

Record of Recommendations/Outcomes from Select Committees during September and December 2016 (20 meetings)

Adults Select Committee – 1st September 2015	
Review of Mardy Park	The Committee agreed with the proposed re-direction of Mardy Park and were reassured that staffing and leadership issues had been addressed. Officers confirmed that issues surrounding the car park and access to the building would be addressed. Members reaffirmed the importance of communicating key messages to the community. Members requested Officers progress the recruitment and retention of volunteers, possibly via establishing a mini-board to include volunteers and Members e.g. Friends of Mardy Park.
Disabled Facilities grants Performance Report	The Committee requested that finance options be explored, particularly in terms of utilising the revenue budget and requested the Finance Manager take this forward on behalf of the Committee. Members requested the DFG Officer pursues the ongoing discussion with the Aneurin Bevan University Health Board regarding the pooling of budgets and reports back to the Committee on progress with this. In addition, Members requested that the Housing and Regeneration Manager reflects the views of the Adults Select Committee at the Capital Working Group.
Budget Monitoring: revenue outturn position end of period 1 (Month 2 for 2015/16)	Members queried the Adult Services underspend of £97,076 after allocating £60,000 to Children's Services, Members requesting the rationale for the setting of both budgets at the current level. Concerns were also discussed regarding three 'red' areas for Adult Services, namely Mardy Park, Severn View and Monnow Vale, Members recognising that the overspend on Monnow Vale is due to an insufficient budget set in 2005 to cover the PFI and cash contribution charges to run the facility. The Finance Manager reassured Members that all efforts are made to ensure value for money.
Strong Communities Select Committees – 10th September 2015	
Public Toilets	<p>The Committee undertook a detailed review of the provision of public conveniences several years ago which has informed a strategy for the future provision of public conveniences resulting in the closure of some facilities and the transfer of others to town and community councils. Members recommended the options in the report be progressed and agreed:</p> <ul style="list-style-type: none"> - An update on Abergavenny toilets is brought to the Committee in 3 months. - An update on Usk toilets and the carpark is brought in spring 2016. - An update on the position with Caldicot toilets is brought in 3 months. - That Officers pursue discussions with Welsh Government regarding the Gibraltar Tunnel Toilets
The Adoption of Highways in New Developments	Members considered the current position with regard to the adoption of highway infrastructure for new developments and the implications of the Council not agreeing to adopt a road ~ Members supported the Officer's recommendation not to adopt the road 'Crawshay Bailey Close, Gilwern' that was the subject of a petition.
Annual Complaints Report for	Members did not identify any concerns with this report given that the

the Regeneration Directorate	number of complaints for this period had decreased and asked for a return of the report in Autumn 2016.
Team Restructure for Policy and Engagement	The Committee discussed numerous concerns relating to this decision; however, acknowledged roles had evolved. Members requested a departmental chart to outline the change in roles and responsibilities
Strong Communities Select Committees – 14th September 2015	
Flood Risk Management	The Committee requested clarification on the planning policy on driveways and hard standings in terms of flood prevention. Members agreed there is a need to evaluate significant flood risk areas in light of new flood defences in place which are not shown on maps. The officer advised the Flood Risk Management Plan has been developed following the Preliminary Flood Risk Assessment and the Local Flood Risk Management Strategy. Members recommended the plan be consulted upon as soon as possible with Members, Town & Community Councils and other organisations such as Utilities, Emergency Services before being submitted to Welsh Government for approval. Members highlighted the need to engage the public on this and recommended a press release be developed to maximise responses. The Committee agreed that the results of the consultation period would be brought back to the Committee at its meeting in March 2016.
Public Protection Performance Report	The Committee were satisfied that the service is meeting its statutory requirements and seeking to maximise opportunities for income generation, however highlighted that the report does raise some issues of concern in particular, a shortage of staff. The Committee expressed their concern that the service is operating reactively rather than proactively and that it may not have the capacity of service to manage emergency issues. The Manager advised that work is prioritised and that the staff shortage is being managed. Members requested a further report would be brought in six months' time with a focus on the Noise Preventions Service.
Passenger Transport Unit Overspend	The Committee discussed the overspend in the Passenger Transport Unit as a result of delivering Special Education Needs and the difficulties in balancing the budget. Members agreed that the PTU needs to work with the Children and Young People's service area to manage the budget, as the current position is unsustainable. Members requested the officer return in the spring with an outline of a new model of working for the PTU unit.
Children and Young People's Select Committee – 17th September 2015	
Scrutiny of Youth Service: <ul style="list-style-type: none"> - Income Generation - Neet Reduction Strategy 	<p>The Committee acknowledged that previous scrutiny of the three interrelated report had identified a need for the Youth Service to return with a full financial outline of the proposals to generate income. Members remain concerned that the anticipated income generation may not be achievable, however, agreed that this should return to the Committee in 6 months' time.</p> <p>The Committee agreed that an update on the Neet Reduction Strategy would be brought back to Children and Young People Select three months after implementation.</p>
Economy and Development Select Committee – 30th September 2015	
Cultural Review Scrutiny	The Committee acknowledged that whilst the presentation focused on the Consultants' recommendations, there were no recommendations within the report for Members to consider at this stage. The Committee

	<p>highlighted the following issues need to be considered by Cabinet and Officers:</p> <ul style="list-style-type: none"> • Importance of Abergavenny heritage. • Utilising local secondary school for museum service • Community run trust examples • Free museum access • Excellent examples of Caldicot Castle • Community involvement on the agenda • Abergavenny castle and costs to pay • Importance of Abergavenny Historic Society • Museum to library building • Success of banquets and usefulness of costings • Welcome further reports • Issues around costs and accuracy and validity of costs and whether they fit with proposal • Welcome Chepstow museum and café at drill hall • Difficulty in terms of members voting against each other – level of solidarity • Need to look at things differently (market hall, display of Nelson collection) • Impact on taking away space at shire hall and income generation • Importance of nelson collection and use of market hall • Volunteer capacity • Shire hall functions/events opportunity • Public engagement and passion of local people involved • Sympathetic to feelings of others, bad develop in Chepstow • Potential of good idea for trading company • Caldicot castle bad ongoing decision and need investment generate • More info needed on centralised and trading company • National recognition of staff to museum offer • More clarity required on proposals • Historic environment bill and expert panel implications <p>The Committee agreed to further scrutinise this as the review progresses.</p>
Strong Communities Select Committees – 12th October 2015	
Crime and Disorder: Scrutiny of the Safer Monmouthshire Plan	<p>The Committee scrutinised the Safer Monmouthshire Plan and agreed that the plan needs to return to the Committee when there is full year of data to evidence the Needs Assessment. Actions requested for the Police were:</p> <ul style="list-style-type: none"> • An explanation of the rise in violent crimes and the recording of these • An explanation of the recording of fraud offences • Details of Actions taken to reduce anti-social behaviour in communities • Clarification on any involvement by the Police of Fire Authority in terms of road sign advertising
Whole Place: Lessons Learnt	<p>The Committee expressed some reservation in terms of the ability to deliver the report's recommendations and felt that there was still a lack of clarity in the community about the direction being taken. Members were</p>

	concerned that the lack of community understanding may affect the community's buy-in. Some Members felt there is a lack of involvement with elected Members. The Committee agreed that there needs to be a sustained effort to engage with youth and those with disabilities. In order for Members to have a clearer understanding of the process, Members requested an All Member Seminar be held in the New Year.
Call-in of the decision to employ a consultant to undertake a protected species survey for Troy House	The Committee agreed to refer the decision to Cabinet, the reason being that the Cabinet Log did not adequately explain why the Council should pay the fee for the private developer.
Adults Select Committee – 13th October 2015	
Turning the world upside down	The Committee agreed that this was an excellent project with clear outcomes for service users and recommended the approach be further applied across the county.
Draft Budget proposals 2016-17	The Adults Select Committee considered the budget proposals for 2016/17 and recognised the potential for the thinking behind the "Turning the World Upside Down" project to potentially mitigate some of the future financial impact. Members recognised that work continues within the framework that had previously been scrutinised and recognised that there were no major changes envisaged to the current direction of travel.
Social Services Annual Complaints Report	The Committee recognised that in comparison to other local authorities, the number and severity of complaints was relatively low, however, Members highlighted that the majority of complaints resulted from poor communication by service providers with service users and recognised that this is a recurring issue following scrutiny of complaints the previous year. The Committee recommended ongoing training with staff (also those of external care providers) to highlight the importance of communication with service users to ensure people lead independent lives and are treated fairly.
Economy and Development Select Committee – 15th October 2015	
Consultation on the Community Infrastructure Levy (CIL)	<p>The Committee raised the following key issues:</p> <ul style="list-style-type: none"> • Back office systems ability to cope with extra resources required. • Need to engage with Town Councils. • Concerns that smaller Community groups would struggle to access funding. • Affordable housing, viability of CIL. • Impact of influx of development <p>The Committee requested an 'All Member Seminar' on the CIL and agreed the list of Infrastructure Projects would return to the Committee on 26th November.</p>
The Extent to which the Local Development Plan supports Tourism Development	The Committee agreed that the Planning Department should develop Supplementary Planning Guidance to clarify the implementation of tourism policy. Members recommended that officers pursue 'agricultural diversification' as potential visitor accommodation option (log cabins, outbuildings) and report back to the Committee in 6 months.
Future Areas for Scrutiny in terms of Planning Policy	The Committee agreed that the Annual Performance Report for the Planning Department would be brought to a Special Meeting of the Committee on 16 th November for pre-decision scrutiny ahead of submitting to Welsh Government, with further scrutiny to be identified.

Children and Young People's Select Committee – 21st October 2015 (Special ~ Budget)	
Budget Scrutiny	<p>The Committee recognised the difficulties associated with reducing budgets whilst also trying to secure income generation through current services. Members agreed all mandates in principle, but urged decision makers to carefully consider the implications of budgetary decisions on children and young people (particularly in terms of school meals, outdoor education, and activities outside of schools).</p>
Strong Communities Select Committees – 22nd October 2015 (Special ~ Budget)	
Budget Scrutiny	<p>The Committee scrutinised the budget mandates and agreed with all but two of the mandates, with the following provisos:</p> <ul style="list-style-type: none"> - Business Support Team rationalisation – more detail required - Leadership Team Restructure – more detail required - Grounds Maintenance - agreed with the pollinator policy but did not support the mandate in terms of hedge and highway verge cutting. - Highways Maintenance – did not support the mandate to reduce the highways section budget - Discretionary Fees Mandate – Members felt there was not enough information to support the Mandate and asked for it to return
Children and Young People's Select Committee – 2nd November 2015 (Special Meeting)	
Performance Reporting on Pupil Results 2015	<p>Members were satisfied that over a 4 year period, there had been a notable improvement in headline indicators with more than 90% of pupils gaining the expected level or better across the core areas of learning in Foundation Phase and English/Welsh, mathematics and science in Key Stages 2 and 3.</p> <p>The Committee agreed that key Stage 4 was definitely moving in the right direction, however, expressed concern that other authorities were catching up Monmouthshire at foundation phase level at a steady pace and highlighted the need to ensure an upward trajectory across all key stages.</p> <p>Members acknowledged the gap between free school meal and non-free school meal pupils was narrowing across the stages and agreed close monitoring of this gap must continue.</p> <p>Members agreed there was a need to ensure specific attention is given to LAC and ALN children to ensure that vulnerable children are not adversely affected.</p> <p>Members expressed concern with performance at Key Stage 5. Whilst the EAS advised that the reduction in the pass rate was due to a reduction in the size of cohort and entry policies rather than a significant decline in standards, Members requested further explanation from the EAS and officers at a meeting in the New Year as to why the results at key stage 5 were not as expected. Members decided that they would request the EAS to attend this meeting and discuss the Quality Assurance Report to ensure EAS delivers what we have been commissioned and provides value for money.</p> <p>The Committee also asked that feedback of a meeting which would be held with Head Teachers and Chairs of Governors to discuss performance outcomes be provided to the Committee in advance of the Committee</p>

	meeting the four comprehensive school head teachers in the New Year.
Local Service Board Contribution to Improving Attainment	Members acknowledged that the Integrated Youth Offer group has reduced duplication and sought to improve services delivered to young people, however felt that some areas of Monmouthshire lacked facilities and that geographical distance and inadequate transport to arrangements to the nearest facility may mean that some young people are disadvantaged. Members requested that this be discussed at the next meeting of the Integrated Youth Offer group and that discussions be held with the Transport Manager to improve services for young people. The Committee suggested that efforts be made to involve Town and Community Councils for assistance with funding and possible volunteering.
Safeguarding Report Card and Performance Information 2015	Members were satisfied with the consistency and quality of management within Children's Services and felt that considerable progress had been made to embed performance management and quality assurance arrangements across the department.
Economy and Development Select Committee – 4th November 2015 (Special Meeting)	
Budget Scrutiny	<p>The Committee supported all the budget mandates in principle and agreed:</p> <ul style="list-style-type: none"> - Further scrutiny of the CIL would take place on the 26th November 2015. - In terms of the Strategic Property Review, closer scrutiny was required ~ this to be brought to the Committee's next meeting. - Support for the Discretionary Fees and Charges Mandate.
Children and Young People's Select Committee – 12th November 2015 (Special Meeting)	
Future Play Models	Members considered the options report for future delivery models for play, however were concerned as to how safeguarding would be ensured – Members appreciate officers' assurances that children will be safeguarded, however requested a specific Safeguarding Action Plan for any potential models for play be prepared for the Committee for the 14 th January 2016 meeting. The Draft Play Sufficiency Assessment 2016-19 and the Action Plan for 2016-17 would subsequently be scrutinised by the Committee on 17 th March.
Budget Monitoring Report	<p>Members raised concern regarding the overall outturn position for Children's Services at over £1 million overspend, given the recent cash injection (400k). The Chief officer highlighted that the use of agency staff and the use of external placements are two critical factors and that there is a need to develop a financial plan that is sustainable and can mitigate the pressures of what is a volatile budget. Members requested this plan be brought as soon as possible to the Committee for scrutiny on 16th December to be jointly considered by both Committees.</p> <p>In terms of school budgets, Members were concerned that six schools are in deficit position, Overmonnow being of concern with a £800k deficit despite having a budget recovery plan. Members were advised that all schools excepting Chepstow had budget recovery plans and that the Chief Finance Officer would be meeting with Chepstow School in December to discuss their financial position. Members requested a progress be brought to a future meeting.</p>
Youth Offending Services inspection report	Members agree that the inspection report was positive and were satisfied that an action plan has been developed to improve key areas. Members requested an update on the action plan's progress in addressing the

	recommendations of the report in 6-9 months.
Children's Services Annual Complaints Report	Members were reassured that at 20 complaints for Children's Service, Monmouthshire in comparison to other Councils receives few complaints and the figures are decreasing each year. Members agreed nonetheless that given that the average cost of a stage 2 complaint is £2000, there is a need to reduce complaints by addressing causal factors and to ensure every effort is made to resolve complaints at a Stage 1 before they escalate further.
School Exclusions Performance Report	Members acknowledged that in comparison to other local authorities, the number of young people being excluded from schools is reducing, however, they felt that whilst the number of primary days has fallen, the figures are still too high, which is a key area for concern given that there is no specialist provision for Key Stage in Monmouthshire. Members felt that individual pupil tracking to help identify pupils who may have problems at an early stage is crucial, in addition to ensuring continued support for child who's been excluded. Members reaffirmed the need for teachers to be well-equipped and supported to deal with difficult behaviour through training.
Economy and Development Select Committee – 16th November 2015 (Special Meeting)	
Scrutiny of the Planning Function	The Committee agreed there is a need to carefully consider the impact of the CIL on affordable housing to ensure that sites identified in the Local Development Plan are viable and can be delivered. Members urged officers to continue discussions with Welsh Government on a toolkit to assess viability and affordability for the developer. Members requested an all Members Seminar on the CIL and community infrastructure in the new year, linking with affordable housing. The Committee agreed to table the Chief Officers Report on Regeneration in the Spring.
Strong Communities Select Committees – 24th November 2015	
Budget Scrutiny :	Committee acknowledged that this is a volatile situation in terms of this particular pressure. Members are reassured that the Cabinet Member will take every action possible to manage the pressure.
Waste and Street Services Pressure	The Committee recognised that this is a difficult budget pressure and that regardless of where the budget for this sits, it is a priority for the Council and the cost implications associated with managing it need to sit with the Passenger Transport Unit for the present time. The Committee agreed that the Cabinet Member is taking the necessary steps to manage this pressure and will keep a watching brief on this issue.
Passenger Transport Unit Pressure	
Public Toilets: Position Update	Members acknowledged that every community and town is different, but that when the Council agreed a policy, it needed to enforce it. The Committee agreed that the Council must be consistent in applying the policy agreed by full Council to transfer the assets or cease to provide the facility.
Economy and Development Select Committee – 26th November 2015 (Special Meeting)	
Community Infrastructure Levy	The Committee had concerns that some communities maybe expecting CIL monies when they may not be able to secure the levy anticipated for projects. Members agreed that the CIL should be consulted upon, with a further report to the Committee following the consultation process.
Enterprise Strategy	The Committee discussed the Skutrade offer, software development and the Flow social care application. Members questioned how the Enterprise

	Strategy is assisting in the transfer of skills in areas where there have been job losses. Members were updated with the situation with the rollout of superfast broadband. The Committee agreed a future item for scrutiny ~ 'regional economic planning focus' on the City Deal.
Month 6 Budget Monitoring	The Committee did not identify any concerns with this report, however, the Chair advised that the Shared Resource Service would be subject to scrutiny in coming months.
Adults Select Committee – 8th December 2015	
Scrutiny with Aneurin Bevan University Health Board <ul style="list-style-type: none"> - Dying Matters - Choose Wisely - End of Life Care 	<p>Members recommend that in principle, the Council agrees to work with the AUBHB to pilot the new 'Bwyr Nawr – Dying Matters' initiative in Monmouthshire, (details to be confirmed, to be a subject of a report to Council). The Adults Select Committee would be the first in Wales to work with the ABUHB to promote the project and provide a link to stakeholder groups and the public.</p> <p>The Committee requested the ABUHB return with an evaluation of the 'Choose Wisely' in 6 months' time and that the ABUHB work with Council Members to shape the message and ensure it reaches and is understood by the community.</p> <p>Members requested the Health Board return with the Gwent Palliative Care Strategy and the Clinical Futures Strategy.</p>
Improvement Objectives /Outcome Agreements	The Committee agreed to prioritise scrutiny of the implications of the new Social Services Act at their January 2016 meeting.
Strong Communities Select Committees – 10th December 2015	
Future Food Waste Treatment Strategy	The Committee agreed to support the proposal for the Council to formally join the Heads of the Valleys Organic Project to secure a long term solution for kerbside-collected food waste.
Waste Enforcement	Members agreed that the Council's Waste & Street Services should be given enforcement powers - this will be a Cabinet Member Decision in early 2016.
Month 6 Budget Monitoring	Given the Committee's recommendations on Public Toilets, Members raised concern that the delay in implementing the transfer of some public toilets to Town and Community Councils may have led to the 20k billing control overspend and requested the Assistant Head of Finance report back to the Committee as to whether this is the case.
Improvement Objectives, Outcome Agreements	The performance report raised some concerns amongst the Committee in relation to sickness absence, Members concluding that an approximate 2 weeks of sickness absence is a fairly high figure in comparison to other Councils. Members' concerns were the reasons for absence and what measures are in place to address the causes of sickness absence. The Committee heard that People Services are doing some work on sickness absence and will be meeting in the new year to progress that work. The Committee therefore requested that a report is brought to the Committee on the outcome of that work before the Spring.
Risk Management	Members were content to agree the risk register be presented to Cabinet. The Committee recognised that the strategic risks had been aligned with the budget mandates and that as such, the key risks falling within this Committee's remit had been discussed at the time the mandates were scrutinised. However, the Chair advised that given that the risk log is a

	living document that will evolve over the course of the year as new information comes to light, the Committee would keep a watching brief on the risk log which will be updated continuously and will be accessible on the web in order to inform future scrutiny.
Joint Special Meeting of all 4 Select Committees (Budget) – 16th December 2015	
Revised Budget Mandates	The Joint Meeting of all 4 Select Committees focussed on the revised budget mandates (scrutiny had been undertaken by each Select Committee on the relevant mandates during October and November). Members did not vote on each mandate, however, the majority supported the mandates discussed, the exception being the reduction of highway verge maintenance – which was also not supported by the Strong Communities Select Committee when this was previously scrutinised. The Strong Communities Select Committee agreed to scrutinise this at their meeting on 11 th January.
Joint Special Meeting of CYP and Adults Select Committee – 16th December 2015 2pm	
Risk Assessment for Social Services	Members agreed that the format and content of the risk assessment report captured the key risks facing social services. Members of CYP Select Committee will continue to monitor safeguarding procedures within Children's Services. Members of the Adult Select Committee recognised that the forthcoming Social Services Act will present new challenges for the Council in terms of safeguarding procedures and practice and agreed to prioritise this for scrutiny on 19 th January 2016.
Performance Update Quarter 2 Children's services Scorecard	Members were satisfied that the chief Officer for Social Services had a clear understanding of the key issues requiring improvement in terms of performance ~ it was agreed that future performance reports would be based upon the new Outcomes Framework in line with the impending Social Services Act.
Care and Social Services Inspectorate Wales (CSSIW) Performance Report of Children's and Adult's Social Services.	Members agreed that the key challenge facing the Council will be to deliver the requirements of the new Social Services Act with an ageing population against a backdrop of diminishing resources. Members agreed that future scrutiny will focus on ensuring our preventative measures such as the family support programmes are effective in order to reduce the number of both older and young people requiring specialist services. Members agreed to jointly scrutinise family support programmes in March 2016. Members agreed to hold an All Members Seminar on the Act in January together with an 'open afternoon with Social Services on the Act's application', in addition to the programmed scrutiny activity. Members agreed that future scrutiny will focus on whether the Council is addressing the specific areas highlighted for improvement in the CSSIW's report. Members were satisfied that considerable improvements have been made since this time and invited the Chief Officer for Social Services to present the Social Services Service and Financial Recovery Plan, which would be reviewed by the Committees on a quarterly basis.
Children's Services 3 Year Service and Financial Plan	Members agreed that the report provided an outline of the key areas for improvement and a plan to balance a budget as far as possible and should be submitted to the Cabinet. Members recognised that the report is not a definitive plan for Social Services for the next three years and agreed that the Chief Officer would return with the new performance report based on the Outcomes Framework in the spring.