales	Ian Chandler - Social Care & Safeguarding	Joint Committee of the National Adoption Service and Foster Wales - to consider a Deed of Variation to the current Joint Committee Agreement regarding the required quoracy level for committee meetings	Jane Rogers	24-Oct-25
Cabinet	10-Dec-25	Socially Responsible Procurement Policy	Ben Callard - Resources	1. To approve the adoption of the Socially Responsible Procurement Policy. <del>2. To delegate authority to approve any</del>	Cath Fallon	20-Oct-25
Cabinet	10-Dec-25	Strategic Risk Assessment	Ben Callard - Resources	To provide Cabinet with an overview of the current strategic risks facing the authority.	Hannah Carter	29-Oct-25
Cabinet	10-Dec-25	Approval of Placemaking Plans - Monmouth, Abergavenny, Magor and Undy	Paul Griffiths - Sustainable Economy	Approval of Placemaking Plans - Monmouth, Abergavenny, Magor and Undy	Craig O Connor	17-Nov-25
Cabinet	10-Dec-25	Community and Corporate Plan - Q2 Progress Update	Mary Ann Brocklesby - Whole Authority Strategy	To provide Cabinet with an update on the progress that has been made to deliver the commitments set out in the Community and Corporate Plan 2022-28.	Hannah Carter	29-Oct-25
Council	04-Dec-25	Appointment of Paul Matthews to the board of CCR Energy Ltd			James Williams	27-Oct-25
Council	04-Dec-25	Annual Report of the Standards Committee 2024/25	Angela Sandles - Engagement		James Williams	27-Oct-25
Council	04-Dec-25	Annual Safeguarding Report	Ian Chandler - Social Care & Safeguarding		Diane Corrister	18-Jul-25
Council	04-Dec-25	Regional Partnership Board Annual Report 2024/2025	Ian Chandler - Social Care & Safeguarding		Natasha Harris (Torfaen)	24-Oct-25
Council	04-Dec-25	Director's Annual Report	Ian Chandler - Social Care & Safeguarding		Jane Rogers	18-Jul-25
ICMD	26-Nov-25	LOCAL GOVERNMENT (WALES) ACT 1994 THE LOCAL AUTHO	Ben Callard - Resources	To seek Member approval of the proposals for consultation purposes regarding payments to precepting authorities during the 2026/27 financial year as required by statute	Peter Davies	7-Nov-25
Cabinet	19-Nov-25	Medium Term Financial Plan update - November 2025	Ben Callard - Resources		Jon Davies	4-Nov-25
Cabinet	19-Nov-25	2025/26 Revenue & Capital Monitoring Update 2	Ben Callard - Resources		Jon Davies	12-Jun-25
Cabinet	19-Nov-25	Destination Management Plan	Sara Burch & Paul Griffiths		Collette Bosley	17-Apr-25
Cabinet	19-Nov-25	Car Parking Review	Paul Griffiths - Sustainable Economy	That Cabinet endorses the following recommendations 1.That Cabinet agrees the strategic objectives for the Council's parking strategy 2.That Cabinet agrees the proposed MCC actions in response to the recommendations made in the Monmouthshire car parking review	Craig O Connor	9-Oct-25

Cabinet	19-Nov-25	Inclusion Strategy and Additional Learning Needs Policy	Laura Wright - Education	The purpose of this report is to provide Cabinet with an opportunity to consider the Inclusion Strategy and the Additional Learning Needs (ALN) Policy to ensure that they are fit for purpose and meet the local priorities as outlined in the Learning Place section of the Community and Corporate Plan.	Morganna Wagstaff	13-Oct-25
Cabinet	19-Nov-25	Panel Performance Assessment	Mary Ann Brocklesby - Whole Authority Strategy	To provide an update on the proposed approach for the Council's Panel Performance Assessment which is a requirement under the Local Government and Elections (Wales) Act 2021.	Matt Gatehouse	28-Aug-25
Council	23-Oct-25	RLDP for Adoption	Paul Griffiths - Sustainable Economy		Rachel Lewis	17-Apr-25
Cabinet	15-Oct-25	2025/26 Revenue Monitoring Update 1	Ben Callard - Resources		Jon Davies	12/76/25
Cabinet	15-Oct-25	Connect to Work and Future Focus programmes	Paul Griffiths - Sustainable Economy		Hannah Jones / Rory Clifford	21-Jul-25
Cabinet	15-Oct-25	A strategy to take forward a whole authority approach to wellbeing and prevention	Ian Chandler - Social Care & Safeguarding		Jane Rogers	19-Jun-25
ICMD	08-Oct-25	WELSH CHURCH FUND WORKING GROUP	Ben Callard - Resources	1.1 The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group Meeting 2 held on Thursday 18th September 2025.	Dave Jarrett	
ICMD	24-Sep-25	Health & Safety Annual Report	ben Callard - Resources		Kate Thompson	5-Aug-25
Council	18-Sep-25	Self-assessment 2024/25		To seek Council approval of the self-assessment report 2024/25 in line with requirements outlined in the Local Government and Elections (Wales) Act 2021.	richard Jones	10-Jun-25
Cabinet	17-Sep-25	Proposed endorsement of the Monmouthshire Local Area Energy Plan	Catrin Maby - Climate Change and Environment	Welsh Government commissioned the production of Local Area Energy Plans for Local Authority areas which will be used to develop a regional and national Energy Plan. The Local Area Energy Plan for Monmouthshire provides data on the energy requirements of the county and the transition that will be required to support carbon neutrality of the energy demands. The report seeks Cabinets endorsement of the Local Area Energy Plan to enable the development of the regional Area Energy Plan and a supporting Investment Prospectus.	Deb Hill Howells	28-Jul-25
Cabinet	17-Sep-25	Real Living Wage Employer Accreditation	ben Callard - Resources	Further to Cabinet's decision on Wednesday 6th November 2024, and an evaluation of the authority's supply chain, to bring forward a further report detailing the plan to pay the real living wage rate to employees of third parties contracted to work at the authority's sites, and to seek approval to pursue accreditation as a Real Living Wage employer.	Philippa Green	13-Jun-25

Cabinet	17-Sep-25	County of Sanctuary Strategy	Angela Sandles - Engagement	To approve a county of sanctuary strategy which establishes clear principles which will run through all council services and which promotes inclusion and welcome across the wider community.	Sharran Lloyd and Jane Harvey	27-May-25
Cabinet	17-Sep-25	Review of Housing Support Grant Programme.	Sara Burch		Ian Bakewell	23-May-25
ICMD	20-Aug-25	Highway Traffic Regulation Amendment Order No 17	Catrin Maby - Climate Change and Environment		Gareth Freeman	4-Aug-25
ICMD	23-Jul-25	Lloyds tour of Britain Stage 5 Pontypool to Tumble	Angela Sandles - Engagement		Nick John	2-Jul-25
ICMD	23-Jul-25	Welsh Church Fund Working Group	Ben Callard - Resources		Dave Jarrett	2-Jul-25
Council	17-Jul-25	Chepstow Integrated Transport LUF project			Deb Hill Howells	24-Jun-25
Council	17-Jul-25	Strategic Director's Report, Children, Learning, Skills and the Economy'	Laura Wright - Education		Will Mclean	18-Jun-25
Cabinet	16-Jul-25	2024/25 Revenue & Capital monitoring Outturn (incl early update on 2025/26)	Ben Callard - Resources		Jon Davies	12-Jun-25
Cabinet	16-Jul-25	2026/27 Revenue & Capital MTFP update and process	Ben Callard - Resources		Jon Davies	12-Jun-25
Cabinet	16-Jul-25	<b>ADD AS FIRST ITEM</b> Social Partnership and Public Procurement (Wales) Act 2023: Monmouthshire County Council's Annual Report	Ben Callard - Resources	To seek approval of the Social Partnership Duty Report 2025, setting out how the Council will build on existing practice, and work collaboratively with trade unions, to ensure compliance with the Social Partnership and Public Procurement (Wales) Act 2023.	Philippa Green	6-Jun-25
Cabinet	16-Jul-25	Play Sufficiency Update	Angela Sandles - Engagement	Play sufficiency assessment update.	Nick John	28-Mar-25
Cabinet	16-Jul-25	Shire Hall Delivery Stage - Financial Approval	Ben Callard - Resources		Tracey Thomas	25-Mar-25
Council	26-Jun-25	Strategic OfficerLeadership and Organisation Structure changes	Mary Ann Brocklesby - Whole Authority Strategy		Paul Matthews	5-Jun-25
Council	26-Jun-25	Separation of Licensing Functions	Angela Sandles - Engagement		Linda O Gorman	28-May-25
Council	26-Jun-25	Appointments to Outside Bodies	Angela Sandles - Engagement		John Pearson	23-May-25
Council	26-Jun-25	Licensing Act Policy 2025	Angela Sandles - Engagement	Policy has to be approved by Full Council and it needs to be in place by 1 <sup>st</sup> July 2025	Linda O Gorman	10-Jan-25
Cabinet	25-Jun-25	Strategic Risk Assessment	Mary Ann Brocklesby - Whole Authority Strategy	To provide Cabinet with an overview of the current strategic risks facing the authority.	richard Jones	10-Jun-25
Cabinet	25-Jun-25	Nature Recovery Action Plan & Green Infrastructure Strategy	Catrin Maby - Climate Change and Environment		Collette Bosley	17-Apr-25
Cabinet	21-May-25	Placemaking Grant 25/26 & 26/27	Paul Griffiths - Sustainable Economy		Craig O Connor	29-Apr-25
Cabinet	21-May-25	Marches Forward Partnership	Mary Ann Brocklesby - Whole Authority Strategy		Peter Davies / Cath Fallon	1-Apr-25
Cabinet	21-May-25	Active Gwent Sports Partnership	Angela Sandles - Engagement	For Monmouthshire County Council to formally enter into the Active Gwent sport partnership.	Nick John	28-Mar-25
Cabinet	21-May-25	Digital, Data and Technology Collaboration	Mary Ann Brocklesby - Whole Authority Strategy	To develop proposals to build on existing collaborative arrangements in place for the provision of technology services through the Shared Resource Service. Expanding on these to include digital and data services will generate economies of scale enabling the authority to access expertise to accelerate progress against delivery of priorities set in the Community and Corporate Plan.	Peter Davies & Matt Gatehouse & Sian Hayward	14-Mar-25

Cabinet	21-May-25	Y Prentis Update	Paul Griffiths - Sustainable Economy		Hannah Jones	26-Feb-25
Council	15-May-25	SAC Membership Report	Martyn Groucutt - Education	To inform Council of SAC recommendations to appoint members of SAC	Sharon Randall-Smith	16-Apr-25
Council	10-Apr-25	Constitution Review	Angela Sandles - Engagement		James Williams	25-Mar-25
Council	10-Apr-25	Senior Pay Review	Ben Callard - Resources		Julie Anthony	3-Mar-25
ICMD	09-Apr-25	PSPO Lane Closure to prevent fly tipping & off roading	Catrin Maby - Climate Change and Environment		Mark Cleaver	13-Mar-25
ICMD	09-Apr-25	Welsh Church Fund Working Group - meeting 4	Ben Callard - Resources			
Cabinet	02-Apr-25	Marches Forward Partnership	Mary Ann Brocklesby - Whole Authority Strategy		Peter Davies - Lead (Cath Fallon)	3-Mar-25
Cabinet	02-Apr-25	Reponse to Boundary Commission Electoral Review Consultation	Angela Sandles - Engagement		John Pearson	12-Feb-25
ICMD	26-Mar-25	Proposal to increase the fee payments to Monmouthshire Foster Carers	Ian Chandler - Social Care & Safeguarding		Charlotte Drury	4-Feb-25
ICMD	12-Mar-25	Highway Traffic Regulation Amendment Order No 16	Catrin Maby - Climate Change and Environment			
Council	06-Mar-25	Appointment of Chief Officer - Head of Transport - Exempt info	Catrin Maby - Climate Change and Environment		Deb Hill Howells	21-Jan-25
Council	06-Mar-25	Publication of the Councils Pay Policy	Ben Callard - Resources	To approve the publication of Monmouthshire County Council's Pay Policy, in compliance with the Localism Act.	Matt Gatehouse / Pip Green	17-Jan-25
Council	06-Mar-25	Contract Procedure Rules	Ben Callard - Resources		Scott James	9-Jan-25
Council	06-Mar-25	2025/26 Final Budget sign off including CT resolution	Ben Callard - Resources		Jon Davies	13-Jun-24
Council	06-Mar-25	2025/26 Capital Strategy & Treasury Strategy	Ben Callard - Resources		Jon Davies	13-Jun-24
Cabinet	05-Mar-25	Approval of a Discretionary Policy for Council Tax Premiums	Ben Callard - Resources		Ruth Donovan	27-Jan-25
Cabinet	05-Mar-25	2025/26 Final Revenue and Capital Budget Proposals	Ben Callard - Resources		Jon Davies	4-Jun-24
Cabinet	05-Mar-25	2025/26 WCF/Mon Farm Strategy	Ben Callard - Resources		Jon Davies	4-Jun-24
ICMD	26-Feb-25	County of Sanctuary: Homes for Ukraine	Angela Sandles - Engagement	To confirm future support arrangements for Ukranian's living in Monmouthshire as part of the Homes for Ukraine Scheme following changes to the national arrangement for both funding & visas	Richard Drinkwater/Matt Gatehouse	7-Feb-25
ICMD	26-Feb-25	Housing Allocations Policy				
Cabinet	19-Feb-25	UK Shared Prosperity Fund post March 2025 – financial implications and impact	Paul Griffiths - Sustainable Economy		Hannah Jones	10-Jul-24
Cabinet	19-Feb-25	2024/25 Revenue and Capital Monitoring Month 9	Ben Callard - Resources		Jon Davies	4-Jun-24
ICMD	29-Jan-25	2025/26 Community Council and Police Precepts final	Ben Callard - Resources		Jon Davies	17-Dec-24
Council	23-Jan-25	Council Tax Reduction Scheme 2025/26	Ben Callard - Resources		Jon Davies	13-Jun-24
Council	23-Jan-25	Council Diary 2025/26	Angela Sandles - Engagement		John Pearson	
Council	23-Jan-25	GWENT REGIONAL PARTNERSHIP BOARD (RPB) AREA PLAN AND RPB ANNUAL REPORT 23/24	Ian Chandler - Social Care & Safeguarding		Natasha Harris (Torfaen)	



Cabinet	22-Jan-25	Business case for the purchase of a property in Abergavenny to develop supported accommodation for care experienced young people	Ben Callard - Resources		Jane Rogers	7-Jan-25
Cabinet	22-Jan-25	Education Middle Tier	Martyn Groucutt - Education		Will McLean	20-Nov-24
Cabinet	22-Jan-25	2025/26 Draft Revenue and Capital Budget Proposals	Ben Callard - Resources		Jon Davies	4-Jun-24
ICMD	15-Jan-25	Decision to transfer Dixton Archive from Monmouth Museum to Herefordshire Record Office			Rachael Rogers	9-Dec-24
ICMD	15-Jan-25	Welsh Church Fund Working Group - meeting 3	Ben Callard - Resources		Dave Jarrett	13-Jun-24
ICMD	18-Dec-24	2025/26 Community Council and Police Precepts draft	Ben Callard - Resources		Jon Davies	13-Jun-24

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## Monmouthshire Select Committee Minutes

**Meeting of People Scrutiny Committee held at The Council Chamber, County Hall, The Rhadyr, Usk on Tuesday, 30th September, 2025 at 10.00 am**

### **Councillors Present**

County Councillor Jackie Strong (Chair)  
  
County Councillors: Jan Butler,  
Christopher Edwards, Simon Howarth,  
Penny Jones, Maureen Powell, Martyn Groucutt,  
Jill Bond, Ian Chandler and Peter Strong

### **Officers in Attendance**

Hazel Ilett, Scrutiny Manager  
Robert McGowan, Policy and Scrutiny Officer  
Jane Rodgers, Chief Officer for Social Care,  
Safeguarding and Health  
Naomi Lovesay, Service Manager - Direct Care  
Services  
Jenny Jenkins, Head of Adult Services  
Nicola Needle, Integrated Well-Being Network Lead

**APOLOGIES:** Councillors Sue Riley and Maria Stevens

#### **1. Apologies for Absence**

Apologies were also received from Councillor Stevens, who was being substituted by Councillor Peter Strong. Apologies were received from Councillor Riley who was being substituted by Councillor Bond.

#### **2. Declarations of Interest**

None declared.

#### **3. Public Open Forum**

None Present.

#### **4. Community Meals - Scrutiny of an approach to ensure a good quality and sustainable service model for Community Meals**

Councillor Chandler explained the review was initiated due to budget pressures identified in social care, specifically the subsidy for Community Meals. Rather than making quick decisions, a thorough review was chosen to assess the service's value and explore alternative models, including both in-house and external options. The review's terms of reference were shared with the relevant committee, and the outcome was brought forward for examination, regardless of whether recommendations were radical or minor. The conclusion was to retain the service in-house, modernize it, improve user experience, and seek efficiencies to reduce the subsidy.

Naomi outlined the review process, which began in spring. The aim was to get a comprehensive picture of the service and identify opportunities for change. Key findings included high user satisfaction, strong feedback on nutritional and social benefits, and a preference for a hot lunchtime meal. The review also identified opportunities to

modernize delivery (e.g., using EVs and plug-in hot boxes), benchmarked costs with other authorities, and highlighted the need for further work to make the service more efficient and sustainable.

### **Key Questions from Members:**

- Councillor Howarth asked whether the benchmarking for service costs included only Torfaen or also other similar rural authorities like Denbighshire, noting that Monmouthshire's rural nature could affect costs and comparability. He highlighted the significant cost difference with Torfaen and questioned if a more similar comparator had been used.

*Officers responded and acknowledged Torfaen was used for initial benchmarking due to ease of engagement but recognised the differences in geography and population density. It was confirmed that in the next phase, comparisons would be expanded to include more similar authorities like Denbighshire, as suggested by Councillor Howarth, to ensure more relevant benchmarking.*

- Councillor Jones asked about the type of training provided to Community Meals drivers, especially as their role aligns with domiciliary care and involves important social contact with residents. She wanted to know how drivers are prepared to handle issues they might encounter during deliveries.

*Officers explained that all drivers receive a robust induction, mandatory training, and additional training in safeguarding and first aid. Drivers are supported by senior staff for debriefing and supervision if they encounter issues, and ongoing workforce planning will address any further training needs as the service evolves.*

- Councillor Bond asked if there are sufficient resources to complete all phase two actions, such as implementing digital solutions and conducting reviews, or if extra resources will be needed.

*Officers confirmed the work will be done within existing resources by forming a small project team from relevant departments, with no additional resource requests planned. Staff with digital skills are already available for the project.*

- Councillor Bond questioned the Integrated Impact Assessment (IIA), specifically about the impact on care leavers and care-experienced people, and whether there are any legal implications for this group.

*The response clarified that most service users are elderly, with no known care leavers receiving community meals, so there is no direct impact. However, it was acknowledged that care-experienced people could be present in the cohort, and the IIA could be updated to reflect this consideration.*

- Councillor Bond also asked about the significant increase in numbers in Caldicot and whether there was an explanation for this.

*Officers indicated that numbers fluctuate dynamically based on assessed need, and there is no specific reason identified for the increase in Caldicot.*

- Councillor Butler asked about the use of locally based foods in the service, specifically how much local food is used in the meals and where the meals are prepared, as well as how many people are employed in meal preparation.

*The explanation given was that currently, meals are purchased from a large, non-local supplier providing frozen plated meals. Phase two will explore options for sourcing and preparing meals locally, including potential procurement from local suppliers. The number of people employed in meal preparation was not specified.*

- Councillor Butler also asked about the mechanism for residents to access the service.

*The response given stated that referrals are currently made via adult social care intake, requiring an assessed need. Phase two will consider whether self-referral or a broader preventative model could be appropriate.*

### **Chair's Summary:**

The Chair concluded by highlighting interest in local-based opportunities from the review, reassuring that Monmouthshire is not discontinuing community meals but is exploring alternative delivery methods, and suggested that if there were no further questions, the Committee could thank the officers and move to the next agenda item.

## **5. Whole Authority Approach to Wellbeing and Prevention - Scrutiny of a strategy to take forward a whole authority approach to wellbeing and prevention**

Councillor Chandler introduced the Whole Authority Approach to Wellbeing and Prevention strategy, emphasising its long-term vision to improve resident well-being and reduce reliance on statutory services. He noted the strategy is intended to be adopted by cabinet and will coordinate efforts across all council directorates and with external partners, marking a shift from previous approaches.

Jane Rodgers expanded on the ambition for a cross-directorate, coordinated plan focused on better outcomes for residents, using data insights, a clear practice model, and partnership working. She stressed the strategy's aim to address vulnerabilities, support independence, and tackle health inequalities, positioning it as a platform for both internal and external collaboration.

### **Key Issues raised by Members**

- Councillor Jones commented on the importance of including town and community councils in the wellbeing strategy, highlighting their role in supporting and funding local projects that address social isolation and digital skills. She requested that representatives from community councils be involved in the working groups for the strategy.

*In response, Jane Rodgers acknowledged that while explicit reference to community councils may not be in the strategy document, they were considered in discussions. She affirmed that town and community councils are part of their thinking and that the community development team engages directly with them, emphasising their value in understanding and supporting local needs.*

- Councillor Jones further pointed out the significance of small grants from community councils in enabling local groups to operate, reinforcing her earlier point about their practical contribution.
- Councillor Powell shared a personal story about a relative who lost well-being after being moved from their home to a care facility, emphasising the importance of supporting people to remain in their own homes where they feel comfortable and familiar.

*Jane Rodgers responded by recognising the progress made in supporting people to stay at home, mentioning the use of assistive technology and the focus on enabling individuals to maintain independence and connections with loved ones, which aligns with the aims of the strategy.*

- Councillor Bond suggested the governance structure should include education experts or a cabinet member, arguing that preventative work should start earlier and include education to address socio-economic and health habits from a young age. Councillor Bond highlighted the representation of certain groups in the integrated impact assessment and stakeholder plan, noting some groups may not be adequately included.

*Jane explained the strategy's current focus is on adults with vulnerabilities for a 2–5-year period, but acknowledged the importance of early intervention and education, noting that broader inclusion may come in future iterations. She clarified that prevention work for children is ongoing in other areas and that alignment will develop over time.*

*Councillor Chandler added that the broader public health approach and Marmot region ambitions are underway, and the strategy is intended to create momentum before expanding scope.*

- Councillor Bond also questioned the process mapping approach, recommending it start from the user's perspective rather than just identifying gaps in current services, and emphasised comprehensive stakeholder engagement to avoid missing groups not currently reached.

*Jane and Nikki Needle addressed process mapping, stating that both user-cantered and service-based approaches are needed, and described practical steps like community conversations and small-scale mapping to iteratively improve the strategy.*

- Councillor Butler questioned the implementation phase, specifically the work stream on community assets and facilities, highlighting the importance of community and town councils in enabling well-being activities and noted the large number of community venues beyond those

owned by the council. She asked for clarification on the status of the assessment surveys for community hubs and venues, expressing concern that, as secretary of a local community centre, they were unaware of any survey taking place and wanted clarification on progress and timelines.

*Jane responded that the timelines in the plan need updating, acknowledged the commitment of the officer leading the work, and explained that choices must be made about the scope of mapping due to resource constraints. She described the approach of starting small, learning from mapping a local area, and building understanding iteratively, while emphasising the need for realistic expectations about timeframes and the importance of purposeful action.*

*Jane confirmed that no survey had been missed and it is still on the to-do list.*

- Councillor Butler acknowledged the challenges of reaching ground-level understanding and the importance of local groups and volunteers.
- Councillor Groucutt commented on the importance of education in community well-being, referencing his experience as a former Cabinet member for education and newly elected Chair of Governors at a local school. He highlighted the challenge of declining school attendance since the pandemic, noting that regular attendance is crucial for learning and future life chances. He also acknowledged that while home education is a parental right, he felt that most children benefit from being in school with peers.

*Councillor Chandler responded that he agreed with Councillor Groucutt and emphasised that improving attendance and reducing absenteeism is a top priority for the education team. He clarified that although these issues are not included in the current strategy, they are being addressed elsewhere in the council, and the strategy aims to focus on new directions and changes rather than duplicating existing work.*

- Councillor Howarth referenced previous council meetings where he had raised concerns about unknown numbers of non-attending children. He suggested that the committee should further explore the extent of this issue and requested feedback from senior officers on the findings of such an exploratory exercise, emphasising the importance of understanding how many children are affected.

*It was confirmed that the next meeting of the People Scrutiny Committee would discuss Children Missing in Education Policy and Elective Home Education Monitoring reports.*

### **Chair's Summary:**

The Chair concluded that the Committee had held a productive discussion on the strategy, with several comments offered for officers to consider in refining the document. She noted the recognition of the significant role of local communities, town, and community councils in supporting well-being initiatives.

The Chair concluded that the Committee expressed general support for the direction of the strategy, understanding the focus on supporting people as they age and helping them remain independent at home. She thanked the officers and the Cabinet Member Councillor Chandler for the report.

**6. People Scrutiny Forward Work Programme and Action List**

Councillor Howarth raised the Tudor Street lease and next steps. He was advised that the item is not yet on the cabinet planner and is not expected before January 2026, to allow the full 12 months to demonstrate proof of concept. It was confirmed that the issue would be raised with cabinet, noting there will be significant public interest.

Councillor Howarth requested the item be added to forward work planner.

**7. Council and Cabinet Work Planner**

Noted.

**8. Minutes of the previous meetings**

The minutes of the 16<sup>th</sup> July 2025 and the 22<sup>nd</sup> July 2025 were approved as true and accurate records, proposed by Councillor Butler and seconded by Councillor Powell.

**9. Next Meeting**

25th November 2025 at 10.00am.

The meeting ended at **11.46 am**.