

County Hall
Rhadyr
Usk
NP15 1GA
4th July 2014

Notice of Meeting:

Strong Communities Select Committee

Thursday 10th July 2014 at 10.00am*
Steve Greenslade Conference Room
County Hall, Usk, NP15 1GA

* There will be a pre meeting for Committee Members in the Conference Room at 9.30am

AGENDA

Item No	Item
PART A – SCRUTINY OF CRIME AND DISORDER MATTERS	
No matters to discuss.	
PART B – STRONG COMMUNITIES SELECT COMMITTEE	
1.	Apologies for absence.
2.	Declarations of Interest.
3.	Public Open Forum.
4.	To confirm and sign the minutes of the Strong Communities Select Committee held on Thursday 5 th June 2014 (copy attached)
5.	To note the Action Sheet from the meeting of Strong Communities Select Committee held on Thursday 5 th June (copy attached)
6.	To consider the WAO Review of the Whole Place Approach to Area Regeneration (report attached)

<p>7.</p> <p>8.</p> <p>9.</p>	<p>To scrutinise the Fleet Management and Highway Infrastructure information provided in response to Members queries (reports attached)</p> <p>Work Programming:</p> <ul style="list-style-type: none">i. Strong Communities Select Committee Work Programme 2014 –15ii. Cabinet Forward Work Planner <p>To confirm the date and time of the next meeting of Strong Communities Select Committee:</p> <ul style="list-style-type: none">• Thursday 18th September 2014 at 10am
-------------------------------	--

Paul Matthews

Chief Executive

Strong Communities Select Committee Membership

Councillors: D.L.S. Dovey
R. Edwards
A. Easson
S.G.M. Howarth
S. Jones
R.P. Jordan
V.E. Smith
K. Williams
S. White

Aims and Values of Monmouthshire County Council

Building Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation

Our Values

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

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

PRESENT: County Councillor S.G.M. Howarth (Chairman)

County Councillors: D.L.S. Dovey, A. Easson, S. Jones, V.E. Smith, S. White and K. Williams

County Councillors S.B. Jones and R.G. Harris also attended the meeting by invitation of the Chairman.

OFFICERS IN ATTENDANCE:

Mr. M. Howcroft	- Assistant Head of Finance, S151 Officer
Mrs. R. Jowitt	- Waste Strategy & Resources Manager
Mr R.Jones	- Policy & Improvement Officer
Mr P. Keeble	- Traffic & Network Manager
Mr W. Mclean	- Head of Policy & Engagement
Ms D. Hill – Howells	- Head of Community Led Delivery, Enterprise
Miss H. Ilett	- Scrutiny Manager
Mrs. E. Tapper	- Democratic Services Officer

PUBLIC IN ATTENDANCE:

Mr D. Maddox	- Devauden Farmer
Mr J. Miles	- Devauden resident
Mr N. Tatum.	

1. SCRUTINY OF CRIME AND DISORDER MATTERS

There were no crime and disorder items to scrutinise.

2. APPOINTMENT OF CHAIRMAN

We noted the appointment of County Councillor S.G.M. Howarth as Chairman of the Strong Communities Select Committee.

The Chairman welcomed County Councillor D. Dovey and S. Jones to their first meeting of the Committee and expressed thanks to outgoing Members.

3. APPOINTMENT OF VICE CHAIRMAN

We appointed County Councillor V. E. Smith as Vice Chairman.

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

4. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor R. Edwards, R.P. Jordan and A.M. Wintle.

5. DECLARATIONS OF INTEREST

No declarations were made by Members at the meeting.

6. PUBLIC OPEN FORUM

We welcomed Mr Maddox to the meeting.

Mr Maddox stated that the Authority's hedge and verge cutting policy was causing a health and safety risk due to overgrown cow parsley and overhanging vegetation. Farm gateways and signage in Devauden were yet to be cut out.

Mr Maddox referred to a school bus operator in Devauden who was currently experiencing difficulties accessing roads due to excessive cow parsley growth.

The Committee shared Mr Maddox's concerns and requested that any roads affected be cut frequently.

The Traffic and Networks Manager provided assurance that all junctions were risk assessed to meet visibility standards.

We received assurance that the Cabinet Member for County Operations would meet with responsible officers for the Pollinator Policy to ensure that they were conversant with its implications and how to action them whilst ensuring road safety was not compromise.

The Cabinet Member agreed to provide feedback to the Committee.

7. CONFIRMATION OF MINUTES

i. The minutes of the Strong Communities Select Committee meeting held on Thursday 17th April 2014 were confirmed as an accurate record and signed by the Chairman subject to the following highlighted amendment:

Local Flood Risk Management Strategy, page 4:

"The Local Member informed officers of the danger when driving through the flood water and that the property Little Garth **was susceptible to flooding**"

ii. The minutes of the special meeting of Strong Communities Select Committee held on Wednesday 30th April 2014 were confirmed as an accurate record and signed by the Chairman.

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

We noted that a Member Working Group had been established to investigate the development of a Speed Management Policy for Monmouthshire. County Councillors VE Smith, S.G.M. Howarth, D.J. Evans, P. Farley and R.J. Higginson agreed to sit on the Member Working Group.

With regard to a reduction in the speed limit to 50mph on the B4598 and R64, the Local Member advised the Committee that a community speed watch was being held between 2pm and 3:30pm and that subject to police approval, local residents would receive training in the use of speed cameras.

The Traffic and Networks Manager had invited initial comments regarding the proposal to reduce the speed limit on the B4598 and R64 and speed monitoring would be undertaken at various locations prior to submitting a draft order.

8. ACTION SHEET

We received the action list from the meeting held on 17th April 2014, and noted the following:

- The Cabinet Member for Operations advised the Committee that a response from Jeremy Parr, Natural Resources Wales, regarding a Member Briefing Session remained outstanding.
- **The Committee requested that the issue of consultation with the Internal Drainage Boards regarding local planning applications be followed up with the Development and Building Control Manager.**
- **Clarification would be sought regarding the presentation of the Rights of Way Policy to Members**
- The Assistant Head of Finance informed the Committee that information regarding Usk Rugby Club would be made available shortly.
- Welsh Government had been contacted by the Authority requesting flexibility re: commencement date of hedge and verge cutting.
- In response to a Member question regarding the time restriction on S106 monies being spent, we were advised that monies were allocated for a three year period before they could be transferred to other projects. There is no legislation to state that S106 monies earn interest, therefore the longer a project's completion takes, the less impact and value S106 monies have. In accordance with the Authority's Treasury Management

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

Strategy, S106 monies are administered collectively alongside other Council receipts.

9. DRAFT REVENUE BUDGET OUTTURN STATEMENT 2013/14

We welcomed the Assistant Head of Finance to the meeting. He informed the Committee that future budget monitoring reports would be reformatted to support more meaningful budget scrutiny. The reports would be less discursive, with adverse service areas highlighted for members' attention. Select Committee members would receive the financial reports at the same time as Cabinet, allowing members to ask questions in advance of select. Members' budget monitoring skills would be assessed in the first quarter to establish collective and or individual training needs.

We noted that the 2013 – 14 net expenditure budgets attributable to Strong Communities Select Committee oversight was £97 167 000 (credit). The related annual net expenditure forecast (using outturn data) was £98 803 000 (credit) which introduced an under spend of £1 636 000.

Despite this generally favourable position, a significant unanticipated deficit materialised in the Passenger Transport Services of £537 000 during the last quarter where previously only an adverse position of £150,000 had been reported by the manager. An exercise is currently being undertaken to review and revise administrative practices to mitigate the potential for such volatility in future. Some Members volunteered a concern that such work could fetter the innovation of the service. The Assistant Head of Finance volunteered his support for innovation, but not to the extent that it introduced such unanticipated adverse variances. He felt it could be addressed in a sensitive way, supporting the service whilst wrapping an improved financial net around it.

An under spend position within CEO's of £511 000 at outturn was reported. This was attributed to further employee savings and vacancies following 2014/15 structure changes.

Concern was expressed regarding the lack of resources and support within Democratic Services given the favourable budget position.

The Committee felt that there was a reluctance to provide Democratic Services support to the Joint Rail Transport Working Group, which given its strategic focus, required formal support.

Members felt that communication between Democratic Services and town and community councils should also be improved and queried whether Democratic Services was sufficiently staffed.

The Assistant Head of Finance remarked he had no detailed understanding of service standards in Democratic Services and recommended instead the

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

situation addressed with the service manager, but proffered that very little of the underspend was actually attributable to democratic and member services.

The Committee resolved to refer the issue to the Democratic Services Committee.

The Assistant Head of Finance stated that the under spend within CEO been off - set by unbudgeted retirement costs. We noted that £500 000, from the Single Status reserve, had been transferred to replenish the pension and redundancy reserve.

We received assurance that the pressures going forward in the provision of education and social care were being mitigated by under spends in other service areas. We welcomed notice that the number of properties eligible to receive Council Tax benefit remained less than budgeted and a windfall payment of £67 000 had been received from Heritable Bank, above the anticipated recovery rate.

The Committee noted an under spend of £677 000 in Highways, £525 000 of which, was additional income from SWTRA work and an over spend of £72 000 in respect of car parks. This over spend was attributed to the delay in implementing price increases and a downturn in activity.

The Committee requested that the car parking review be progressed urgently in order to further avoid decline in activity.

We welcomed notice that a special meeting of the Economy and Development Select Committee was due to be held to discuss the car parking review.

With regard to the under spend position in Highways, members felt that some monies should be diverted to repairing pot holes in the County.

The Cabinet Member for Operations stated that the under spend was due in part to the mild winter and the decision not to renew leases on some vehicles whilst the residual balance was used to support other service areas exhibiting budgetary pressures.

In response to a Member question regarding an over spend of £24 000 relating to markets the Head of Community Led Development stated that Abergavenny market was struggling to attract market traders due to the number of permanent low value competitors within the town. We received assurance that this would be considered as part of the town centre regeneration scheme.

In response to a query regarding Abergavenny Library, we were advised that the Authority's current position remained to build a new facility. 81% of 600 respondents in a survey conducted by Friends of Abergavenny Library indicated a preference for the existing library to be refurbished.

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

Consequently, further public consultation in open and accessible locations across the Bryn Y Cwm area would be undertaken in July.

The Committee cited Chepstow Library as an excellent facility which had increased foot fall in the town centre. The Committee suggested replicating this facility in Abergavenny.

We resolved to note the report and expressed thanks to the Assistant Head of Finance.

ii. CAPITAL PROGRAMME 2013/14 OUTTURN STATEMENT

We received the Capital Programme 2013/14 Outturn Statement from the Assistant Head of Finance and in so doing noted that the current capital receipts forecast and the capital budgets in place for 2013 – 17 are forecast to be £33 369 000. The Assistant Head of Finance highlighted the importance of assessing receipt levels periodically given the significance use (£32 million) presumed in affording the Council's 21st Century Schools Programme aspirations.

We were advised that the over spend on Abergavenny Cattle Market was attributable to legal challenges.

We resolved to note the report.

10. WHOLE PLACE UPDATE: THINKING BIG JUNE 2014

We received a presentation on the concept of Whole Place.

Whole Place demonstrates the Authority's recognition that area regeneration can be achieved by working with, facilitating, enabling communities and gaining an understanding of what is important to them within an environment of decreasing public funding.

Whole Place has the potential to improve the relevance of public services and release the capacity and skills of the community.

We heard that Whole Place for Severnside commenced in 2012. Since that time a Town Team, with key themes identified by key stakeholders had been established. £225 000 of S106 funding was provided by the Authority to support the company's ventures in addition to £17 000 from Welsh Government. Caldicot Town Team had registered as a Community Interest Company in order to lever additional funding. The Town Team had been extremely active and had made visible contributions to the community.

The Head of Community Led Enterprise believed that the success of Severnside Whole Place could be replicated in Bryn Y Cwm, citing the business improvement district as a significant opportunity.

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

In response to members' concerns, it was acknowledged that Whole Place should encompass Bryn Y Cwm and its environs to tap into the capacity and for the benefit of rural communities.

Members queried the likelihood of Whole Place proving as successful in Bryn Y Cwm as in Severnside should the new library facility fail to materialise. In response, to a member statement that Severnside could only deliver Whole Place because it had the financial resources to do so we were advised of funding avenues available to enable Whole Place to succeed in Bryn Y Cwm.

We heard that S106 monies could be utilised in a more strategic and structured way. Members supported the alignment of Whole Place with SIL and S106 monies but expressed concern that monies generated within local communities could be utilised for the benefit of the town centre. Careful management and clarity of responsibility would be essential.

We received notice that £1.25 million was available to local authorities in the form of an interest free loan which could be utilised creatively and a further £1 million had been allocated to the Business Improvement District to enable Whole Place to succeed in Bryn Y Cwm.

The Committee emphasised the need to sell the Authority's hub towns by tapping into and promoting their unique selling points, obtaining the buy in of key business owners and branding towns to reflect their strengths.

New employment opportunities would be required to generate new housing developments and education within schools tailored to meet the needs of businesses. Members expressed support for the conversion of empty properties located above retail properties into residential use to restore the vibrancy of Monmouthshire's towns.

We welcomed notice that the Authority was currently negotiating with MHA to restore void properties for residential use.

The Committee felt that the Authority should sell the County and its attributes as a whole.

We noted the presentation and resolved to receive the WAO Review of the Whole Place Approach to Area Regeneration at the next meeting of Strong Communities Select Committee.

11. IMPROVEMENT OBJECTIVE AND OUTCOME AGREEMENT PERFORMANCE 2013 - 14

We received the Improvement Objective and Outcome Agreement Performance report from the Policy and Improvement Officer in order to assess the Authority's performance and progress against:

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

- Improvement Objective 4: “We want to work with our residents to reduce the impact we have on the environment and use our resources more sustainably” set in the Improvement Plan 2013 – 16.
- Outcome Agreement Theme 4: “Living within environmental limits and acting on climate change” set in the Outcome Agreement 2013 – 16.

The Improvement Officer advised the Committee that Improvement Objectives were set annually by the Council to deliver its priorities whilst the Outcome Agreement was agreed with Welsh Government, for a three year period, to demonstrate delivery of the Council’s contribution to the Wales Programme for Government Outcomes. We noted that Improvement Objectives were scored against the Council’s self – evaluation framework, ranked from level 1 – “unsatisfactory” to level 6 – “excellent.” Outcome Agreement themes were scored against Welsh Government criteria, defined either as “unsuccessful” – 0 points, “partially successful” – 1 point or “fully successful” – 2 points.

We welcomed notice that Improvement Objective 4 had been assessed as “level 4, demonstrating important strengths with some areas for improvement” and Outcome Agreement Theme 4 scored as “fully successful”. Further to this, a score of 8 out of 10 was anticipated for the Authority’s Outcome Agreement for 2013/14, thus the Authority would receive 100% of £800 000 funding available from Welsh Government, however all scorings across all five themes were subject to Welsh Government approval.

We received a detailed breakdown of how the Authority’s planned to and was fulfilling Improvement Objective 4 and Outcome Agreement Theme 4. In so doing we noted the following:

We received a detailed breakdown of how the Authority’s planned to and was fulfilling Improvement Objective 4 and Outcome Agreement Theme 4. In so doing we noted the following:

- It was recognised that currently 2,300 tonnes of trade waste is landfilled and contributes to the LA baseline for overall waste arising and if this waste wasn’t received there would be a beneficial impact on the recycling rates. However the Authority is legally obliged to provide a collection service for trade waste. The cost of trade waste collection currently stands at c.£400 000.
- The percentage of households satisfied with the waste collection service provided by the Authority had reduced but this was expected with the major change that was initiated in 2013.
- The use of CA sites had increased and the volume of white goods deposited at CA sites had also increased. The Head of Waste informed the Committee that the possibility of extending the opening hours of CA sites had been explored with Viridor but that an extension would increase

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

the cost of the contract by £30 000 per annum per site. We received assurance that the Authority was working closely with Viridor to mitigate any health and safety issues arising from the increased use of CA sites.

- £173 000 was generated by the sale of brown garden waste collection sacks.
- Rejection at the MRF impacts upon the Authority's recycling rates.
- The ongoing recycling review into collections to determine whether MCC is legally compliant was discussed and the Committee were informed that the 12 Comingled LAs in Wales were working together to develop a consistent and strong defence to a recent Welsh Government consultation on collections and the statutory framework.

We resolved to confirm the evaluation scores based on the evidence provided.

12. 10 TONNE MGW STRUCTURAL WEIGHT LIMIT, PART OF CHURCH ROAD GOVILON.

We received for consideration the proposed Order to impose a structural weight limit of 10 metric tonnes applicable to all vehicles on Church road Bridge Govilon (REF 1018). The order was proposed in response to a structural inspection and assessment of the bridge which identified that its structural strength and capacity did not meet current standards to carry all vehicular classes and weights.

The cost of strengthening or replacing the bridge was estimated at £60 000 and given its location and limited use it was not considered to be as high a priority as other bridges, such as the Caerwent/Caldicot bridge.

In response to this, the Committee requested a list all structures within the County requiring strengthening and or replacement, the capital expenditure required to fund the works and any repairs to the Monmouthshire road network.

We noted that Asset Management Plans were being developed and the Authority was actively lobbying to extend the Local Government Borrowing Initiative which was due to end in 2014 to obtain funding for such repairs.

Concern was expressed regarding the decision to close the Wye River Bridge for six months during Wales in Bloom. The Traffic and Networks Manager informed the Committee that the bridge would not be closed for the entire 6 months, but for specified periods of time, of which the Authority would receive advance notice.

We resolved to note the report and expressed thanks to the Traffic and Networks Manager for his attendance.

**Minutes of the Strong Communities Select Committee meeting
held at County Hall, Usk on
Thursday, 5th June 2014 at 10.00 a.m.**

13. STRONG COMMUNITIES SELECT COMMITTEE WORK PROGRAMME/CABINET FORWARD WORK PLANNER

We received the Work Programme for the Strong Communities Select Committee and the Forward Work Planner for Cabinet and Council Business.

We agreed to:

- Defer WAO Review of Whole Place Area Regeneration to the Committee meeting of 10th July 2014
- Defer Park Street School Project performance update to the Strong Communities Select Committee of 18th September 2014.
- Add burial provision to the Committee work programme.
- Arrange a joint special meeting of Adults Select Committee and Strong Communities Select Committee to scrutinise the performance and outcomes of Monmouthshire Housing Association and to receive a position update regarding Affordable Housing.
- To receive a position update on Public Conveniences to include the sale of Raglan Toilets and the scheme of delegation.

We resolved to note the Committee work programme and Cabinet Forward Work Planner for information.

14. TIMINGS OF FUTURE MEETINGS

We discussed the timings of future meetings following discussions held at Council on 15th May 2014.

The Committee expressed concern regarding poor attendance at Select Committee and habitual non attendees.

We resolved to agree the existing diary and timings of meetings but agreed that flexibility should be encouraged, particularly when arranging special meetings.

15. DATE OF NEXT MEETING

We noted that the next meeting of Strong Communities Select Committee would be held on Thursday, 10th July 2014 at 10.00 a.m.

The meeting terminated at 1.45 p.m.

Agenda Item: 5

Strong Communities Select Committee

Action List

5th June 2014

Minute Item:	Subject	Officer	Outcome
Actions from 17/04/14			
8	With regard to Natural Resources Wales it was requested that a report be received with regard to the structure, membership and responsibility for all Members and the Cabinet Member would approach Jeremy Parr with regard to attending a Member Briefing Session	Cllr S.B. Jones	Email sent to Councillor Jones requesting an update
8	Check whether the Internal Drainage Board were being consulted on planning applications.	P. Thomas	Response from P. Thomas emailed to Members 03/07/14
11	Further information requested re: funding for Usk Rugby Club.	M. Howcroft	Information provided to the Chairman in the form of a specific briefing note.
12	Clarification would be sought as to when the Rights of Way Policy would be ready to report to Members	H. Ilett	Scrutiny Manager has contacted the responsible officer– response pending.
From 05/06/14			
6	Feedback requested from Cabinet Member for Operations from officer meeting regarding the Pollinator Policy	Cllr S.B. Jones	Awaiting response
9	Refer staffing and resources issues within Democratic Services to the Democratic Services Committee	E Tapper	Emailed referral to Chair of Democratic Services Committee, D. Blakebrough 03/07/14
10	Request to receive the WAO Review of the Whole Place Approach to Area Regeneration	E Tapper	Non Jenkins WAO to present the report at the next meeting on 10 th July 2014.
12	Request to provide a list of structures within the County requiring strengthening or replacement and the capital expenditure to fund this.	R Hoggins	Report to be presented to Strong Communities Select Committee on 10 th July
13	Arrange a joint special meeting of Strong Communities Select and Adults Select to consider MHA Housing Options.	H Ilett	Meeting to be held in September, date TBC.

Archwilydd Cyffredinol Cymru
Auditor General for Wales

Review of the Whole Place Approach to Area Regeneration

Monmouthshire County Council

Audit year: 2013-14

Issued: April 2014

Document reference: 176A2014

Status of report

This document has been prepared for the internal use of Monmouthshire County Council as part of work performed in accordance with statutory functions, the Code of Audit Practice and the Statement of Responsibilities issued by the Auditor General for Wales.

No responsibility is taken by the Wales Audit Office (the Auditor General and his staff) and, where applicable, the appointed auditor in relation to any member, director, officer or other employee in their individual capacity, or to any third party.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 Code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales (and, where applicable, his appointed auditor) is a relevant third party. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at infoofficer@wao.gov.uk.

The team who delivered the work comprised Alex Rawlin and Allison Rees.

Contents

Summary report	4
Detailed report	
Whilst officers and members are enthusiastic about Whole Place, the lack of a single agreed strategy, inconsistent understanding and slow progress to date mean that the Council is, as yet, unable to demonstrate added value from the approach	6
Whilst officers and members are enthusiastic about and committed to 'Whole Place', understanding of the new approach is inconsistent	6
The Council has made slow progress in implementing Whole Place arrangements, roles, responsibilities and accountabilities are unclear but momentum has increased recently and new governance mechanisms are in place	8
It is not yet clear whether Whole Place is adding value to the Council's existing activities	10

Summary report

Whilst officers and members are enthusiastic about Whole Place, the lack of a single agreed purpose, inconsistent understanding and slow progress to date mean that the Council is, as yet, unable to demonstrate added value from the approach

1. The Regeneration and Culture Directorate at Monmouthshire County Council (the Council) was established in 2011. It covers all of the Council's services outside Children and Young People and Health and Social Care. The Regeneration and Culture Directorate is made up of various services including Highways, Waste, Street scene, Grounds Maintenance, Property, Transport, Planning, Housing, Enterprise, Asset Management and Estates, Countryside, Libraries, Museums and Leisure.
2. The Council's approach to regeneration has historically been project based and focused on physical regeneration. The Council's new approach to regeneration is in its early stages and being developed through 'Whole Place', where initiatives, projects and services are aligned in a geographical area to deliver regeneration that is:
 - social;
 - economic; and
 - environmental.
3. Area-based regeneration has been part of the regeneration landscape in England and Wales since the late 1990s. It gained popularity in the mid-2000s following the introduction (and subsequent withdrawal) of geographically-specific funding streams from UK and European Government sources, primarily targeting deprived areas. Many councils are still pursuing area-based regeneration approaches whilst others have changed their approaches to consider families and individuals more directly.
4. In recognition of the importance of the Council's approach to regeneration, we agreed with the Council to undertake a review of the evolving Whole Place approach as part of the Wales Audit Office's regulatory programme for 2013-14. We conducted fieldwork in January 2014, and this report represents arrangements in place at that point. The fieldwork included focus groups, interviews, and a review of documents. We met a cross section of members and officers including the Cabinet Member for the service, the Chair of Scrutiny, the Director, Managers, corporate and area-based staff and Town Teams. Our review of the Whole Place approach sought to answer the question 'Has the Council established a Whole Place strategy that will deliver improved performance and outcomes for citizens? Our review concluded that: **Whilst officers and members are enthusiastic about Whole Place, the lack of a single agreed strategy, inconsistent understanding, and slow progress to date mean that the Council is, as yet, unable to demonstrate added value from the approach.**

5. We came to this conclusion because:

- whilst officers and members are enthusiastic about and committed to Whole Place, understanding of the new approach is inconsistent;
- the Council has made slow progress in implementing Whole Place arrangements, roles, responsibilities and accountabilities are unclear but momentum has increased recently and new governance mechanisms are in place; and
- it is not yet clear whether Whole Place is adding value to the Council's existing activities.

Proposals for improvement

R1 The Council should clarify its approach to area regeneration by:

- Establishing and agreeing the aims of Whole Place, what the programme consists of and plans for the future.
- Establishing and agreeing the role and aims of area plans as part of the overall Whole Place approach.
- Simplifying and agreeing terminology used to describe Whole Place.
- Outlining roles and responsibility in some detail, to include lead officers, select committees, area managers, town teams and corporate performance and improvement teams.
- Reviewing governance arrangements and clarifying and agreeing the relationship between Programme Boards and Area Committees if they are to continue.
- Communicating the approach so that there is a common understanding amongst all Council staff, members and local people.

R2 The Council should build on the new momentum that exists by:

- Reviewing and evaluating progress to date, identifying and addressing barriers to progress.
- Clarifying leadership and management arrangements for Whole Place, including detailed roles and responsibilities.
- Developing clear and agreed arrangements for the future of the programme in the two pilot areas and the remainder of the Borough if the approach is to be rolled out.

R3 The Council should put mechanisms in place to assess the added value that the Council is getting from Whole Place by:

- Developing measures of success for the Whole Place approach and two area plans that include broad outcomes, added value and community wellbeing.
- Improving programme management arrangements, to include performance, project progress, finances and risk.
- Developing an approach to systematic review and evaluation to inform the future of the programme.

Detailed report

Whilst officers and members are enthusiastic about Whole Place, the lack of a single agreed strategy, inconsistent understanding and slow progress to date mean that the Council is, as yet, unable to demonstrate added value from the approach

Whilst officers and members are enthusiastic about and committed to Whole Place, understanding of the new approach is inconsistent

The Council's 'Whole Place' approach has not been clearly outlined or communicated

6. The Council has established a new approach to area regeneration, 'Whole Place'. There is no clear, comprehensive explanation for the overall Whole Place approach, either in a single stand-alone strategy or other related document, though it is referenced in various Council documents and in the two area plans that have been developed.
7. The Whole Place approach is being piloted in two areas, firstly in Severnside and most recently in Bryn-Y-Cwm. Area plans have been developed for these two areas; Seven for Severnside and Better Bryn-Y-Cwm. It is not clear what the rationale for choosing the two areas was or how/whether the approach will be rolled out across the county.
8. In our interviews, officers and members from across the Council appeared to be enthusiastic about the approach and keen to be involved.

There is no consistent understanding of the purpose of the 'Whole Place' approach or the two area plans

9. There is no clear, comprehensive explanation for the overall Whole Place approach and its aims are not clearly defined anywhere.
10. The Seven for Severnside area plan has a vague and broadly outlined purpose 'to provide a route map of clear projects and interventions that, together, can make a significant contribution to making Severnside a better place for those who live, work and come to the area'.
11. The Better Bryn-y-Cwm area plan has a slightly better defined purpose, to create 'an area with a vibrant market town and superb local environment that looks after everyone, offers quality life experiences to all its residents and welcomes visitors with open arms'.
12. There are various explanatory presentations that the Council uses to communicate the two area plans. In these presentations, the purpose and aims of the plans are set out differently from the reports.

-
13. In our interviews with members and officers we found differences in their views and understanding of the aims of the Whole Place approach and the two area plans. Aims outlined in the interviews included:
- Making savings
 - Improving services
 - Prioritising services in an area
 - More co-ordinated approach with partners and developing pooled budgets
 - Bringing together all projects happening in an area
 - Thinking more holistically about an area and making links between existing services, projects and interventions
 - Engaging with local people better
 - Devolving services to community groups
14. In many cases the differences outlined by individuals were between short-term goals and long-term aspirations of the plans. In other cases the differences are between the purpose of plans and the methods of achieving them eg, they say that the new approach is about improving engagement with local people.
15. There is some inconsistency in the use of terms to describe and promote the new approach, for example Total Place, Whole Place and 'Your County, Your Way' are used interchangeably.
16. A number of the officers and members we interviewed had difficulty explaining why there is limited new activity and few new projects that were not already taking place in the Council in the two area plans. Some did not understand how the approach could add value without this.
17. Some interviewees felt that the two area plans were too narrowly focused on town centres with insufficient actions or interventions for more rural parts of the borough.
18. Without a clear, agreed and communicated strategy there is a danger that partners and local people, along with members and officers, receive mixed messages and become confused by the approach. A lack of clear purpose also makes it more difficult to measure success.

The Council is improving the links between its vision in the area plans and the work streams, actions and measures needed to implement them

19. As there is no clear, comprehensive explanation for the overall Whole Place approach, it is difficult to identify a 'golden thread' from the Council's broad approach and vision to specific area plans. In this sense, the two area plans stand alone.
20. The purpose of the Seven for Severnside area plan is broadly outlined as *'to provide a route map of clear projects and interventions that, together, can make a significant contribution to making Severnside a better place for those who live, work and come to the area'*. The plan then goes on to list the seven priority interventions. In the Action Plan that has recently been developed to support Seven for Severnside, a number of performance measures are established, listed against the seven priority interventions.

-
21. In the Better Bryn-Y-Cwm area plan, the links between the vision for the area, the four themes, and actions are more explicitly demonstrated. Measures of success are also included which are listed against individual actions.
 22. Awareness of Whole Place is good amongst the senior officers and members we interviewed but limited outside of those directly involved
 23. Members we interviewed were aware that a new approach to area regeneration is in place and that it is called Whole Place. They were also aware of the existence of the two area plans. The Whole Place approach and area plans have been discussed at Cabinet, Scrutiny and the recently constituted Programme Board in Severnside (as well as pre-existing Area Committees) so that local Members in the Bryn-Y-Cwm and Severnside areas, relevant Scrutiny members and Cabinet members are aware of the approach.
 24. Officers we interviewed were also aware of the new approach and the two area plans. There were slightly lower levels of understanding from more junior members of staff and those in corporate support roles. Whilst awareness of the area plans was high, some of the service-based staff we interviewed were less clear on their role in Whole Place and where they fit in.
 25. Members and senior officers recognise that frontline service staff and some members have lower levels of awareness of Whole Place. They recognise that further communication of Whole Place within the Council is needed.
 26. Similarly, interviewees recognised that local people are unlikely to read the minutes of Area Committees or the new area Programme Boards to gain a better understanding of the Council's Whole Place approach. They recognised that further communication of the programme externally, to local people is needed.

The Council has made slow progress in implementing Whole Place arrangements, roles, responsibilities and accountabilities are unclear but momentum has increased recently and new governance mechanisms are in place

The Council has made slow progress in translating ideas into action until recently

27. Development of the Seven for Severnside area plan started in January 2012. Research and engagement took place in early 2012 and the first draft of the plan was presented in May 2012, with a final draft in October 2012. The Programme Board was established in December 2013. In the meantime, many of the activities set out in the plan have been continuing, for example, the development of the twenty-first century learning centre and the development of the new supermarket. But the Council may have missed an opportunity to work with partners and local people to make the links between these interventions, and add value as proposed through the Whole Place approach.

-
28. More recently, the pace of progress has increased in Severnside. The area's Programme Board has met for the first time; an action plan and set of performance indicators have been developed and the Town Team has started to meet to discuss their possible interventions.
 29. Development of the Bryn-Y-Cwm area started more quickly; development started in early 2013, an area plan was in place in summer 2013 and the Programme Board has been agreed by Cabinet and is due to meet for the first time in February 2014.
 30. The Council has recognised that there were inconsistencies in the management of the two programmes and in light of the need for expertise in programme and project management, has invested in the relevant resource. It now needs to build on the momentum developing in both areas and the enthusiasm this is creating amongst members, officers and local community groups and town teams.

The Council has put in new governance mechanisms for the two area plans but roles, responsibilities and accountabilities are unclear, which is leading to some strained relationships and is hindering progress

31. The Council's Cabinet has agreed that Programme Boards should be established in Severnside and Bryn-Y-Cwm. These Boards will be accountable for delivering the area plans. These Boards will develop more detailed action and programme plans to monitor and manage performance and escalate issues to Cabinet where necessary. Severnside Programme Board has met once and has draft terms of reference.
32. No final decision has yet been taken on the future of Area Committees. However, it is clear from our interviews that some of the functions of Programme Boards and Area Committees overlap and that continuation of both groups in their existing forms will result in duplication. There is some disagreement over the best course of action and this should be managed and resolved quickly.
33. A number of senior officers have been named to lead on the overall Whole Place programme and the two area plans. But it is not clear how these officers will be held accountable for delivery and what their roles and responsibilities will be, for example, in terms of broad programme reporting or technical programme/project management. A number of interviewees were unsure about programme management arrangements for Whole Place and whether they are sufficiently resourced.
34. Members, especially Cabinet Members, feel accountable for the Whole Place programme. They are less clear on exactly what specifically they are accountable for and how they will be held accountable and which officers are accountable to them, for what.
35. The role of some groups within Whole Place is not clear:
 - Select committees have been used inconsistently in scrutinising the two area plans. Some members have questioned why the Bryn-Y-Cwm plan has not been to a Select Committee at the same stage as the Severnside plan was scrutinised. Some members are unclear what Scrutiny's role is or should be in the developing programme.

- Area Managers have been a key part of the relationship between the Council and local people and community groups in the past. It is not clear how they fit into the area plans or what their role will be in the future.
- Town Teams are widely considered to be an important part of Whole Place and one of the main differences in the new approach to area regeneration. But the role of town teams is not yet clearly defined and this is causing some tension, particularly between Town Team and town councils. It is not clear what Town Teams will deliver or how they will be scrutinised although a constitution has been drafted and becoming a community interest company has been considered.

It is not yet clear whether the Council's Whole Place approach is adding value to its existing activities

The Council has recognised that existing measures are not sufficient for the Council to assess the impact of Whole Place

36. As established in the **Summary report**, without a clear, comprehensive explanation for the overall Whole Place approach or any clear aims, it will be difficult to measure whether the approach has been successful. There are currently no broad, overall measures of success for the Whole Place programme or the two area plans.
37. Some key performance indicators have been developed within the two area plans, and in the Severnside – Whole Place year one action plan. It is intended that the Partnership Boards, when they are in place, should add to and enhance the local performance measures.
38. In Severnside, key performance indicators are set against the seven priority interventions and are a mix of:
 - traditional performance indicators, for example increased town centre footfall;
 - project milestones, for example, create a town centre partnership; and
 - aspirational statements, for example, improve the retail offer to the local community.
39. There are no outcome measures in the Severnside plan. Most of these indicators are not SMART (specific, measurable, achievable, realistic and time-bound). In addition, no baselines or detailed timescales are set out, and no targets are set. There are no measures of whether the broader themes or overall vision have been achieved.
40. In Bryn-Y-Cwm, output and outcome measures have been set out. These vary in different versions of the plan, but again, there is a mix of:
 - project milestones, for example, develop an area transport strategy, submit stage one heritage lottery proposal;
 - activities, for example, interview rehearsal, feedback sessions; and
 - outcome measures, for example, increased visitors to the town, lower carbon emissions, increased food waste recycling, less young people not in education, employment or training.

-
41. As in Severnside, measures are set against individual interventions and there are no measures of whether the broader themes or overall vision have been achieved.
 42. Many of the projects in the two area plans already existed prior to the establishment of Whole Place. Having measures of individual projects therefore will not assess the added value being gained from the Whole Place approach. To assess added value, the Council could look at:
 - measures of community wellbeing, engagement or happiness;
 - broader outcome measures at theme/vision level; and
 - measures that assess the added value from linking projects eg, the local employment clause added to the supermarket development as a result of the two related priority interventions.
 43. There is no clear view of how the Council's existing population or performance measures should or could be used at area level. This may require disaggregation (of top-town measures) or re-aggregation (of bottom-up measures). The Council will need to consider this as Whole Place is rolled out across the county.
 44. There is some recognition that the future development and rollout of Whole Place will require additional support from the corporate performance and innovation teams. But currently there is no agreed approach to the form or nature of this support.

Arrangements for managing the Whole Place programme are not clear

45. There is no clear, comprehensive explanation for the overall Whole Place approach, which will make programme management difficult. Area plans list relevant projects/actions and measures, but financial implications and risks are not systematically included.
46. There has been no detailed reporting of area plans as a whole to date and planned reporting does not make the links between project progress, performance, finances and risk. A new approach to performance reporting across the Council has recently been agreed that links finances, other resources and performance (both process measures and outcome measures). This could usefully be applied to Whole Place. It could be extended to include project progress and risk.
47. Although there is no specific financial investment in the Whole Place approach, significant officer time is spent on programme development and management, community engagement and working with members and others. This is not currently evaluated but will be necessary to assess whether the approach demonstrates value for money.

The Council's area plans have evolved but not through systematic review

48. The approach to developing area plans has evolved significantly. The Better Bryn-Y-Cwm area plan was developed and agreed faster than the Severnside plan, engagement was broader and the plan has a clearer vision, four themes that support it and a range of linked actions and measures. The first Programme Board was planned for February 2014.

- 49.** Some of the difference can be accounted for by the differences in the two areas, particularly in terms of social capital and existing groups and forums. Some experiences of developing the Severnside plan were taken into account in the development of the Bryn-Y-Cwm plan, but there has been no systematic review or evaluation to inform future plans or to ensure that the approach is having a positive impact.

Wales Audit Office
24 Cathedral Road
Cardiff CF11 9LJ

Tel: 029 2032 0500

Fax: 029 2032 0600

Textphone: 029 2032 0660

E-mail: info@wao.gov.uk

Website: www.wao.gov.uk

Swyddfa Archwilio Cymru
24 Heol y Gadeirlan
Caerdydd CF11 9LJ

Ffôn: 029 2032 0500

Ffacs: 029 2032 0600

Ffôn Testun: 029 2032 0660

E-bost: info@wao.gov.uk

Gwefan: www.wao.gov.uk

REPORT

SUBJECT: Fleet Management and Highway Infrastructure Enquiries

MEETING: Strong Communities Select Committee

DATE: 10th July 2014

DIVISION/WARDS AFFECTED: all

1. PURPOSE:

To respond to members' enquiries about fleet management and highway infrastructure matters.

2. RECOMMENDATIONS:

2.1 That members note the information provided.

3. KEY ISSUES:

3.1 At a previous meeting of the Strong Communities Select Committee members raised queries about fleet management and requested a schedule of council vehicles and clarification of the practice of employees using council vehicles to travel to and from home.

3.2 The schedule of vehicles is attached – appendix 1

3.3 To date employees of the council have been allowed to take home 'suitable' works vehicles (tippers, transits, small vans etc.). This has been custom and practice for many years and has reduced the demand for parking space and security at the depots.

3.4 The cost of fuel is now so significant that the Council has reviewed this arrangement. In 2013/14 a budget saving was assumed by withdrawing the benefit to the employee of using a council vehicle to travel to and from home.

3.5 The removal of the benefit required that adequate parking be available within the depots to allow for council vehicles to be parked in the depots rather than be taken home. Extra land and planning approval was secured to create additional parking in Raglan. The vehicle park will be developed by this Autumn at which time all employees will be required to leave council vehicles in the depots.

- 3.6 the exceptions to this rule will be those formally rota'd to provide emergency services outside office hours and for key staff during inclement weather.
- 3.7 The withdrawal of the benefit also coincides with advice received from tax consultants that employees are, in certain circumstances and dependant upon the type of vehicle, liable for personal taxation on a 'benefit in kind' basis.
- 3.8 Unions and staff have been advised that the benefit is ceasing and will be implemented on a phased basis commencing this month.
- 3.9 Members have asked for information about dangerous structures and works to highways. Officers will attend to provide further detail about how works are prioritized and estimated but for information the current programme of works to structures and roads and the 4 year road programme are attached as appendices 2, 3 and 4 respectively.

4. REASONS:

- 4.1 The fleet information and schedule of works to structures and roads are provided as background information for members.
- 4.2 Officers will attend the meeting to respond to all associated questions that members may wish to raise regarding fleet and highway structure and road maintenance.

5. RESOURCE IMPLICATIONS:

- 5.1 None arising directly from the report.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

- 6.1 This is a report to provide an update to members on established policies and decisions. As such no further decisions are requested of members at this time and subsequently an EqIA or sustainability assessment is not considered necessary at this time.

7. BACKGROUND PAPERS:

Approved 2013/14 Revenue budget.

8. AUTHOR:

Roger Hoggins, Head of Operations

- 9. **CONTACT DETAILS:** rogerhoggins@monmouthshire.gov.uk
tel no: 01633 644133

Order No.	Order Date	Order Description	Order Status	Order Type	Order Source	Order Reference
1	2023-01-01	Order 1	Open	Standard	Customer	1001
2	2023-01-02	Order 2	Open	Standard	Customer	1002
3	2023-01-03	Order 3	Open	Standard	Customer	1003
4	2023-01-04	Order 4	Open	Standard	Customer	1004
5	2023-01-05	Order 5	Open	Standard	Customer	1005
6	2023-01-06	Order 6	Open	Standard	Customer	1006
7	2023-01-07	Order 7	Open	Standard	Customer	1007
8	2023-01-08	Order 8	Open	Standard	Customer	1008
9	2023-01-09	Order 9	Open	Standard	Customer	1009
10	2023-01-10	Order 10	Open	Standard	Customer	1010
11	2023-01-11	Order 11	Open	Standard	Customer	1011
12	2023-01-12	Order 12	Open	Standard	Customer	1012
13	2023-01-13	Order 13	Open	Standard	Customer	1013
14	2023-01-14	Order 14	Open	Standard	Customer	1014
15	2023-01-15	Order 15	Open	Standard	Customer	1015
16	2023-01-16	Order 16	Open	Standard	Customer	1016
17	2023-01-17	Order 17	Open	Standard	Customer	1017
18	2023-01-18	Order 18	Open	Standard	Customer	1018
19	2023-01-19	Order 19	Open	Standard	Customer	1019
20	2023-01-20	Order 20	Open	Standard	Customer	1020
21	2023-01-21	Order 21	Open	Standard	Customer	1021
22	2023-01-22	Order 22	Open	Standard	Customer	1022
23	2023-01-23	Order 23	Open	Standard	Customer	1023
24	2023-01-24	Order 24	Open	Standard	Customer	1024
25	2023-01-25	Order 25	Open	Standard	Customer	1025
26	2023-01-26	Order 26	Open	Standard	Customer	1026
27	2023-01-27	Order 27	Open	Standard	Customer	1027
28	2023-01-28	Order 28	Open	Standard	Customer	1028
29	2023-01-29	Order 29	Open	Standard	Customer	1029
30	2023-01-30	Order 30	Open	Standard	Customer	1030
31	2023-01-31	Order 31	Open	Standard	Customer	1031
32	2023-02-01	Order 32	Open	Standard	Customer	1032
33	2023-02-02	Order 33	Open	Standard	Customer	1033
34	2023-02-03	Order 34	Open	Standard	Customer	1034
35	2023-02-04	Order 35	Open	Standard	Customer	1035
36	2023-02-05	Order 36	Open	Standard	Customer	1036
37	2023-02-06	Order 37	Open	Standard	Customer	1037
38	2023-02-07	Order 38	Open	Standard	Customer	1038
39	2023-02-08	Order 39	Open	Standard	Customer	1039
40	2023-02-09	Order 40	Open	Standard	Customer	1040
41	2023-02-10	Order 41	Open	Standard	Customer	1041
42	2023-02-11	Order 42	Open	Standard	Customer	1042
43	2023-02-12	Order 43	Open	Standard	Customer	1043
44	2023-02-13	Order 44	Open	Standard	Customer	1044
45	2023-02-14	Order 45	Open	Standard	Customer	1045
46	2023-02-15	Order 46	Open	Standard	Customer	1046
47	2023-02-16	Order 47	Open	Standard	Customer	1047
48	2023-02-17	Order 48	Open	Standard	Customer	1048
49	2023-02-18	Order 49	Open	Standard	Customer	1049
50	2023-02-19	Order 50	Open	Standard	Customer	1050
51	2023-02-20	Order 51	Open	Standard	Customer	1051
52	2023-02-21	Order 52	Open	Standard	Customer	1052
53	2023-02-22	Order 53	Open	Standard	Customer	1053
54	2023-02-23	Order 54	Open	Standard	Customer	1054
55	2023-02-24	Order 55	Open	Standard	Customer	1055
56	2023-02-25	Order 56	Open	Standard	Customer	1056
57	2023-02-26	Order 57	Open	Standard	Customer	1057
58	2023-02-27	Order 58	Open	Standard	Customer	1058
59	2023-02-28	Order 59	Open	Standard	Customer	1059
60	2023-03-01	Order 60	Open	Standard	Customer	1060
61	2023-03-02	Order 61	Open	Standard	Customer	1061
62	2023-03-03	Order 62	Open	Standard	Customer	1062
63	2023-03-04	Order 63	Open	Standard	Customer	1063
64	2023-03-05	Order 64	Open	Standard	Customer	1064
65	2023-03-06	Order 65	Open	Standard	Customer	1065
66	2023-03-07	Order 66	Open	Standard	Customer	1066
67	2023-03-08	Order 67	Open	Standard	Customer	1067
68	2023-03-09	Order 68	Open	Standard	Customer	1068
69	2023-03-10	Order 69	Open	Standard	Customer	1069
70	2023-03-11	Order 70	Open	Standard	Customer	1070
71	2023-03-12	Order 71	Open	Standard	Customer	1071
72	2023-03-13	Order 72	Open	Standard	Customer	1072
73	2023-03-14	Order 73	Open	Standard	Customer	1073
74	2023-03-15	Order 74	Open	Standard	Customer	1074
75	2023-03-16	Order 75	Open	Standard	Customer	1075
76	2023-03-17	Order 76	Open	Standard	Customer	1076
77	2023-03-18	Order 77	Open	Standard	Customer	1077
78	2023-03-19	Order 78	Open	Standard	Customer	1078
79	2023-03-20	Order 79	Open	Standard	Customer	1079
80	2023-03-21	Order 80	Open	Standard	Customer	1080
81	2023-03-22	Order 81	Open	Standard	Customer	1081
82	2023-03-23	Order 82	Open	Standard	Customer	1082
83	2023-03-24	Order 83	Open	Standard	Customer	1083
84	2023-03-25	Order 84	Open	Standard	Customer	1084
85	2023-03-26	Order 85	Open	Standard	Customer	1085
86	2023-03-27	Order 86	Open	Standard	Customer	1086
87	2023-03-28	Order 87	Open	Standard	Customer	1087
88	2023-03-29	Order 88	Open	Standard	Customer	1088
89	2023-03-30	Order 89	Open	Standard	Customer	1089
90	2023-03-31	Order 90	Open	Standard	Customer	1090
91	2023-04-01	Order 91	Open	Standard	Customer	1091
92	2023-04-02	Order 92	Open	Standard	Customer	1092
93	2023-04-03	Order 93	Open	Standard	Customer	1093
94	2023-04-04	Order 94	Open	Standard	Customer	1094
95	2023-04-05	Order 95	Open	Standard	Customer	1095
96	2023-04-06	Order 96	Open	Standard	Customer	1096
97	2023-04-07	Order 97	Open	Standard	Customer	1097
98	2023-04-08	Order 98	Open	Standard	Customer	1098
99	2023-04-09	Order 99	Open	Standard	Customer	1099
100	2023-04-10	Order 100	Open	Standard	Customer	1100

Year	Month	Day	Time	Location	Activity	Remarks
2018	1	1	08:00	Home	Wake up	
2018	1	1	08:30	Home	Breakfast	
2018	1	1	09:00	Home	Study	
2018	1	1	09:30	Home	Study	
2018	1	1	10:00	Home	Study	
2018	1	1	10:30	Home	Study	
2018	1	1	11:00	Home	Study	
2018	1	1	11:30	Home	Study	
2018	1	1	12:00	Home	Lunch	
2018	1	1	12:30	Home	Study	
2018	1	1	13:00	Home	Study	
2018	1	1	13:30	Home	Study	
2018	1	1	14:00	Home	Study	
2018	1	1	14:30	Home	Study	
2018	1	1	15:00	Home	Study	
2018	1	1	15:30	Home	Study	
2018	1	1	16:00	Home	Study	
2018	1	1	16:30	Home	Study	
2018	1	1	17:00	Home	Study	
2018	1	1	17:30	Home	Study	
2018	1	1	18:00	Home	Study	
2018	1	1	18:30	Home	Study	
2018	1	1	19:00	Home	Study	
2018	1	1	19:30	Home	Study	
2018	1	1	20:00	Home	Study	
2018	1	1	20:30	Home	Study	
2018	1	1	21:00	Home	Study	
2018	1	1	21:30	Home	Study	
2018	1	1	22:00	Home	Study	
2018	1	1	22:30	Home	Study	
2018	1	1	23:00	Home	Study	
2018	1	1	23:30	Home	Study	
2018	1	1	00:00	Home	Go to bed	
2018	1	2	08:00	Home	Wake up	
2018	1	2	08:30	Home	Breakfast	
2018	1	2	09:00	Home	Study	
2018	1	2	09:30	Home	Study	
2018	1	2	10:00	Home	Study	
2018	1	2	10:30	Home	Study	
2018	1	2	11:00	Home	Study	
2018	1	2	11:30	Home	Study	
2018	1	2	12:00	Home	Lunch	
2018	1	2	12:30	Home	Study	
2018	1	2	13:00	Home	Study	
2018	1	2	13:30	Home	Study	
2018	1	2	14:00	Home	Study	
2018	1	2	14:30	Home	Study	
2018	1	2	15:00	Home	Study	
2018	1	2	15:30	Home	Study	
2018	1	2	16:00	Home	Study	
2018	1	2	16:30	Home	Study	
2018	1	2	17:00	Home	Study	
2018	1	2	17:30	Home	Study	
2018	1	2	18:00	Home	Study	
2018	1	2	18:30	Home	Study	
2018	1	2	19:00	Home	Study	
2018	1	2	19:30	Home	Study	
2018	1	2	20:00	Home	Study	
2018	1	2	20:30	Home	Study	
2018	1	2	21:00	Home	Study	
2018	1	2	21:30	Home	Study	
2018	1	2	22:00	Home	Study	
2018	1	2	22:30	Home	Study	
2018	1	2	23:00	Home	Study	
2018	1	2	23:30	Home	Study	
2018	1	2	00:00	Home	Go to bed	

Asset Group: Structures

Scheme Title: Monmouthshire County Council Structural Repairs

Scheme Delivery Period: 14/15 (Updated from previous submission)

Scheme Objectives:

Hamp Priority	Structure No	Road Classification	Nature of Defect	Asset composition / Material	Type of Treatment	Budget Estimate £K	Comments - Strategic or local importance, Priority Explanation	Remarks
51	1662	C4-9	Deformation	Masonry Pipe	Replacement	76120	Identified as Priority 2 BClcrit Very Poor	
52	900	R147	Steel work repairs / painting defects	Cast Iron Arches	Refurbishment	250000	Grade 2 listed structure. Match funding with Gloucestershire County Council	
53	809	R62	Assessment load of 7.5T (provisional) on RC Slab	Masonry Arch / RC slab	Replace Deck Slab		Bridge of strategic local importance	Additional assessment undertaken. Achieves 40/44 tonnes GVW
54	818	R64	Permanent Load Only	RC Slab	Replace Deck Slab	50000	Bridge of strategic local importance	Additional assessment undertaken. Required strengthening works reduced
55	1009		3T Weight Restriction		Replace Deck		Poor condition and would benefit fro upgrading as two other local bridges may have to be restricted	Scheme replaced by structure 742 (Hamp Priority 62) as this bridge may now not need restricting.
56	836	R75	Assessment load of 12.5T (provisional)	Masonry Arch	Cintec Type / Saddle strengthening	25000	Bridge of strategic local importance	Additional assessment undertaken. Required strengthening works reduced
57	1814	R56	Accidental Wheel Load of 3T	RC Slab	Trief / Bollard provision	8000	Bridge of strategic local importance	
58	1037	C20-1	Assessment load of 12.5T (provisional)	Masonry Arch	Cintec Type / Saddle strengthening		Bridge of strategic local importance	Additional assessment undertaken. Achieves 40/44 tonnes GVW
59	1020	C7-10	Vousoir Separation / Pointing	Masonry Arch	Cintec Type Repair	8000	Identified as Priority 2 BClcrit Very Poor	
60	847	R80	Vousoir Separation / Some scour / pointing	Masonry Arch	Cintec Type Repair	5000	Identified as Priority 2 BClcrit Very Poor	
61	2547	C46-1	Pointing	Masonry Arch	General Repair	3880	Identified as Priority 2 BClcrit Very Poor	
50	2806	C53-9	Culvert Collapse	Masonry Arch	Replace	45000	Initial Road Closure / Temporary Bridge works inplace	Pre-purchase of Box culverts in 13/14.
62	742	R2	Assessment load of 18.0T (provisional)	extension	Strengthening Works	60000	Bridge of strategic local importance	
63	5108/5109	A466	Area of collapse	Coursed Rubble	Rebuild	30000	Identified as Priority 1 BClcrit Poor	Partly resolved as a result a emergency works in 13/14 (Hamp Priority 43) but further works identified also to adjacent structure no 5109.
64	6099	B4598	Vegetation / Area of collapse	Masonry & Concrete	General Repair / Rebuild	15550	Identified as Priority 1 BClcrit Poor	
65	6027	B4246	Area of collapse	Drystone Wall	Rebuild	15950	Identified as Priority 1 BClcrit Poor	
Sub Totals						592500		
Est Fees & Overheads						95500		
Total						688000		

MCC Sponsored (Cap)	19	799	R46	Vegetation / Silted Invert	Masonry Arch	General Repair	6100	Identified as Priority 1 BClcrit Very Poor	Bought forward from 13/14
	20	723	B4598	Paint Failure	Steel Beam / Brick Arch	Repaint		Identified as Priority 1 BClcrit Poor (ownership issues)	Bought forward from 13/14 - Est £8000
	21	3155	A466	Concrete Repair	Concrete slab	General Repair		Identified as Priority 1 BClcrit Poor	Bought forward from 13/14 - Est £5000
	22	325	A466	Pointing / Vegetation	Masonry Arch	General Repair		Identified as Priority 1 BClcrit Poor	Bought forward from 13/14 - Est £3025
	23	524	B4233	Vousoir Separation / Pointing	Masonry Arch	Cintec Type / General Repair		Identified as Priority 1 BClcrit Poor	Bought forward from 13/14 -Est £4700
	24	525	B4233	Pointing / Vegetation	Masonry Arch	General Repair	3477	Identified as Priority 1 BClcrit Poor	Bought forward from 13/14
	26	713	B4598	Pointing / Vegetation	Brick Arch	General Repair	4800	Identified as Priority 1 BClcrit Poor	Bought forward from 13/14
	27	1392	B4598	Pointing / Vegetation / Scour	Masonry Arch	Invert / Desilt / General Repair	5350	Identified as Priority 1 BClcrit Poor	Bought forward from 13/14
	28	1413	B4521	Pointing / Vegetation	Masonry Arch	General Repair		Identified as Priority 1 BClcrit Poor	Bought forward from 13/14 - Est£5500
	29	2337	B4521	Pointing / Vegetation / blockage	Masonry Arch / RC Slab	Invert / Desilt / General Repair	10000	Identified as Priority 1 BClcrit Poor	Bought forward from 13/14
	36	34 No Structures	Various	Vegetation	Various	Vegetation clearance	79000	Identified as Priority 1 BClcrit Very Poor / Poor	Bought forward from 13/14
	37	N/A	A466	Embankment Failure	Earth Embankment	Geotechnical Investigatory works	50000	Strategic Route	Bought forward from 13/14
	38	900	R147	Paint Failure / Bolt Failures	Multiple Cast Iron Arches	General Repair	24000	Historic Grade 2 structure	Continued forward from 13/14
	39	719	B4598	Substandard Bridge elements	Steel Arched Bridge	Repair / Strengthening works	53000	Historic Grade 2 structure	Continued forward from 13/14
	66	5056	A466	Vegetation / Scour / Parapet Repairs	Drystone Wall	General Repair		Identified as Priority 1 BClcrit Poor	Est £11150 Ownership issues, wall likely to be in private ownership but needs to be confirmed.
	67	5088	A466	Vegetation / Pointing / gabion failure	Coursed Rubble	General Repair		Identified as Priority 1 BClcrit Poor	Est £11000
	68	5618	A4077	Areas of collapse	Drystone Wall	Rebuild		Identified as Priority 1 BClcrit Poor	Est £13000
	69	5619	A4077	Vegetation / Area of collapse	Drystone Wall	General Repair / Rebuild		Identified as Priority 1 BClcrit Poor	Est £5100
	71	590511	B4293	Vegetation / Pointing	Masonry Faced	General Repair		Identified as Priority 1 BClcrit Poor	Est £8000
	72	210514	Uncl.	Area of collapse	Drystone Wall	Rebuild		Identified as Priority 2 BClcrit Poor	Est £9000
73	210541	Uncl.	Area of collapse / bulging	Drystone Wall	Rebuild / Anchor		Identified as Priority 2 BClcrit Poor	Est £9000	
74	N/A	R35	Embankment Failure	Embankment	Soil Nail / Retaining Wall?	40000	Road of local importance closed for safety reasons	Early stages of assessment currently being monitored. Estimate is very tentative and programme may need to be adjusted.	
75	323/322	A466	Damage caused by trapped debris / vehicle impact	Multiple Masonry Arches	Stitch repairs/anchors	5800	Road of Strategic Importance	Investigation costs only.	
MCC Sponsored (Rev)	N/A	Various	Various	Principal Inspection Programme	Various	Inspection	40000	Part of rolling Principal inspection programme	
	N/A	Various	Various	Underwater Bridge Inspections	Various	Inspection	12000	Annual underwater inspection programme	
	N/A	Various	Various	Reactive/Routine Maintenance	Various	Emergency/Safety Repairs etc.	58500		
Sub Totals						392027			
Est Fees & Overheads						69181			
Total						461208			

MCC Provisional Highways Programme 2014 / 15

revised 15.5.14

Area	Road	Proposed Works	Comments	
Central Mon	R42 Dingestow	Surface Dress	programmed to follow embankment works now completed	
	R42 Pen yr Reol	Surface Dress		
	R61 Llancayo	Surface Dress	defer surface dressing pending completion of structural works	
	C47.5, Craig y Dorth	Resurface c`way		
	C30.1 Pant Lane, Onen	Part Resurface & Patch		
	C26.2 Pit Wern yr Heolydd	Part Resurface & Patch		
	C27.6 Dairy Farm Road, Penrhos	Part Resurface & Patch		
	C29.2 Cross Elms, Penrhos	Part Resurface & Patch		
	C204.5 Cochyn Road, Llangibby	Resurface c`way	Ops patching has made road safe	
	Dixton Lane, Monmouth	Resurface c`way		
	C517.5 Duke of York Rd, Monmouth	Resurface c`way		
	C203.5 Yew Tree Rd. Llanbadoc	Resurface c`way		
	Holmfield Drive, Llandogo	Footways	defer to 15/16	
	C51.12 Parsons Rd, Catbrook	Resurface c`way		
	R45 Monmouth-Dingestow	Part Resurface & Patch		
	R103 Treherbert Road	Part Resurface & Patch		
	Mor Hafren	Mathern Road, Chepstow	Resurface c`way	Junction of Mathern Road and Bulwark Road
		Sycamore Avenue, Caldicot	Resurface c`way & footways	Ops patching has made road safe
Hazel Avenue, Caldicot		Resurface c`way & footways	Ops patching has made road safe	
Elm Road, Caldicot		Resurface c`way & footways	Ops patching has made road safe	
Kingfisher Close, Caldicot		Resurface c`way	Ops patching has made road safe	
Nightingale Close, Caldicot		Resurface c`way	Ops patching has made road safe	
Falcon Close, Caldicot		Resurface c`way	Ops patching has made road safe	
Eagle Close, Caldicot		Resurface c`way	Ops patching has made road safe	
Plover Close, Caldicot		Resurface c`way	Ops patching has made road safe	
Maple Avenue, Chepstow		Resurface c`way	Ops patching has made road safe	
Court House Road, Llanfair Discoed		Resurface c`way	Ops patching has made road safe	
Hocker Hill Street, Chepstow		Resurface c`way, k/f		
R123 Shirenewton		Resurface c`way, anti skid	defer to 15/16	
Wey Loed Lane, Shirenewton		Surface Dress		
Old School Hill, Shirenewton		Surface Dress		
Goldfinch Close, Caldicot		Surface Dress		
Arlington Close, Undy		Surface Dress		
Huntfield Road & Closes, Chepstow		Surface Dress		
Kingsmark Ave. & Closes, Chepstow		Surface Dress		
C59.2 Coed Llifos Road, Bully Hole Bottom		Surface Dress		
C59.3 Little Coed Llifos, Bully Hole Bottom		Surface Dress		
C59.6 Bully Hole Road, Bully Hole Bottom		Surface Dress		
C57.8 Gethley Road, Bully Hole Bottom		Surface Dress		
C58.8 Pwll y Cath Road, Bully Hole Bottom		Surface Dress		
C96.2 Llandevenny Road		Surface Dress		
Mill Lane, Caldicot		footways	revise priority	
Upper Church Street, Chepstow		Resurface c`way, kerbs, drainage	programmed to follow WWU works, now completed	
R94 Tintern		Part Resurface & Patch		
C52.3 Trellech Grange		Part Resurface & Patch		
R133 St Brides Netherwent		Surface Dress		

Bryn y Cwm	Clifton Road, Abergavenny	Resurface c`way	Commence March 2015 and continue into 15/16
	Wyndham Road, Abergavenny	Resurface c`way	Commence March 2015 and continue into 15/16
	Richmond Road, Abergavenny	Resurface c`way, kerbs & Footway	Commence March 2015 and continue into 15/16
	Alexandra Road, Abergavenny	Resurface c`way	
	Albert Road, Abergavenny	Resurface c`way, kerbs & Footway	
	Oxford Street, Abergavenny	Resurface c`way	
	Priory Road, Abergavenny	Resurface c`way, kerbs & f`ways	
	St Mary`s Road, Abergavenny	Resurface c`way	
	Long House Barn Estate, Goytre	Footways	defer to 15/16
	Tudor Street, Abergavenny	Footways	
	C14.4 Great Park Road	Part Resurface & Patch	Split into 3 or 4 phases
	Penllwyn, Waunllapria, Llanelly Hill	Resurface c`way, kerbs & Footway	
	Penallt, Llanelly Hill	Resurface c`way	revise priority
	New Rank, Llanelly Hill	Resurface c`way	Reduce extents
	Mount Pleasant, Llanelly Hill	Resurface c`way	Reduce extents
	Wesley Terrace, Llanelly Hill	Resurface c`way	Deferred for technical reasons
	R14 Mardy	Resurface c`way	Completion of works commenced 13/14
A & B Routes	B4233 Tal y Coed	Resurface c`way	part resurface / micro asphalt
	B4245 Magor Link	Resurface c`way	
	B4521 Ross Road	Resurface c`way	Emergency works following winter damage
	A4077	Surface Dress	
	B4269 Gypsy Lane	Surface Dress	

Area	Road	Proposed Works	Remarks	
Central Mon	Monnow St/Priory St Monmouth	Resurface c`way, k/f	Deferred from 14/15 for Utility works	
	Agincourt Street Monmouth	Resurface c`way, k/f	Deferred from 14/15 for Utility works	
	Dixton Road, Monmouth	Resurface c`way, k/f	Deferred from 14/15 for Utility works	
	Hereford Road / Parade	Resurface c`way, k/f	Deferred from 14/15 for Utility works	
	Glendower Street, Monmouth	Resurface c`way		
	St John Street, Monmouth	Resurface c`way, k/f, drainage		
	Wye Bridge St, Monmouth	Resurface c`way		
	King`s Fee Monmouth	Resurface c`way	Rear Access roads	
	R73 Llandenny	Part Resurface & Patch		
	R74 Kingcoed	Part Resurface & Patch		
	C29.6	Part Resurface & Patch		
Mor Hafren	Langley Close, Magor	Resurface c`way, K/F		
	The Gardens, Magor	Resurface c`way		
	Station Road, Rogiet	Resurface c`way		
	Staion Road, Caldicot	Resurface c`way	On completion of WWU works	
	C57.6	Part Resurface & Patch		
	C73.2	Resurface c`way		
Bryn Y Cwm	Fosterville Crescent, Abergavenny	Resurface c`way, k/f		
	Holywel Crescent, Abergavenny	Footways		
	Holywel Close, Abergavenny	Footways		
	Llanellen Road	Resurface c`way		
	Woodland Crescent, Abergavenny	Resurface c`way		
	Grove Avenue, Abergavenny	Resurface c`way		
	Princes St, Abergavenny.	Resurface c`way		
	Regent St, Abergavenny	Resurface c`way		
	R50 Oak Lane	Resurface top & central sections	On completion of WWU works	
	C8.1	Part Resurface & Patch	On completion of WWU works	
	R22	Part Resurface & Patch		
	C13.1	Part Resurface & Patch		
	Abergavenny Town Centre	Renew Paving / public realm	Subject to consultation & other developments	
A & B Routes	A466 Bigsweir		On completion of structural works	
	B4521 Abergavenny	Resurface c`way, kerbs & footways		
	B4245 Caldicot, Green Lane Junction	Resurface c`way	On completion of WWU works	

Strong Communities Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Budget, Performance and Risk Monitoring		
<u>Quarterly Budget Monitoring</u> (To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	<ul style="list-style-type: none"> - Month 6 Revenue Budget Monitoring - Month 8 Capital Budget Monitoring - Month 9 Revenue Budget Monitoring - Month 10 Capital Budget Monitoring - Revenue and Capital Outturn reports - No report - Month 3 Revenue & Capital Budget Monitoring - No report - Month 6 Revenue & Capital Budget Monitoring - No report - Month 9 Revenue & Capital Budget Monitoring - No report 	23 rd Jan 2014 23 rd Jan 2014 6 th Mar 2014 17 th April 2014 5 th June 2014 10 th July 2014 18 th September 2014 6 th November 2014 11 th December 2014 29 th January 2015 12 th March 2015 30 th April 2015
Budgetary Context Meeting	Context setting of next year's budget - Committee to discuss areas identified / proposals being put forward.	Special in November 2014
Budget Setting	Consideration of capital and revenue budget proposals for the 2015/16 budget.	23 rd January 2015
Annual Complaints Report	Committee requests a discussion on the annual complaints report in respect of regeneration and culture directorate.	6 th November 2014
Improvement Plan 2013-16	Full year 2013-14 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'. 6 Months 2014-2015 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'.	5 th June 2014 Special in October or 6 th November 2014
Outcome Agreements	The Council has a 3-year Outcome Agreement with the Welsh Government from 2014 - 2017, which outlines mutually beneficial targets and milestones that the Council will work towards, depending on performance (this is built into	5 th June 2014

Strong Communities Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
	the medium term financial plan). The Select Committee is responsible for scrutinising performance of outcomes annually.	Special in October or 6 th November 2014
Quarterly Risk Monitoring	Scrutiny of the Whole Authority Risk Log - log of risks affecting the Council, which if not managed, could jeopardise the council's ability to achieve its outcomes and improvement objectives for communities, as well risk the delivery of statutory plans/operational services. Select Committees are responsible for monitoring and challenging performance in relation to mitigating risk.	11 th December 2014
Crime and Disorder Scrutiny	Training and discussion due.	Special TBC
Policy Development		
Pollinator Policy	Pre-decision scrutiny of the Pollinator Policy.	23 rd January 2014
Rights of Way Policy	Policy will be subject to pre-decision scrutiny to discuss the future service proposal including community enablement and the development of a 'walking product'. Outline report and presentation expected.	TBC
Community Transfer of Asset Policy	Pre-decision scrutiny of the Community Transfer of Asset Policy.	TBC
Local Flood Risk Management Strategy	This statutory plan was subject to pre-decision scrutiny both in terms of policy development and managing risk. An action plan is in place, progress to be reported back to the Select Committee. Strategic Environmental Assessment and Habitats Risk Assessment to return to the committee for scrutiny.	17 th April 2014 6 th March 2015
Future Library and One Stop Shop provision	This item was brought for discussion and early engagement with the Select Committee, several Members agreeing to become Members of a steering group.	TBC
Crime and Disorder Item:	Review of Public Protection	TBC
Pre-decision Scrutiny		
Replacement Bus Services	Pre-decision scrutiny of a report replacing a bus service with a community bus service - financial implications.	23 rd January 2014

Strong Communities Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Street Numbering/Naming	Pre-decision scrutiny this policy - financial implications. Further costs sought - deferred from 17 th April to 30 th April.	23 rd January 2014 6 th March 2014 30 th April 2014
Speed Limit B4598 Petition	To scrutinise a petition received at full council relating to speed limits.	30 th April 2014
Systems Review	Systems review of highways, waste and street scene - breakdown of savings 2013-2014.	17 th April 2014
Call-in Meeting	Land at Mynyddbach (Special Meeting)	30 th April 2014
Sustainable Energy Initiatives	Put forward as a potential budget mandate, for later scrutiny.	TBC
Weight Limit on Bridge - Govilon	Pre-decision Scrutiny of a Cabinet Member decision.	5 th June 2014
Partnerships and Collaborations Report	Joint meeting of all Selects to discuss partnerships activity and scrutiny of collaboration.	TBC
Challenging / Monitoring Performance / Monitoring Risks		
Gwent Association of Voluntary organisations	Scrutiny of performance in line with grant funding. Scrutiny of financial information and Service Level Agreement.	Special Meeting (annual) May 2014
Whole Place Update WAO Report on Whole Place	Member request for an update/clarification on specific issues. WAO Report - WAO to be invited.	5 th June 2014 10 th July 2014
Park Street School Project	Performance update on the cost and progress of the Abergavenny Community Trust Park Street School Project.	10 th July 2014
Monmouthshire Housing Association	Discussion with MHA on their performance and outcomes in relation to the agreements outlined in the offer document.	10 th July 2014
Prosiect Gwyrdd EfW	Update from MCC nominated Joint Scrutiny Panel Members.	(when required)
Local Area Coordinators	Performance update on progress of the work of the Local Area Coordinators.	18 th September 2014
On-going Monitoring of Recommendations made by Scrutiny		

Strong Communities Select Committee		
Scrutiny Role	Purpose of Scrutiny	Meeting Date
Select Committee report on Affordable Housing	Position update	10 th July 2014
Select Committee Report on Public Conveniences	Position update and further recommendations pre-budget.	17 th October 2013
Report on Toilets for 29 th January Cabinet Decision	Subsidy to Community and Town Councils for the provision of public toilets.	23 rd January 2014

Council and Cabinet Business – Forward Plan

Monmouthshire County Council is required to publish a Forward Plan of all key decisions to be taken in the following four months in advance and to update quarterly. The Council has decided to extend the plan to twelve months in advance, and to update it on a monthly basis.

Council and Cabinet agendas will only consider decisions that have been placed on the planner by the beginning of the preceding month, unless the item can be demonstrated to be urgent business

Subject	Purpose	Consultees	Author
28TH MAY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
Creation of a Strategic Transport Member/Officer Working Group	To create a member/officer working group to support the Cabinet member by considering and recommending on all strategic aspects relating to transport and to promote Monmouthshire's best interests . This will be in relation to all matters relating to public transport (local, regional and national) and strategic matters relating to the development of transport infrastructure (rail and road).	Cabinet Members Leadership Team Appropriate Officers	Roger Hoggins
4TH JUNE 2014 – CABINET			
Welsh Language Annual Monitoring Report 2013 -14	Reporting upon progress in achieving the actions specified in the Council's Welsh Language Scheme.	Cabinet Members Leadership Team Appropriate Officers	Alan Burkitt
Monmouth S106 Off Site Recreation Funding		Cabinet Members Leadership Team Appropriate Officers	Mike Moran

Subject	Purpose	Consultees	Author
Changes to the School Budget Forum Terms of Reference	To agree the proposed changes to the terms of reference for the school budget forum, including membership.	Cabinet Members Leadership Team Appropriate Officers	Nikki Wellington
Breakfast Club Proposals and Budget Changes	A full review of the operating of Breakfast clubs and proposals for future provision to ensure sustainability	Cabinet Members Leadership Team Appropriate Officers	Nikki Wellington
Revised budget monitoring arrangements for 2014/15	To review the arrangements for monitoring the budgets through Cabinet and Select Committees and propose a revised timetable and format		Joy Robson
Welsh Church Fund Working Group			Dave Jarrett
Capita Gwent Consultancy Ltd Pension issue	To outline the situation in respect of the outstanding pension liability following the termination of the Gwent Consultancy framework agreement and to seek approval to a negotiated settlement with Capita Gwent Consultancy within the parameters set out in this report		Joy Robson
MCC Safeguarding and Child Protection Policy	The Safeguarding Children in Education Policy November 2012 was signed off by cabinet on 23rd November 2012. It is good practice to review new policies within 12 months of implementation and consultation took place across agencies in August to September 2013 which was followed by a revised policy being developed in November 2013. The revised policy, Safeguarding and Child Protection Policy November 2013, contains minor amendments which were based on consultation feedback.		Simon Burch
Revenue Outturn Report	To provide members with information on the revenue outturn position of the Authority at the end of the 2013/14 financial year.		Mark Howcroft
Capital Outturn Report	To present the draft capital outturn expenditure for 2013/14 compared to the total budget for the year.		Mark Howcroft

Subject	Purpose	Consultees	Author
11TH JUNE 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
Establishment ASD Community Support Worker Post – Monmouthshire and Torfaen – Temporary until 31 March 2015	To seek permission to establish a new temporary post of Community Support Worker working across Monmouthshire and Torfaen for adults with Asperger's Syndrome or High Functioning Autism .	Cabinet Members Leadership Team Appropriate Officers	Bernard Boniface
The granting of an easement to Llangybi Allotment Society at Llangybi Recreation Ground			Gareth King
17th JUNE 2014 – SPECIAL CABINET			
Restorative Approaches			Will McLean
Programme Management	To review and update the authority's Programme Management structure.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward
Local Government Pension Scheme Discretions	To review and update the Council's HR policies reflective legislative and process changes.	Cabinet Members Leadership Team Appropriate Officers	Marilyn Maidment
Digital Road Map (iCounty Strategy)		Cabinet Members Leadership Team Appropriate Officers	Kellie Beirne/Matt Lewis
Sale of Land at Mynydbach to MHA	Call-in from Strong Communities Select Committee	Cabinet Members Leadership Team Appropriate Officers	Deb Hill-Howells
25TH JUNE 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
Statement of Intent for Delivering Health and Social Care for Older People with Complex Needs		Cabinet Members Leadership Team Appropriate Officers	Simon Burch
Establishment of Youth Service Post		Cabinet Members Leadership Team Appropriate Officers	Jason O'Brien

Subject	Purpose	Consultees	Author
26th JUNE 2014 – COUNCIL			
Poverty in Monmouthshire			Will McLean
Engagement Framework			Will McLean
Chief Officer Annual Report			Simon Burch
Member Review and Development			Tracey Harry
Appointment of Audit Committee and Political balance			Murray Andrews
2ND JULY 2014 – CABINET			
Future of Cemetery Provision in North East Monmouthshire	To update Cabinet on the current position regarding the proposed site in the North East of the County; For Cabinet to make a decision on progressing with this site given the information shown in the update; Depending on the outcome of 1.2, for Cabinet to make a decision regarding future burial provision in Central Monmouthshire.	Cabinet Members Leadership Team Appropriate Officers	Debbie McCarty/ Alan Browne
Additional relief for Non Domestic Rating (NDR) aimed at supporting Businesses in Monmouthshire most negatively impacted by the postponement of revaluation.	To agree how the Authority allocates additional funding awarded, by the Welsh Government, for the provision of relief for Non Domestic Rating (NDR) aimed at supporting businesses most negatively impacted by the postponement of revaluation.		Ruth Donovan
8TH JULY 2014 – SPECIAL COUNCIL			
9TH JULY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
Welsh Language		Cabinet	Alan Burkitt

Subject	Purpose	Consultees	Author
Commissioner Standards Investigation		Senior Leadership Team	
Appointment of Temporary Digital Inclusion Co-ordinator	To appoint a WG funded officer to Co-ordinate Digital Inclusion across Monmouthshire for a period of one year. Facilitation of the post will be through the Adult Education Department.	Cabinet Members Leadership Team Appropriate Officers	Andrea Charles
16TH JULY 2014 – CABINET			
21 st Century Schools Capital Programme	To approve the capital budgets for Monmouth and Caldicot Comprehensive school projects subject to final approval of the full business case and 50% funding by Welsh Government	Cabinet Members Leadership Team Appropriate Officers	Simon Kneafsey/Joy Robson
Business Growth and Enterprise Strategy			Peter Davies
Invest to save bid for the social services SWIFT system replacement	To replace the current SWIFT system with a bespoke custom made system saving revenue and capital fees		Sian Hayward
CMC ² Business Plan			Peter Davies
Time to Change Educators	Presentation – Mental Health Pledge		
CYP structure	To seek approval to add an Information Officer to the structure in CYP		Matt Lloyd
Dignity at work school based employees			Marilyn Maidment
DBS Policy			Marilyn Maidment
Redundancy costs associated with restructure of performance and partnership team			Will McLean
Settlement of afghan nationals			Will McLean
Welsh Church Fund			Dave Jarrett
Monmouthshire Broadband			Peter Davies
23RD JULY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			

Subject	Purpose	Consultees	Author
Proposed 20mph Speed Limits, Thornwell Area, Chepstow	To consider the proposed order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.	Cabinet Members Leadership Team Appropriate Officers	Paul Keeble
31st JULY 2014 – COUNCIL			
Review of Constitution (including Financial Procedure Rules)			Murray Andrews/ Rob Tranter
21 st Century Schools Capital Programme	To approve the capital budgets for Monmouth and Caldicot Comprehensive school projects subject to final approval of the full business case and 50% funding by Welsh Government	Cabinet Members Leadership Team Appropriate Officers	Simon Kneafsey/Joy Robson
Monmouthshire County CAB	Presentation on arrangements for Monmouthshire County Citizens Advice Bureau	Cabinet Members Leadership Team Appropriate Officers	Shirley Lightbound/Bridgett Barnett
6th AUGUST 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
Traffic order Goldwire Lane, Monmouth		Cabinet Members Leadership Team Appropriate Officers	Paul Keeble
3RD SEPTEMBER 2014 – CABINET			
School Catchment Area Review	To consider the recommendations made by the Member Working Panel and to seek agreement to consult on those proposals.	Cabinet Members Leadership Team Appropriate Officers	Cath Sheen
Review of Public Protection	To review the arrangements for public protection implemented in March 2014 to ensure the service is fit for purpose.	Cabinet Members Leadership Team Appropriate Officers	Dave Jones/Graham Perry
New ASB Crime & Policing Act 2014 particularly in		Cabinet Members Leadership Team	Andrew Mason

Subject	Purpose	Consultees	Author
relation to the new Community Trigger		Appropriate Officers	
Month 3 Revenue and Capital Budget Monitoring report		Cabinet Members Leadership Team Appropriate Officers	Joy Robson/Mark Howcroft
MTFP and Budget process 2015/ 16.	To agree the process for developing the MTFP and budget for 2015/16	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Car Use and Transport Policy	To provide a comprehensive policy on the use of vehicles, either privately owned or owned by the council for travel on council business	Leadership Team Cabinet	Sian Hayward
Options for future library provision and capital investment in Abergavenny		Cabinet Members Leadership Team HR, Unions, Finance Appropriate Officers	Roger Hoggins
Private Sector Loan Scheme	To agree to participate in and support the administration of the Welsh Government Private Loan Scheme.	Cabinet Members Leadership Team	Steve Griffiths
Integrated Housing Options Service with TCBC		Cabinet Leadership Team	Ian Bakewell
People Strategy	To review and update the Authority's People Strategy.	Cabinet Members Leadership Team Appropriate Officers	Sian Hayward/ Marilyn Maidment
The Monmouthshire Lottery			Cath Fallon
Monmouthshire Enterprise Redundancy Provisions			Cath Fallon
25th SEPTEMBER 2014 – COUNCIL			
MCC Audited Accounts 2013/14 (formal approval)	To present the audited Statement of Accounts for 2013/14 for approval by Council		Joy Robson
ISA 260 Report	To provide external audits report on the Statement of Accounts 2013/14		Wales Audit Office

Subject	Purpose	Consultees	Author
1ST OCTOBER 2014 – CABINET			
Review of allocation policy		Cabinet Members Leadership Team Appropriate Officers	Ian Bakewell
Future of Recycling Services		Cabinet Members Leadership Team Appropriate Officers	Rachel Jowitt
5TH NOVEMBER 2014 – CABINET			
Capital Budget Proposals	To outline the proposed capital budget for 2015/16 and indicative capital budgets for the 3 years 2016/17 to 2018/19	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
MTFP & Budget Proposals for 2015/16	To provide Cabinet with revenue budget proposals for 2015/16 for consultation purposes	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2015/16	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
Safeguarding Report	6 month update	Leadership Team Cabinet	Simon Burch
13TH NOVEMBER 2014 – COUNCIL			
3RD DECEMBER 2014 – CABINET			
Month 6 Revenue & Capital Budget Monitoring report	To provide Members with information on the forecast outturn position of the Authority at the end of month 6 for the 2014/15 financial year	Cabinet Members Leadership Team Appropriate Officers	Joy Robson/Mark Howcroft
Council Tax Base 2015/16 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2015/16 and to make other necessary related statutory	Cabinet Members Leadership Team Appropriate Officers	Sue Deacy/Ruth Donovan

Subject	Purpose	Consultees	Author
	decisions		
17TH DECEMBER 2014 – INDIVIDUAL DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2015/16 financial year as required by statute	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
7TH JANUARY 2015			
Council Tax Reduction Scheme Adoption	The purpose of this report is to present arrangements for the implementation of the Council Tax Reduction Scheme and to approve it for 2015/16	Cabinet Members Leadership Team Appropriate Officers	Joy Robson/Wendy Woods/Ruth Donovan
Revenue & Capital Budget proposals for public consultation (if required)	To present revenue and capital budget proposals following receipt of final settlement	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
14TH JANUARY 2015 – INDIVIDUAL DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2015/16 as required by statute	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
18TH FEBRUARY 2015 – SPECIAL CABINET			
Final Budget 2015/16 for recommendation to Council	To update Cabinet with the consultation responses to the budget proposals and provide a final set of proposals for recommendations to Council	Cabinet Members Leadership Team Appropriate Officers	Joy Robson
26TH FEBRUARY 2015 – COUNCIL			
Final composite council tax resolution	To set Budget and Council Tax for 2014/15		Joy Robson
Treasury Management	To accept the Annual Treasury Management		Joy Robson

Subject	Purpose	Consultees	Author
Strategy 2014/15	Stratetgy		
4TH MARCH 2015 - CABINET			
Month 9 Revenue & Capital Budget Monitoring report	To provide Members with information on the forecast outturn position of the Authority at the end of Month 9 for the 2014/15 financial year		Joy Robson/Mark Howcroft