

County Hall
Rhadyr
Usk
NP15 1GA

30th May 2014

Notice of Meeting:

Strong Communities Select Committee

Thursday 5th June 2014 at 10.00am*
Council Chamber
County Hall, Usk, NP15 1GA

*** There will be a pre meeting for Committee Members in the Council Chamber 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.	To note the appointment of County Councillor S.G.M. Howarth as Chairman of the Strong Communities Select Committee.
2.	Appointment of Vice Chairman.
3.	Apologies for absence.
4.	Declarations of Interest.
5.	Public Open Forum.
6.	To confirm and sign the minutes: <ul style="list-style-type: none">i) Strong Communities Select Committee held on Thursday 17th April 2014 (copy attached)ii) Special Strong Communities Select Committee held on Wednesday

	30 th April 2014 (copy attached)
7.	To note the Action Sheet from the meeting of Strong Communities Select Committee held on Thursday 17 th April 2014 (copy attached)
8.	Presentation on Whole Place update, from the Chief Officer Enterprise and Head of Partnerships and Engagement.
9.	Reports from Assistant Head of Finance (copies attached): <ul style="list-style-type: none"> i) To scrutinise the Draft Revenue Budget Outturn 2013/14 ii) Capital Programme 2013/2014 Outturn Statement
10.	To receive a report from the Traffic & Network Manager, 10 Tonne mgw Structural Weight Limit Part of Church Road Govilon (copy attached)
11.	To scrutinise Improvement Objective and Outcome Agreement Performance 2013/14 (copy attached)
12.	Work Programming: <ul style="list-style-type: none"> i. Strong Communities Select Committee Work Programme 2014 –15 ii. Cabinet Forward Work Planner
13.	To discuss timings of future meetings (following discussions held at Council on 15 th May 2014).
14.	To confirm the date and time of the next meeting of Strong Communities Select Committee: <ul style="list-style-type: none"> • Thursday 10th July 2014 at 10am

Paul Matthews

Chief Executive

Strong Communities Select Committee Membership

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

Connecting with people

Our outcomes

The Council has agreed five whole population outcomes. These are *People in Monmouthshire will:*

- Live safely and are protected from harm
- Live healthy and fulfilled lives
- Benefit from education, training and skills development
- Benefit from an economy which is prosperous and supports enterprise and sustainable growth
- Benefit from an environment that is diverse, vibrant and sustainable

Our priorities

- Schools
- Protection of vulnerable people
- Supporting enterprise, job creation and entrepreneurship

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, 17th April 2014 at 10.00 a.m.**

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

County Councillors: A. Easson, M. Powell, V.E. Smith, S. White
and A. Wintle

County Councillor S.B. Jones attended the meeting by invitation
of the Chairman.

OFFICERS IN ATTENDANCE:

Mr. R. Hoggins	- Head of Operations
Mr. D. Harris	- Senior Project Engineer
Mr. R. Price	- Engineer
Mr. P. Mullen	- Infrastructure/Projects Manager
Mrs. R. Jowitt	- Waste Strategy & Resources Manager
Mr. W. Hodge	- Lead Operative Grade 5
Mr. S. Lane	- Area Engineer
Mr. P. Bevan	- Highways Superintendent
Miss H. Ilett	- Scrutiny Manager
Ms. R. Rawlings	- Democratic Services Officer

SCRUTINY OF CRIME AND DISORDER MATTERS

1. There were no crime and disorder items to scrutinise.

APOLOGIES FOR ABSENCE

2. Apologies for absence were received from County Councillors M. Hickman, D.W.H. Jones, R.M. Edwards, A.E. Webb, K. Williams.

DECLARATIONS OF INTEREST

3. No declarations were made by Members at the meeting.

PUBLIC OPEN FORUM

4. No members of the public were present.

CONFIRMATION OF MINUTES

5. The minutes of the Strong Communities Select Committee meeting held on 6th March 2014 were confirmed as a correct record and signed by the Chairman

ACTION SHEET

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6. We received the action list from the meeting held on 6th March 2014, and discussed the following:

- The Head of Operations had been in touch with some local farmers with regard to issues specific to Monmouthshire regarding hedge and verge cutting and why greater flexibility was being requested. The NFU at Builth Wells was forwarding correspondence from WG which had been received by them previously with regard to this matter and following receipt of that the Head of Operations would draft a letter on behalf of the committee.

It was requested that the Grounds Maintenance Department were instructing contractors of the guidelines with regard the nesting season and the timing of work to abide with the Authority's requests.

- The request to provide further information regarding the scale of charges for street naming and numbering in English Local Authorities would report to committee on 30th April 2014.
- With regard to providing information on Abergavenny Library and OSS, the Head of Operations informed Members that he was not in a position to provide a comprehensive update. Whilst the issue of contact centres was included within the systems review report on the agenda, the more general issue around OSS and the creation of hubs had been reported previously with the intention of putting more services together. No information was available to update on Abergavenny Library. Whilst the Authority's decision remains to develop a new library, there had been various reports and ideas on how the money could be best spent. At present this had not progressed as a building project and a report would be presented to Members in the fullness of time to seek their views.

We resolved to note the action list for information.

POLLINATOR POLICY PETITIONS

7. We received a report advising Member of two petitions received by Full Council in order for Members to make a decision on what action, if any, they would like as a result of the same.

Two petitions had been presented at Full Council on 27th February 2014, one in favour of the pollinator policy which had been adopted by the Authority and one opposed to the policy.

The Chairman informed Members that he had received a telephone call from Mr. Maddocks who had been led to believe that as a result of the decision of

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Full Council, Town and Community Councils would be notified of any pollinator works in their location and that if the Community Council had an issue with highway safety they would inform the Authority accordingly.

The Chairman asked that this matter be taken up with the Operations Manager and it was agreed that the committee would consider the policy prior to the end of the current financial year to consider any costs or savings incurred as a result of implementing the policy.

LOCAL FLOOD RISK MANAGEMENT STRATEGY

8. We received a report updating Members on the Local Flood Risk Management Strategy and other matters relating to flooding in Monmouthshire.

We were informed that:

- The committee had received the draft strategy eighteen months previously prior to the public consultation stage. Comments had been included in the final draft and the Local Flood Risk Management Strategy had been submitted to Welsh Government and had received ministerial approval in April, a month behind the target date of March 2014. The Authority were in the top quartile of authorities signing off the strategy and a number of other authorities had still not completed their strategy.
- As part of the strategy, there was a requirement to develop a series of objectives and measures which were provided in a spreadsheet for Members, summarising the measures, the timescales for which could be viewed on the Council's web page.
- As the Flood Risk Management Plan was produced the actions would continue to be reviewed.
- Officers had reviewed individual flooding events as a requirement of the document and investigated and reported on incidents that included five or more properties.
- There had been no events that fitted that criteria during the adverse weather conditions from December 2013 to February 2014, nevertheless officers treated any events during that period as important to get a better understanding of the mechanisms to put improved maintenance in place to reduce any risks.
- Over the period a lot of information had been collected by officers and collated into one document. Information was given with regard to

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property flooding and culverts that had been investigated in terms of their origin, extent and condition. Where issues of water running off fields had been experienced, officers had been going out and recording the drainage assets that were in place on a database. An example of a cottage that had been flooded when water coming down the canal and across the road was outlined, which we were informed that the resident had not seen the extreme flows referred to as a resident of the property for many years.

- Various other sites were reported which created a list of hotspots across the county and included a number of private drainage issues. The current maintenance practises were being reviewed to ensure that highways were kept clear and it had been identified that there were problems where clay and concrete pipes joined and the water was unable to pass through the culvert. The current software would record all the assets that could have a significant impact of flooding.
- As a result of the data gathering exercise, and within the powers held under the Land Drainage Act, requests could be instigated to remove blockages in private culverts whereby a notice could be served on owners to ensure culverts were cleared. Whilst the Authority were able to increase the size of culverts to accommodate increased flows, it held no powers to force riparian owners to increase the size of their systems.
- The Authority would ensure that their own culvert systems were maintained and it was reasonable to apply the same principles to third parties. If culverts were not structurally affected there would be no action taken in instances that were unusual one-off events.

Members raised the following:

- Wonastow Road had been omitted from the list and this area had been greatly affected during the flooding at the beginning of the year. We were informed that only the sites which had been reported at the time were on the list which had been compiled off the database. Officers were aware of the various different size culverts at this site and to overcome the problems there the channel would need to be widened and all culverts replaced. Officers had not been aware that any properties were flooded at this site. The Local Member informed officers of the danger when driving through the flood water and that the property Little Garth had flooded.
- Concern was expressed with regard to the debris under the Wye Bridge and Monnow Bridge. We were informed that the Head of Operations had contacted NRW and had received information that they

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would be clearing the debris in the forthcoming week. Officers would continue to monitor the sites. Information was requested with regard to who the elected Member representative was on NRW. Whilst it was raised that Councillor S.B. Jones was the Member representative on the Flood Risk Management Group which covered the whole of Wales, the responsibility was moving towards the Internal Drainage Board which had Member representation.

- 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.
- Concerns were expressed with regard to the development of further housing within the county, which were not within an identified area of flooding but could be subject to flooding from run-off water. We were informed that as part of the Flood Risk Management Plan, work had been undertaken and was on-going identifying those that could fall within the 1:1000 events to identify those at risk. When considering the next Local Development Plan Members would need to take into account both the Strategy and the Flood Risk Management Plan. Improved maps had been requested from the Environment Agency who had undertaken studies of each site within the LDP and officers had a view from a land drainage perspective.
- Natural Resources Wales were a statutory consultee on planning applications and if the Internal Drainage Board were not being consulted on applications within their area, this matter should be raised with the Planning Department.
- Local residents and Community and Town Councils should be encouraged to monitor culverts within their areas and report any incidents to the Authority.
- Officers had written to the Trunk Road Agency requesting information on their maintenance policy for two culverts in the Plas Derwen area, once a response was received officers would assess whether the policy was deficient and if so request that improvements were made.
- When the Flood Risk Management Plan was produced, which was estimated to be June 2015, more information would be available with on-going work which it was hoped would ensure that some elements would be clearer and therefore managed more effectively in the future. This would be reported to the Select Committee early in 2015. Information was awaited from the Environment Agency with regard to

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maps that could be converted into a usable format which outlined the depth and velocity of flooding.

- There was a need to look at a culverting policy following the consent to transfer watercourses to the Authority the previous year, which was set out in the Strategy and a copy of the existing Environment Agency was provided for Members in the appendix to the report. Once complete this would report to Members and would include the avoidance of building culverts as open watercourses were easier to maintain.
- Sustainable Drainage Systems would come into effect in Wales in April 2015 which would move away from formal systems and consider other systems which would allow water to be drained away until safe to discharge.
- Concerns were raised with regard to how issues were prioritised as situations could change weekly with regard to different areas as well as the funding for such issues. We were informed that two applications had been submitted to Welsh Government with regard to landslips and both applications had been rejected. Officers were establishing systems to better manage flooding incidents and a grant from Welsh Government over two years would ensure investigation of these systems. The Authority were responsible for the highway system which included the need to require cleansing etc. In terms of putting in new improved and upgraded systems, there was no capital funding stream to support this.
- In relation to the EFAS scheme and bidding, the requirements were quite prescriptive. The Leader had also written to the minister advising of the costs incurred as well as those likely to be incurred in the foreseeable future due to landslips. In the meantime road closures were put in place which became a traffic management issue and a view was taken on whether to re-open roads and their importance in whether to divert capital from other schemes. There was no contingency budget available to use as it was not possible to anticipate these types of works and there was a need to balance whether there was a requirement for an emergency response. There was no certainty on where flooding would be experienced and recently some areas where flooding had never been experienced before required the Authority's response. Officers asked callers comprehensive questions in order to categorise priorities.
- During the flooding there were 150 calls for sandbags which provided information which was built into the database. Properties that did not fall within the 5 properties criteria under the Flood Risk Management

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Plan were also responded to. There were properties that were not reported at the time which are now being investigated.

- Officers were aware that any additional work would require funding and the views of Members were requested regarding the maintenance strategy, in terms of:
 1. If the culvert is in good condition and not compromised, did they agree that no action should be taken.
 2. If there was a way to improve capacity did they agree it should be done.
 3. Did they agree that officers would look at improvements where five or more properties were affected.

- Members raised that there was no funding to increase capacity of culverts for one off infrequent events and that they were reliant on officers expertise in dealing with these issues. It was important to advise property owners on what they could do to protect their properties and with the community infrastructure levy there was a need to look to developers to contribute to sustainable ponds.

- A leaflet had been produced by officers for riparian owners which would be distributed for Members information.

We resolved to note the report and that officers should continue to work within their proposals that:

- If a culvert is in good condition and not compromised no action should be taken.
- If there was a way to improve capacity it should be done.
- Officers would consider improvements where five or more properties were affected.

SYSTEMS REVIEW OF HIGHWAYS, WASTE AND GROUNDS

9. We received a report briefing Members on progress with the implementation of the Systems Review of Highways, Waste and Grounds Maintenance which was commenced in 2012 and reported to Members in January 2013.

Members were informed that the following improvements were being implemented:

- The creation of a business unit had been extended into the integration of the management and administration of grounds, waste and street cleansing into a single unit under a single head of service.

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- The combination of the county highways and infrastructure services with the burgeoning flood management role and the SWTRA services into a single business unit.
- The development of a customer contact centre to provide a better and more comprehensive response to customer's enquiries.
- Creation of these units had been approved through the Operations restructuring report that was approved by Cabinet in March 2014. The report created the integrated structures and delivered reductions in staff costs of £580,000 which included £130,000 reduction in administrative costs highlighted by the systems review.
- A further improvement arising from the review was the development of an IT support system entitled the 'Connected Worker' which was intended to make significant improvements in communications with front line work force and stream line administrative systems which contributed to improved systems with improved response times and feedback on projects.
- Progress had been made with the IT system and was presently being trialled to undertake various functions. Feedback to date had been encouraging and Members were provided with a demonstration on how the system worked.

We discussed the following issues:

- The Customer Contact Centre was consistent with what Members had previously been working towards with Tim Macdermott and wherever possible resources were taken from the service area to the first point of contact, to enable measured accurate responses via one call. Work on the structure was underway.
- The 'Connected Worker' system was outlined for Members which outlined information in allowing workmen to be more productive in their day to day work, following the systems thinking which had examined the processes. Examples were given which outlined how vehicle defect sheets were previously submitted via a paper format and this system allowed defects to be logged immediately through a handheld system and would be more streamlined and efficient.
- Each driver was trained to VOSA requirements in checking vehicles and submitted data via a live electronic system. Anything required beyond those checks would be carried out by a qualified person.

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When the vehicle registration was entered in the system it told the worker what to check as different types of vehicles required different checks. This was one of twenty apps that were being developed to allow proper data analysis of all vehicles

- This system was being developed in highways and took out the administrative burden of vehicle checks whilst any faults could be reported immediately. The Transport Manager as the responsible officer for vehicles would roll out the system across the Authority.
- The workman was at the centre of gathering the information, it was imperative that vehicle checks were done to ensure that vehicles were roadworthy and there were no problems, so when the device was used they could not access other areas such as timesheets and other work until the vehicle check had been completed. Supervisors or anyone with access could then go into the back office system to see anything that had been logged in order to check if there were any defects and order parts and create the job for the fitter.
- The system also allowed personnel to access payroll information rather than timesheets having to be completed, taken to Raglan to be checked in before being input into the system. All payroll information was now checked electronically.
- There were tracking systems on vehicles to record speed and times that vehicles were being used.
- The system was aimed at ensuring that all vehicles were legally roadworthy and that all health and safety elements were covered, it was not about management of the whole fleet at present.
- All crews were trained on using the system and each was dependent on the service needs. It created live information and ensured that there were no delays through paperwork being submitted. The system would allow for the better management of data and as the system evolved information on other issues, such as pothole reporting could be responded to in a shorter time as information would be readily available on the system and would allow workmen to be more easily proactive as part of the organisation.

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- SRS were developing the system which was bespoke and being developed for Monmouthshire. The system would allow a change in the culture and roles of officers and would be linked into the restructure.
- In terms of lone working, when people were out working at night, the system could be linked that if they did not arrive at destination that an alarm would be sent out to the Manager who would then be able to phone them to identify their location.
- More applications and information could be added to the system when further development was required.
- The information was not currently in lease vehicles and should Members wish they could request information from the Transport Manager in this regard.

We resolved to note the information and supported the system in progressing the information management within the service.

CHARGES FOR STREET NAMING AND NUMBERING

10. This item was deferred for consideration at the Special Meeting of the Strong Communities Select Committee to be held Wednesday, 30th April 2014 at 10.00 a.m.

CAPITAL PROGRAMME 2013/14 MONTH 10 FORECAST OUTTURN STATEMENT

11. We received a report presenting the forecast outturn capital expenditure position as at month 10 for schemes relating to this committee compared to the budget for the year, as follows:
 - An adjusted budget of £10,222,000 being based upon £7,292,000 original 2013/14 approval, £6,703,000 slippage from 2012/13, £2,806,000 of budget revisions, less £49,000 virements to other select areas and less provisionally slipping £6,530,000 into 2014/15;
 - Actual expenditure was £6,851,000 being 67% of the adjusted budget at month 10, compared to £10,755,000 at month 10 of 2012/13;
 - A forecast net underspend of £110,000 resulting from under spends on County Hall Demolition and Remodelling and IT Schemes.

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Monmouthshire's saving relating to the County Hall scheme was £47,500 and the IT Schemes was £87,000.

Members asked whether more questions should be asked regarding slippage and it was reported that the schemes were progressing in a timely fashion. With regard to the cost to Welsh Water at Caldicot, the Authority had requested the diversion of the sewer the cost of which was for the Authority. It had been difficult as it had been identified late in the scheme with very little negotiation.

In terms of S106 money for Caldicot Astro Turf, we were informed that there was a timing issue in reporting this had originally been reporting to Cabinet in April but had been deferred and had not yet reported to Cabinet for approval. In terms of information with regard to funding for Usk Rugby Club, information would be sought and Members informed accordingly. Concerns were expressed that should projects not move forward this money would be lost.

Members requested the following information:

- An explanation on the detail of virements for ICT schemes.
- There was no information on spend for the Abergavenny Cattle Market site, were the Authority on target and any costings or overspends.
- Information on the £270,000 unfinanced expenditure at item 5.12.

We resolved to note the information on the month 10 forecast outturn position for the 2013/14 capital programme for schemes within the select committee portfolio.

**STRONG COMMUNITIES SELECT COMMITTEE WORK
PROGRAMME/CABINET FORWARD WORK PLANNER**

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

A Call-in meeting would be held on 30th April 2014 which would consider the Cabinet Decision regarding Sale of Land at Mynyddbach. This meeting would also consider an item following presentation of a petition to Full Council with regard to speed management and the Street Naming and Numbering Policy.

The meeting on the 5th June 2014 would receive reports on Performance Monitoring, Quarterly Budget Monitoring and Affordable Housing.

Clarification would be sought as to when the Rights of Way Policy would be ready to report to Members.

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The Review of Public Protection report would report in September following crime and disorder training.

We resolved to note the work programmes for information.

DATE OF NEXT MEETING

13. We noted:

- There would be a special call-in meeting of the Strong Communities Select Committee on Wednesday, 30th April 2014 at 10.00 a.m.
- The next diaried meeting of the Strong Communities Select Committee would be Thursday, 5th June 2014 at 10.00 a.m.

The meeting terminated at 1.45 p.m.

**Minutes of the Special Meeting of the Strong Communities Select
Committee held at County Hall, Usk on
Wednesday 30th April 2014 at 10.00 a.m.**

Agenda Item 6ii

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

County Councillors: A. Easson, M. Hickman, M. Powell, V.E. Smith and S. White

County Councillors D. Blakebrough, G.L. Down, R.J.C. Hayward and S. Jones attended the meeting by invitation of the Chairman.

OFFICERS IN ATTENDANCE:

Mrs. K. Beirne	- Chief Officer, Enterprise
Mr. R. Hoggins	- Head of Operations
Ms. D. Hill-Howells	- Head of Community Delivery
Mrs. S Wiggam	- Senior Strategy & Policy Officer
Miss H. Ilett	- Scrutiny Manager
Mr. R. Williams	- Democratic Services Officer

APOLOGIES FOR ABSENCE

1. Apologies for absence were received from County Councillors R.M Edwards, D.W.H. Jones, P. Murphy, A.E. Webb and A.M. Wintle.

DECLARATIONS OF INTEREST

2. Declarations of Interest are recorded under the relevant minute.

**CALL-IN OF CABINET DECISION REGARDING THE SALE OF LAND AT
MYNYDDBACH TO MONMOUTHSHIRE HOUSING ASSOCIATION**

3. County Councillor V.E. Smith declared a personal, non-prejudicial interest under the Members' Code of Conduct as she is a member of Monmouthshire Housing Association.

County Councillor S. White declared a personal, non-prejudicial interest under the Members' Code of Conduct as she is a member of Monmouthshire Housing Association and also the chair of the Monmouthshire Housing Association Project Board.

The Chairman advised that the Strong Communities Select Committee meeting had been arranged in order to consider a call in request in respect of the decision taken by Cabinet on 2nd April 2014 regarding the sale of land at Mynyddbach to Monmouthshire Housing Association (M.H.A).

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We received a call in request in respect of the decision taken by Cabinet on 2nd April 2014 regarding the sale of land at Mynyddbach to Monmouthshire Housing Association, as follows:

- To agree to the sale of land at Mynyddbach to Monmouthshire Housing Association at less than best consideration, using the powers provided via the General Disposal Consent Order (Wales) 2003.

The reasons for the call in were noted, as follows:

- The sale at less than best consideration fails to provide proper value for money and represents and unjustified subsidy to M.H.A.

The Chairman invited the members who had called in the Cabinet decision to make comments and ask questions in respect of the decision and the following points were noted:

- Members who had called in the Cabinet decision were in favour of affordable housing being located within Shirenewton and had accepted the Planning Committee's decision regarding affordable housing on this site. However, the issue related to the method of construction to be applied which was considered to be more expensive than conventional methods.
- The additional costs would be incurred by the County Council, as the Sustainable Futures Commissioner and the Welsh Government would not contribute financially to this endeavour. The Authority should not be subsidising this scheme.
- The scheme would not provide better homes for vulnerable people. It would be an experiment in building techniques.
- A reduction in income would be received for the 21st Century Schools Programme.
- The scheme does not support local business enterprise.
- Best value would not be achieved for Monmouthshire's taxpayers.
- The sale of the land should be subject to competition via the open market and to obtain the maximum value of this asset.

The Chairman invited officers to address the Select Committee and the Members who had called in the Cabinet decision to outline the reasons for agreeing to the sale of the land at less than best consideration. Members were informed of the following:

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Agenda Item 6ii

- The project was not dependent on acquiring this land.
- The Affordable Housing Task and Finish Group had recommended that the project be undertaken on this land.
- Any additional cost would be met by Monmouthshire Housing Association.
- The General Disposal Consent Order (Wales) 2003 enables the Authority to facilitate the scheme that could not be delivered via the private sector.
- The implementation of the scheme would demonstrate added value.
- Of the three housing associations that the Authority works with, Monmouthshire Housing Association was selected to provide affordable housing for this scheme.
- The site is an exceptional site that lies outside of the Local Development Plan.
- The scheme will be funded via the Social Housing Grant.
- The site will be sold at less than best value to accommodate the pilot scheme. Additional funds will be available via Welsh Government to support the scheme.
- Concern was expressed that the Cabinet Member was not present. However, it was noted that the Cabinet Member had had a prior engagement and was unable to attend.

The Chairman informed Select Committee Members that in terms of the call in procedure, three options were available:

1. Accept the Cabinet's Decision.
2. Refer the matter back to Cabinet for re-consideration (with reasons).
3. Refer the matter to Council for consideration.

It was therefore proposed by County Councillor S. White and seconded by County Councillor M. Hickman to refer the matter back to Cabinet for re-consideration as the reasons within the Cabinet Log did not adequately explain why the land was to be sold at less than best value.

Upon being put to the vote the following votes were recorded:

For the proposal	-	3
Against the proposal	-	0
Abstentions	-	3

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The proposition was carried.

We resolved to refer the matter back to Cabinet for re-consideration as the reasons within the Cabinet Log did not adequately explain why the land was to be sold at less than best value.

CHARGES FOR STREET NAMING AND NUMBERING

4. We received the draft Street Naming and Numbering Policy.

Members were reminded that the policy had been received at the previous Strong Communities Select Committee. Since that meeting the policy had been updated. Monmouthshire's charges were now the same as Newport City Council.

Monmouthshire's charges compared with other local authorities and were close to the Welsh average. However, the charges were slightly below the average for local authorities in England.

We resolved to receive the report and note its content.

**SPEED MANAGEMENT FOLLOWING RECEIPT OF A PETITION FOR A
50MPH SPEED LIMIT ON THE B4598 AND R64**

5. We received a report by the Traffic and Network Manager on speed management following receipt of a petition for a 50mph speed limit on the B4598 and R64.

Members were informed that in light of the petition calling for a 50mph speed limit along the B4598 and R64 to Council in December 2013 and the wider issues of community concerns about speed limits and the potential implications of such changes, the development of a Speed Management Policy for Monmouthshire was being considered.

The local Member for Llanover and representatives of the public were in attendance and the Chairman invited them to address the Select Committee in respect of the petition for a 50mph speed limit along the B4598 and R64.

The following information was noted:

- The Police Commissioner and the Bryn y Cwm Area Committee support the need for a 50 mph speed limit on the B4598 and R64.
- The current speed limit on the B4598 and R64 has created a detrimental effect on the local community and local tourism.

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Wednesday 30th April 2014 at 10.00 a.m.**

Agenda Item 6ii

- For many years, Llanover Community Council has expressed concern regarding the number of road accidents that have occurred on these routes, many of which had not been reported to the police.
- The Bryn y Cwm Road Safety Sub Committee had been established in which the highways issues in respect of the B4598 had been discussed. Subsequently, the Bryn y Cwm Area Committee had voted unanimously to support the petition by the Local Member for Llanover to reduce the speed limit to 50mph on the B4598 and R64.
- Traffic speeds on the B4598 and R64 have increased in the last 10 years. Summer activities at Llanfair Kildeddin Community Hall have had to be curtailed on safety grounds. Improved road safety was required at this location.
- Speeding motorcycles, particularly during the summer months, were creating noise levels that were detrimental to the surrounding community affecting the quality of life of local people.
- Farming, local businesses and tourism in the area were being affected making it difficult to sell rural Monmouthshire to the wider public.
- The speeding vehicles and noise generated were creating a detrimental effect on trade for a local public house.
- It has taken 12 years to obtain a 40mph speed limit outside Llanfair Kilgeddin Primary School.
- The local community were asking the Select Committee to support the petition for a reduction in the speed limit to 50mph on the B4598 and R64 as a matter of public safety.

Having received the report and the views expressed by the local Member and residents of the community, the following points were noted:

- Select Committee Members expressed their support for a reduction in the speed limit to 50 mph on the B4598 and R64. It was considered that the speed limit on sections of these routes could be reduced even further to 40mph, with a temporary 20mph speed limit outside Llanfair Kilgeddin Primary School. The local Member stated that the petition

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referred to a reduction in the speed limit to 50mph. However, for built up areas, the request would be for a speed limit of 40mph.

- The police would need to be able to enforce any reduction in the speed limit on these routes.
- The Traffic and Network Manager stated that the Capita report had resulted in the implementation of advisory signs on bends, extended to cover the Abergavenny area. 'Slow Down' signs had been installed in Llanfair Kilgeddin. There was a need for a consistent countywide speed limit policy. This could be investigated via a working Group.

It was proposed and seconded that in addition to the recommendation outlined in the report to establish a Member Working Group, which would be led by relevant officers and the Cabinet Member, the Select Committee would also support a reduction in the speed limit to 50mph on the B4598 and R64 with a request being made to the Cabinet Member to consider implementing a single member decision, as soon as possible, following the appropriate consultation period.

We resolved to:

- (i) establish a Member Working Group, which would be led by relevant officers and the Cabinet Member, regarding the development of a Speed Management Policy for Monmouthshire. Such a policy would need to seek to achieve an appropriate balance between the concerns of the local communities with the practicalities of delivering changes to existing speed limits taking into account national legislation and policy. The Group could also consider how officers currently assess speed limits and consider whether a specific Monmouthshire County Council policy would help to ensure that a more appropriate approach is adopted or whether there are no benefits from moving away from the current method of assessment and practice;
- (ii) support a reduction in the speed limit to 50mph on the B4598 and R64 with a request being made to the Cabinet Member to consider implementing a single member decision, as soon as possible, following the appropriate consultation period.

The meeting terminated at 12.30 p.m.

Strong Communities Select Committee

Action List

17th April 2014

Minute Item:	Subject	Officer	Outcome
6	Request to write to Welsh Government requesting flexibility re: commencement date of hedge and verge cutting	R. Hoggins	
7	Clarification from the Operations Manager that Community Councils were being notified of any pollinator works in their location.	N. Leaworthy	
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	
8	Check whether the Internal Drainage Board were being consulted on planning applications.	P. Thomas	
11	Provide further information re: Funding for Usk Rugby Club, an explanation on the detail of virements for ICT schemes, spend for the Abergavenny Cattle Market site - were the Authority on target and any costings or overspends, information on the £270,000 unfinanced expenditure at item 5.12.	M. Howcroft	
12	Clarification would be sought as to when the Rights of Way Policy would be ready to report to Members	H, Ilett	

SUBJECT:	DRAFT REVENUE BUDGET OUTTURN 2013/14
MEETING:	Strong Communities Select Committee
DATE:	05th June 2014
DIVISIONS/WARD AFFECTED:	All Authority

1. PURPOSE:

- 1.1 The purpose of this report is to provide Select Committee Members with information on the revenue outturn position of the services relevant to this Select committee at the end of the 2013/14 financial year.

2. RECOMMENDATION:

- 2.1 That Members consider the information contained within this report noting that the figures may be subject to adjustment through the external audit process.
- 2.2 That Members note the contribution of the surplus balance of £877,000 on the revenue account to general reserves.
- 2.3 That Members note £500,000 of the Single Status and Equal Pay reserve being used to replenish the Pension and Redundancy reserve.
- 2.4 That Select Committees scrutinise the outturn position for the services within their remit.

3. KEY ISSUES

- 3.1 The services covered within this report for scrutiny of budget monitoring are:
- Regeneration & Culture directorate – Infrastructure & Networks – including Waste Management, Highways (including SWTRA), Transport and Traffic Management, Street Lighting, Estates & Sustainability, Facilities and Accommodation Management and Procurement.
 - Chief Executive's Unit – including Citizen Engagement, Community Safety, Communications, Legal Services, Democratic Services & Electoral Management, Improvement Section, Policy & Partnerships, Human Resources, Payroll, Training, Revenues, Council Tax, Non-Domestic Rates, Finance, Internal Audit, Housing Benefits ICT and Transition Management.
 - Corporate Costs and Levies – including precepts and levies payable to Gwent Police, the Fire Authority and other precepting bodies; Corporate Management – comprising audit fees, treasury management charges and other corporate costs not

specific to services; Non-distributed costs that principally comprise pension strain costs resulting from early retirements and redundancies; and Insurances.

- Appropriations – including external debt costs (in terms of interest and MRP), investment income earned on investments, contributions to/from earmarked reserves and any costs resulting from fixed asset disposals.
- Financing – that includes core funding from WG and council tax income.

3.2 The 2013-14 net expenditure budgets attributable to Stronger Communities Select Committee oversight is £97,167,000 (credit). The related annual net expenditure forecast (using outturn data) was £98,803,000 (credit), and introduces a £1,636,000 underspend, as summarised in the following table.

	Actual at Outturn	Revised Budget	Over/(Under) Spend at Outturn	Over/(Under) Spend at Month 09	Variance Month 09 to Outturn
	£000's	£000's	£000's	£000's	£000's
Infrastructure & Network	19,325	19,290	35	97	(62)
Chief Executives Unit	10,516	11,027	(511)	(304)	(207)
Corporate Costs & Levies	16,884	18,394	(1,510)	(1,128)	(382)
Appropriations	6,591	5,692	899	645	254
Financing	(152,119)	(151,570)	(549)	(535)	(14)
	(98,803)	(97,167)	(1,636)	(1,225)	(411)

3.3 The service had £2,610,000 savings attributed to it in during the 2013-14 budget process. At outturn £2,388,000 savings have been made in full, £197,000 will be delayed into 2014-15 and £25,000 remains unachievable. This reflects the same position reported at month 9. Further detail of these savings is included in Appendix 4.

3.4 Infrastructure and Networks incurred an overspend of £35,000 at outturn, a £62,000 improvement from Month 9. This is a particularly significant improvement, appreciating a material adverse situation presented at outturn in respect of Passenger Transport Services of £537,000 where previously they had only reported an adverse position of £148,000, a detrimental movement of £389,000. The service maintains that the costs borne in relation to transporting children are extremely challenging and hard to mitigate. This aspect of the service was due for review with Children and Young people, but has to date realised no tangible savings despite anticipating to as part of budget setting process. Financially the situation is also compromised by the administrative processes and systems utilised by the service, which are now being addressed. Key issues affecting the net £35,000 Infrastructure and Sustainability overspend are detailed in Appendix 1.

3.5 Within CEO's, a £511,000 underspend has resulted at outturn, a further improvement of £207,000 on the month 9 reported position. This is predominantly due to further employee savings and vacancies, introduced and enacted appreciating 2014-15

structure changes and savings. The specific savings are reported in more detail in Appendix 1.

- 3.6 The Corporate Costs section evidences a £1,510,000 underspend at outturn, a further improvement of £382,000 on the month 9 position. Corporate costs will tend to be more volatile in last quarter than general service budgets, and the increased underspend is caused by mainly accounting entries predicated on full year activity; so involve the revision of cost predictions in respect of 2011-12 WAO grant work in favour of actual known costs, creditor refunds generated during the year end accruals process, reduction in insurance provisions, acknowledgement of reduced levels of self-insured costs combined with a favourable Insurance retender, and the reversal of early retirement commitments which will not now crystallise. Greater detail of individual variances is included in Appendix 1.
- 3.7 The net overspend of £899,000 to Appropriations is predominantly still consequential of the unbudgeted transfer of resources to reserves being more significant than the unbudgeted call from reserves. As part of the closing process, underspends in respect of Outdoor Education and Education Advisory have resulted in unbudgeted transfer to reserves, the balance since month 9 being effectively the net movement to the insurance and risk management reserve in consideration of future liabilities. Also of note, a windfall payment of £67,000 has been received from the Heritable Bank receivers as the recovery rate has improved above that budgeted at the beginning of the financial year. The incidence of spend is reported in more detail in Appendix 1.
- 3.8 The beneficial position of £549,000 to Financing activities continues to stem from a trend that houses liable for Council Tax exceed budget predicted level (£255,000), albeit at £30,000 less than predicted at month 9. Also Council Tax benefit levels at outturn continue to be less than budgeted (£294,000 underspend at outturn, £250,000 predicted at month 9).
- 3.9 Whilst the focus for information provision above is on the specific Select area, it is rather artificial to consider that in isolation without also appreciating the holistic situation, which is provided below in tabular form, and results in a general surplus of £877,000 for the financial year.

Table 1: Council Fund Outturn 2013/14 – Summary Total Net Expenditure Position		Outturn	Revised Budget	Over/(Under) Spend at Outturn	Forecast Over/(Under) Spend at Month 09	Variance Month 09 to Outturn
		£000's	£000's	£000's	£000's	£000's
Social Care & Health	1	37,216	36,384	832	880	(48)
Children & Young People	2	52,223	52,051	172	545	(373)
Regeneration & Culture	3	27,812	28,022	(210)	233	(443)
Chief Executive's Unit	4	10,516	11,027	(511)	(304)	(207)
Corporate Costs & Levies	5	16,884	18,394	(1,510)	(1,128)	(382)
Net Cost of Services		144,651	145,878	(1,227)	226	(1,453)
Attributable Costs – Fixed Asset Disposal	6	103	199	(96)	(17)	(79)
Interest and Investment Income	6	(93)	(30)	(63)	(59)	(4)
Reduction in Heritable Investment Losses	6	(73)	0	(73)	0	(73)
Interest Payable and Similar Charges	6	3,670	3,798	(128)	(130)	2
Charges Required Under Regulation	6	4,950	4,970	(20)	(88)	68
Other Investment Income	6	(25)	0	(25)	0	(25)
Contributions to Reserves	6	1,276	125	1,151	790	361
Contributions from Reserves	6	(3,293)	(3,446)	153	149	4
Capital Expenditure financed from revenue	6	76	76	0	0	0
Amounts to be met from Government Grants and Local Taxation		151,242	151,570	(328)	871	(1,199)
General Government Grants	7	(74,755)	(74,755)	0	0	0
Non-Domestic Rates	7	(28,376)	(28,376)	0	0	0
Council Tax	7	(54,763)	(54,508)	(255)	(285)	30
Council Tax Benefits Support	7	5,775	6,069	(294)	(250)	(44)
Net Council Fund (Surplus)/Deficit		(877)	0	(877)	336	(1,213)
Contribution to/(from) Council Fund		877	0	877		
Total (Surplus)/Deficit		0	0	0		

4. REASONS

4.1 To present the revenue outturn position for 2013/14 for Select Member scrutiny.

5. RESOURCE IMPLICATIONS

5.1 As contained in the report.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

6.1 There is no equality or sustainable development implications directly arising from this report.

7. CONSULTEES:

Senior Leadership Team
All Cabinet Members
Head of Legal Services
Head of Finance

8. BACKGROUND PAPERS:

Appendix 1 – Explanation of forecast variances
Appendix 2 – Movements from original budget to revised budget
Appendix 3 – Carried forward reserves from 2013/14 for use in 2014/15
Appendix 4 – Budget savings 2013/14

9. AUTHORS:

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APPENDIX 1 Summary Explanation of Year-end Position

The outturn position on the net costs of services (including Corporate Costs) shows an under spend of £1,227,000. Explanations for forecast variances are included in the relevant sections within this Appendix. The principal reasons for the year end position are summarised as follows:

- a) Regeneration & Culture – An under spend of £210,000, at outturn. The most notable under spends relate to increased leisure activity income (£88,000) Shirehall underspend of £86,000 (significantly affected by unanticipated grant) and net libraries underspend of £37,000 and a very beneficial Highways position (£677,000 underspend) due in the main to additional income from SWTRA work (£525,000), which has been reported through the year. Pressures within the PTU are giving cause for concern with a reported £537,000 overspend which included overspends on contract costs, vehicle costs, sickness and maternity cover costs and the inability to achieve the budget saving of £150,000 on SEN transport. Car Parks are over- spent (£72,000) due to the continued delay in implementing price increases and a downturn in activity. Within the Facilities Management over spend (£78,000); Grounds Maintenance (£144,000) underspent due to increased demand for its services partially offset overspends within Building Cleaning (£98,000) and Schools Catering (£124,000).
- b) Chief Executive's Unit – An under spend of £511,000. This under spend comprises of the following key items. Firstly, the One Stop Shops under spent by £114,000 mainly due to staff vacancies. Secondly, Central Finance under spent by £85,000 due to unfilled vacancies. Thirdly, Elections Section under spent by £81,000 principally as a result of the Individual Registration process being further delayed. The restrictions on filling vacancies and service and supplies expenditure account for the majority of the remaining under spend spread across all divisions.
- c) Corporate Costs & Levies – An under spend of £1,510,000. The under spend is a combination of items, the most notable of which are: a £778,000 saving on the Single Status Budget as this has not been required. Savings in the Insurance section of £154,000 and £130,000 in a reduced provision for Settlement and Self-Insured costs respectively. There is a larger than unexpected dividend of £138,000 from the Greater Gwent Crematorium, a saving of £97,000 in transition costs and a £67,000 savings on Wales Audit fees costs due to improvements in the internal grants claims process. These under spends are offset by a £84,000 over spend due to unbudgeted early retirement costs as more employees are taking retirement as a result of staffing restructures..

The total outturn for the Council Fund for the 2013/14 financial year is a summation of the net cost of services (as outlined above) and the other transactions that flow through the revenue account. These other transactions relate primarily to the treasury functions, earmarked reserve contributions and council tax collection. Taken together, the total outturn position for the Authority is an under spend of £877,000. The under spend on services outlined above is offset against these other transactions for the principal reasons out lined below:

- a) Out performance of Council Tax recovery results in additional £255,000 income to the Authority as well as £294,000 in relation to savings in Council Tax Benefit Support;
- b) A net under spend of £309,000 on treasury and capital financing activities mainly resulting from the strategy to adopt less long term borrowing and to continue with internal borrowing;

- c) Fixed Asset disposal costs under spent by £96,000 principally due to delays in asset sales;
- d) Contributions to earmarked reserves increased by £1,151,000 from budgeted levels of £125,000. These related to £562,000 submitted to cover an estimated liability on MMI and outstanding claims. There was a £500,000 movement from the Single Status Reserve to the Redundancy and Pensions Reserve in anticipation of future re-organisational costs. Smaller amounts were set aside for the Education Achievement Service (£69,000), Outdoor Education (£24,000), CCTV (£20,000), Elections reserve (£25,000) and Capital support reserve (£75,000).
- e) Contributions from earmarked reserves were £153,000 less than budgeted, as a number of approved projects drew down less in year than was originally budgeted. Specific movements are detailed in Section 6 Appropriations below.
- f) In conclusion, the Authority's year-end reserves, excluding school balances, amount to £20.329m, comprising a Council Fund balance of £7.080m (£6.203m in 2012/13) and earmarked revenue reserves of £13.249m (£15.552m in 2012/13). It should be noted that many of these reserves are due to be used to support the current medium-term revenue and capital budgets and to provide cover against potential liabilities.

Movement from the Month 9 Forecast

The table shows a positive variation of £1,453,000 on net cost of services from the forecast under spends reported at month 9. Some of the principal reasons for the variation from month 9 relate to the following:

- a) Regeneration & Culture – A positive variance of £443,000 is mainly attributable to net favourable movements in Highways, Procurement, an improved waste underspend, combined unspent draws upon reserves, an improved housing bad debt position, improvements within Economic Development, Development Plans and control, compensating for significant increased costs in the passenger transport unit.
- b) Chief Executive's Unit – A positive variance of £207,000 which was mainly made up of Training grant funding not having to be repaid (£32,000), a recharge of One Stop Shop costs to CMC2 (£32,000) and a general reduction in spend across the Directorate following the request to reduce spending and not fill vacancies.
- c) Corporate Costs & Levies – A positive variance of £382,000 is made up of primarily of a £130,000 saving in self-insured insurance costs as the liability on outstanding claims has not materialised and an unbudgeted dividend of £138,000 for the Greater Gwent Crematorium. Also, a redundancy provision of £97,000 is now longer required due to an update in circumstances of the provision.

Below the net cost of services line there is a net adverse variation from Month 9 of £254,000. This variation principally relates to contributions from reserves. The month 9 forecast identified that contributions from reserves would need to increase, reflecting the over spend position being reported against the Net cost of services. However the improved position at outturn has meant that this additional contribution is no longer required.

REGENERATION & CULTURE

The directly managed position for the Regeneration and Culture Directorate at outturn is to under spend by £210,000 for the 2013/14 financial year a £443,000 improvement from Month 9.

Chief Officer Commentary:

I am pleased with the overall out-turn position and recognise the significant progress that has been made in-year with restricting expenditure to essential items only, vacancy freeze and a keen focus on income generation. Areas in which progress has been substantial include Leisure, Grounds, Highways, Shire Hall, Housing and DC Planning. It would be remiss not to highlight the critical issues encountered in the Passenger Transport Unit and to state that a strategic review has now been convened to fundamentally improve and strengthen all aspects of budget setting, management and monitoring and to ensure these circumstances cannot recur.

SUMMARY EXPLANATION FORECAST OVER SPEND

Table 1: Regeneration & Culture Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Month 06.

	Actual Outturn	Revised Budget	Over/(Und er) Spend	Forecast Over/(Under) Spend at Month 09	Variance M9 to Outturn
	£000's	£000's	£000's	£000's	£000's
Strong Communities Select Committee related					
Infrastructure and Networks	19,325	19,290	35	97	(62)
	19,325	19,290	35	97	(62)
E&D Select Committee related					
Public Health and Culture	5,069	5,324	(255)	33	(288)
Planning, Place and Enterprise	3,132	3,122	10	103	(93)
R&C Management	286	286	0	0	0
	8,487	8,732	(245)	136	(381)
Net Directly Managed Expenditure	27,812	28,022	(210)	233	(443)

Note : Movement From/To Reserves

The budget reflects a number of one-off Invest to Redesign reserve funded initiatives approved as part of the 13-14 budget totalling £845,000. Of this, a net £249,000 hasn't been incurred and consequently not drawn upon from reserves. When this adjustment is taken into account, then the real underlying position of the directorate would be an over spend of £39,000.

Infrastructure & Networks

At outturn the Division has over spent by £35,000, an improvement of £62,000 since month 09. This position includes reserve movements of £92,000, when these are taken into account then the true position would be a £127,000 over spend.

Overspends

- Car Parks has overspent by £72,000, a £5,000 improvement from month 9. Income levels have increased slightly but the unit was unable to achieve budgeted targets and is forecasting a £108,000 shortfall in this area, this is due to :-
 - Car park prices have not yet increased in line with budget assumptions (currently set at 2.5% per year)
 - The unit has seen a reduction in Pay and Display income as activity has been in decline since 2011-12

This deficit has been partly offset by staff vacancy savings of £27,000 and savings on expenditure of £9,000 due to 'essential spend only' restrictions. The improvement from Month 9 can mainly be attributed to improved income streams that came in above month 9 profile (£5,000).

- The Waste section has over spent by £65,000, an improvement of £31,000 from Month 9. The main variances are :-
 - The delayed implementation of efficiency saving initiatives within Pest Control £35,000 and Admin restructure £30,000 means we will not see the benefits of these until the new financial year.
 - The service has faced considerable income pressures in 13-14 and has seen a £150,000 reduction in income against budget, made up as follows:-
 - Loss of Trade income of £33,000 due to a reduction in the value of the lifts required by our customers as they are recycling more.
 - A reduction in Welsh Government's Waste management grant of £70,000.
 - The loss of recycling income of £10,000 and garden waste income of £23,000.
 - The budget also assumed continued income of £14,000 for sale of green garden waste bags which were removed from public usage on 1st July 2013.
 - A net under spend in expenditure of £150,000 as increases in spend on recycling and food bags has been offset by reduced expenditure on landfill and organic waste treatment due to the waste changes made in July 2013.

The £31,000 improvement from Month 9 is due to savings gained from the renegotiation of food bags prices and further savings in residual waste costs, both of which were not factored in at Month 9.

- The Council Vehicle Usage Scheme has overspent by £61,500. The scheme to capture savings generated from charging employees to take vehicles home was not implemented in 13-14 as expected.

- The Green Car Scheme has returned a £31,000 overspend, a £7,000 increase since Month 9. It was anticipated that the scheme re-launch would improve membership enough to cover the budgeted saving, but fell £31,000 short of the £66,000 target. The £7,000 increase in over spend has been caused by a number of staff leaving the scheme which has affected the level of savings achievable. Going forward a new marketing scheme has been introduced.
- The PTU was tasked with delivering £225,000 in budget reduction in 2013/14. The out turn for 2013/14 shows an over spend against budget of £537,000. Given the size and scale of the service area, there are routinely budget variations in terms of general operational cost and business volume,
- Reflected in labour costs, fuel, materials, 3rd party contracts etc. However the analysis of the accounts demonstrates major budget variation in the following areas:
 - Contract costs (i.e. School bus services provided by private operators) increased by £105,000 above the budgeted increase (budget increase set at 1% year on year). This is reliant upon the tender process and simply reflects the actual increase that operators' bid rather than the budget increase set by the authority.
 - Vehicle costs increased by £148,000 above budget. Much of the overspend is associated with one off costs to works to vehicles prior to return to the leasing company to reduce lease company penalty costs, a refit of seating to a bus to increase passenger capacity and fuel costs above budget (budget increase assumption set at 1%).
 - Assumptions were made when the budget was set that SEN transport costs could be reduced by £150,000 in the year. Despite early efforts by officers to revise and re-assess SEN transport needs, it proved impossible to progress this with resources available. Furthermore the situation was exacerbated in year as extra SEN transport demands increased the budget burden by a further £70,000 expenditure.
 - Employee costs out stripped the budget by £200k largely attributable to cover for several cases of long term sickness absence and maternity cover over and above what might be typically expected. As a front line service it is not possible to ask others to 'act up' or to spread the workload across the remaining team so all additional costs to provide staff cover impact directly upon the budget.

This indicates a gross budget overspend of some £673,000 that has been offset by income through hire, grants and fees of around £135,000 (in particular hire income outperformed the budgeted assumption of £75,000 by a further £65,000).

Whilst the reason for the over spend is outlined above it is of particular concern that much of this was not forecast at month 9 reports. Senior officers have investigated the reason behind this poor forecasting and understand that increased contract costs had not been included through in year projections as they occurred. Income was not monitored centrally and it is also fair to say that confidence that the position could be recovered was not borne out in practice. As a result an internal review of the PTU service and Fleet management has been commenced to ensure that, amongst other things, operational financial management is much improved and more robust to ensure that budget management and particularly forecasting information provided is more accurate and timely.

- Facilities Management has overspent by £78,000 a £13,000 increase from month 9. This is due to:-
 - Building Cleaning overspending by £98,000. The cleaning function is split between the in-house cleaning section and an external provider Regent Cleaning. Set-up costs and management costs have exceeded budget by £51,000 and along with an increase in operational costs of £24,000 the contract as a whole is overspending by £75,000.

Discussions are ongoing with the contractor to bring this in line financially for 14-15. In addition there is a net overspend in the internal cleaning function of £23,000 due to:-

- A £12,000 unbudgeted redundancy expense for two cleaners who left in year.
- The sections inability to meet targeted staff restructure and employee savings of £23,000.
- £14,000 compensation paid to Unison staff as a result of an error during their TUPE transfer over to Regent cleaning sites.
- A £9,000 net under spend on supplies and services and a £17,000 under spend on transport

This is a £58,000 increase in overspend from month 9 and is mainly due to the full impact of the contract management and set up costs not materialising before Month 9.

- School Meals have over spent by £124,000 a £1,000 improvement from month 9. This service transferred from CYP across to R&C mid-year with a deficit budget. This is due to:
 - Staff costs have exceeded budget by £94,000, due to additional overtime payments relating to staff training (£46,000), £30,000 additional salary costs to cover long term sick leave and the inability to meet targeted staff restructure and employee vacancy savings (£18,000).
 - The Supplies and services budget has overspent by £76,000 as improving meal numbers have increased our grocery costs over and above original estimates

Offset by:-

- An under spend in premises expenditure as kitchen maintenance costs came in £12,000 under budget.
- An improvement in actual meal income over budget of £39,000.
- Grounds Maintenance has under spent by £144,000. This is mainly due to income exceeding in year projections by £81,000 and savings in transport costs (£36,000) and employee costs (£36,000) offset by a backdated rates bill of £8,000. The £44,000 improvement from Month 9 is due to income levels exceeding month 9 predictions.
- Public conveniences has over spent by £22,000, due to additional costs incurred relating to the opening and closing of toilets in Chepstow that are unbudgeted (£13,000) and an overspend on utility costs of £9,000.
- Property Services Building Maintenance has over spent by £35,000. This is due to additional expenditure incurred from extra surveys undertaken following Health and Safety requirements and additional flooding repairs. These were not known until late in the year and are the reason for the variance from Month 9.
- Raglan Training centre has over spent by £14,000. External course income has slowed in recent months meaning turnover hasn't been enough to cover the in-house corporate training that the unit undertake.

These over spends have been offset by a number of under-spends, the main being:-

- The Estates section has under spent by £28,000 due to:-
 - Expenditure savings across the section of £130,000 due to savings in our Sustainability Carbon credit payments of £78,000 and a net reduction in premises maintenance of £52,000.
 - Offset by an over spend in the wider budget of £102,000 as the income generated from our current renewable energy projects fell short of target
- The Highways Department has under spent by £677,000. Included in this figure is an unspent draw on reserves of £92,000 that relates to the “connected worker” project currently ongoing in operations. When this reserve movement is taken into account the true under spend of the department is £585,000, this is a £287,000 improvement from month 9 with the notable variances comprising :-
 - SWTRA has under spent by £525,000. Income levels have been very good all year with actuals outstripping budgeted projections in areas including Task Orders and Safety Fence inspections. In addition since month 9 the unit has been allocated extra unexpected work in the bridges & culverts and street lighting patrols functions, this extra work coupled with managed efficiencies in operational expenditure has improved profitability and is the main reason for the increase in under spend of £275,000.
 - Highways Operations has under spent by £115,000 (This includes the £92,000 reserve and if removed would reduce the under spend to £23,000). The unit has had to deal with unplanned repair costs to roads and landslides. In spite of this the unit has managed to return a small under spend, mainly due to a milder than expected winter with the authority using £45,000 less salt than previous year, and no snow clearing costs. A contingency for snow had been built into the Month 9 forecast figures, wasn't fully utilised and has resulted in a positive variance of £23,000.
 - Traffic, Transport Policy and Networks has under spent by £52,000, a £19,000 improvement from month 9. This has been achieved through savings in employee costs of £7,000, an under spend in fees and general supplies of £17,000 and an increase in fee income of £28,000. The £19,000 improvement from month 9 is due to street work fines continuing to outstrip original projections (£5,000) and the saving on professional fees that was not factored in at month 9.
- The Transport unit has under spent by £44,000. This is due to increased income from MOTs and a small reduction in supplies and services.
- The Accommodation budget has under spent by £56,000. This is as a result of a reduction in building maintenance costs at the Usk and Magor offices. Many items in the new buildings remain under warranty and we have not incurred the repair charges originally anticipated.
- The Procurement section has under spent by £69,000. This primarily relates to a £40,000 reduction in our contribution towards the Joint Procurement Unit, along with restricting spend where appropriate. The variance from month 9 to outturn is due to the delayed WG Health check, it was forecast at month 9 that we would incur expenditure when implementing any recommendations from this review but this has not taken place as yet.

The reduction in overspend of £62,000 from Month 9 is due to a number of reasons, the most notable being:-

- The improvement in the Highways position of £379,000 due to the increased turnover within SWTRA and Networks and the reduction in spend in Highways ops mainly due to the milder winter, both of which were not fully factored in at Month 9.
- The £49,000 increased underspend in Procurement mainly due to the delay in WG Health check expenditure.
- The £31,000 improvement in Waste under spend as further residual waste savings and food bag price savings were not known at Month 9.
- The £44,000 under spend in Transport not being reported at Month 9 although this predominately relates to an unspent draw on reserves.

Offset by:-

- The increase in overspend within PTU of £389,000 as the full costs of increased contract work was not fully identified and communicated until year end..
- The increased spend on Corporate Building Maintenance of £35,000 as additional survey work and flooding repairs were not known at Month 9.
- The Facilities over spend increasing by £13,000 as the additional contract cleaning costs of £58,000 were offset by increased income and cost savings within Grounds, all of which were not included at Month 9.

CHIEF EXECUTIVES UNIT

The directly managed position for the Chief Executive's Unit is to under spend by £511,000 for the 2013/14 financial year.

Chief Officer Commentary:

The under spending within the unit has increased from that reported at month 9 as considerable efforts were made to restrict expenditure to items of an essential nature an applying strict criteria to the filling of posts

SUMMARY EXPLANATION FORECAST OVER SPEND

Table 7: Chief Executive's Unit Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Outturn.

	Actual Outturn	Revised Budget	Over/(Under) Spend	Forecast Over/(Under) Spend at Month 09	Variance M9 to Outturn
	£000's	£000's	£000's	£000's	£000's
Deputy Chief Executive	4,338	4,637	(299)	(179)	(120)
Democratic Services & Improvement	1,826	1,971	(145)	(104)	(41)
Finance	1,875	1,978	(103)	(62)	(41)
Information Communication Technology	2,462	2,441	21	24	(3)
Transition	15	0	15	17	(2)
Net Directly Managed Expenditure	10,516	11,027	(511)	(304)	(207)

Deputy Chief Executive's Division

At outturn the Division has an under spent by £299,000, an increase since month 9 of £120,000. The under spend principally comprises:

- Citizen Engagement– Over spend of £7,000 which mainly consists of:
 - Markets – Over spend of £24,000 as rental income did not achieve budget, assumed to be due to the economic downturn. There is no variance on that reported at month 9.
 - Communications – Over spend of £2,000 due to the inability to find efficiency savings, there was an under spend of £8,000 reported at month 9.
 - Citizen Engagement Management – Overspend of £5,000. This is mainly due to the inability to find efficiency savings. There is no variance on that reported at month 9.
 - Cemeteries – Under spend of £24,000 due to adjustments made to bills for water charges where we have been historically charged incorrectly and increased income. The increase in under spend from month 9 of £17,000 is due from increased income and lower costs for weather damage than originally forecast.
- Customer Relations – Under spend of £116,000 consisting of :
 - One Stop Shops – Under spend of £114,000. This is the net result of vacant posts that remain unfilled in 2013/14, further reduced expenditure in line with organisational policy and a one off income receipt of £12,500 offset in part by additional £15,000 software and

hardware costs. An under spend of £67,000 was reported at month 9, the increase in under spend of £32k is due to costs not now being transferred to CMC2.

- Registrars – Under spend of £23,000, from an increase in income. An under spend of £8,000 was reported at month 9, the increase in under spend from month 9 is due to increased income and the effort to minimise expenditure.
- Office Services & Telephones – Over spend £36,000 which relates mainly to telephone call costs. An over spend of £26,000 was reported at month 9.
- Publications – Under spend of £15,000 due to the stock levels being maintained at a lower level. There is no variance to that reported at month 9.
- Legal and Land Charges Section £13,000 under spend that consists of:
 - Legal – Over spend of £8,000 due to an employee cost pressure as a result of budget efficiency savings could not be achieved.
 - Land Charges – £21,000 under spend as income exceeded that of previous years.
- Personnel – Under spend of £53,000. The main reason for this under spend is the inclusion of a £45,000 one off budget as part of a HR restructure invest to save scheme which has not been fully utilised. This budget will be removed for 2014/15. The other under spend is from Occupational Health limiting the use of external providers. There was a £47,000 under spend reported at month 9.
- Community Safety – Under spend of £8,000 through a reduction in staff hours. There was an under spend of £22,000 reported at month 9.
- Policy – Under spend £58,000. A saving of £15,000 in respect of levies, subscriptions and donations being below inflation, a saving of £9,000 from a partly vacant post and £33,000 savings from the equipment purchase budget. An under spend of £23,000 was reported at month 9 and the movement is due to the saving on the equipment budget.
- Training – Under spend of £56,000 – Staffing vacancies for part of the year within the grant funded area. There has been an increase in savings of £32,000 from that reported at month 9 due mainly to a reduction on repayment of the 12-13 grant.
- Corporate – Under spend £2,000 as a result of staffing vacancies, an under spend of £5,000 was forecast at month 9.
- Centre for Innovation – the outturn matched the budget for 13/14, no variance to that reported at month 9.

Democratic Services and Improvement Division

At outturn the Division has an under spent by £145,000, an increase since month 9 of £41,000. The under spend principally comprises:

- Democratic Services - Under spend of £61,000 through savings from a combination of Maternity Leave and vacant posts.
- Elections Section - Under spend of £81,000 is principally the result of the Individual Registration process being further delayed. It is now scheduled to commence in July 2014 whereas it was originally scheduled for 2011. This is augmented by a vacant staffing position which has not been filled.
- Improvement – Under spend of £21,000, the result of a staff secondment to NESTA.

- Policy – Under spend of £3,000 from supplies and services. There was no variance reported at month 9.
- Members – Over spend of £21,000 due to the inability to find the employee related savings, there was no variance reported at month 9.

The under spend has increased by a further £41,000 from that reported at month 9. This is mainly due to vacancies.

Finance Division

At outturn the Division has an under spent by £103,000, an increase since month 9 of £62,000. The under spend principally comprises:

- Audit Section have a balanced outturn, there has been a variance from month 9 of £15,000, due to a concerted effort to reduce the overspend.
- Central Finance have an under spend of £85,000 from staff vacancies. There has been an increase in savings of £13,000 from that reported at month 9 due to a further vacancy which has remained unfilled.
- Performance Management have an over spend of £13,000 from a redundancy payment that will be funded from reserves. There was no variance reported at month 9.
- Revenues, Systems and Exchequer under spent by £43,000. This under spend is a combination of items. The non-pay budget under spent by £60,000, largely due to one off savings against the system consultancy and maintenance budgets. However this is offset by a £12,000 over spend against the pay budgets, reflecting the new staffing structure that was put in place this year; and £4,000 additional costs for credit and debit card handling fees. The outturn position has improved by £13,000 since we last reported at month 9. This is mainly because we were unable to book Agresso Consultancy until the new financial year.
- Benefits budget has over spent by £12,000, a reduction of £11,000 when compared to the month 9 forecast. This over spend is a combination of a net £161,000 under spend against Housing Benefit transactions made during the year reflecting the payments and subsidy received and awarded, £50,000 additional one off Administration Grant income, offset by a £223,000 increase in the Housing Benefit Bad Debt provision.

Information Communication Technology

At outturn the Division has over spent by £21,000, a decrease since month 09 of £3,000.

Transition

The over spend of £15,000 is due to employee costs that are unable to be charged to transition projects, and will therefore be funded from reserves at year end. The movement from month 9 is £2,000.

CORPORATE COSTS & LEVIES

The outturn position for Corporate Costs & Levies at is to under spend by £1,510,000 for the 2013/14 financial year, compared to a forecast under spend of £1,128,000 at month 09.

SUMMARY EXPLANATION FORECAST OVER SPEND

Table 7: Corporate Directorate Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Month Outturn.

	Actual Outturn	Revised Budget	Over/(Under) Spend	Forecast Over/(Under) Spend at Month 09	Variance M9 to Outturn
	£000's	£000's	£000's	£000's	£000's
Precepts and Levies	15,074	15,081	(7)	(7)	0
Corporate Management	128	459	(331)	(203)	(128)
Non Distributed Costs	705	719	(14)	65	(78)
Strategic Initiatives	0	93	(93)	(93)	0
Office Equipment & Furniture	22	28	(6)	0	(6)
Single Status	2	780	(778)	(780)	2
Insurance	953	1,233	(280)	(109)	(170)
Net Expenditure	16,884	18,394	(1,510)	(1,128)	(380)

The main areas of under or over spending are:

Corporate Management

At outturn the Division has under spent by £331,000, an increased under spend since month 09 of £128,000.

This is mainly due to:

- A reduction in external audit costs relating to grant claims (£67,000) and external audit services (£8,000). This includes an adjustment to an over-accrual on grant claims of £35,000 which was not previously reported.
- A surplus of £87,000 resulting from unbudgeted income from historic and written off bills (£23,000) and creditor refunds from previous financial years (£64,000) which have materialised and reported only at year-end.
- An unbudgeted dividend of £138,000 from the Gwent Crematorium Service (reported at month 9).
- Numerous small NNDR refunds in relation to council properties totalling £34,000 (£16,000 reported at month 09).

Non-Distributed Costs

Non-Distributed costs have under spent by £14,000, compared to an over spend of £65,000 forecast at month 09. This is mainly due to:

- Unbudgeted early retirement pension costs of £91,000 relating to the cost of redundancies in the current year across various directorates and the cost spread from previous financial years. Charges from 2013/14 redundancies are spread over 5 years so will also impact on future financial years.
- This is offset by a provision for redundancy costs of £97,000 which is no longer required as the cost has not materialised.

Single Status

Single status costs have under spent by £778,000 due to:

- An under spend of £595,000 based on costs incurred by directorates during the year.
- The budgeted Job evaluation incremental pay costs of £185,000 did not materialise due to the directorates managing these costs within their current budget allocations and therefore a call on reserves will not be required.

This under spend was predicted throughout the year and reported accordingly, together with the proposal that the under spend is taken as a caveated reserve contribution to meet further potential pressures.

Strategic Initiatives

Strategic Initiatives has under spent by £93,000 with no change from the forecast at month 09, predominantly due to:

A surplus of £100,000 against pension auto enrolment costs that could have been taken by employees has been deferred to later years.

Offset by:

A shortfall of £11,000 against the senior management restructure savings budget following the final outturn position being established within services.

Insurance

Insurance costs have under spent by £280,000, a £170,000 increase from that reported at month 09. This is mainly due to:

- A favourable insurance premium being negotiated for the second half of the financial year (£16,000), reported at month 9.
- A saving in specialist fees & employee overheads where costs are lower than originally budgeted (£18,000). (£41,000 reported at month 09).
- A decrease in the FRS12 provision of £154,000 for potential settlement cost liabilities when compared to the amount provided for at the end of 2012/13. (£50,000 reported at month 09). An assessment of open claims is made at year-end which identifies the likelihood of the Authority having to pay out for outstanding claims. When comparing the open claims at the end of 2013/14 to those at the end of 2012/13, the amount the Authority is estimated to pay to settle claims has reduced resulting in the reduction in provision required. Certain larger claims potentially payable at the end of 2012/13 have now been settled at reduced cost due to diligent defence.

- A reduction in self-insured costs of £130,000 following a lower number of incidents than anticipated. There were a low level of settlements in work related injury claims (employers' liability) due to low severity of incident and settlement being deferred at year end. There were also fewer property claims than anticipated. This was not reported at month 09 as although the trend was showing a possible reduction, previous experience had shown this may not be realised at year-end.
- This is offset by an additional payment of £38,000 in relation to Municipal Mutual Insurance (MMI) claims following receipt of the year end positions for the former Gwent fund and Monmouth Borough. (This was not reported at month 09).

APPROPRIATIONS ACCOUNT

The position for the Appropriations Account at outturn is to over spend by £899,000 for the 2013/14 financial year.

SUMMARY EXPLANATION FORECAST UNDER SPEND

Table 8: Appropriations Account Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Outturn.

	Actual Outturn	Revised Budget	Over/(Under) Spent	Forecast Over/(Under) Spend at Month 09	Variance M9 to Outturn
	£000's	£000's	£000's	£000's	£000's
Attributable Costs – Fixed Asset Disposal	103	199	(96)	(17)	(79)
Interest & Investment Income	(93)	(30)	(63)	(59)	(4)
Reduction in Heritable Investment Losses	(73)	0	(73)	(67)	(5)
Interest Payable & Similar Charges	3,670	3,798	(128)	(130)	2
Charges Required Under Regulation	4,950	4,970	(20)	(21)	1
Other Investment Income	(25)	0	(25)	0	(25)
Capital Expenditure financed from revenue	76	76	0	0	0
	8,608	9,013	(405)	(294)	(111)
Contribution to Earmarked Reserves	1,276	125	1,151	790	361
Contribution from Earmarked Reserves	(3,294)	(3,447)	153	149	4
Net Expenditure	6,590	5,691	899	645	254

The main areas of under or over spending are:

Fixed asset disposals costs

At outturn the Division has under spent by £96,000, an increased under spend since month 09 of £79,000. The under spend is mainly due to:

- An under spend of £99,000 (£44,000 at month 6) as the sale of sixteen (six at month 9) assets did not complete in 2013/14. This budget will be required to slip into 2014/15 in order to complete the schemes.
- An under spend of £27,000 (£9,000 at month 9) on six (two at month 9) fixed asset sales. The sale of the LDP site is not going ahead. The remaining sites have been sold and expenditure completed under budget.

Offset by:

- An overspend relating to the sale of two plots of land at Brecon Road Depot due to additional costs in dealing with Japanese knotweed, fencing and legal fees (£3,000). £15,000 was reported at month 9.
- An overspend relating to the Sale of the Caldicot school field (£12,000) as legal and selling fees have been incurred in 2013/14 but budget is in 2014/15.

- Overspends due to a lack of accrual for auction costs relating to several sales in 2012/13 (£10,000) and other small overspends (£5,000).

Interest and Investment Income / Other Investment Income

At outturn the Division has achieved a surplus of £89,000, an increased surplus of £30,000 compared to month 9. The surplus is mainly due to:

- A £67,000 investment surplus was achieved due to average cash balances being higher than the budgeted level of £5m but also due to a higher average interest rate return on investments for the year of 0.59% compared to budget of 0.50%. A £51,000 surplus was reported at month 9; the increase is mainly attributable to an enhanced interest rate payable on balances held in the Barclays contingency current account.
- Investment balances were higher than anticipated mainly due to slippage in the capital programme.
- In addition a surplus of £22,000 was achieved due to windfall receipts of £7,000 from the sale of Raglan Public Convenience and £14,000 from freehold reversions. The £14,000 receipt relating to freehold reversions was not anticipated at month 9.

Interest payable and similar charges

At outturn the division has under spent by £128,000, similar to that reported at month 9. The under spend is mainly due to:

- A saving of £32,000 on the existing PWLB debt portfolio, mainly due to a reduction in interest payable on a variable rate loan.
- A saving of £90,000 on temporary borrowing costs caused by a reduced need to borrow consequential to slippage in the capital programme and average borrowing rates (0.49%) being less than anticipated (0.92%). These preferential rates have been achieved in borrowing from other Local Authorities rather than money markets and is testament to sound treasury management practice.
- An under spend of £6,000 on interest payable to trust funds, mainly the Welsh Church fund. This is due to a change in the investment strategy of the Welsh Church fund, which is moving its investments from the pool run by the Authority to directly owned investments, thus reducing interest payable to the WCF as a reduction in the principal value in the pooled sum.

Investment Losses

At outturn the Authority is pleased to report a surplus of £73,000 due to the recovery of historic investment losses.

- As at 31st March 2013 and based on advice in the LAAP bulletin the Authority were expecting 88%. A further payment from Heritable administrators was received in August 2013 bringing the total repayment to 94%. This was reported through the year.

Charges required under Regulation

At outturn the division has under spent by £20,000 due to a reduction in the minimum revenue provision (MRP) charge relating to 2013/14 capital expenditure.

Contribution from Earmarked Reserves

An overall reduced 'contribution from' reserves of £153,000 was required in 2013/14. (A reduced contribution from reserves of £149,000 was reported at month 9) a variance to outturn of £4,000.

Single Status and Equal Pay Reserve

A £500,000 increased 'contribution from' the Single Status and Equal Pay reserve.

As part of the annual review of the adequacy of reserves balances it was decided to transfer £500,000 from the Single Status and Equal Pay reserve to the Redundancy and Pensions reserve. The balance held within the Single Status reserve was deemed to be in excess of any potential further claims value.

Invest to Redesign Reserve

A reduced 'contribution from' the Invest to Re-design reserve of £210,000 was required in 2013/14. Attributable to the following:

Up-front investment for savings schemes – A reduced in year draw from reserves of £177,000 relating to various savings initiative schemes that have encountered delays. It is requested that the balance be carried forward for utilisation in 2014/15.

HR Restructure - A reduced in year draw from the reserve of £45,000 due to a favourable outturn position in the division. It is requested that the balance be carried forward into 2014/15.

Monmouthshire Cycling Strategy – A reduced in year draw from the reserve of £20,000 due to unexpected delays in expenditure from Police costs and British cycling television contracts. It is requested that the balance be carried forward into 2014/15.

Offset by:

An increased draw from the reserve of £32,000 relating to approved costs incurred within SCH Directorate looking at different working practices within Childrens' Services. Cabinet approved a £75,000 reserve contingency fund as part of the Medium Term Financial Planning process to ensure utilisation of proposed budget savings. The balance of £43,000 will be budgeted for use in 2014/15.

Insurance and Risk Management Reserve

A reduced 'contribution from' the Insurance and Risk Management reserve of £3,000 relating to a small in year under spend on Thornwell Primary demountable costs.

Capital Receipt Generation Reserve

A reduced 'contribution from' the Capital Receipt Generation reserve of £125,000, mainly due to a delay in asset sales. It is requested that a balance of £99,000 be made available in 2014/15.

Treasury Equalisation Reserve

A budgeted £201,000 contribution from the Treasury Equalisation reserve was not required due to an overall favourable outturn position.

Redundancy and Pensions Reserve

An overall increased contribution of £47,000 from the Redundancy and Pensions reserve due to the funding of caveated redundancy costs where services could not directly afford.

Priority Investment Reserve

A reduced 'contribution from' the Priority Investment reserve of £206,000. Attributable to the following:

A reduced draw of £28,000 due to an under spend on Local Development Plan works completed in year. It is requested that the balance be made available in 2014/15.

A £250,000 budgeted contribution to finance capital unsupported borrowing was not required due to an under spend in the division. It is requested that a balance of £50,000 be made available in 2014/15.

A reduced draw of £28,000 relating to an under spend on ICT Technicians in Schools. It is requested that the balance be carried forward into 2014/15.

A reduced draw of £130,000 relating to an under spend on Raising Education Standards. It is requested that the balance be carried forward into 2014/15.

A £200,000 budgeted contribution to fund improved practices in the transition of children from primary to secondary education was not utilised. Staffing changes within the Directorate management team during the year meant that a plan of expenditure was not put in place. It is requested that the balance be carried forward into 2014/15, its use being predicated on a robust quantified plan.

Offset by:

An overall increased contribution from the reserve of £429,000, mainly relating to the funding of school based redundancy costs that were un-affordable by the Directorate.

School Library Service Partnership Reserve

An un-budgeted £44,000 contribution from the reserve was required to fund an over spend in the service.

Youth Offending Team Service Partnership Reserve

An identified and agreed £2,000 contribution from the reserve was required to fund an over spend in the service.

Contribution to Earmarked Reserves

An overall increased 'contribution to' reserves of £1,151,000 was submitted in 2013/14. (An increased contribution to reserves of £790,000 was reported at month 9) a variance to outturn of £360,000.

Redundancy and Pensions Reserve

A £500,000 'contribution to' the Redundancy and Pensions reserve was submitted at outturn as part of the adequacy of reserves review.

The Redundancy and Pensions reserve was originally forecasting a deficit position for 2014/15 so it was deemed appropriate to utilise a surplus balance from the Single Status and Equal Pay reserve.

Redundancy and Pensions costs are on-going as a result of pension strain costs and further potential redundancy costs following service reviews.

Insurance and Risk Management Reserve

An un-budgeted contribution to the reserve of £562,000 was submitted to cover an estimated liability on MMI and outstanding claims.

Outdoor Education Trading Partnership Reserve

An un-budgeted contribution to the reserve of £24,000 was submitted due to an under spend in the division.

Education Achievement Service Reserve

An un-budget contribution to the reserve of £70,000 was submitted due to an under spend in the service.

Grass Routes Buses Reserve

The service were unable to make a budgeted £5,000 contribution to the reserve due to an over spend in the division.

FINANCING

The outturn position for the Financing Section is to under spend by £549,000 for the 2013/14 financial year.

SUMMARY EXPLANATION FORECAST UNDER SPEND

Table 9: Financing Outturn 2013/14 – Summary Forecast Net Direct Expenditure Position at Outturn.

	Actual Outturn	Revised Budget	Over/(Under) Spend	Forecast Over/(Under) Spend at Month 09	Variance M9 to Outturn
	£000's	£000's	£000's	£000's	£000's
General Government Grants	(74,755)	(74,755)	0	0	0
Non-Domestic Rates Redistribution	(28,376)	(28,376)	0	0	0
Council Tax	(54,763)	(54,508)	(255)	(285)	30
Council Tax Benefits Support	5775	6,069	(294)	(250)	(44)
Net Directly Managed Expenditure	(152,119)	(151,570)	(549)	(535)	(14)

The main areas of under spending are:

Council Tax

Throughout the year, this area of the budget has been expected to generate additional income, as the number of new properties built in the area was in excess of the original estimate. At outturn this surplus income stands at £255,000. However this surplus has reduced by £30,000 on the position reported at month 9 reflecting changes to the bad debt profile, changes in occupation and the subsequent discounts and exemptions awarded.

Council Tax Benefits Support

We have been anticipating an under spend against this area of the budget all year. At outturn the under spend had increased by a further £44,000, taking the final under spend for the year to £294,000. This reflects the amounts awarded to assist the citizens of Monmouthshire with the payment of their Council Tax under the Council Tax Reduction Scheme.

Movements from Original Budget to Revised Budget

This appendix provides an overview of changes made to the Authority's revenue budget since the Original Budget was approved by Council on 13th February 2013. Changes comprise budget virements and budget revisions, and all changes made to the revenue budget between directorates up to the end of the 2013-14 financial year are included.

Table 1: Revised Budget analysis at 2013-14 outturn	Original Budget	Budget Virements	Budget Revisions	Revised Budget
	£000's	£000's	£000's	£000's
Social Care & Health	36,339	45	0	36,384
Children & Young People	51,984	67	0	52,051
Regeneration & Culture	26,667	1,355	0	28,022
Chief Executive's Unit	17,028	(6,001)	0	11,027
Corporate Costs & Levies	18,848	(454)	0	18,394
Net Cost of Services	150,866	(4,988)	0	145,816
Appropriations Section	6,773	(1,081)	0	5,692
Amounts to be met from Government Grants and Local Taxation	157,639	(6,069)	0	151,570
Financing Section	(157,639)	(6,069)	0	(151,570)
Council Fund (Surplus)/Deficit	0	0	0	0
Budgeted contribution from Council Fund	0	0	0	0
Budget Control Total	0	0	0	0

Budget virements and budget revisions are further illustrated below in separate tables that analyse the key movements:

Budget Virements

Table 2: Budget Virements analysis at Outturn (£000's)	Revised Budget as Month 09	Virement 1	Virement 2	Virement 3	Virement 4	Virement 5	Revised Budget at Outturn
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Social Care & Health	36,383	0	0	0	0	0	36,384
Children & Young People	52,108	(57)	0	0	0	0	52,051
Regeneration & Culture	27,550	57	307	45	0	62	28,022
Chief Executive's Unit	11,040	0	0	0	(12)	0	11,027
Corporate Costs & Levies	18,382	0	0	0	12	0	18,394
Net Cost of Services	145,463	0	307	45	0	0	145,878
Appropriations Section	6,106	0	(307)	(45)	0	(62)	5,692
Amounts to be met from Government Grants and Local Taxation	151,570	0	0	0	0	0	151,570
Financing Section	(151,570)	0	0	0	0	0	(151,570)
Council Fund (Surplus)/Deficit	0	0	0	0	0	0	0
Budgeted contribution from Council Fund	0	0	0	0	0	0	0
Budget Control Total	0	0	0	0	0	0	0

The key virements that have taken place to the 2013/14 original budget from Month 9 to outturn comprise:

CYP

- Virement 1 – Transfer of CYP Support Services Manager to Property Services (£57,679) cr

R&C

- Virement 1 – Transfer of CYP Support Services Manager to Property Services 57,679 dr
- Virement 2 – Movements between Capital and Revenue mis-postings £307,170 dr
- Virement 3 – Up-front Business Savings for Fuel Saving technology £40k dr and Commercial Sector £5k dr
- Virement 5 – Invest to save initiatives Contribution from Reserves £62,341 dr

CEO

- Virement 4 – Transfer of Fees & Charges income budget to Local Land Charges (£12k) cr

Corporate

- Virement 4 – Transfer of Fees & Charges income budget to Local Land Charges £12k dr

Appropriations

- Virement 2 – Movements between Capital and Revenue mis-postings (£307,170) cr
- Virement 3 – Up-front Business Savings Investments for Fuel Saving technology (£40k) cr and Business Support to the Commercial Sector (£5k) cr
- Virement 5 – Invest to save initiatives Contribution from Reserves (£62,341) cr

Budget Revisions

There have been no budget revisions.

2013/14 Budgeted Savings progress at Outturn for Strong Communities Select

APPENDIX

DIRECTORATE	Saving included in 2013/2014 Budget £'000	Savings achieved £000s	Delayed savings £000s	Shortfall / (Surplus)
R&C (Infrastructure & networks)	1,298	1,176	97	25
CEO	155	155	0	0
CORPORATE	1,157	1,057	100	0
Total Budgeted Savings 2013-14	2,610	2,388	197	25

2013/14 Budgeted Savings progress at Outturn for Strong Communities Select

RESOURCES & REGENERATION								
Budget proposals 2013/14	Narrative	Saving included in 2013/2014 Budget £'000	Savings not achievable £000s	Delayed savings £000s	Value of Saving at Outturn £'000	Progress Assessment at preceding quarter	Year end position	
Greater flexibility to alter service delivery and reprioritise area based FM services	Area based Facilities Management (FM) being rolled out across public buildings, offices and schools. Offers service provider opportunity to work with the clients to prioritise service and costs and allow the contractor the flexibility to deliver	25	25	0	0	Saving unachievable - no saving to be made as Regent Cleaning actually costing more	Not Achieved	I&N
Implementation of Highways, Waste and Street-scene systems review	Integration of three service areas into one	120	0	30	90	The restructure has yet to be implemented so we will only see part year savings. Of the areas that this affects Grounds and Highways have found their share through a managed reduction in expenditure and increased fee income but waste is estimating that only £10,000 can be found in their area.	Achieved in part	I&N
Income generation amongst various traded services, grounds, trunk roads etc.	Review all service costs to draw out potential improved income and additional turnover	143	0	0	143	Will be achieved	Achieved	I&N
PTU – reducing costs, increasing income.	Review major costs and develop private hire income. Changes to special needs provision can create this and more with CYP involvement. Increased private hire allowed for.	75	0	0	75	In progress, manager is confident this will be achieved.	Achieved	I&N
Refresh of staffing structures and project management	Reviewing progress with restructure	130	0	32	98	Part saving will be achieved BUT NOT through the original idea. Staff restructure has yet to be implemented so full year efficiencies will not be realised. Grounds and transport have found their share through managed reductions in service expenditure and increased income. Building Cleaning and Catering cannot fund the savings from service expenditure.	Achieved in part	I&N
Fleet acquisition and utilisation & radical efficiency		150	0	0	150	Achieved. Increased reliance on renewal by condition rather than age of vehicles means this budget will now be susceptible to movement each year.	Achieved	I&N
Working closely with town and community councils around co-production opportunities.	New jobs to deliver key services & enact statutory functions but with funding split between TC and MCC -	10	0	0	10	Saving achieved BUT NOT through original idea. Savings have been found through increased fee income and employee savings.	Achieved	I&N
Dry recycling	Revised dry recycling processing contract	135	0	0	135	Contract price negotiated to £0 for haulage and gate fee, therefore full saving achieved.	Achieved	I&N
Residual Waste	Reduction in landfill costs through increase in recycling	100	0	0	100	Early indications from the change to grey bags and a restriction on residual waste appears to have delivered this saving required. However, the full impact will not be determined until mth 9.	Achieved	I&N
Charging for green waste collection	Introduction of green waste charging, promotion of home and community composting	185	0	0	185	£175k received to date (mth 9). Therefore, estimate for yr on income to be £175k BUT also a further estimate on saving from reduced treatment of waste. So the total £185k should be achieved.	Achieved	I&N
Investing in new H&S Monitoring Officer to ensure compliance in all Public Buildings.	The authority currently has an obligation to fund legionella monitoring at an approximate annual cost of £45k to £50k; asbestos and fire monitoring at £25k. This work is currently carried out by external contractors but would be more efficient if carried out by a dedicated internal resource as is the case with all our Education properties.	30	0	0	30	Saving achieved BUT NOT through original idea. Savings have been achieved through other means mainly through a reduction in professional fees	Achieved	I&N

Investment in appropriate Contract Management and Contract Management Training	Improved contract management in areas of significant spend could save revenue budgets. Requires audit of exiting contract management awareness and competence together with investment in programme of training.	30	0	0	30	On going - saving is achievable	Achieved	I&N
Training of Property Services staff to undertake COW (Clerk of Works) duties	Removes need for additional COW role and saves salary costs	10	0	0	10	On going - saving is achievable	Achieved	I&N
Low Interest Loans to MCC Residents, Businesses & Staff to install renewable technologies	An ideal situation for Monmouthshire to only consume the energy it produces – this is a long way off but we could kick start this by making renewable technology more affordable to those that really need reduced energy bills. We could work with CIC's to cost the schemes and install and the lender would enter into a commercial loan with MCC at 2% above our borrowing rate (norm 3-4%). This would be a cheaper loan for borrowers and still make MCC an income	10	0	0	10	We have taken legal advice and we had to put in place a full commercial credit agreement, and we are currently working through that. But this now means it will be less attractive to people to take up the scheme and consequently the £10k will not be achieved. However we have managed to make this saving through other methods mainly increased income, this will only be achievable as a one off saving in 13-14.	Achieved	I&N
Centralising energy budgets in the Sustainability team	This would allow the Energy team to utilise savings that it makes to implement additional energy saving schemes e.g. voltage optimisers and install additional renewable technologies, thereby reducing our carbon output. It would also reduce the amount of administration and time lost pushing bills around the County.	10	0	0	10	Working towards transferring budgets centrally and are currently working on achieving these efficiencies. Savings will not be made through this method in 13-14 but have been made through a one-off increase in income in other estates areas. This is currently being look at for 14-15.	Achieved	I&N
Sexton Service	Withdraw the sexton service at Chepstow and LLanfoist and provide a mobile service. May be some benefit from collaboration with Torfaen which has a team doing cemetery services.	30	0	0	30	Saving has been achieved	Achieved	I&N
Out of Hours Services	Review our out of hours services – duty officers and overtime arrangements	25	0	0	25	Forecast to be achieved through rationalisation.	Achieved	I&N
Installation of fuel saving technology to HGV's	Fuel management system to cut fuel consumption - particularly suitable for high consumption HGV's - given installation costs	35	0	0	35	Saving to be achieved but not through original idea, transport currently reviewing options for installation by year end. Shortfall will be found within service.	Achieved	I&N
Charging for pest control service	Not uncommon amongst neighbouring authorities for this service to be provided at a charge. Not a statutory service so a further option would be to withdraw provision of the service and only provide information.	45	0	35	10	The principle for charging has been agreed however further work is to be taken forward via Select and the Cabinet to implement.	Achieved in part	I&N
Total R&C		1,298	25	97	1,176			

2013/14 Budgeted Savings progress at Outturn for Strong Communities Select

CHIEF EXECUTIVE'S UNIT							
Budget proposals 2013/14	Narrative	Saving included in 2013/2014 Budget £'000	Savings not achievable £000s	Delayed savings £000s	Value of Saving at Outturn £'000	Progress Assessment at preceding quarter	Year end position
Investigate the integration of libraries and One Stop Shops – Abergavenny, Chepstow, Caldicot and Monmouth	There is an option of combining customer services into a customer hub by merging one stop shops with libraries. This would free up the current premises in prime retail positions	35	0	0	35	Savings have been achieved by the deletion of a Customer Service Team Leader post, report to Cabinet July 2013	Achieved
Revising current charging regime for OSSs	Potential charging for dog foul sacks & RADAR Keys.	10	0	0	10	Achieved via savings in service budgets.	Achieved
Digital meetings	Purchase of tablet computers for councillors and end of printing agenda and reports for meetings	10	0	0	10	Achieved via staff restructure	Achieved
Review of structures in CEO	Details to be confirmed	100	0	0	100	70,000 has been achieved via new savings as a result of new mobile contract. The balance via staff savings which are to be confirmed.	Achieved
Total CEO		155	0	0	155		

2013/14 Budgeted Savings progress at Outturn for Strong Communities Select

CORPORATE							
Budget proposals 2013/14	Narrative	Saving included in 2013/2014 Budget £'000	Savings not achievable £000s	Delayed savings £000s	Value of Saving at Outturn £'000	Progress Assessment at preceding quarter	Year end position
Make better use of corporate contracts.	A lot of work seems to go into setting up these contracts and the opportunity to use WPC contracts but there are very few checks on budget managers to ensure that they are using these contracts. There needs to be some form of justification for not using these contracts with open communication to the procurement team.	50	0	0	50	Achieved - Savings budget has been vired across to services	Achieved
SEN Transport	SEN transport costs vary according to individual needs and can have a significant budget impact. Full review of SEN provision taking a holistic view, ensuring that transport implications are part of the decision making process	100	0	100	0	Budget has been vired to services R & C however it is not certain that the saving will be achieved this year, work will continue in order to meet the savings target albeit delayed	Not Achieved, Service under review by CYP
Maximising use of VC/conferencing to avoid travel	Reduce travel allowance budget of £750,000 by 10%	75	0	0	75	Achieved - Savings budget has been vired across to services	Achieved
Treasury savings	Through maximising internal borrowing position, taking prudent view on capital slippage and on market rates	256	0	0	256	Additional savings over and above the budgeted ones have been forecast £126k - in the interest payable area. £26k relates to rate payable on variable rate debt (not assessed when savings identified). The balance is mainly due to higher levels of slippage and lower rates payable on temporary debt than identified in the budgeted savings. Of £59k of savings budgeted relating to MRP, £8k originally anticipated have not materialised although sufficient other compensatory MRP savings have materialised.	Achieved
Fees and charges target	Further income generation	50	0	0	50	£38,000 budget vired to CEOs where savings have been identified	Achieved
Council tax base	Estimated growth in council tax base for 2013/14	626	0	0	626	Council tax budget includes this element and the forecast shows that this will be exceeded	Achieved
Total Corporate		1,157	0	100	1,057		

SUBJECT:	CAPITAL PROGRAMME 2013/2014 OUTTURN STATEMENT
DIRECTORATE:	Chief Executive's Unit
MEETING:	Strong Communities Select Committee
DATE:	5th June 2014
DIVISION/WARDS AFFECTED:	Whole Authority

1. PURPOSE:

- 1.1 The purpose of this report is to present the capital outturn position for 2013/2014, for schemes relating to this committee. Members are asked to note that the figures provided may be subject to change during the audit process.

2. RECOMMENDATIONS:

- 2.1 That the information on the outturn position for the 2013/2014 capital programme for schemes within this Select Committee portfolio is received.

3. KEY ISSUES:

Capital Expenditure

- 3.1 The main schemes relevant to this Select Committee are:
- Asset Management Schemes – schemes resulting from the Strategic Accommodation review & property maintenance schemes
 - The Highways and Infrastructure maintenance programme, together with other transport related schemes

- Regeneration schemes that principally concern the Abergavenny Library project, Shire Hall restoration project and schemes funded from S106 developer contributions
- County Farms maintenance schemes
- ICT schemes
- Inclusion schemes – Disabled Facility Grants, Access for All schemes and the Low Cost Home Ownership scheme
- Sustainability schemes that comprise street lighting schemes, PV installations and energy efficiency projects

3.2 Further to this capital receipts and overall financing of the capital programme also fall to this Select Committee for scrutiny.

3.3 The capital outturn position for the 2013/2014 capital programme for schemes relating to this Select committee is as follows:

- A revised budget of £16,641,000, of which £9,228,000 or 55.0% was spent by year end (41% at month 10).
- Slippage of £7,192,000 is to be submitted for approval by Cabinet on 4th June 2014. This slippage mainly relates to:
 - Regeneration Schemes £4,458,000, of which £3,433,000 is for the Abergavenny Library scheme
 - Infrastructure and Transport Schemes £732,000
 - ICT Schemes £544,000
 - Asset Management Schemes £543,000
 - Inclusion Schemes £372,000
 - County Farm Schemes £258,000
 - Other Schemes £256,000, and
 - Sustainability Schemes £29,000

Further information is provided in Appendix 2.

- A net under spend at Outturn of £220,000 (£223,000 after taking into account external grant funding streams), mainly resulting from:
 - A net under spend of £76,000 on County Hall demolition and re-modelling, being 50% of total under spend, project is joint funded by Torfaen CBC (£48,000 reported at month 10).
 - An under spend of £100,000 on County Farms maintenance and re-investment due to an anticipated compensation payment to relocate a tenant not being required.
 - An overall under spend on Property Maintenance schemes relevant to this Select Committee of £5,000 (although Property Maintenance schemes were on target for the Authority as a whole)
 - Under spends on Accommodation £17,000, ICT schemes £12,000 and Infrastructure and Transport schemes £13,000.

Appendix 1 to the report provides a summary explanation of the over and under spends at Outturn.

Capital Financing for the Authority

3.4 The overall under spend at outturn of £271,000 across all select areas requires a corresponding decrease in financing in 2013/14.

3.5 Variances in capital financing against budget can be principally summarised as follows:

- A reduced call on capital receipts of £272,000, resulting from under spends in the capital programme that do not have other specific funding sources (£488,000), offset by the funding of unfinanced over spends (£216,000) that have arisen at outturn.
- Additional grant financing of £1,000.

3.6 Further information is provided in Appendix 5.

Useable Capital Receipts Available

- 3.7 The forecast Total Capital Receipts balance at the 31st March 2014 has increased by £2,775,000 compared to the MTFP (£2,542,000 forecast at month 10) primarily due to an increase in forecast receipts of £261,000, forecast slippage of capital expenditure of £2,957,000, budgeted set aside of £1,000,000 not going ahead, a forecast under spend of £272,000 in the capital programme which is financed via capital receipts, offset by a lower receipts balance brought forward (£1,184,000) and an increase in expenditure budgets (£531,000).
- 3.8 Based on the 2012/13 outturn, the current capital receipts forecast and the capital budgets in place for 2013/17, total capital receipts at the end of the MTFP window are forecast to be £33,369,000 (£32,165,000 forecast at month 10), an increase of £7,000 compared to the 2013/17 capital MTFP.
- 3.9 Further information on capital receipts is contained in Appendix 3.

4. AREAS FOR POTENTIAL SCRUTINY

4.1 The main issues for Select Committee scrutiny are:

- The level of slippage on schemes, together with any notable movements in slippage from month 10 to outturn.
- The risks surrounding future capital receipt generation and timings of such, and its potential to affect financing of future capital programmes and future schools initiative.

5. BACKGROUND PAPERS:

Appendix 1 – Explanation of over/under spends
Appendix 2 – Provisional slippage
Appendix 3 – Capital Receipts
Appendix 4 – Movement from Original to Revised budget
Appendix 5 – Capital Financing Summary
Appendix 6 – Slippage Detail

6. AUTHOR:

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1. EXPLANATION OF OVER & UNDER SPENDS AT OUTTURN

1.1 Table 1 below summarises the outturn variances for schemes relating to this committee and compares them with the variances forecast at month 10.

Table 1: Capital Programme 2013/14 – Summary Outturn Position

<i>Scheme Type</i>	Original Budget (Including b/f slippage)	Budget Virements & Revisions	Revised Budget	Slippage c/f	Adjusted Budget (Reduced by Slippage)	Actual Outturn	Over/(Under) Spend at Outturn	Forecast Over/(Under) Spend at M10
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Asset Management Schemes	1,774	1,207	2,981	543	2,438	2,273	(164)	(50)
Infrastructure & Transport Schemes	5,203	89	5,292	732	4,560	4,612	52	0
Regeneration Schemes	4,289	431	4,720	4,458	262	264	2	(1)
Sustainability Schemes	0	303	303	29	274	275	1	0
County Farms Schemes	568	10	578	258	320	219	(100)	3
Inclusion schemes	1,137	165	1,302	372	930	932	2	2
ICT Schemes	612	365	977	544	433	421	(12)	(87)
Other Schemes	412	76	488	256	232	232	0	23
Total	13,995	2,646	16,641	7,192	9,449	9,228	(220)	(110)

1.2 The main schemes contributing to the forecast under spend of £220,000 are as follows:

1.2.1 Asset Management Schemes

(a) County Hall Demolition and Remodelling

The County Hall demolition and remodelling scheme under spent by £152,000 at outturn (£95,000 under spend forecast at month 10). The under spend is attributable to competitive tendering and a reduced contingency requirement. The increased under spend is partly due to a reduction in property services fees charged to the scheme. The month 10 forecast included a fee estimate over and above the level agreed with Torfaen CBC. The increase in under spend is also due to a reduction in the forecast cost for works to deal with flooding of the police access road.

The scheme is joint funded between Monmouthshire and Torfaen which results in a net forecast under spend to Monmouthshire of £76,000 for 2013/14.

(b) Accommodation Internal Fittings and ICT

The Accommodation internal fittings and ICT project under spent by £17,000 at outturn due to the final project cost being lower than brought forward accrual. (Not forecast at month 10)

(c) Property Maintenance

Property Maintenance is currently forecasting to be on target for the Authority as a whole, but the schemes within the scope of this Select have a net over spend of £5,000. Within this, there are offsetting over and under spends and the main reasons are described below.

i. Ceilings

An under spend of £4,000 in the ceilings section attributable to the Monmouth Leisure Centre replace ceiling with anti-vandal system scheme, final cost of works were lower than initial budget estimate.

ii. External Areas

An over spend of £8,000 in the External Areas section mainly due to an overstated accrual.

iii. External Walls, Doors and Windows

An under spend of £4,000 in the External Walls, Doors and Windows section. The under spend is mainly attributable to the Slaughterhouse Arches Monmouth scheme. Final project cost was lower than anticipated due to part of the works being completed by the Highways service.

iv. Floors and Stairs

An over spend of £6,000 in the Floors and Stairs section. This is mainly attributable to the replacement of damaged sports hall floor coverings due to the requirement to complete additional unforeseen repair works.

v. Internal Walls and Doors

An under spend of £11,000 in the Internal Walls and Doors section. Attributable to a £6,000 under spend on the replacement of fire doors and screens where final contractor invoice was lower than accrual and a £5,000 under spend was achieved on the Abergavenny wall penetration scheme where a more economic repair solution was found. .

vi. Roofs

An over spend of £10,000 in the Roofs section mainly attributable to Caldicot Castle repairs to roof and stonework scheme due to the requirement to undertake additional health and safety works to walls of tower adjacent to moat.

1.2.2 Infrastructure and Transport Schemes

Infrastructure and Transport schemes have over spent by a net amount of £52,000 at outturn, which was not reported at month 10.

This is made up of additional expenditure, mainly relating to the Blake Street Wyesham flood alleviation scheme (£65,000) which will be financed by unbudgeted grant funding of £65,000, offset by a surplus of £13,000 which relates to the Monmouth Safe Routes in the Communities Initiatives 2012/13 where the final cost of works was less than the accrual.

1.2.3 County Farms Schemes

County Farms Maintenance and Re-investment

This section has under spent by £100,000 at outturn, one scheme to vacate a property was anticipating compensation costs of up to £100,000. The scheme is no longer going ahead. (Not reported at month 10)

1.2.4 ICT Schemes

This section has under spent by £12,000. The under spend relates to the ARC project which was completed in year with a total project cost lower than original budget estimate.

Note: Memorandum Item – Vehicle Replacement Programme

A budget of £1,700,000 was held for the purchase, sale and leaseback arrangements for vehicle replacement. Costs amounted to £1,454,000. Reporting of progress is excluded from this report due to the nature of the expenditure which results in a secondary revenue recharge to the service user, rather than a net capital funded consideration.

2. 2013/2014 SLIPPAGE SUMMARY

- 2.1 For schemes within this Select Committee's portfolio, the total slippage requested at outturn from the 2013/2014 capital programme is £7,192,000. This represents 43% of the revised capital budget for 2013/2014 of £16,641,000. This compares with the approved 2012/2013 slippage of £6,703,000 which was 29% of the revised budget for 2012/2013 of £22,832,000.
- 2.2 Slippage on the Abergavenny library project (which is on hold while the future strategy of the library service in Abergavenny is determined) accounts for £3,433,000 48% of the total slippage with the remaining £3,759,000 made up of slippage requests less than £500,000 (54 schemes) with 6 of these requests being £200,000 or greater.
- 2.3 The table below analyses the schemes by scheme category and compares the level of slippage with that estimated at month 10.

Table 1: Capital Programme 2013/14 – Analysis of 2012/13 and 2013/14 Slippage

	Slippage B/F From 2012/13	Slippage C/F Outturn 2013/14	Provisional Slippage C/F Month 10 2013/14	Slippage Increase/(Decrease) since mth 10
	£000	£000	£000	£000
Asset Management Schemes	564	543	545	(2)
Infrastructure and Transport Schemes	592	732	383	349
Regeneration Schemes	4,139	4,458	4,411	47
Sustainability Schemes	0	29	0	29
County Farms Schemes	294	258	351	(93)
Inclusion Schemes	287	372	447	(75)
ICT Schemes	613	544	378	166
Other Schemes	214	256	15	241
Total	6,703	7,192	6,530	662

- 2.4 The cause of the requirement for the slippage of £7,192,000 can be analysed into three categories:

Third Party

Authority – Controllable by Budget Holder

Authority – Uncontrollable by Budget Holder

Cause of Slippage	Number of Schemes	Slippage (£)
Third Party	22	1,820,000
Authority - Controllable	12	3,969,000
Authority - Uncontrollable	21	1,403,000
	55	7,192,000

2.6 Explanation of Slippage Requests

Details of all the slippage requests, together with reasons are provided in appendix 6. The following major slippage requirements in the 2013/2014 capital programme are to be noted:

2.6.1 Asset Management Schemes

Total slippage of £543,000 is proposed for 12 schemes, which is £2,000 less than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Outturn £	Slippage Month 10 £
Property Maintenance (4 Schemes)	208,000	199,000
Car Park Granville and Wyebridge Street	200,000	200,000
County Hall Demolition and Remodelling	56,000	50,000
Raglan Depot Car Park	35,000	35,000
Car Park, Riverside	15,000	0
Itton Common Sewerage Treatment Plant	10,000	0
Caldicot Castle SW Tower Roof and Stone Works	9,000	7,000
Drainage Works at Caldicot School and LC Site	7,000	54,000
County Hall Replacement	3,000	0
	543,000	545,000

2.6.2 Infrastructure and Transport Schemes

Total slippage of £732,000 is proposed for 10 schemes which is £349,000 more than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
<i>Infrastructure maintenance schemes:</i>		
Carriageway Resurfacing	268,000	0
Bridges and Retaining Walls	122,000	0
Safety Fences	103,000	103,000
Accessibility Enhancements	73,000	184,000
Structural Repairs – PROW	52,000	52,000
Signing Upgrades and Disabled Facilities	51,000	0
Parking Studies	32,000	44,000
Road Safety and Traffic Management	21,000	0
Implementation and Review of TRO's	10,000	0
<i>Specific grant funded schemes:</i>		
Tidy Towns	1	0
	732,000	383,000

2.6.3 Regeneration Schemes

Total slippage of £4,458,000 is proposed for 13 schemes, which is £47,000 more than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
Proposed New Abergavenny Library	3,433,000	3,424,000
Section 106 (10 Schemes)	998,000	961,000
Shire Hall (Furniture and Equipment)	17,000	17,000
Improve Income Generation – Museums	10,000	10,000
	4,458,000	4,412,000

2.6.4 County Farms Schemes

Total slippage of £258,000 is proposed for 2 schemes which is £93,000 less than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
County Farms Maintenance	237,000	344,000
County Farms Asset Disposal Costs	21,000	7,000
	258,000	351,000

2.6.5 Inclusion Schemes

Total slippage of £373,000 is proposed for 3 schemes which is £74,000 less than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
Access For All	224,000	237,000
Disabled Facilities Grants	89,000	150,000
Low Cost Home Ownership	60,000	60,000
	373,000	447,000

2.6.6 ICT Schemes

Total slippage of £544,000 is proposed for 11 schemes, which is £166,000 more than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
CRM	147,000	147,000
Agile Working	57,000	29,000

Highways Asset Management and Road System	50,000	47,000
Replace Central Storage Devices	49,000	0
Upgrade Agresso System	48,000	31,000
Improve Physical and Virtual Access Museums	44,000	40,000
Internet/Intranet Functionality	40,000	39,000
Purchase of Sharepoint and Active Directory Licences	39,000	0
Land Charges M3 System	36,000	32,000
Replacement of Video Conferencing Facility	20,000	0
Provision of online facilities – Revenue's	13,000	13,000
	544,000	378,000

2.6.7 Other Schemes

Total slippage of £256,000 is proposed for 3 schemes which is £241,000 more than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
Non County Farms Fixed Assets Disposal Costs	224,000	15,000
Area Management	16,000	0
Cemeteries Investigations	16,000	0
	256,000	15,000

2.6.8 Sustainability Schemes

Total Slippage of £29,000 is proposed for 1 scheme which is £ 29,000 more than the provisional slippage reported at month 10, and can be summarised as follows:

Scheme	Slippage Proposed £	Slippage Month 10 £
PV Scheme – Usk Primary	29,000	0
	29,000	0

3. CAPITAL RECEIPTS

Capital Receipts received at Outturn – comparison to MTFP

- 3.1 In table 5 below, the 2013/14 actual capital receipts and the forecast capital receipts for 2014/15 to 2016/17 at outturn have been compared to the MTFP capital receipts forecast presented in the capital budget proposals approved by Cabinet on 13th February 2013.

Table 5: 2012/13 Outturn Capital Receipts forecast for 2012/13 to 2015/16 – comparison to MTFP 2012/16 capital receipts forecast

	2013/14	2014/15	2015/16	2016/17	Total
	£000's	£000's	£000's	£000's	£000's
Education Receipts	163	1,747	9,306	0	11,216
County Farms Receipts	1,749	565	100	0	2,414
General Receipts	127	17,520	0	0	17,647
Strategic Accommodation Review	490	1,500	150	0	2,140
Dependent on Outcome of LDP	0	750	4,000	4,000	8,750
Total	2,529	22,082	13,556	4,000	42,168
MTFP Capital Receipts Forecast	2,375	22,750	16,700	0	41,825
Increase / (Decrease) compared to 2012/16 MTFP Capital Receipts Forecast	154	(667)	(3,144)	4,000	343

- 3.2 The Capital receipts received in 2013/14 totaled £2,529,000, an increase of £128,000 from £2,401,000 forecast at month 10. Receipts received during 2013/14 become available for financing current and future years' capital programmes.
- 3.3 The expected total forecast Council fund and Education capital receipts for the year from the MTFP approved by Cabinet in February 2013 was £2,375,000. At outturn, this has increased by £154,000 compared to £26,000 at month 10, the movement primarily being due to the bringing forward of one receipt from the 2014/15 financial year.

3.4 Total forecast receipts for 2013/14 to 2016/17 have increased compared to the MTFP capital receipts forecast by £343,000 (a decrease of £688,000 at month 10). This is mainly as a result of:

- A net decrease in the forecast receipt values (£845,000). This includes a reduction in the forecast receipt value of £2,250,000 for one LDP site offset by an increase in the forecast receipt values for two significant disposals (£1,356,000) now that the conditional exchange and exchange stages have been reached.
- Actual or forecast receipts for twelve assets which were not forecast as part of the MTFP (£1,847,000).
- Eight receipts which were previously forecast for 2012/13 were delayed and are now being forecast in the MTFP window (£1,590,000)

Offset by:

- Receipts relating to one LDP site which is not currently expected to go ahead (£250,000) and receipts relating to two LDP sites which have been delayed beyond the MTFP window (£2,000,000).

3.5 All of the sales have obtained Member approval as part of budget setting through Council or through separate Cabinet reports being considered.

Useable Capital Receipts Available

3.6 In table 6 below, the effect of the changes to the forecast total Council Fund and Education capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2013/17 MTFP capital budget proposals.

Table 6: Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2013/14	2014/15	2015/16	2016/17
	£000	£000	£000	£000
Balance b/f 1 st April	6,552	7,853	16,141	29,533
Receipts received / forecast in year	2,529	22,083	13,556	4,000
Castlewood Properties	105	0	0	0
Deferred Capital Receipts	5	4	4	4
Less: Set aside Capital Receipts	0	(10,452)	0	0
Less: Receipts to be applied	(1,339)	(3,346)	(167)	(167)
TOTAL Actual / Estimated balance c/f 31st March	7,853	16,141	29,533	33,369
TOTAL Estimated balance	5,078	16,990	33,526	33,362

reported in 2013/17 MTFP Capital Budget proposals				
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	2,775	(849)	(3,993)	7

3.7 The Total Council Fund and Education Fund balance at 31st March 2014 has increased by £2,775,000 (£2,542,000 at month 10) compared to the MTFP due to:

- Slippage in the capital programme into 2014/15 which is financed by capital receipts (£2,957,000)
- A budgeted set aside of £1,000,000 did not go ahead as the related capital receipt did not occur in 2013/14
- An increase in receipts in 2013/14 (£261,000)
- An under spend of £272,000 financed by capital receipts;

Offset by:

- A lower receipts balance brought forward (£1,184,000)
- An increase in budgeted expenditure financed from capital receipts (£531,000)

3.8 With regards to total receipts, the above table illustrates that, based on:

- a) The 2013/14 outturn;
- b) The capital receipts forecast; and
- c) The capital budgets in place for 2013/17,

There will be a balance of available receipts at the end of the MTFP window of £33,369,000 (£32,165,000 at month 10). This is an increase of £7,000 compared to the MTFP, which is due to:

- An increase in the total forecast receipts (£449,000)
- A reduction in planned set aside as the related Capital receipt did not materialize (£1,000,000)

Offset by

- An increase in forecast applied receipts (£258,000)
- Decreased receipts brought forward at 31 March 2012 (£1,184,000)

However, as is shown below this is also very much dependent on the capital receipts forecasts provided materializing which in itself is a significant risk. To that extent the balance of total useable capital receipts at the end of 2014/15, currently £16,141,000, and other future year balances should be closely monitored.

3.9 Furthermore, the above forecast of available useable capital receipts does not take account of the following future pressures that have yet to receive formal Cabinet approval:

- The additional Authority contribution towards the 21st Century Schools programme.
- Any further ICT capital bids that may be required under the new ICT strategy.
- Any pressures anticipated in 2014/15 relating to the completion of schemes in the current year programme noted in this report.

3.10 Table 7 below summarises the risk factors associated with capital receipts materialising in the respective years of account and at the value forecast.

Table 7: Risk Factors associated with the Capital Receipts Forecast

Risk Factor – as at outturn	2014/15 £000	2015/16 £000	2016/17 £000
Low	0	0	0
Medium	17,472	100	0
High	4,610	13,456	4,000
	<u>22,082</u>	<u>13,556</u>	<u>4,000</u>
And as a percentage of in year receipts			
	%	%	%
Low	0	0	0
Medium	79	1	0
High	21	99	100
	<u>100</u>	<u>100</u>	<u>100</u>

3.11 Forecast receipts for 2014/15 onwards are usually marked as high risk in terms of the timing of receipt or of their value, unless further information is available which suggests otherwise.

Low Cost Home Ownership receipts

3.12 As in table 8 below, the balance of low cost home ownership capital receipts at the end of 2012/13 is £60,000. Of this, £47,000 is required to finance the expenditure slippage into 2013/14.

Table 8: Low Cost Home ownership 2012/13 Capital Receipts Forecast Outturn Position

	Low Cost Home Ownership £000
Balance b/f 1 st April 2013	60
Receipts received in year	109
Receipts to be applied	0
Balance c/f 31st March 2014	169

4. MOVEMENT FROM ORIGINAL TO REVISED BUDGET

4.1 The revised capital budget at outturn of £30,912,000 is made up of £15,265,000 of original budget, slippage from 2012/13 totalling £12,216,000 and £3,431,000 of budget revisions.

Table 9: Summary of movement from original to revised 2013/14 capital budget

<i>Scheme Type</i>	Original Budget £000	Slippage b/f from 2012/13 £000	Budget Virements £000	Budget Revisions £000	Revised Budget £000
Asset Management Schemes	2,783	1,049	9	1,189	5,029
School Development Schemes:	3,249	2,422	0	382	6,053
Infrastructure and Transport Schemes	4,611	592	0	89	5,292
Regeneration Schemes	3,300	6,746	(9)	765	10,803
Sustainability Schemes	0	0	0	303	303
County Farms Schemes	273	294	10	0	577
Inclusion Schemes	850	287	0	165	1,302
ICT Schemes	0	612	0	452	1,064
Other Schemes	198	214	(10)	86	488
Total	15,265	12,216	0	3,431	30,912
Memorandum: Vehicle Leasing	3,045	0	0	(1,385)	1,700

4.2 Virements made within the programme have, as expected, had no net effect on the programme. All virements have been processed in accordance with the virement rules outlined with the Authority's Financial Regulations.

4.3 The £3,431,000 of budget revisions during 2013/14 has decreased by £231,000 from the £3,662,000 reported at month 10 and comprises the following items:

- i. £1,189,000 Asset Management schemes - £915,000 County Hall demolition and remodelling (Torfaen share), £266,000 Drainage works at Caldicot Comprehensive and Leisure Centre site, £200,000 Car Park Granville and Wyebridge street, £25,000 Car Park Riverside, south of rowing club, £100,000 Thornwell Sewerage Diversion. Less capital expenditure transferred to revenue as deemed to be revenue in nature, £317,000.
- ii. £382,000 School Development Schemes - £349,000 New Raglan Primary 21st Century Schools, £33,000 Flying Start Minor Improvements, increase in grant.
- iii. £89,000 Infrastructure and Transport schemes - £65,000 RTCG Road Safety, £80,000 Walking and Cycling scheme, £10,000 Rail Strategy Update. Less capital expenditure transferred to revenue as deemed to be revenue in nature, £66,000.
- iv. £765,000 Regeneration schemes - £440,000 Section 106 schemes, £300,000 Caerwent House major repairs, £25,000 Woodstock Way Linkage scheme.
- v. £303,000 Sustainability schemes – PV Schemes various sites
- vi. £165,000 Inclusion schemes – Low Cost Home Ownership
- vii. £452,000 ICT schemes - £220,000 Replace MCC central storage devices, £45,000 purchase of Sharepoint and active directory licences, £20,000 replacement of video conferencing facilities, £87,000 Sims Development Costs, £48,000 Agresso Upgrade, £13,000 Provision of online facilities (Revenues), £9,000 Feasibility Study for provision of Wi-Fi, £10,000 Development of digital strategy and action plan.
- viii. £86,000 Other Schemes – £10,000 increase in asset disposal costs budget, £76,000 revenue expenditure transferred to capital as deemed to be capital in nature.

4.4 All of the revisions and future year changes are supported by Member decisions or awarding documentation where appropriate.

5. CAPITAL FINANCING SUMMARY

Introduction

- 5.1 In addition to the budgetary control and monitoring required over the capital expenditure for the Authority, it is of equal importance to maintain similar control and monitoring over the financing that supports this expenditure.
- 5.2 Capital expenditure incurred by the Authority will need to be financed. The following important points need to be considered:
- An over spend against budget on a capital scheme leads to a need for additional financing to be identified.
 - A reduction in available financing compared to budget on a capital scheme also leads to a need for additional alternative financing to be identified.

Outturn Capital Financing Summary

- 5.3 The Capital outturn for the 2013/14 financial year for the capital programme is £19,650,000, which compared against a revised budget adjusted for slippage of £19,921 gives an under spend of £271,000.
- 5.4 The capital expenditure requiring financing amounts to £19,650,000, and is illustrated in table 1 of the covering report. The under spend at outturn of £271,000 requires a corresponding reduction in financing in 2013/14. The financing streams available are:

External Funding

- 5.5 External Funding sources either comprise fixed general sums or sums to be allocated towards specific expenditure.
- Supported Borrowing / General Capital Grant
 - Grants and Contributions
 - S106 and S278 Contributions
 - Low Cost Home Ownership / Education capital receipts

Council Resources

5.6 Council Resources are ultimately under the control of the Authority and are the balances that are available to finance additional unplanned expenditure.

- Unsupported Borrowing
- Capital Receipts
- Direct Revenue Financing
- Earmarked Reserve Funding

5.7 The capital financing summary at Outturn is illustrated in table 10 below:

Table 10: Capital Programme 2013/14 –Capital Financing – Outturn

	Revised Budget	Provisional Slippage	Adjusted Revised Budget	Outturn	Increased /(Reduced) Financing
	£000	£000	£000	£000	£000
Supported Borrowing	2,325	0	2,325	2,325	0
General Capital Grant	1,420	0	1,420	1,420	0
Grants and Contributions	1,741	53	1,688	1,689	1
S106 Contributions	784	555	229	229	0
Insurance Settlement Income	1,970	0	1,970	1,970	0
Unsupported Borrowing	17,073	6,710	10,363	10,363	0
Earmarked Reserve & Revenue Funding	971	656	315	315	0
Capital Receipts	4,568	2,957	1,611	1,339	(272)
Low Cost Home Ownership	60	60	0	0	0
	30,912	10,991	19,921	19,650	(271)

5.8 The reduced financing on the capital financing summary above can be explained as follows:

Grants and Contributions

5.9 The adjusted revised budget for financing by way of Grants and Contributions amounts to £1,688,000. The outturn is £1,689,000 representing an increase in grants and contributions financing of £1,000. This is mainly due to:

- An increase in grant claimable from WAG for the Blake Street Wyesham flood alleviation scheme as costs have increased above original budget but WAG have indicated they will fund this overspend (£87,000).
- An increase in grant received for Caldicot Castle Property Maintenance scheme which was not budgeted (£13,000).

Offset by:

- A reduction in the 50% contribution receivable from TCBC (£76,000) when compared to budget for the County Hall Demolition scheme due to a reduction in total expenditure (£152,000).
- A reduction in grant claimable on two Specific grant funded highways schemes compared to budget as they have under spent their budgets (£23,000).

Capital Receipts

5.10 The adjusted revised budget for financing by way of capital receipts amounts to £1,611,000. The outturn is £1,339,000, representing reduced capital receipt financing of £272,000. This is principally due to:

Underspends on the following schemes:

- £100,000 on the County Farms maintenance & reinvestment scheme as a potential arrangement to vacate a County Farm is no longer going ahead.
- A reduction in the MCC 50% contribution to the County Hall Demolition project (£76,000) due to an underspend on the overall scheme.
- £71,000 on the new school at Caldicot Green Lane due a favourable final settlement with the main contractor.
- £28,000 on the Brewery Yard development scheme due one grant funding scheme no longer being pursued.
- Various underspends in the Education Strategic Review area (£63,000).
- Other small net underspends (£42,000)
- Surplus financing slipped from 2012/13 and not utilised in 2013/14. (£108,000).

Offset by Overspends on the following schemes:

- The Abergavenny Regeneration scheme including legal costs relating to the new cattle market site (£216,000)

SUBJECT:	10 Tonne mgw Structural Weight Limit Part of Church Road Govilon
MEETING:	Strong Communities Select
DATE:	5th June 2014
DIVISION/WARDS AFFECTED:	Bryn y Cwm, Llanwenarth Ultra

1. PURPOSE:

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.

2. RECOMMENDATIONS:

Not to hold an inquiry into the proposal

To approve the proposed Order as consulted and advertised upon to implement the Order.

3. KEY ISSUES:

Monmouthshire County Council has recently undertaken a structural inspection and assessment of the bridge on Church Road as part of its ongoing structural inspections and assessments programme and the structural strength and capacity of this bridge has been assessed as not being meeting current standards to carry all vehicular classes and weights. Church Road is a relatively minor residential road within the village of Govilon and is relatively lightly trafficked by residents and their visitors.

4. REASONS:

In order to protect the structural integrity of the bridge and to ensure highway safety it is necessary to impose a structural weight limit of 10 metric tonnes which will apply to all vehicles.

An assessment of the Church Road Bridge at Govilon (REF 1018) was carried out on the load carrying capacity of the structure and the result showed the need to impose a weight restriction on the bridge. The cost to strengthen or replace the bridge would be in the order of £60,000 and has been assessed as a low priority given consideration to the location and small diversionary route. There are many other structures requiring strengthening at strategic locations throughout the County which have been assessed as a higher priority. The situation will be monitored and should future budgets allow, then consideration will be given to upgrading the structure at that time.

Regulation 9 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 enables the Council to hold a public inquiry into the proposal if there are unresolved objections. The purpose of such an inquiry would be for the proposal to be explained and subjected to examination; and for the public to be given the opportunity to make their views known. Should a public inquiry be held then it would not be possible for it to be implemented for at least six months.

Officers consider that in view of the fact that no objections have been received as set out in the report, that the Council's proposals do not warrant the holding of any inquiry.

5. RESOURCE IMPLICATIONS:

The costs of the proposed Traffic Regulation Order, road markings and signage are being funded by Monmouthshire County Council and are included in the current road safety and traffic management programme.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

There are no sustainability issues for introduction of a lower weight limit on this part of Church Road Govilon.

7. CONSULTEES:

Senior Leadership Team
County Councillor B Jones, Cabinet Member for County Operations
County Councillor Mr Kevin Williams

8. BACKGROUND PAPERS:

Proposed Order, Schedule of Objections/Comments, Proposed weight limit scheme location plan.

9. AUTHOR:

Paul Keeble Traffic & Network Manager

10. CONTACT DETAILS:

E-mail: Paulkeeble@monmouthshire.gov.uk
Telephone: 01633 644733

Schedule of Objections/Comments

Name/Address	Support	Comments
1.Heddlu Gwent Police	Has confirmed its support in writing by letter	Noted.
Name/Address	Support	Comments
Councillor K Williams	Has confirmed his support in writing by email.	Noted.
Name/Address	Support	Comments
Llanfoist Community Council	Has confirmed its support in writing by email.	Noted.
Name/Address	Objection	Comments

Statement of Reasons

A recent structural assessment of the structure of this culvert has identified issues and assessed the strength of the structure at 10 tonnes maximum gross weight.

In the interests of safety it is necessary to introduce a new weight limit on the culvert in Church Road.

Schedule

Church road (C7-4) from it's junction with Church Lane for a distance of 8 metres in an easterly direction.

SECTION 1 - ROAD TRAFFIC REGULATION ACT 1984

NOTICE OF INTENTION TO MAKE A PERMANENT ORDER

**MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY**

**((10 TONNE MGW WEIGHT LIMIT ON PART OF CHURCH ROAD (C7-4)
GOVILON FROM ITS JUNCTION WITH CHURCH LANE)**

WEIGHT LIMIT RESTRICTION TRAFFIC REGULATION ORDER 2013

NOTICE IS HEREBY GIVEN that Monmouthshire County Council of County Hall, Rhadyr, Usk, Monmouthshire, NP15 1GA ("the Council") propose to make a Road Traffic Regulation Order as follows:

Effect of the Order: to introduce a 10 tonne mgw weight limit on part of Church Road (C7-4) from its junction with Church Lane for a distance of 8 metres in an easterly direction.

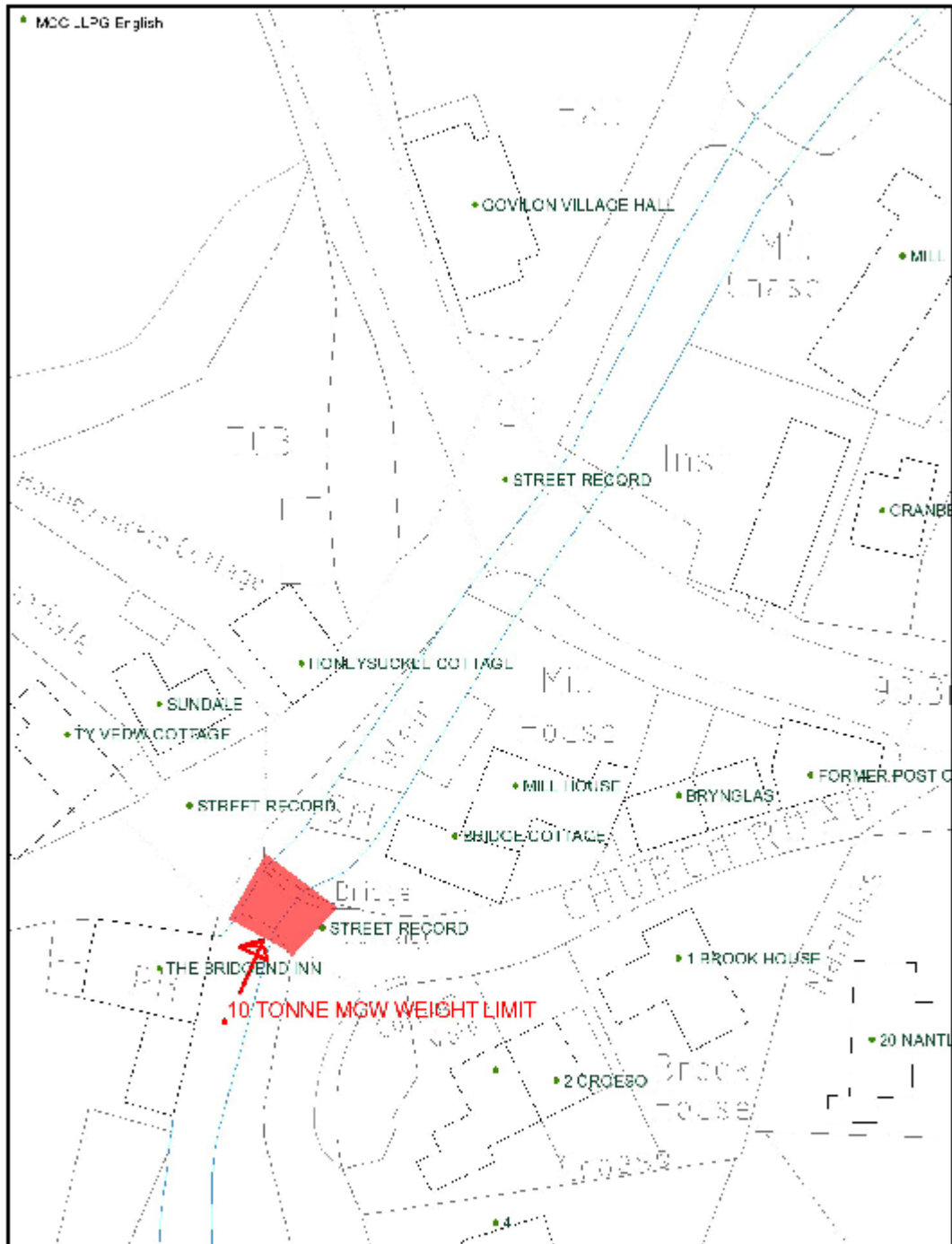
Further details of the proposed Order comprising a plan, statement of reasons for proposing to make the Order may be examined during normal office hours at County Hall, Rhadyr, Usk, Monmouthshire, NP15 1GA and the Councils Abergavenny One Stop Shop, Market Hall, Cross Street, Abergavenny, NP7 5HD. If you wish to telephone to obtain further information about this proposal please telephone 01633 - 644026.

Any objections in respect of this proposal should be made in writing, stating the grounds on which the objection is being made and should be sent to Head of Legal Services, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN not later than the 14th of October 2013. Please quote reference CW/H45/60.0792 on any correspondence.

Date: 2nd of September 2013

R Tranter

Head of Legal Services/Pennaeth Gwasanaethau Cyfreithiol



Name: P.Keeble Service area: Traffic and Development Date completed: 3/4/2014		Please give a brief description of what you are aiming to do. Introduce a 10 tonne mgw structural weight limit x	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age		x	
Disability		x	
Marriage + Civil Partnership		x	
Pregnancy and maternity		x	
Race		x	
Religion or Belief		x	
Sex (was Gender)		x	
Sexual Orientation		x	
Transgender		x	
Welsh Language		x	

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤ <i>Diversion route for vehicles over 10 tonnes mgw.</i>	➤ Minor highway used by local traffic. Diversion route is only 150 metres.
➤	➤
➤	➤
➤	➤

Signed
P.Keeble

Designation
Traffic and Network Manager

Dated
3/4/2014

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Structural weight limit on the highway.	Traffic and Development
Policy author / service lead	Name of assessor and date
R.Hoggins	P.Keeble

1. What are you proposing to do?

Introduce a Traffic Regulation Order.

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

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

3. Please give details of the negative impact

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

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

Structual assessment undertaken on the bridge structure.

Signed.....P.Keeble.....**Designation**...**Traffic and Network Manager**.....**Dated**.....3/4/2014.....

The “Sustainability Challenge”

Name of the Officer P.Keeble		Traffic Regulation Order.	
Name Traffic and Development.		Date 3/4/2014	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE		x	
Ensure that more people have access to healthy food		x	
Improve housing quality and provision		x	
Reduce ill health and improve healthcare provision		x	
Promote independence		x	
Encourage community participation/action and		x	

voluntary work			
Targets socially excluded		x	
Help reduce crime and fear of crime		x	
Improve access to education and training		x	
Have a positive impact on people and places in other countries		x	
PLANET			
Reduce, reuse and recycle waste and water		x	
Reduce carbon dioxide emissions		x	
Prevent or reduce pollution of the air, land and water		x	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		x	
Protect or enhance visual appearance of environment		x	
PROFIT			

Protect local shops and services		x	
Link local production with local consumption		x	
Improve environmental awareness of local businesses		x	
Increase employment for local people		x	
Preserve and enhance local identity and culture		x	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		x	
Increase and improve access to leisure, recreation or cultural facilities		x	

What are the potential negative Impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤	➤

➤	➤
➤	➤
➤	➤

The next steps

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

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

Minor length of diversion route must be used by vehicles over 10 tonne mgw however as this minor road has very low traffic flows and used by local traffic order the impact is negligible.

Signed

P.Keeble

Dated

3/4/2014

SUBJECT: Improvement Objective and Outcome Agreement Performance 2013/14
MEETING: Strong Communities Select Committee
DATE: Thursday 5th June 2014
DIVISION/WARDS AFFECTED: County Wide

1. PURPOSE:

1.1 To present to members performance against:

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 and

Outcome Agreement Theme 4 “Living within environmental limits and acting on climate change” set in the Outcome Agreement 2013-16.”

2. RECOMMENDATIONS:

2.1 That members scrutinise the Performance report to assess progress and performance against the objectives.

2.2 That Members identify and explore any areas of underperformance or concerns, and to seek assurance from those responsible for future activity where they conclude that performance needs to improve.

2.3 That Members confirm the evaluation score based on the evidence provided.

3. KEY ISSUES:

3.1 The two plans have different focuses; Improvement Objectives are set annually by the Council to deliver its priorities which are mainly focussed on the year ahead while the Outcome Agreement is agreed with Welsh Government over three years to demonstrate delivery of the Council’s contribution to the Wales Programme for Government Outcomes. The relative performance is reported separately with Improvement Objectives forming part of a wider evaluation of the Council’s performance in the Improvement Plan that will be presented to Council in October 2014 and the Outcome Agreement that will be submitted to Welsh Government to determine if the Council achieves 100% funding, c£800k, for the year.

3.2 The Improvement Objectives and Outcome Agreement for this report have been combined into one to recognise the connectivity of the performance contributing to the council’s outcomes and the strong overlap in content: There are some slight variations in the content of the two plans therefore each section has been given a plan reference:

Improvement Objective (IO) and Outcome Agreement (OA)

3.3 There are two separate scoring processes used to evaluate the progress and impact made: The Improvement Objective is scored based on the Council’s Self-evaluation framework and the Outcome Agreement based on Welsh Government criteria. The respective scoring frameworks are:

Improvement Objective Scoring Framework:		
Level	Definition	Description
Level 6	Excellent	Excellent or outstanding
Level 5	Very Good	Major strengths
Level 4	Good	Important strengths with some areas for improvement
Level 3	Adequate	Strengths just outweigh weakness
Level 2	Weak	Important weaknesses
Level 1	Unsatisfactory	Major weakness

Outcome Agreement Scoring Framework:	
Definition	Points award
Fully Successful	2
Partially Successful	1
Unsuccessful	0
To achieve 100% funding for the Outcome Agreement we must achieve at least 8 points from a possible 10 for which each of the 5 themes will be scored using this framework:	

3.6 Improvement Objective 4 has been scored as Level 4 – good important strengths with some areas for improvement

3.7 Outcome agreement theme 4 has been scored as fully successful. A breakdown of the initial assessed scores for the remaining Outcome Agreement themes is provided in the table below and these will be reported to the responsible Select Committee:

Theme	Anticipated Score 2013/14
Theme 1: Improving school attainment	Partially Successful – 1 point
Theme 2: Ensuring people receive the help they need to live fulfilled lives	Fully Successful - 2 points
Theme 3: Poverty and material deprivation	Partially Successful – 1 point
Theme 4 “Living within environmental limits and acting on climate change”	Fully Successful - 2 points
Theme 5: Improving early years’ experiences	Fully Successful - 2 points
Total	Fully Successful - 8 points out of 10

3.8 This indicates the Council would receive 100% of the funding, however all scorings across all five themes are subject to the approval of Welsh Government. This may also include using a percentage of the grant to support any statutory recommendations made to Welsh Ministers concerning the corporate governance arrangements of the Authority by the Auditor General for Wales, should such a recommendation be made.

3.9 Members should be aware that not all performance information has been subject to audit and therefore may change before it is finally published.

4. REASONS:

4.1 To ensure that members have an understanding of performance and are able to hold officers and the executive to account.

4.2 To maximise the revenue funding achieved as part of the Outcome Agreement 2013-16 with Welsh Government.

5. AUTHOR:

Richard Jones, Policy and Improvement Officer

Tel: 01633 740733 E-mail: RichardJones@monmouthshire.gov.uk

MCC 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.	
Outcome Agreement Theme 4: Living within environmental limits and acting on climate change	
Monmouthshire Single Integrated Plan Outcome: People protect and enhance the environment	
Council Priority: Supporting enterprise, job creation and entrepreneurship.	Population Outcome: People in Monmouthshire benefit from an environment that is diverse, vibrant and sustainable.
Wales Programme for government strategic theme: Environment and Sustainability	Wales Programme for government outcome: Living within environmental limits and acting on climate change
Plan Ref	What the Single Integrated Plan identifies that we will contribute to
IO & OA	To enhance and protect our environment we need to: <ul style="list-style-type: none"> • Produce less waste and recycle more. • Reduce CO2 emissions and promote a green economy • To build resilience to combat the impact of climate change.
	What do we want to achieve?
IO & OA	The Improvement objective in the year aimed to produce less waste, recycle more and use resources efficiently. Integral to this will be encouraging and supporting households and communities to undertake local action to contribute to this aim. <p>The Outcome agreement states that over the next three years success will look like:</p> <ul style="list-style-type: none"> • Council services are better prepared for potential climate change impacts • Improved energy efficiency of Council buildings and increased capacity for renewable energy production • Maintaining recycling rates above Welsh Government targets • Delivering an environmentally sustainable waste management solution, Project Gwyrdd, that in 2016 will provide a facility which will turn waste produced in Monmouthshire into heat and energy and divert waste from landfill.
	Why we chose this objective
IO	We have a responsibility to continue to meet statutory targets on waste but also to strive to achieve more than the statutory targets to further reduce the impact on the environment. To achieve this we need to deliver solutions that meet social, economic and environmental factors so that they are sustainable in the long term. This means not just processing waste responsibly but reducing the amount of waste produced, recycling more, encouraging alternative uses of waste, accompanied by ultimately becoming more resource and energy efficient. This will not only involve action by the Council but, importantly, also encourage community involvement.

	Overall impact score:		
IO	<p>Level 4 Good - The Council has made significant progress in reducing the impact on the environment and using its resources more sustainably but some areas will require improvement.</p> <p>The changes in the waste service have led to a reduction in residual waste, increase in recycling and savings on the cost of landfill. The use by households of dry and food recycling has increased above targets. Satisfaction with the waste service has decreased for those services which have changed although satisfaction levels remain relatively high and have actually improved for services that have remained the same for a few years.</p> <p>Alongside these changes work to encourage the community to become more self-sufficient and raise awareness of environmental issues is progressing. There has been an increase in the number of fly tipping incidents but these remain comparatively low while it is encouraging that they are returning to levels similar to previous years and the Council's response has become significantly quicker to pick these up.</p> <p>The Council has also reduced its carbon emissions and increased energy generated from renewable sources. It was not feasible to implement the renewable loan scheme which has limited the impact of the council's support to communities and business on the use of renewable energy but energy efficiency measures have continued to be installed.</p>		
OA	Fully Successful – 2 points – The evidence of success in achieving targets and milestones set is far greater than the evidence of failure.		
	What we said we would do?	What have we done?	What difference has it made?
IO & OA	Implement a pay-to-use garden waste service for households	A pay to use garden waste service was implemented on 1 st July 2013. The total households registered for the scheme is 12,700 which is 31% of MCC households, while there have been 75 Community Volunteer registrations. There was also an 81% increase in home composters bought (137 in 12-13 and 723 in 13-14)	The total amount of garden waste collected decreased, with the amount collected at kerbside reducing by 20%. Garden waste deposited at Civic Amenity sites increased by 50%, treatment costs are cheaper at Civic Amenity sites than from kerbside collections which resulted in a further saving of c.£50k, in addition to the £173,968 income generated. Household satisfaction with the garden waste service decreased to 71% which still remains a sound level, it is possible that the decrease may be as a result of the change to garden waste service.
IO & OA	Implement a fortnightly two grey bag general rubbish	The roll out of fortnightly two grey bag general rubbish collection for households successfully took	The difference made shows how well Monmouthshire residents adapted to and complied with the changes to the service. There

	collection for households	place on 1 st July 2013.	<p>was a decrease in residual waste of 16%, which is the most expensive waste to treat. However overall waste increased slightly for the second year in a row. This increase is in line with other areas in Wales and is believed to be partly a reflection of the economic recovery with people buying more.</p> <p>There was a significant increase in households using food and dry recycling with the total recycling rate increasing by 5%.</p> <p>Satisfaction with the overall waste service declined to 86% but still remains a high level of satisfaction and, significantly, for those recycling services which did not see a change satisfaction improved.</p>
IO	Determine the feasibility of community composting in Monmouthshire.	<p>A Community Composting event “Compost it Monmouthshire” was held in September 2013 for residents to learn more about the potential for composting in their community.</p> <p>A community growing scheme has been established, and policy produced, to make underutilised Council land available for the community to grow food.</p> <p>A Pollinator Policy to support the WG Action Plan for Pollinators has resulted in a change of management to the county’s verges and open spaces.</p>	<p>The Council has engaged with 11 community groups to develop community composting. This has grown awareness of the issue and developed contacts and networks who are willing try a different way of managing this material and started to identify suitable land for composting.</p> <p>The establishment of associated community growing schemes and pollinator policies have also assisted in exemplifying the council’s commitment to improving natural resources and will allow the community and the council to use each other’s expertise to further develop Community Compositing in Monmouthshire.</p>
IO	Complete and roll out the Secondary School education pack to engage older children.	The Secondary School Pack was completed in 2013-14 and it was trialed and finalised with Monmouth Comprehensive. All secondary Schools have now been engaged in the programme.	The Secondary schools pack now meets the needs of schools linked to the curriculum. This will allow space and time for secondary school pupils to learn and be engaged to help inform their attitudes and behaviours towards waste.

IO	Work with partners to produce recommendations for change to reduce fly tipping in Monmouthshire, while also improving the council response.	A new process for clearing up fly-tipping has been agreed. This allows time for inspections and gathering of appropriate information for prosecution purposes whilst still allowing material to be collected within the 5 working days target set by Welsh Government.	The response time for collection Fly tipping has significantly increased. There has been an increase in the number of incidents of Fly-tipping but the weight of the material tipped has reduced. The increase in incidents was most prominent when the waste changes were introduced, since then incidents have returned to a similar level as last year. This is an example of the action taken by the council against a fly tipper in Monmouthshire.
OA	Implement Project Gwyrdd as an environmentally sustainable waste management solution in 2016	Project Gwyrdd signed a contract with Viridor in December 2013	The contract, when fully implemented in April 2016 will deliver at least a further 5% recycling and the facility can generate 28 MW of power by producing electricity, which is the equivalent electricity needs for 50 000 homes.
IO & OA	Implement measures to increase the energy efficiency of council buildings, including the installation of solar panels.	The Council's property maintenance programme has continued, replacing equipment that has come to the end of its life with more energy efficient equipment, for example lighting and boilers. Also, the Council's building replacement and rationalisation programme has continued including the opening of the new Council Headquarters which is classified as 'A' rated for the Green Guide for major buildings.	There has been a total, absolute, 5% reduction in carbon emissions. The milder winter has had an influence on this which is represented in the weather adjusted figure of carbon dioxide emissions showing a 2% increase. The overall generating capacity of renewable energy has been increased, renewable electricity generated in 2013/14 accounted for 2.4% of electricity used in Council buildings.
OA	Risk assess services for the potential impact of climate change and subsequently plan adaptations	Council services have completed service based climate change impact assessments in line with Welsh Government guidance.	Council services are more aware of the range of climate impacts that could affect the service. These risk assessments will allow suitable adaptations to be planned in response to the risks identified; these will be informed by Welsh Government policy.

IO	Encourage the use of renewable energy by households and businesses, including implementing a renewable loan scheme ¹	The renewable loan scheme has not been implemented due to State Aid and Consumer Credit Agreement issues. The rent a roof scheme continues to be progressed, however recent changes mainly to EU's tax, have made the deal less favourable to the consumer. £441,162 Arbed ECO top-up (energy efficiency) funding has been secured and targeted at Thornwell	With the renewable loan scheme not being implemented and changes to the rent a roof scheme there has been limited impact on the use of renewable energy by households and businesses but there has been an impact on households' energy efficiency. Private and social landlord properties have received energy efficiency measures; 15 private properties have received external wall installation with a further 63 targeted for completion in June. In addition Monmouthshire Housing Association have completed installations on 48 properties. Wall insulation can reduce per year heating costs on average around £130 and carbon dioxide emissions on average around 550kg depending on the type of house.			
What difference has it made – Resources			2011/12	2012/13	2013/14 Actual	
IO	Total cost of landfill		£2.8m	£2.7m	£2.55m	
IO	Income generated from Garden Waste charging		Pre - start date	Pre - start date	£173,968	
IO	Financial saving to renewable loan scheme applicants.		Pre - start date	Pre - start date	Not implemented	
What difference has it made – Performance			2011/12	2012/13	2013/14 Target	2013/14 Actual
How much did we do?						
OA	Completion of new waste treatment infrastructure project- Project Gwyrdd	Viridor and Veolia invited to submit a Final Tender	Viridor appointed as preferred bidder	Contract Signed with preferred bidder	Project Gwyrdd contract signed with Viridor in December 2013	
OA	Prepare services for the potential impact of climate change	Pre start date	Workshops to assess future climate change risks	Complete service based risk assessments	Service based risk assessments submitted to Welsh Government	
			2011/12	2012/13	2013/14 Target	2013/14 Actual
IO	Tonnes of overall Municipal waste collected ²		45,632	46,025	43,000 ³	46,277

IO	Total tonnes of overall residual waste collected ⁴	20,096	20,045	17,500 ⁵	16,739
IO	Total tonnes of municipal waste recycled/ composted ⁶ :	25,535	25,863	>26,500	28221
	i) Total tonnes of organic waste ⁷	i) 12,680	i) 12,444	i) 11,375	i) 11,839
	a. garden waste	a) 9,247	a) 9,093	a) N/A ⁹	a) 4253
	b. Total tonnes of food waste	b) 2,438	b) 2,479	b) N/A	b) 4138
	ii) Total tonnes of dry recycled/reused ⁸	ii) 12,855	ii) 13,419	ii) 15,925	ii) 17,358
IO	Total number of fly-tipping incidents and total amount tipped. ¹⁰	497 24,027kg	358 59,745kg	<358	423 34,809kg
OA	Total installed capacity of renewable energy.	Not available	425 kw	750kw	796 kw
IO & OA	Percentage reduction in Carbon dioxide emissions ¹¹				
	i) Absolute	i) 7%	i) 1%	3% ¹²	i) 5%
	ii) Weather adjusted	ii) 2%	ii) 11%		ii) +2%
	How well did we do it?				
IO & OA	Percentage of municipal waste recycled / composted	55%	56%	60%	61%
OA	The percentage of municipal waste sent to landfill	43%	43%	37%	35%
IO	Percentage of households satisfied with:				
	The overall waste service	92.4%	Completed bi - annually	>92.4%	86%
	Red and purple bag service	92%			96%
	Food waste service	90.6%			93%
	Garden Waste Service	90.6%			71%
	Rubbish (residual waste) service	88%			80%
IO	The percentage of reported fly tipping incidents cleared within 5 working days	81.1%	82.1%	>82.1%	96%
IO & OA	Amount of energy generated from renewable sources	169,924 kWh	292,174 kWh	500,000 kWh	509,649 kWh
	Is anyone better off?	2011/12	2012/13	2013/14 Target	2013/14 Actual
IO	Percentage of households using the dry recycling service	76%	Completed bi - annually	80%	83.5%

IO	Percentage of households using the food recycling service	48%	Completed bi - annually	55%	75%
OA	Percentage of electricity consumed that is generated from renewable sources ¹³	Not available	1.25%	1.5%	2.41%
IO & OA	CO ² saved through the renewable loan scheme & equivalent households this would power	Project not implemented.			
Partners we are working with					
Energy Efficiency: CMC ² , approved list of installers to be determined, Households, Businesses.					
Waste partners include Waste Service Providers and Monmouthshire citizens					

¹ The Renewable loan scheme allows households to access funding to retrofit PV panels, therefore reducing their energy bills in the first few years of the loan and claiming the Feed in Tariff when the loan is paid off

² Municipal waste is all that the Council as a waste collection and disposal authority manage. From that which we pick up at kerbside from households, to the waste managed at CA sites and also the other elements of waste that we manage e.g. trade waste, street sweepings, asbestos, fly tipping etc.

³ This target has been revised from the <45,500 target set in the Improvement Plan 2013 -16 as more up to date data was available to inform the target than when the Improvement plan was set.

⁴ This is the collected rate not processed rate. This includes all black bag waste, kerbside & CA sites, street sweepings, fly tipping & trade waste)

⁵ This target has been revised from the <18,500 target set in the Improvement Plan 2013 -16 as more up to date data was available to inform the target than when the Improvement plan was set.

⁶ This is the processed rate. There is not a straight forward correlation between overall tonnes collected, tonnes sent for recycling/composting and residual waste. This is because through the recycling and composting process there is an element of “rejected” waste – either because it is contaminated or through the actual treatment process some waste is “rejected”. This is classed as the rejection rate and is taken off the tonnes sent for recycling and therefore the recycling performance percentage, as per WG definitions. This material is then disposed of, either landfill or recovery but is not recorded in the residual waste collected and landfill figure. Therefore the figures will never truly balance at a high level, but what is classed as recycled and composted is actually managed and treated via this method

⁷ This is the collected rate not processed. Garden and food waste will not equal the total tonnes of organic waste because Parks and CA sites have been removed for compositional analysis.

⁸ This is the collected rate not processed.

⁹ As part of the compositional analysis in September 2013 it was decided it is not appropriate to set targets for this indicator as it forms part of the overall tonnes of organic waste which is the most important indicator of performance.

¹⁰ The target has been set on the number of incidents.

¹¹ Calculated from all stationary sources, for example buildings and street lighting. Absolute and weather adjusted figures have been included to provide a more standardised and comprehensive comparison as emissions are dependent on energy consumption used for heating which will be influenced by periods of cold weather. The closure of County Hall will also have an influence on 2012/13 CO2 emissions.

¹² Target is indicative of the reduction aimed for, this will need to take into consideration absolute and weather adjusted results as this will provide a more comprehensive and accurate indicator of performance.

¹³ Calculated from total electricity generated from renewable sources expressed as a percentage of total electricity consumption.

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

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

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

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

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

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		

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

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			
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
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
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
CMC ² Business Plan			Peter Davies
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

Subject	Purpose	Consultees	Author
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			
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
Statement of Intent for Delivering Health and Social Care for Older People with Complex Needs		Cabinet Members Leadership Team Appropriate Officers	Simon Burch
The granting of an easement for a three phase electric supply at Llangovan		Cabinet Members Leadership Team Appropriate Officers	Gareth King
Establishment of Youth Service Post		Cabinet Members Leadership Team Appropriate Officers	Jason O'Brien
26TH JUNE 2014 – COUNCIL			
Poverty in Monmouthshire			Will McLean
Engagement Framework			Will McLean
21 ST Century Schools Capital Programme	Approve Programme of Works.		Simon Kneafsey
Addendum to the Council's Pay Policy	To reflect staffing changes due to restructures.	Cabinet Members Leadership Team Appropriate Officers	Marilyn Maidment
2ND JULY 2014 – CABINET			
Private Sector Loan Scheme	To agree to participate in and support the	Cabinet Members	Steve Griffiths

Subject	Purpose	Consultees	Author
	administration of the Welsh Government Private Loan Scheme.	Leadership Team	
Integrated Housing Options Service with TCBC		Cabinet Leadership Team	Ian Bakewell
LGPS 2014 Employer Discretions			David Bartlett
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.		Joy Robson
Caerwent S106 Off Site Recreation Funding		Cabinet Members Leadership Team Appropriate Officers	Mike Moran
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
Local Government Pension Scheme 2014 Discretions Policy	To inform Cabinet of changes following implementation of the Local Government Pension Scheme (LGPS) 2014.	Cabinet Members Leadership Team Appropriate Officers	David Bartlett/Sue Caswell
Section 106 money – Thornwell School.		Cabinet Members Leadership Team Appropriate Officers	Cath Sheen
Options for future library provision and capital investment in Abergavenny		Cabinet Members Leadership Team HR, Unions, Finance Appropriate Officers	Roger Hoggins
JULY 2014 – SPECIAL COUNCIL			
Review of Constitution			Murray Andrews/ 18

Subject	Purpose	Consultees	Author
(including Financial Procedure Rules)			Rob Tranter
9TH JULY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
16TH JULY 2014 – CABINET			
23RD JULY 2014 – INDIVIDUAL CABINET MEMBER DECISIONS			
31ST JULY 2014 – COUNCIL			
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.		Joy Robson
Monmouthshire County CAB	Presentation on arrangements for Monmouthshire County Citizens Advice Bureau	Cabinet Members Leadership Team Appropriate Officers	Shirley Lightbound/Bridgett Barnett
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 relation to the new Community Trigger		Cabinet Members Leadership Team Appropriate Officers	Andrew Mason

Subject	Purpose	Consultees	Author
25th SEPTEMBER 2014 – COUNCIL			
MCC Audited Accounts 2013/14			Joy Robson
ISA 260 Report			Wales Audit Office
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			
13TH NOVEMBER 2014 – COUNCIL			
DECEMBER 2014 – INDIVIDUAL DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995	Proposals		Joy Robson
JANUARY 2015 – INDIVIDUAL DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995	Results		Joy Robson
26TH FEBRUARY 2015 – COUNCIL			
Final composite council tax resolution			Joy Robson
Treasury Management Strategy 2014/15			Joy Robson

