

County Hall
Rhadyr
Usk
NP15 1GA

10th September 2014

Notice of Meeting:

Strong Communities Select Committee

Thursday 18th September 2014 at 10.00am*
Steve Greenslade Conference Room
County Hall, Usk, NP15 1GA

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

AGENDA

| Item No | Item |
|--|--|
| PART A – SCRUTINY OF CRIME AND DISORDER MATTERS | |
| No matters to discuss. | |
| PART B – STRONG COMMUNITIES SELECT COMMITTEE | |
| 1. | Apologies for absence. |
| 2. | Declarations of Interest. |
| 3. | Public Open Forum. |
| 4. | To confirm and sign the minutes of the Strong Communities Select Committee held on Thursday 10 th July 2014 (copy attached) |
| 5. | Revenue & Capital Budget Monitoring 2014/15 Month 3 Outturn Forecast Statement (reports attached) |
| 6. | Pre-decision scrutiny of the People Strategy (report to follow) |
| 7. | Park Street lease to ACT - Update (report attached) |

| | |
|---|--|
| <p>8.</p> <p>9.</p> <p>10.</p> <p>11.</p> <p>12.</p> | <p>To consider whether to exclude the press and public during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, as amended, on the grounds that it involves the likely disclosure of exempt information as defined in This report is exempt from publication by virtue of Paragraph 14 of schedule 12A Local Government Act 1972, and therefore will require the exclusion of the press and public.</p> <p>Kerbside Collected Organics Treatment Contract (Individual Cabinet Member Decision 10th September 2014 – report attached)</p> <p>Re-admission of press and public.</p> <p>Work Programming:</p> <p>i. Strong Communities Select Committee Work Programme 2014 –15</p> <p>ii. Cabinet Forward Work Planner</p> <p>To confirm the date and time of the next meetings of Strong Communities Select Committee:</p> <ul style="list-style-type: none"> • Special Joint with Adults - Thursday 9th October 2014 at 2pm • Special – Thursday 16th October 2014 at 2pm • Thursday 20th November 2014 at 2.30pm |
|---|--|

Paul Matthews

Chief Executive

Strong Communities Select Committee Membership

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

Aims and Values of Monmouthshire County Council

Building Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

**Minutes of the Strong Communities Select Committee meeting
held in Steve Greenslade Conference Room, County Hall, Usk on
Thursday, 10th July 2014 at 10.00 a.m.**

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

County Councillors: D.L.S. Dovey, S. Jones, V.E. Smith and S. White.

OFFICERS IN ATTENDANCE:

| | |
|----------------------|--|
| Mr R Hoggins | - Operations Manager |
| Mr W. Mclean | - Head of Policy & Engagement |
| Ms D. Hill – Howells | - Head of Community Led Delivery, Enterprise |
| Miss H. Ilett | - Scrutiny Manager |
| Mrs. E. Tapper | - Democratic Services Officer |

ALSO IN ATTENDANCE:

County Councillor S. B. Jones – Cabinet Member County Operations

| | |
|---------------|----------------------|
| Ms N. Jenkins | - Wales Audit Office |
| Ms A. Rees | - Wales Audit Office |

PUBLIC IN ATTENDANCE:

| | |
|---------------|---------------------|
| Mr D. Maddox | - Devauden Farmer |
| Mr J. Miles | - Devauden resident |
| Mr T. Lewis | - Usk resident |
| Mr J. Davies | - Gwehelog resident |
| Mrs K. Davies | - Gwehelog resident |
| Mr N. Tatum. | |

1. SCRUTINY OF CRIME AND DISORDER MATTERS

There were no crime and disorder items to scrutinise.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors, A. Easson, R.P. Jordan and K. Williams.

3. DECLARATIONS OF INTEREST

No declarations were made by Members at the meeting.

4. PUBLIC OPEN FORUM

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Thursday, 10th July 2014 at 10.00 a.m.**

We welcomed Mr and Mrs Davies of Gwehelog to the meeting.
Mr and Mrs Davies expressed concern regarding the speed restriction of 60 mph along the A472, an issue which they had raised with the local member, PSCO and Parish Council previously.
We heard that Mr and Mrs Davies' property is one of 5 properties, located in a lane off the A472 .The 60mph limit along the A472 poses a significant danger to residents given that there is no pavement or street lighting. Mr and Mrs Davies requested that consideration be afforded to extending the 40mph zone which currently governs the village past the public house to the equestrian centre to include the existing 60mph zone.

We welcomed Mr Lewis to the meeting.
Mr Lewis expressed concern regarding the speed at which vehicles, in particular motorbikes, were travelling along the Usk to Abergavenny road.
Mr Lewis had recorded motorcyclists travelling and overtaking at speeds in excess of 100mph. We heard that Mr Lewis had contacted Heddlu Gwent Police on six occasions regarding the matter and had been advised that the police had no jurisdiction to act in the national speed limit area which fell between the 30mph restriction entering Usk town and the 40mph limit at Llancayo. Consequently, the noise and danger exacerbated by significant silt on the pavement and over hanging vegetation causing residents to walk onto the road, was intolerable.
The Head of Operations advised the Committee that the Authority was in consultation with Heddlu Gwent Police to reduce the speed limit from Usk to the Steel Horse Café junction and speed limits across the County required review.
We welcomed notice that a working group had been established to assess the appropriateness of speed limits throughout the Authority.
The Head of Operations requested that Mr Lewis submit a written representation regarding the issue to the Head of Highways, copied to the Head of Operations.

We resolved to invite Mr and Mrs Davies and Mr T. Lewis to the next meeting of the working group.

We welcomed Mr Maddox and Mr Miles to the meeting.
Mr Maddox stated that the Authority's hedge and verge cutting policy continued to be inconsistently applied causing a health and safety risk due to overgrown cow parsley and overhanging vegetation. In some instances, where verge cutting had been undertaken, it was sub – standard.
This view was echoed by some Members present at the Committee.

All farm gateways and signage had not been cut out as promised posing a danger for road users; this was a particular concern on the B4290.
Mr Maddox requested that Cabinet reconsider the Pollinator Policy and its implications for hedge and verge cutting in the County.

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Mr Nick Tatum, Abergavenny Town Council, stated that Mr Maddox had a vested interest in the issue. This statement was strenuously denied by Mr Maddox.

We acknowledged that growth patterns vary year on year and that it was difficult to envisage the most appropriate time to undertake verge and hedge cutting but we did not consider one cut per annum sufficient for B roads. Mr Maddox referred to a school bus operator in Devauden who was currently experiencing difficulties accessing roads due to excessive cow parsley growth.

We noted also that the size of agricultural machinery and vehicles had increased in recent years, increasing the width required on rural roads.

The Committee shared Mr Maddox's concerns and requested that the Pollinator Policy be applied consistently with particular consideration afforded to school bus routes in order to address health and safety concerns. The Cabinet Member for County Operations also emphasised the need to enforce the cutting regimes referring to private landowners.

5. CONFIRMATION OF MINUTES

The minutes of the Strong Communities Select Committee meeting held on Thursday 5th June 2014 were confirmed as an accurate record and signed by the Chairman.

6. ACTION SHEET

We received the action list from the meeting held on 5th June 2014, and noted that Mr Jeremy Parr, Natural Resources Wales, would be contacting Mr Tim England, Area Flood Risk Manager with reference to providing a Member Briefing Session in autumn 2014.

7. WAO REPORT: WHOLE PLACE APPROACH TO AREA REGENERATION

We received the review of the Authority's Whole Place Approach to Area Regeneration for scrutiny.

We heard that the Whole Place approach succeeded the Authority's former project based, physical approach to regeneration. Going forward, regeneration would be social, economic and environmental delivered via initiatives, projects and services aligned in a geographical area.

In response to a Member question, we were advised that Whole Place was not a new approach but Monmouthshire's application of the approach was unique.

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The report was issued in April 2014 and its content referred to work undertaken in January 2014 as part of WAO's regulatory programme for 2013 – 14. The work included focus groups, interviews with members, officers, Town Teams and a review of documents and sought to answer the question; "Has the Council established a Whole Place strategy that will deliver improved performance and outcomes for citizens?"

WAO concluded that whilst officers and members were enthusiastic about Whole Place, there was a lack of a single agreed strategy and inconsistent understanding. Progress to date was slow and the Council, as yet, had been unable to demonstrate added value from the approach. WAO stated that the Authority needed to consider to how Whole Place could add value particularly in the light of the financial settlement from Welsh Government.

WAO arrived at this conclusion given that whilst officers and members were enthusiastic and committed to Whole Place the understanding of the new approach was inconsistent. This was exemplified by the Whole Place plan for Bryn – Y- Cwm being more informed than for Severnside, in addition to the Programme Board for Severnside having only met once at the time the review was undertaken.

WAO also concluded that the Authority had made slow progress in implementing Whole Place arrangements, and roles, responsibilities and accountabilities were unclear. We welcomed notice that momentum had started to increase and new governance mechanisms had been implemented. We noted that at the time of the review, it was unclear whether Whole Place was adding value to the Council's existing activities.

Some Members expressed concern that Whole Place marked a duplication of effort and fragmented Monmouthshire particularly in the rural areas. The Head of Policy and Engagement responded that the naming convention of Whole Place was of significance to ensure that it benefitted Monmouthshire's towns and their environs. It was acknowledged that each area required a different approach to reflect different priorities and challenges. Localism rather than fragmentation was the driving force. The next stage of Whole Place would include greater partnership involvement and service delivery. We welcomed notice that Mr David Jenkins would address Council in autumn 2014 regarding the Engagement Framework and that this information would be disseminated to Select Committees.

The Local Member for St Kingsmark commented that the Authority should identify its strengths and promote them in order to attract greater inward investment, in particular from green industries. The local member felt that the appropriate form of investment would encourage new schools to educate pupils to meet the needs of businesses and would retain Monmouthshire's

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talented population of youngsters. Section 106 monies were considered insufficient to achieve the intended outcomes of Whole Place.

We noted the following WAO recommendations and welcomed assurance from the Head of Policy and Engagement that the Authority was in the process of addressing them.

Recommendation 1

The Council should clarify its approach to area regeneration by:

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

Recommendation 2

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

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

Recommendation 3

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

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

In response to these recommendations, the Authority had taken the following steps:

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- The Bryn Y Cwm Project Board would meet in August 2014, 40 stakeholders had been invited to attend. The Board would discuss its purpose, intended outcomes and how to strengthen governance arrangements.
- The Caldicot Town Team had been established as a Community Interest Company providing greater financial leverage.
- Lower Wye would commence Whole Place in September/October 2014.
- A Community Delivery Team dedicated to Whole Place had been established and the Engagement team had been strengthened.

We resolved to receive an update regarding Whole Place prior to December 2014.

8. FLEET MANAGEMENT AND HIGHWAY INFRASTRUCTURE ENQUIRIES

We received a response to queries raised by Members regarding fleet management and highway infrastructure matters from the Head of Operations.

As requested, the Committee received a schedule of council vehicles and clarification of the practice of employees using Council vehicles to travel to and from work.

To date employees of the Council were permitted to take home suitable works vehicles (approx. 30 – 40) reducing the need for secure parking at depots. In 2013 – 14, given the increased cost of fuel, this benefit was withdrawn. It was anticipated that the withdrawal would generate a saving for the Authority of £60 000 per annum.

Consequently additional parking would be required. We heard that additional land was secured in Raglan at a cost of £20 000 with £75 000 assigned for its development. We noted that the facility would be ready for use in autumn 2014 subject to no further delays due to newt monitoring occurring.

Staff affected, were already being asked to park vehicles at an appropriate depot overnight

We heard that any vehicles being taken home, considered as a tool of the trade or for the use of on – call staff would be liable for personal taxation on a “benefit in kind” basis.

We received a schedule of structural repairs for 2014 – 15 through to 16 and 17 and a schedule of landslips, all of which predominantly require capital expenditure.

We noted that capital expenditure available for routine repairs to highways and structures had been reduced to fund landslips meaning that routine works were being pushed back. With regard to landslips, the landslip at Grosmont had been particularly problematic. To date, £150 000 had already been spent and a further £700 000 still needed to be found. We received position

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statement of landslips in Monmouthshire and an explanation of the criteria used to assess the priority for addressing land slips was sought.

We heard that no priority criteria currently existed.

Concern was expressed regarding the lack of funding available for Monmouthshire given that £200 million had been made available to English local authorities for repairs to pot holes.

The geographic profile of Monmouthshire meant that the County was more susceptible to issues such as landslips.

We heard that for the previous three years the Authority had received LGBI funding equating to £1.8 million per annum providing the Authority with a total budget for capital highways and structural works of £4.5 million. LGBI funding would not be available going forward reducing the budget to £2 million to undertake existing scheduled works.

We acknowledged that all Welsh authorities were exhibiting pressures relating to the maintenance of the highways infrastructure. The challenge for the Authority remained how to manage increasing demand with reducing expenditure.

We resolved to receive the information and requested that the Head of Operations prepare proposed criteria for prioritising highways and infrastructure works including legal obligations on the Authority.

The report would be presented to the Committee at its meeting on 11th December 2014.

**9. STRONG COMMUNITIES SELECT COMMITTEE WORK PROGRAMME
2014 – 15 & CABINET FORWARD WORK PLANNER**

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

We agreed to:

- Defer pre – decision scrutiny of the Rights of Way policy to 6th November 2014 pending receipt of the green paper.
- To receive the Sustainable Energy Initiatives for pre decision scrutiny at the meeting of Strong Communities Select Committee of 6th November 2014.
- Scrutinise the Review of Public Protection, included in the Cabinet Forward Work Planner for 5th November at the meeting of Strong Communities Select Committee on 18th September 2014.

We considered whether this item could be scrutinised as a crime and disorder matter. We concluded that the Committee required training in crime and disorder scrutiny prior to inviting Heddlu Gwent Police to attend Committee.

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- To receive a Whole Place Area Regeneration update on 11th December 2014.
- Hold a joint meeting of all Select Committees to discuss partnership activity and to scrutinise collaborative arrangements in October 2014.
- Defer Park Street School Project performance update to the Strong Communities Select Committee of 18th September 2014.
- Receive the People Strategy for pre – decision scrutiny on 18th September 2014
- To accept Cemetery Provision as a work item.

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

10. DATE OF NEXT MEETING

We noted that the next meeting of Strong Communities Select Committee would be held on Thursday, 18th September 2014 at 10.00 a.m.

We resolved to amend the start time of the meeting scheduled for 20th November 2014 to 2:30pm, with a pre – meeting for Members at 2pm.

The meeting terminated at 12:52 hrs.

Strong Communities Select Committee

Action List

10^h July 2014

| Minute Item: | Subject | Officer | Outcome |
|---------------------|--|---------------------------------|----------------|
| 4 | Public Open Forum Invite Mr & Mrs Davies, Gwehelog and Mr Lewis to next speed monitoring working group | R Hoggins | |
| 7 | Whole Place Update To receive a Whole Place update on 11 th December 2014 | W. Mclean and D. Hill – Howells | |
| 8 | Fleet Management & Highways Infrastructure Request to prepare a proposed criteria and legal obligations for assessing highways and infrastructure works. | R. Hoggins | |
| 10 | Time & Date of Next Meeting Amend start time of 20 th November meeting to 2:30pm | Democratic Services | |

REPORT

| | |
|--------------------------------|---|
| SUBJECT | REVENUE & CAPITAL BUDGET MONITORING 2014/15 MONTH 3 OUTTURN FORECAST STATEMENT |
| DIRECTORATE | Chief Executive's Unit |
| MEETING | Strong Communities Select |
| DATE | 18th September 2014 |
| DIVISIONS/WARD AFFECTED | All Authority |

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at the end of month 3 for the 2014/15 financial year.
- 1.2 It also seeks to review the quality of monitoring information so that Members can continue to have a confidence in its accuracy as a catalyst for change.

2. RECOMMENDATION

- 2.1 That Members consider the position concerning 1st quarter revenue monitoring and seek assurance of the action Chief Officers are taking to address the over spends in their service areas.
- 2.2 That Members consider the position concerning school balances and note the potential for in year withdrawal of school improvement grant by Welsh Government.
- 2.3 On an exception basis, that Members note the variances in approach and progress concerning the mandates identified in para 3.3.3, with a view to receiving further updates from those areas identified, or alternative proposals to achieve the original savings target.
- 2.4 That Members consider the position concerning 1st quarter capital monitoring, note the slippage identified in respect of Abergavenny library and 21st Century schools feasibility, and approve the use of capital receipts to finance the identified overspend.
- 2.5 That Members consider the review of financial monitoring, and conclude whether it remains an accurate management tool on which to identify financial performance.

3. MONITORING ANALYSIS

3.1 Revenue Position

- 3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

3.1.2 Responsible Financial Officer's Summary of Overall Position

Summary Position

Table 1: Draft Council Fund Outturn
2014/15 – Summary Total Net
Expenditure Position at
Month 3

| | Appendix | Annual Forecast at Month 3 | Revised Budget | Forecast Over/(Under) Spend at Month 3 |
|--|----------|----------------------------------|-------------------|---|
| | | £000's | £000's | £000's |
| Social Care & Health | 5&6 | 37,217 | 36,604 | 613 |
| Children & Young People | 6 | 52,328 | 52,302 | 26 |
| Enterprise | 4 | 10,484 | 10,252 | 232 |
| Operations | 3 | 18,234 | 17,849 | 385 |
| Chief Executives Unit | 3 | 7,292 | 7,425 | (133) |
| Corporate Costs & Levies | 3 | 17,847 | 17,941 | (94) |
| Net Cost of Services | | 143,402 | 142,373 | 1,029 |
| Attributable Costs – Fixed Asset Disposal | 3 | 225 | 224 | 1 |
| Interest & Investment Income | 3 | (77) | (29) | (48) |
| Interest Payable & Similar Charges | 3 | 3,538 | 3,769 | (231) |
| Charges Required Under Regulation | 3 | 5,571 | 5,606 | (35) |
| Contributions to Reserves | 3 | 91 | 86 | 5 |
| Contributions from Reserves | 3 | (2,700) | (2,700) | 0 |
| Amounts to be met from Government Grants and Local Taxation | | 150,050 | 149,329 | 721 |
| General Government Grants | 3 | (69,340) | (69,340) | 0 |
| Non-Domestic Rates | 3 | (28,984) | (28,984) | 0 |
| Council Tax | 3 | (57,128) | (56,780) | (348) |
| Council Tax Benefits Support | 3 | 5,917 | 6,071 | (154) |
| Council Fund (Surplus)/Deficit | | 515 | 296 | 219 |
| Budgeted contribution from Council Fund | | (296) | (296) | 0 |
| | | 219 | 0 | 219 |

3.1.3 The bottom line situation, a £219,000 potential overspend, has been mitigated significantly by anticipated Council Tax receipts and treasury considerations. So it is important to highlight that net cost of services exhibits an overspend of circa £1 million. Putting this in some context, whilst still a significant challenge, this is a favourable position over that calculated at quarter 1 2013/14 of a £1.7 million overspend on net cost of services.

3.1.4 Given the financial challenges that will continue to face the Authority for the foreseeable future, Chief Officers are tasked with ensuring that services live within the budgets and savings targets set for the current financial year. The exception to this is in Children's social services where the nature and scale of the pressure on this budget is the subject of a separate report on this agenda. Future monitoring reports will seek to contain the information on what is being done to manage the overspends identified and the positive action that is required to ensure that the budget is not breached.

3.1.5 Summary pressures and underspends within the net cost of services include:

| Service area | Forecast Overspend £'000 | Forecast Underspend £'000 | Headline Cause |
|--|-----------------------------|------------------------------|---|
| Social Care & Health (SCH) | | | |
| Children's services | 583 | | Looked after children activity and additional team and conveyance of client costs |
| Adult service | 30 | | Most notably historic Monnow Vale partnership cost apportionments and increased residential care staff hours |
| Children and Young People (CYP) | | | |
| Standards | 38 | | Shortfall on income targets |
| Resources and Performance | | 12 | Net salary saving |
| Enterprise (ENT) | | | |
| Community led delivery | 107 | | Net effect of restructure changes not fully implemented yet |
| Commercial & people development | 79 | | Shortfall in savings target presumed on SRS and reduced training grant |
| Public Life & culture | 46 | | Redundancy costs at Caldicot Castle, employee cost pressures at Old Station, and reduced rental following Brecon Beacons National Park moving to tithe barn |
| Operations (OPS) | | | |
| Highways | | 300 | Extra agency income |
| Property | 108 | | Schools meals service transfer from CYP with significant pressure, and net pressure to schools cleaning caused by unbudgetted contract management costs |
| Home to school transport | 354 | | Past budget saving reviews of home to school and SEN haven't taken place, and external transporter costs are anticipated to introduce a further pressure following rolling retender |
| Transport | 88 | | Car parking income deficit |
| Waste | 235 | | A prudence around when Energy from waste collaboration will come online. Moving streetscene services to Town & Community Councils hasn't occurred as anticipated. Not included in the outturn forecast, the service manager also highlights a potential for potential significant additional costs from the tendering of recycling contract in Jan 15 and potential redundancy cost, combined totalling £270,000 |
| Grounds | | 100 | Additional income |
| Chief Executives Office (CEO) | | 133 | Housing benefit activity below budget levels |
| Corporate (CORP) | | 94 | Predominantly an underspend on external audit fees due to a refund for previously charged fees (£42,000), a new fee calculation method employed by the Welsh Audit Office (£26,000) and savings against the grant audit budget due to a reduction in time employed by WAO (£29,000). |
| Total | 1,668 | 639 | Net overspend position is £1.029 million on net cost of services |

3.1.6 More detailed monitoring information together with a narrative of more significant variance over £25,000 is provided in the Select Appendices 3 to 6.

3.2 Schools

3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the forecast Schools' balances position for the year-end at month 3.

| Draft Council Fund Outturn 2014/15 – Summary Forecast Year-end School Balances Position at Month 3 | Opening School Balances (Surplus ()) | Budgeted use of balances | Forecast use of balances at Month 3 | Forecast Closing School Balances |
|--|---|-------------------------------------|--|---|
| | £'000's | £'000's | £'000's | £000's |
| <u>Clusters</u> | | | | |
| Abergavenny | (285) | 256 | 226 | (59) |
| Caldicot | (242) | 115 | 76 | (166) |
| Chepstow | (14) | 218 | 214 | 200 |
| Monmouth | (393) | 113 | 70 | (323) |
| Special | (54) | 32 | 27 | (27) |
| | (988) | 734 | 613 | (375) |

3.2.2 School balances at the beginning of the financial year amounted to £988,000 credit. The budgeted draw on balances has been identified as being £734,000 resulting in closing school balances budgeted to be £254,000 credit.

3.2.3 At month 3, the current forecast suggests that the contribution required from school balances will be £613,000, a decrease from budget of £121,000, and would result in closing school balances of £376,000 credit.

3.2.4 Within these summary figures, of particular note, is the deficit reserve position experienced in the Chepstow cluster, caused by a significantly worsening position at Chepstow comprehensive school, whose deficit is anticipated to be £352,000 by the end of year. The school is subject to a 4 year recovery plan, but this level of deficit balance remains a risk to the Council going forward in the interim.

3.2.5 6 schools exhibited a deficit position at the start of 2014/15, and alongside Chepstow Comprehensive, Llandogo is predicted to exhibit a worsening position. However Deri View, Llanvihangel Crocorney, Castle Park and Ysgol Gymraeg Y Ffin are all forecast to improve their deficit balance position by the end of the year.

3.2.6. Of concern, King Henry Comprehensive and Mounton House are anticipated to move into deficit by the end of year. It is usual for the school to have 3 months to put in place an agreed recovery plan, so Mounton House have until 30th September to do so. King Henry has been given an extension until 31st October, appreciating a new headteacher will be starting in September.

3.2.7 Schools balances exhibit a reducing trend, and by definition can only be used once

| Year | Net level of school balances |
|------------------|------------------------------|
| 2011-12 | (965) |
| 2012-13 | (1,240) |
| 2013-14 | (988) |
| 2014-15 forecast | (376) |

3.2.8 There has been a significant reliance on reserve balances to supplement school spending plans in the last 2 years, and no indication of potential replenishment evident. This isn't a sustainable prospect. As a rough guide, prior to 2010, Welsh Government advocated that school balance

levels equated to 5% of budget share. Using 2014/15 delegated budget levels, this would equate to £2.2 million. Members may wish to seek a comfort that balances aren't being used to subsidise and sustain core costs such as staffing.

3.2.9 Allied to this, Welsh Government have indicated very recently they may need to adjust downwards the level of grants paid to schools across the Principality within the current year, but cannot be any more specific as to amounts or when such resourcing might be withdrawn this year. This will necessitate schools reviewing and revising their improvement programmes and may introduce a further pressure to schools balances as schools accommodate the change.

3.2.10 Further information on Schools is provided in Children & Young People Select appendix 6.

3.3 2014/15 Savings Progress

3.3.1 The monitoring above reflects the progress in achieving necessary savings agreed as part of the 2014/15 budget process. Appendix 1 provides details of specific savings initiatives and progress made in delivering them in full by the end of 2014/15 financial year.

In summary they are as follows,

| 2014/15 Budgeted Service Savings Mandates Progress at Month 3 | | | | | |
|---|--|---------------------------|---------------------------------|--------------------------|---------------------------------|
| DIRECTORATE | Saving included in 2014/15 Budget £'000 | Savings achieved £'000 | % progress in achieving savings | Delayed savings £'000 | Savings not achievable £'000 |
| Children & Young People | 812 | 729 | 90% | 0 | 83 |
| Social Care & Health | 1,030 | 877 | 85% | 0 | 153 |
| Enterprise | 1,276 | 1,036 | 81% | 147 | 94 |
| Operations | 1,412 | 990 | 70% | 156 | 266 |
| Chief Executive's | 923 | 923 | 100% | 0 | 0 |
| Total Budgeted Service Savings 2014-15 | 5,453 | 4,555 | | 303 | 596 |

3.3.2 Operations Directorate exhibits the lowest level of savings achieved at the moment, it's a very "young" structure, and managerial changes and appointments are still taking place to embed new approaches.

3.3.3 The savings appendix also indicates a risk score as to whether savings are likely to be achieved or otherwise. Of those reported to be high or medium risk, Members will need to receive specific updates on the following mandates from Directors.

Operations (OPS)

- School meals -increase price, market and expand service – none of saving anticipated has materialised (£69,000).
- Street scene and pest control - £25,000 short of requirement relating to work with Town & Community Councils
- Facilities - transfer functions to other providers – none of the work with Town & Community Councils likely to realise £100,000 saving
- Transport review and fleet rationalisation, £40,000 short of mandate requirements

Enterprise (ENT)

- Sustainable energy initiatives - £35,000 short of mandate requirements.
- Museums, Shirehall & Castles and Tourism – shortfall in income targets of £7,500, and additional salary costs evident in Countryside of £36,000

- Strategic Property Review (phase 2) - shortfall in savings of £15,000 caused predominantly by move of SCH Children's services into 2nd floor of Magor. Original intention was to rent this space out.
- Additionally the Adult Education mandate (£90,000) is unlikely to be delivered in the way originally expected, and requires a more fundamental consideration of sustainability of service due to the extent of funding withdrawal (from £607,000 to £400,000) by Coleg Gwent for courses run from September 2014.

Children and Young People (CYP)

- School library service – shortfall of £30,000 against target. A partnership service with Torfaen CBC. Both authorities' schools wish to terminate the service, which is likely to result in a changed mandate/subsequent report pertaining to closure, redundancies, distribution of assets and deficit reserve.
- Grants to micro finance and rationalise numerous grants to single organisations – none of savings required have materialised (£37,000)

Social Care & Health (SCH)

- Community meals increase take-up – meal numbers are 200 below the 1,450 target introducing a £26,000 shortfall
- SCH children's staff restructuring – Innovation facilitated work has proposed re-introduction of post volunteered by the service for deletion introducing a £32,000 shortfall on savings target

All

- Review of additional payments – Social Care and Health exhibit challenges in meeting any of their saving requirements of £95,000, CYP report making £16,000 of £31,000 requirement, CEO and Operations report intention to make their £163,000 in other ways but haven't specified how, ENT report having made their £48,000 in full.

3.4 Capital Position

3.4.1 The summary Capital position as at month 3 is as follows

| Select Portfolio | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Total Approved Budget | Provisional Budget Slippage C/F to 2015-16 | 2014-15 Budget | Annual Overspend / (Underspend) |
|---------------------------|----------------|---------------------|-----------------|-----------------------|--|----------------|---------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| Children and Young people | (509) | 1,250 | 6,292 | 7,112 | 751 | 6,360 | (68) |
| Adult | (3) | 1 | 95 | 59 | | 59 | 35 |
| Economy & Development | (232) | 58 | 814 | 732 | | 732 | 82 |
| Stronger Communities | (890) | 1,154 | 10,752 | 14,199 | 3,433 | 10,766 | (14) |
| Grand Total | (1,634) | 2,462 | 17,952 | 22,102 | 4,185 | 17,917 | 35 |

3.4.2 Abergavenny Regeneration is anticipated to overspend by £82,000, consequential to the legal costs incurred in defending against a 3rd party action, and Caldicot School Drainage scheme is proposed to overspend by £53,000 due to ground conditions.

3.4.3 There have been £58,000 of virements within property maintenance schemes from mechanical to electrical services as the maintenance manager seeks to refine replacement works. An increase of £101,000 has been added to low cost home ownership to allow for the back to back resale of Castlewood properties, which is compensated for by an increased receipt. Additionally the 2014/15 programme has been supplemented by £376,000 additional Section 106 funding, and £295,000 of extra transport grant funded works.

- 3.4.4 Expenditure on capital schemes in the first 3 months of the year can be low as there can be a degree of lead-in period as the studies and procurement necessary to facilitate works are progressed.
- 3.4.5 However the actual expenditure incurred by end of June is not significantly higher than the provisions for work carried forward from 2013/14. There is a presumption that any provision created at the end of March would have been settled by end of June as one of the requirements to incur such a provision is that the work has been incurred by 31st March but simply not yet invoiced.

| | |
|--|---------|
| | £'000 |
| Actual Expenditure Incurred by end month 3 | 2,462 |
| | |
| Provisions b/fwd. from 2013-14 | (1,634) |
| | |
| Net expenditure to date | 828 |

- 3.4.6 To put this net spend in context, this spend is against a budget of £17.9 million. Managers remain confident that projects are on track and indicate an outturn forecast spend consistent with the budget. From experience however, capital slippage tends to increase during the year leaving expenditure to be incurred over the winter months, which increases the risk that inclement weather could adversely affect progress.

3.5 Capital Financing and Receipts

- 3.5.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

| Financing Stream | Annual Forecast Financing | Approved Slippage B/F | Original Budget | Budget Revisions | Total Approved Budget | Provisional Budget Slippage C/F to 2015-16 | 2014-15 Adjusted Budget | Increased / (Reduced) Financing |
|-------------------------------------|---------------------------|-----------------------|-----------------|------------------|-----------------------|--|-------------------------|---------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| Supported Borrowing | 2,420 | | 2,420 | | 2,420 | | 2,420 | |
| General Capital Grant | 1,473 | | 1,473 | | 1,473 | | 1,473 | |
| Grants and Contributions | 1,595 | 53 | 1,247 | 295 | 1,595 | | 1,595 | |
| S106 Contributions | 941 | 556 | | 386 | 941 | | 941 | |
| Unsupported borrowing | 6,017 | 6,710 | 3,492 | | 10,202 | 4,185 | 6,017 | |
| Earmarked reserve & Revenue Funding | 687 | 656 | | 31 | 687 | | 687 | |
| Capital Receipts | 4,623 | 2,957 | 1,707 | 61 | 4,724 | | 4,724 | (101) |
| Low cost homw ownership receipts | 60 | 60 | | | 60 | | 60 | |
| Unfinanced Expenditure | 136 | | | | | | | 136 |
| Grand Total | 17,952 | 10,991 | 10,338 | 772 | 22,102 | 4,185 | 17,917 | 35 |

- 3.5.2 The Future Schools (Monmouth & Caldicot) schemes (£751,000) and the proposed new Abergavenny Library scheme (£3,433,000) are forecasting to slip into 2015/16. This slippage will delay the need to call on unsupported borrowing.
- 3.5.3 County Farms maintenance and investment is forecast to underspend by £100,000 reducing the need to call on capital receipts.

3.5.4 The Abergavenny Regeneration (£82,000) and Caldicot School Drainage (£53,000) schemes are forecast to overspend. Financing needs to be identified to fund this expenditure. There is an under-utilisation of capital receipts evident. It is proposed that capital receipts be used to fund the anticipated overspends identified.

3.5.5 Given 21century schools aspirations it is particularly important to review the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments. The table overleaf also compares this to the balances forecast within the 2014/18 MTFP capital budget proposals.

| Movement in Available Useable Capital Receipts Forecast | | | | |
|--|----------------|----------------|----------------|----------------|
| TOTAL RECEIPTS | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
| | £'000 | £'000 | £'000 | £'000 |
| Balance b/f 1 st April | 7,854 | 14,055 | 19,836 | 32,132 |
| Receipts forecast to be received in year as 2014/18 MTFP | 21,165 | 13,556 | 4,000 | 2,000 |
| Increase / (decrease) in forecast receipts forecast at month 3 | (10,209) | (7,081) | 18,820 | 650 |
| Deferred Capital Receipts | 4 | 4 | 4 | 4 |
| Less: Set aside Capital Receipts | 0 | 0 | (10,452) | 0 |
| Less: Receipts to be applied | (4,759) | (698) | (76) | (538) |
| TOTAL Actual / Estimated balance c/f 31st March | 14,055 | 19,836 | 32,132 | 34,248 |
| TOTAL Estimated balance reported in 2014/18 MTFP Capital Budget proposals | 14,062 | 26,923 | 30,851 | 32,317 |
| Increase / (Decrease) compared to MTFP Capital Receipts Forecast | (7) | (7,087) | 1,281 | 1,931 |

3.5.6 The balance of capital receipts available, allowing for the funding of anticipated overspend above, at the end of 2014/15 is forecast to be in line with the 2014/18 MTFP, despite changes in the timing of some significant receipts within this period.

3.5.7 It is estimated that net receipts at the end of 2017-18 will be circa £2million more than MTFP estimates. This relates to an additional anticipation in 2017-18 concerning a likely LDP site and a surplus building sale not currently approved and so not contained in the medium term financial plan receipt projections.

4. Review Of Forecasting, based upon 2013-14 financial year

4.1 Revenue Position

4.1.1 A review of the budget monitoring and forecasting arrangements in 2013/14 has been undertaken in order to understand the movements of the forecasts from quarter 1 to the yearend position. This information will be shared so that the learning can be taken on board for 2014/15 monitoring and forecasting.

4.1.2 The following summary table indicates the information reported each quarter in comparison with the outturn experienced.

| | Qtr 1 outturn forecast | Qtr 2 outturn forecast | Qtr 3 outturn forecast | Outturn | Extent of net costs mitigated between qtr 1 outturn |
|---|------------------------------|------------------------------|------------------------------|--------------|---|
| | £'000 | £'000 | £'000 | £'000 | £'000 |
| Net cost of services to be met by Govt grant and local taxation | 1,713 | 1,456 | 871 | (328) | (2,041) |
| Difference to preceding qtr | | (257) | (585) | (1,199) | |
| Govt grants, NNDR & Council Tax | (535) | (633) | (535) | (549) | (14) |
| Difference to preceding qtr | | (98) | 98 | (14) | |
| Total | 1,178 | 823 | 336 | (877) | (2,055) |
| Difference to preceding qtr | | (355) | (487) | (1,213) | |

4.1.3 The general financial picture this presents is as follows,

Qtr 1 The initial period is based on 3 months actual net expenditure and 9 months predicted. Officers working in areas of historic pressure or overspend will tend to report prospective year end prudently. The budget for the forthcoming year tends to include saving requirements that often aren't fully delivered or deliverable by month 3 without further work, hence the inclusion of a savings progress assessment on a quarterly basis, and again progress is reported accurately. Managers not affected by this will commonly be managing the resources they've been delegated to a balanced position.

Qtr 2 & 3 The 2nd and 3rd quarter will tend to exhibit a more balanced position with less reliance on prediction and more data on actual net expenditure available. Consequential to quarter 1, those managers managing their budgets to a balanced position will instead have been engaged to deliver compensatory savings to mitigate the adverse outturn. Some of the savings positions that were underdeveloped at quarter 1 would be refined and savings flowing through. Council is also able to take advantage of adhoc and unpredicted situations e.g. not filling particular posts that have occurred during the year.

Qtr 3 to outturn The last quarter reflects the most accurate position given the balance of known spend and further reduced reliance on prediction. It provides a further period in which to drive savings improvements and mitigate discretionary spend. However it also provides an additional quarter for pressures to manifest themselves. One notably area where such a pressure occurred was in Passenger Transport service which all year reported and adverse position of £150,000 when the reality in the last quarter was a £560,000 overspend. Whilst reservations were made in Select monitoring reports about the extent of adverse situation being reported by the service, the business practices and non use of corporate systems made challenging the service prediction difficult. The

situation is being addressed in 2014/15 with a greater interaction with corporate systems and a more timely recording of income and expenditure items which should make forecasting an easier and more reliable prospect. . Also some advance work on 2014/15 saving delivery e.g. Enterprise and Operations restructures, would have a beneficial effect on 2013/14 where for instance vacancies remain unfilled pending restructures. The corporate aspect of the budget which involves partnering costs gets refined in light of external notifications e.g. Crematorium extraordinary dividend to Council of £138,000 was not anticipated earlier in the year, Fire service underspend notified in last quarter, and assessment of provisions levels (e.g. bad debts, insurance) only made on full year activity.

4.1.4 A more detailed examination is provided in appendix 2, which indicates that despite SCH and CYP being the main areas exhibiting financial pressure, they haven't exhibited significant volatility in forecasting through the year. R&C and CEO by necessity of having to find savings to compensate for the pressures experiences in SCH and CYP have indicated an improving trend during the quarterly forecast process, but that isn't something that can be predicted in month 3 as a given. . What can be unappreciated in judgements comparing early quarters with outturn is the focus provided by monitoring and reporting as a management tool to provide a catalyst for change and the work behind the scenes undertaken by senior leadership team, service managers and their accountants to realise financial improvement.

4.2 Capital Position

4.2.1 Financial monitoring is currently the main measure of capital project performance reported on a periodic basis to Members.

4.2.2 Capital expenditure won't tend to exhibit the same volatility in over or underspend prediction as revenue spends do, as commonly managers will seek to utilise underspends in future years through slippage mechanisms, or provision overspends in a timely fashion by reporting the need for budget virement/increase to Cabinet.

4.2.3 Given MCC approach to allocate a full scheme budget at inception and passport underspends to subsequent years in the form of slippage, an accurate assessment of progress in the year can be difficult to assess, which also has a potential to impact upon capital funding requirement predictions, and the revenue account of the Council in incurring principal and interest costs.

4.2.4 Consequently a common feature of monitoring over last 12 months has been an increase in the levels of slippage predicted by managers as being necessary at the end of the financial year, as evidenced in the following table

Data from 2013-14

| Reporting Period | Budget | Net actual expenditure incurred at end of the reporting period | Anticipated expenditure predicted by service managers for remainder of year | Outturn forecast | Overspend/ (underspend) | Indicative slippage requested by service managers |
|------------------|--------|--|---|------------------|-------------------------|---|
| | £'000 | £'000 | £'000 | £'000 | £000 | £'000 |
| Month 5 | 30,422 | 5,999 | 19,204 | 25,203 | (292) | 4,927 |
| Month 8 | 30,972 | 11,489 | 11,791 | 23,280 | (276) | 7,416 |
| Month 10 | 31,143 | 16,582 | 4,344 | 20,926 | (68) | 10,149 |
| Outturn | 30,912 | 19,650 | | 19,650 | | 10,991 |

5 REASONS

- 5.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

6 RESOURCE IMPLICATIONS

- 6.1 As contained in the report.

7 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

- 7.1 The decisions highlighted in this report have no implications, the budgets are being vired for the purpose they were agreed.

8 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairman
Head of Legal Services
Head of Finance

9 BACKGROUND PAPERS

- 9.1 None

10 AUTHORS

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Appendices

| | |
|------------|---|
| Appendix 1 | Savings Summary |
| Appendix 2 | Review of quarterly forecasting position |
| Appendix 3 | Strong Communities Select Committee portfolio position statement |
| Appendix 4 | Economy and Development Select Committee portfolio position statement |
| Appendix 5 | Adult Select Committee portfolio position statement |
| Appendix 6 | Children and Young People Select Committee portfolio position statement |

Savings Summary – excel file attached

Appendix 2

Review of quarterly forecasting position

Table 1: Draft Council Fund Outturn 2013/14 – Summary Total Variance Position between Qtr 1 and Outturn

| | Forecast Qtr 1 | Forecast Qtr 2 | Forecast Qtr 3 | Outturn | Extent of movement between qtr 1 prediction and outturn |
|--|-------------------|-------------------|-------------------|----------------|--|
| | £'000 | £'000 | £'000 | £'000 | |
| Social Care & Health | 781 | 820 | 880 | 832 | Variance £51k on £36.4m budget (0.1% variance) |
| Children & Young People | 694 | 744 | 545 | 172 | Variance £139k on £52m budget (0.3% variance) |
| Outturn artificially improved by £383k reserve usage not drawn so equivalent outturn to qtr 1 £555k | | | | | |
| Regeneration & Culture | 688 | 319 | 233 | (210) | £898k on £28m budget (3% variance) |
| Chief Executives Unit | 20 | (206) | (304) | (511) | £531k on £11m budget (5% variance) |
| Corporate Costs & Levies | (390) | (864) | (1,128) | (1,510) | £1,120k on £18m budget (6% variance) |
| Due to extraordinary dividend from Joint Crem (£138k), £280k for insurance contract renegotiation not due until later in year, underutilisation of Single status budget £778k not reported in the summary table in 1 st quarter but mentioned in text. | | | | | |
| Net Cost of Services | 1,793 | 813 | 226 | (1,227) | |
| Attributable Costs – Fixed Asset Disposal | 10 | (11) | (17) | (96) | £106k reflective of delay in sales |
| Interest & Investment Income | (36) | (44) | (59) | (161) | £125k, predominantly the effect of unanticipated Heritable payback |
| Interest Payable & Similar Charges | (126) | (130) | (130) | (128) | 2 |
| Charges Required Under Regulation | (21) | (88) | (88) | (20) | 1 |
| Contributions to Reserves | (7) | 795 | 790 | 1,151 | £1158k |
| The outturn takes account of actual effect of reported caveated use of reserves e.g. single status resource. Also a review of provisions and reserves is undertaken on fully year activity once service outturn is certain e.g. a £500k movement from residual reserve offset increased use of contribution from reserves. Also national MMI reserve became insolvent Jan 14 | | | | | |
| Contributions from Reserves | 100 | 121 | 149 | 153 | £53k |
| Amounts to be met from Government Grants and Local Taxation | 1,713 | 1,456 | 871 | (328) | |
| General Government Grants | 0 | 0 | 0 | 0 | |
| Non-Domestic Rates | 0 | 0 | 0 | 0 | |
| Council Tax | (438) | (438) | (285) | (255) | |
| Council Tax Benefits Support | (97) | (195) | (250) | (294) | |
| Council Fund (Surplus)/Deficit | (535) | (633) | (535) | (549) | £14k on collective income of £48 million (0.03% variance) |
| Budgeted contribution from Council Fund | 1,178 | 823 | 336 | (877) | |

1. Revenue Outturn Forecast

The combined budget and outturn forecast for this portfolio is,

| Service Area | Budget | Forecast Outturn | Variance |
|--------------------------|-----------------|------------------|--------------|
| | £'000 | £'000 | £'000 |
| Chief Executive's office | 7,425 | 7,292 | (133) |
| Operations | 17,849 | 18,234 | 385 |
| Corporate | 17,941 | 17,847 | (94) |
| Appropriations | 6,956 | 6,649 | (307) |
| Financing | (149,032) | (149,534) | (502) |
| | | | |
| Total | (98,861) | (99,512) | (651) |

The more significant over and underspends are,

| | Overspend predicted £'000 | Underspend predicted £'000 | Cause |
|---------------------------------------|------------------------------|-------------------------------|---|
| | | | |
| Chief Executives Office | | 133 | Housing benefit activity below budget levels |
| Operations – Highways | | 300 | Extra agency income |
| Operations – Property | 108 | | Schools meals service transfer from CYP with significant pressure, and net pressure to schools cleaning caused by unbudgetted contract management costs |
| Operations – Home to school transport | 354 | | Past budget saving reviews of home to school and SEN haven't taken place, and external transporter costs are anticipated to introduce a further pressure following rolling retender |
| Operations – Transport | 88 | | Car parking income deficit |
| Operations – Waste | 235 | | A prudence around when Energy from waste collaboration will come online. Moving streetscene services to Town & Community Councils hasn't occurred as anticipated. Not included in the outturn forecast, the service manager also highlights a potential for potential significant additional costs from the tendering of recycling contract in Jan 15 and potential redundancy cost, combined totalling £270,000 |
| Operations – Grounds | | 100 | Additional income |
| Corporate | | 93 | Predominantly saving in external audit fees |
| Appropriations | | 308 | Anticipated savings in interest payable, combined with improved interest receivable, and reduction in charges due to 2013-14 capital slippage |
| Financing | | 502 | Predicted extra Council tax receipts and reduced CT benefits |
| | 785 | 1,436 | |

2. 2014-15 Savings Progress

The savings required by 2014-15 budget process, identified in appendix 1, are not fully secured.

- Of Operations savings totalling £1,412,000, £990,000 are anticipated to be made, £156,000 deferred to 2015-16 but £266,000 not achievable.
- Of Chief Executives savings totalling £923,000, £923,000 are reported to be made.
- **What plans have the Operations Directorate and Chief Executives office to mitigate pressures and drive alternate adhoc savings?**

3. Capital Outturn Forecast

The capital budget for the year is £10,766,000. This was made up of £6,235,000 2014-15 allocation, £7,192,000 slippage from 2013-14 (although £3,433,000 relates to the new library provision and is anticipated to slip into 2015-16 consequently to further consultation and engagement). The budget has been increased by £772,000 revisions and virements comprising £295,000 additional transport and road grants, £333,000 additional Sc106 awards and £42,000 additional sc106 resources attributed to 3g pitch work.

At the start of 2014-15 the Council accrued for £890,000 worth of work completed but not invoiced, as at the end of month 3 it had incurred only £1,153,000. This wouldn't normally be a profile that would indicate full spending by the end of the year but project officers are confident to predict a forecast outturn that other than library project doesn't involve any slippage and only exhibits a net £14,000 underspend, caused by an underspend on the County Farms portfolio (£100,000) compensating for additional costs foreseen in respect of property maintenance (£32,000) and drainage works at Caldicot school and leisure centre site (£54,000).

- **Why is the net spend at the end of month 3 only a little above the level of provision created at the end of 2013-14?**

4. Forecasting approach

Based on the forecasting review undertaken in the main body of the report and appendix 2 above,

- **Do Members have any refinements to the budget monitoring process or are they comfortable with its accuracy and use as a management tool?**

Monitoring Key

| | |
|-----------|---|
| Page 1 | Chief Executives & Operations Directorates Revenue Divisional Summary |
| Page 2 | Chief Executives Revenue – Democracy & Regulatory Services Division |
| Page 3 | Chief Executives Revenue – Finance Division |
| Page 4 | Chief Executives Revenue – Policy & partnerships Division |
| Page 5 | Operations Directorate Revenue |
| Page 6 | Corporate Costs & levies Revenue |
| Page 7 | Appropriations Revenue |
| Page 8 | Financing Revenue |
| Page 9/10 | Capital |

| Chief Executive's Unit & Operations | | | | | |
|--|---------------------|--------------------|--------------------|-------------------|----------------------------|
| <i>DIRECT COSTS ONLY</i> | | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) |
| <i>DIRECTORATE SERVICE</i> | <i>SERVICE LEAD</i> | 3 £ | 0 to 13 £ | £ | SPEND AT M3 £ |
| Democracy & Regulatory Services | Tracey Harry | 467,513 | 4,445,262 | 4,445,262 | 0 |
| Finance | Joy Robson | 350,462 | 2,032,014 | 2,164,014 | (132,000) |
| Policy & Partnership | Will McLean | 154,480 | 815,149 | 815,369 | (220) |
| Sub Total CEO | | 972,455 | 7,292,425 | 7,424,645 | (132,220) |
| Operations | Roger Hoggins | 5,871,950 | 18,234,173 | 17,849,227 | 384,946 |
| <i>Net Directly Managed Expenditure</i> | | 6,844,405 | 25,526,598 | 25,273,872 | 252,726 |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3

| Democracy & Regulatory Services | | SERVICE LEAD : TRACEY HARRY | | | | EXPLANATION FOR (UNDER)/OVER SPENDS |
|---|------------------------------|-----------------------------|------------------|------------------|-------------------------------------|-------------------------------------|
| DIRECT COSTS ONLY | DIRECTORATE SERVICE | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | |
| | RESPONSIBLE OFFICER | 3 | 0 to 13 | | | |
| | | £ | £ | £ | £ | |
| Corporate (CEO) | Tracey Harry | | | | | |
| Total Corporate (CEO) | | 52,806 | 212,118 | 212,118 | 0 | On Budget |
| Customer Relations | Annette Evans | | | | | |
| Total Customer Relations | | 48,687 | 226,073 | 226,073 | 0 | On Budget |
| Development & Building Control | Nigel George | | | | | |
| Total Development & Building Control | | (253,325) | 538,919 | 538,919 | 0 | On Budget |
| Emergency Planning | Ian Hardman | | | | | |
| Total Emergency Planning | | 30,523 | 145,895 | 145,895 | 0 | On Budget |
| Health & Safety | Lawrence Dawkins | | | | | |
| Total Health & Safety | | 28,454 | 119,764 | 119,764 | 0 | On Budget |
| Democratic Services | Hazel lillet, John Pearson | | | | | |
| Total Democratic Services | | 338,272 | 1,362,500 | 1,362,500 | 0 | On Budget |
| Legal & Land Charges | Rob Tranter, Tudor Baldwin | | | | | |
| Total Legal & Land Charges | | 113,598 | 462,992 | 462,992 | 0 | On Budget |
| Public Protection | Graham Perry, Gareth Walters | | | | | |
| Total Public Protection | | 106,167 | 1,377,001 | 1,377,001 | 0 | On Budget |
| Net Directly Managed Expenditure | | 467,512 | 4,445,262 | 4,445,262 | 0 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|--------------------------|------------------------|------------------------------|---------------------|--|--|
| Finance | SERVICE LEAD: JOY ROBSON | | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 £ | ANNUAL FORECAST 0 to 13 £ | REVISED BUDGET £ | FORECAST OVER / (UNDER) SPEND AT M3 £ | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | RESPONSIBLE OFFICER | | | | | |
| Audit Department | Andrew Wathan | | | | | |
| Total Audit Department | | 45,611 | 240,636 | 240,636 | 0 | Balanced Budget |
| Exchequer and systems administration | Ruth Donovan | | | | | |
| Total Exchequer/Office Services | | 100,539 | 421,126 | 421,126 | 0 | Balanced Budget |
| Central Finance | Mark Howcroft | | | | | |
| Total Finance & Improvement Dept | | 186,470 | 652,587 | 652,587 | 0 | Balanced Budget |
| Revenues Department | Ruth Donovan | | | | | |
| Total Revenues Department | | 17,843 | 717,665 | 849,665 | (132,000) | At month 3 the benefits budget is forecasting a net under spend of £132,000. There are three factors that make up this under spend. Firstly the net position of benefits paid out and subsidy paid in is anticipated to be £90,000 less than when the budget was prepared. This reflects the current client profile and updated system parameters. Secondly the Discretionary Housing payments budget is forecast to under spend by £26,000. This area of the budget appears to be stabilising and levelling off, although there is still some latent demand, as not all those affected by the benefit changes have sought assistance. Thirdly additional Administration Grant income of £16,000 has been received in excess of the amount budgeted. |
| Net Directly Managed Expenditure | | 350,463 | 2,032,014 | 2,164,014 | (132,000) | |

| Policy & Partnership | | | | | | | |
|---|--|---------------------|--------------------|--------------------|-------------------|---|--------------------------------------|
| DIRECT COSTS ONLY | | | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | | RESPONSIBLE OFFICER | 3 £ | 0 to 13 £ | £ | £ | |
| <u>Policy And Partnerships</u> | | | | | | | |
| Donations | Will McLean | | 0 | 85,784 | 85,784 | 0 | On budget |
| Levies & Subscriptions | Will McLean | | 71,617 | 84,158 | 84,158 | 0 | On budget |
| Improvement | Matthew Gatehouse | | 7,425 | 209,500 | 209,525 | (25) | On budget |
| Communications | Rob Webb | | 38,222 | 131,900 | 131,926 | (26) | On budget |
| Policy and Partnership Management | Nicola Bowen | | 28,577 | 283,700 | 283,781 | (81) | On budget |
| Equalities and Welsh Language | Alan Burkitt | | 10,422 | 57,600 | 57,688 | (88) | On budget |
| Citizen Engagement Management | n/a | | 50,681 | 0 | 0 | 0 | closed - need to move to Deb HH area |
| C.C.T.V | Andy Mason | | (12,798) | (35,900) | (35,900) | 0 | On Budget |
| <u>Grant related schemes</u> | Andy Mason, Rachel allen, Amelia Wheatstone, Sarah Harp, Emma J Williams | | (39,685) | (1,593) | (1,593) | 0 | |
| Net Directly Managed Expenditure | | | 154,478 | 815,149 | 815,369 | (220) | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|--|---------------------|--------------------------|-------------------------|-------------------|-------------------------------------|--|
| Infrastructure and Networks | | DIRECTOR : ROGER HOGGINS | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | £ | £ | £ | £ | |
| <u>Highways</u> | Tony Wallen | | | | | |
| Total Highways | | 645,582 | 3,649,910 | 3,949,910 | (300,000) | The Highways department is forecasting to underspend by £300,000 as a result of increased income from the SWTRA section as projected income streams will outstrip budget targets. |
| <u>Registrations B, D and M</u> | Sally Morgan | | | | | |
| Total Registrations B, D and M | | (15,320) | 27,120 | 27,120 | 0 | On Budget |
| <u>Property Services & Facilities Management</u> | Rob O'Dwyer | | | | | |
| Total Property Services & Facilities Management | | 1,599,918 | 3,165,082 | 3,056,844 | 108,238 | At month 3 the overspend against the property services and facilities management department is due to £100,000 overspend on school catering, primarily from increase employee and ingredient costs to comply with Appetite for Life. £81,000 overspend on Building cleaning and public conveniences mainly due to increased pressure on Regent Cleaning contract along with increase utilities mainly associated with public conveniences. These overspend have been offset by £42,000 underspend on procurement due to expected additional post remaining vacant, and £35,000 reduction in accommodation costs, primarily associated with Magor and Usk as many items remain under warranty so no repairs or maintenance expected during this financial year. |
| <u>Home to School Transport Dept</u> | Richard Cope | | | | | |
| Total Home to School Transport Dept | | 1,127,048 | 5,779,141 | 5,425,359 | 353,782 | At month 3 the overspend against the passenger transport section is due to £151,000 on the main internal home to school transport budget, primarily from increases in vehicle related costs and increases in employee costs. £113,000 as external operator charges are expected to exceed the budget available. These costs have been offset by the part year benefits expected from the telephone auction and re-awarding of new contracts from September, it is hoped that with the broader range of operators and increased competition prices will drop. £120,000 of SEN savings which are currently unachievable however the review panel is due to meet in August so some modest benefit has been included from September. £34,000 increase vehicle maintenance and subsidy costs. These overspend have been offset slightly by additional one off income £65,000. |
| <u>Trading Services</u> | | | | | | |
| Admin Overhead Account | Roger Hoggins | 16,365 | (70,000) | (70,000) | 0 | |
| Total Trading Services | | 16,365 | (70,000) | (70,000) | 0 | |
| <u>Transport Department</u> | Deb Jackson | | | | | |
| Total Transport Department | | 832,906 | (1,276,897) | (1,364,824) | 87,927 | The Transport section is forecasting a £88,000 over spend due to car parking income levels being down by £89,000 and a currently unachievable savings target against the green car scheme of £28,000. This has been offset slightly by a vacant post in car parking of £14,000 and reduction in spend on general contracts £15,000. |
| <u>Waste and Street Services</u> | Rachel Jowitt | | | | | |
| Total Waste and Street Services | | 1,665,454 | 6,959,817 | 6,824,817 | 135,000 | Waste and Street Services are forecasting an overspend of £135k. £25k overspend from waste offset by £100k increased income from Grounds. £85k relates to landfill costs, primarily from an increase in landfill tax. Agreement has been given to work with Cardiff and other LAs on an interim residual waste contract which will look to use Energy from Waste as soon as possible, so it is anticipated that these costs will too reduce. A benefit of £100k has been built into the budget modelling for the move to EFW and it is hopeful that by month 6 a more positive outturn will be reported. £25k is not being delivered from the Street Scene budget saving mandate due to lack of funding support from Town and Community Councils and therefore delays in implementing the reduction in manual sweeping capacity. There are 2 potential pressures that could further affect the outturn figure 1) The new Materials Recycling Facility (MRF) contract is renewed in Jan 2015 and there is a possibility of increased prices, circa £110k based on market assessments. However it is hoped that with a recovering recycling market the cost will come in less than this. In addition the budget has been based on largely using landfill for the year. 2) The section is also carrying a potential £162k pressure for one-off redundancy costs which may need to be funded from reserves should the section be unable to incorporate it within the budget. |
| Net Directly Managed Expenditure | | 5,871,953 | 18,234,173 | 17,849,226 | 384,947 | |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3



Corporate Costs & Levies

| | | 3 | | | | |
|---|-----------------|------------------|-------------------|-------------------|----------------------------------|-----------------------------------|
| | SERVICE MANAGER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND M3 | NARRATIVE |
| DIRECT COSTS ONLY | | 3 | 0 to 13 | | | |
| DIRECTORATE SERVICE | | £ | £ | £ | £ | |
| Precepts and Levies | Joy Robson | 3,960,245 | 15,167,648 | 15,178,726 | -11,078 | |
| Coroners | External | -1,519 | 33,206 | 40,037 | -6,831 | |
| Gwent Joint Records | External | 0 | 171,554 | 171,554 | 0 | |
| Corporate Management (CM) | Joy Robson | -95,967 | 346,713 | 433,986 | -87,273 | Net saving on external audit fees |
| Non Distributed Costs (NDC) | Joy Robson | -1,486 | 750,431 | 737,505 | 12,926 | |
| Single Status | Joy Robson | 0 | 75,936 | 75,936 | 0 | |
| Office Furniture & Equipment | Sian Hayward | 1,472 | 107,689 | 107,689 | 0 | |
| Insurance | Mark Howcroft | 458,673 | 1,194,293 | 1,195,104 | -811 | |
| Net Directly Managed Expenditure | | 4,321,418 | 17,847,470 | 17,940,537 | -93,067 | |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3

| Appropriations Section | SERVICE LEAD: Joy Robson | | | | | |
|--|--------------------------|----------------------|----------------------------|------------------|-------------------|---|
| NET COSTS | | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST VARIANCE | EXPLANATION FOR (UNDER)/OVER SPENDS |
| Appropriations Section | Responsible Officer | £ | £ | £ | £ | |
| Attributable Costs - Fixed Asset Disposal | Mark Howcroft | 16,805 | 225,195 | 224,047 | 1,148 | |
| Interest and Investment Income | Mark Howcroft | 12,142 | (77,000) | (29,000) | (48,000) | As at month 3 the Authority is forecasting a surplus of £48,000 on interest and investment income. The surplus is expected to be achieved due to a higher average investment balance for the year compared to budget, mainly as a result of slippage in the 2013/14 capital programme. |
| Interest Payable and Similar Charges | Mark Howcroft | 82,849 | 3,538,467 | 3,769,000 | (230,533) | As at month 3 the Authority is forecasting a saving of £231,000 on interest payable. Attributable to: A forecast saving of £125,000 on temporary borrowing, mainly due to the continued availability of cheap loans from other Local Authorities. Resulting in a forecast average interest rate cost for the year of (0.55%) compared to budget of (1.25%). A forecast saving of £92,000 on PWLB debt, the budget assumed the direct replacement of maturing PWLB borrowing with new PWLB borrowing (@ 10 yr rates > 3%). The month 3 forecast assumes that the Authority will continue to utilise cheap LA borrowing to maximise 14/15 savings (£68,000). An underspend of £13,000 is forecast on interest payable to trust funds. It should be noted that this position may change and it will be monitored closely throughout the year with assistance from the Authority's treasury advisors. |
| Charges Required Under Regulation | Mark Howcroft | 0 | 5,570,645 | 5,605,750 | (35,105) | Under spend mainly due to slippage in the 13/14 capital programme funded by borrowing. |
| Other Investment Income | Mark Howcroft | (412) | (412) | 0 | (412) | |
| Capital Expenditure Financing | Mark Howcroft | 0 | 15,500 | 15,500 | 0 | |
| | | 111,384 | 9,272,395 | 9,585,297 | (312,902) | |
| Earmarked Contributions to Reserves (General Fund) | Joy Robson | 0 | 76,221 | 70,228 | 5,993 | |
| Earmarked Contributions From Reserves (Revenue) | Joy Robson | 0 | (2,700,025) | (2,700,025) | 0 | |
| Net Cost Total | | 111,384 | 6,648,591 | 6,955,500 | (306,909) | |

| Financing Section | | | | | | |
|--|-----------------|---------------------|-------------------------|----------------------|--|--------------------------------------|
| NET COSTS | SERVICE MANAGER | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT MONTH 3 | NARRATIVE |
| Financing Section | | £ | £ | £ | £ | |
| General Government Grants | Joy Robson | (21,078,132) | (69,339,570) | (69,339,570) | 0 | |
| Non Domestic Rates Redistribution | Joy Robson | (8,915,520) | (28,984,132) | (28,984,132) | 0 | |
| Council Tax | Joy Robson | 0 | (57,128,030) | (56,780,030) | (348,000) | Anticipated likely recovery |
| Council Tax Benefits Support | Joy Robson | 0 | 5,917,108 | 6,071,546 | (154,438) | Follows similar pattern to last year |
| Net Cost Total | | (29,993,652) | (149,534,624) | (149,032,186) | (502,438) | |
| Contributions to/(from) Council Fund | | 0 | -296410 | (296,410) | 0 | |
| Net Cost Total including Contributions to/(from) General Fund | | (29,993,652) | (149,831,034) | (149,328,596) | (502,438) | |

MONMOUTHSHIRE COUNTY COUNCIL CAPITAL PROGRAMME 2014/2015
MONTH 3 CAPITAL BUDGET MONITORING REPORT
REPORT DESIGNATION: Strong Communities Detailed

Forecast

| Project Description | Budget Holder | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Approved Slippage B/F | Original Budget | Budget Virements | Budget Revisions | Provisional Slippage C/F | Adjusted Budget | Annual Overspend / (Underspend) | Comment on Reason for under/overspend; Reason for delay, resulting in slippage; Progress |
|--|----------------|------------------|---------------------|------------------|-----------------------|------------------|------------------|------------------|--------------------------|------------------|---------------------------------|--|
| Development Schemes Over £250k | | | | | | | | | | | | |
| Drainage Works at Caldicot School & LC Site | Robert O'Dwyer | (101,108) | 141,162 | 60,054 | 6,796 | 0 | | | | 6,796 | 53,258 | An overspend of £53,000 is anticipated at month 3. Project is complete, awaiting payment of retention. The overspend has materialised due to issues in hitting rocks underground resulting in additional works and extended time frame of main contractor on site. |
| County Hall replacement | Robert O'Dwyer | (118,101) | 17,862 | 2,792 | 2,792 | 0 | 0 | 0 | | 2,792 | 0 | Project complete. Awaiting settlement of accounts. |
| Shire Hall - Furniture and Equipment Costs | Mike Booth | 0 | 0 | 17,211 | 17,211 | 0 | 0 | 0 | | 17,211 | 0 | On target for completion in year. |
| Proposed New Abergavenny Library | Robert O'Dwyer | 0 | 0 | 0 | 3,433,302 | 0 | 0 | 0 | 3,433,302 | 0 | 0 | The New Abergavenny library project is on hold pending the future strategy for the library service in 2015. |
| County Hall Demolition and Remodelling | Robert O'Dwyer | (4,250) | 33,595 | 56,000 | 56,000 | 0 | 0 | 0 | | 56,000 | 0 | Project complete, awaiting settlement of account for additional drainage works. Anticipated to be on target and within budget. |
| Sub Total | | (223,459) | 192,619 | 136,057 | 3,516,101 | 0 | 0 | 0 | 3,433,302 | 82,799 | 53,258 | |
| Development Schemes Under £250k - Essential Works | | | | | | | | | | | | |
| Sub Total | | (375) | 8,756 | 469,041 | 299,041 | 170,000 | 0 | 0 | 0 | 469,041 | 0 | |
| Development Schemes Under £250k - Other | | | | | | | | | | | | |
| Sub Total | | (55,179) | 45,418 | 779,614 | 509,325 | 270,000 | 0 | 0 | 0 | 779,325 | 289 | |
| Infrastructure | | | | | | | | | | | | |
| Sub Total | | (392,953) | 592,711 | 4,722,704 | 731,241 | 3,991,463 | 0 | 0 | 0 | 4,722,704 | 0 | |
| IT Schemes - Infrastructure/Hardware | | | | | | | | | | | | |
| Agile Working | Sian Hayward | (27,804) | 8,181 | 57,480 | 57,480 | 0 | 0 | 0 | | 57,480 | 0 | On target for completion in year. |
| CRM | Roger Hoggins | 0 | 0 | 146,652 | 146,652 | 0 | 0 | 0 | | 146,652 | 0 | On target for completion in year. |
| Highways Asset Management & Road | Pete Mullen | 0 | 12,176 | 50,089 | 50,089 | 0 | 0 | 0 | | 50,089 | 0 | Full spend anticipated |
| Public Sector Broadband Aggregation | Sian Hayward | (1,328) | 1,328 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | On target |
| Cash System Upgrade - Civica ICON | Sian Hayward | 0 | 21,958 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project complete. Actuals to be recoded to revenue. |
| Land Charges - M3 System | Tudor Baldwin | 0 | 0 | 36,000 | 36,000 | 0 | 0 | 0 | | 36,000 | 0 | Full spend anticipated |
| Replace MCC Central Storage Devices(Net App Servers) | Sian Hayward | 0 | 0 | 49,299 | 49,299 | 0 | 0 | 0 | | 49,299 | 0 | On target for completion in year. |
| Replacement of Video Conferencing Facility | Sian Hayward | 0 | 0 | 20,000 | 20,000 | 0 | 0 | 0 | | 20,000 | 0 | On target for completion in year. |
| Purchase of Sharepoint and Active Directory Licences | Sian Hayward | (6,263) | 0 | 38,737 | 38,737 | 0 | 0 | 0 | | 38,737 | 0 | On target for completion in year. |
| Upgrade to the Agresso system | Lisa Widenham | 0 | 0 | 48,000 | 48,000 | 0 | 0 | 0 | | 48,000 | 0 | On target for completion in year. |
| Provision of online facilities Revenue's section | Sue Deacy | 0 | 0 | 13,000 | 13,000 | 0 | 0 | 0 | | 13,000 | 0 | Full spend anticipated |
| Imp. Physical & Virtual Access-Museums Collections | Ann Jones | 0 | 694 | 44,480 | 44,480 | 0 | 0 | 0 | | 44,480 | 0 | Full spend anticipated |
| Sub Total | | (35,395) | 44,337 | 503,737 | 503,737 | 0 | 0 | 0 | 0 | 503,737 | 0 | |

MONMOUTHSHIRE COUNTY COUNCIL CAPITAL PROGRAMME 2014/2015
MONTH 3 CAPITAL BUDGET MONITORING REPORT
REPORT DESIGNATION: Strong Communities Detailed

| Project Code | Project Description | Budget Holder | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Approved Slippage B/F | Original Budget | Budget Virements | Budget Revisions | Total Approved Budget | Provisional Slippage CF | Adjusted Budget | Annual Overspend / (Underspend) | Comment on Reason for under/overspend; Reason for delay, resulting in slippage; Progress |
|--|---------------------|---------------|----------------|---------------------|-----------------|-----------------------|-----------------|------------------|------------------|-----------------------|-------------------------|-----------------|---------------------------------|--|
| IT Schemes - Web Related | | | | | | | | | | | | | | |
| Sub Total | | | 0 | 0 | 40,104 | 40,104 | 0 | 0 | 0 | 40,104 | 0 | 40,104 | 0 | |
| Low Cost Home Ownership | | | | | | | | | | | | | | |
| Sub Total | | | 0 | 81,700 | 161,500 | 60,000 | 0 | 0 | 101,500 | 161,500 | 0 | 161,500 | 0 | |
| Maintenance Schemes - County Farms | | | | | | | | | | | | | | |
| Sub Total | | | (41,315) | 7,127 | 441,603 | 236,877 | 304,726 | 0 | 0 | 541,603 | 0 | 541,603 | (100,000) | As at month 3 County Farms maintenance and reinvestment is forecasting to underspend by £100,000. Slippage and new year budget allocation is in excess of programme requirement for the year. Part of the slippage was as a result of access issues with tenants, due to ongoing issues some works are now unlikely to be completed. |
| Renovation Grants | | | | | | | | | | | | | | |
| Sub Total | | | 0 | 46,626 | 688,912 | 88,912 | 600,000 | 0 | 0 | 688,912 | 0 | 688,912 | 0 | |
| Section 106 | | | | | | | | | | | | | | |
| Sub Total | | | 0 | 11,455 | 1,373,465 | 997,819 | 0 | (17,500) | 393,146 | 1,373,465 | 0 | 1,373,465 | 0 | Limited spend to date, ongoing engagement with Community Groups with nothing tangible to indicate extent of slippage/outturn yet |
| Specific Grant Funded | | | | | | | | | | | | | | |
| Local Road Safety 11-12 | | Mark Davies | 0 | 0 | 198 | 0 | 0 | 0 | 0 | 0 | | 0 | 198 | |
| Tidy Towns 2011/12 Usk Island Car Park | | Matthew Lewis | (46) | 546 | 653 | 653 | 0 | 0 | 0 | 653 | | 653 | 0 | Final signage under preparation, otherwise scheme fully complete. |
| Walking & Cycling Scheme Development for Monmouthshire - SD155 | | Mark Youngman | (18,497) | 18,497 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | |
| Rail Strategy Update SD158 | | Mark Youngman | (15,000) | 15,000 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project complete |
| RTCG Road Safety 12/13 | | Mark Davies | (4,488) | 1,661 | 50,000 | 0 | 0 | 0 | 50,000 | 50,000 | | 50,000 | 0 | Full spend anticipated |
| Local Transport Fund 14/15 | | Mark Youngman | 0 | 0 | 220,000 | 0 | 0 | 0 | 220,000 | 220,000 | | 220,000 | 0 | Full spend anticipated |
| Safe Routes in the Community 14/15 | | Mark Youngman | 0 | 0 | 25,000 | 0 | 0 | 0 | 25,000 | 25,000 | | 25,000 | 0 | Full spend anticipated |
| Sub Total | | | (38,031) | 35,704 | 295,851 | 653 | 0 | 0 | 295,000 | 295,653 | 0 | 295,653 | 198 | |
| Maintenance Schemes - Property | | | | | | | | | | | | | | |
| Ceilings Sub Total | | Rob O'Dwyer | (340) | 261 | 7,116 | 0 | 6,810 | 0 | 0 | 6,810 | 0 | 6,810 | 306 | |
| DECORATION Sub Total | | | 0 | 0 | 5,675 | 0 | 5,675 | 0 | 0 | 5,675 | 0 | 5,675 | 0 | |
| Electrical Services Sub Total | | | 0 | 850 | 46,535 | 0 | 28,375 | 58,160 | 0 | 86,535 | 0 | 86,535 | 0 | |
| External Areas Sub Total | | | (9,636) | 0 | 82,335 | 71,385 | 17,025 | (6,810) | 0 | 81,600 | 0 | 81,600 | 735 | |
| External Walls, Doors & Windows Sub Total | | | (27,619) | 24,294 | 165,570 | 0 | 164,575 | 0 | 0 | 164,575 | 0 | 164,575 | 995 | |
| Floors & Stairs Sub Total | | | 0 | 0 | 20,430 | 0 | 20,430 | 0 | 0 | 20,430 | 0 | 20,430 | 0 | |
| FIXED FURNITURE & FITTINGS Sub Total | | | 0 | 15,633 | 15,633 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15,633 | Unbudgeted costs |
| Internal Walls & Doors Sub Total | | | (37,462) | 31,301 | 163,776 | 0 | 155,495 | 0 | 0 | 155,495 | 0 | 155,495 | 8,281 | |
| Mechanical Services Sub Total | | | (16,121) | 13,087 | 258,581 | 85,400 | 215,650 | (51,350) | 0 | 249,700 | 0 | 249,700 | 8,881 | |
| Roofs Sub Total | | | (11,918) | 1,903 | 305,830 | 51,567 | 256,510 | 0 | 0 | 308,077 | 0 | 308,077 | (2,247) | |
| SANITARY SERVICES Sub Total | | | 0 | 0 | 27,808 | 0 | 28,375 | 0 | 0 | 28,375 | 0 | 28,375 | (567) | |
| Sub Total - Property Maintenance | | | (103,096) | 87,329 | 1,139,289 | 208,352 | 898,920 | 0 | 0 | 1,107,272 | 0 | 1,107,272 | 32,017 | |
| Grand Total | | | (889,803) | 1,153,782 | 10,751,877 | 7,192,162 | 6,235,109 | 0 | 772,146 | 14,199,417 | 3,433,302 | 10,766,115 | (14,238) | |

1. Revenue Outturn Forecast

The revenue budget for 2014-15 equates to £10,252,000. Net forecast outturn expenditure is predicted as £10,484,000, of which £2,560,000 had been incurred at the end of 1st quarter, resulting in an anticipated overspend of £232,000.

| | Overspend predicted | Underspend predicted | Cause |
|---------------------------------|------------------------|-------------------------|---|
| | £'000 | £'000 | |
| Community led delivery | 107 | | Net effect of restructure changes not fully implemented yet |
| Commercial & people development | 79 | | Shortfall in savings target presumed on SRS and reduced training grant |
| Public Life & culture | 46 | | Redundancy costs at Caldicot Castle, employee cost pressures at Old Station, and reduced rental following Brecon Beacons National Park moving to tithe barn |
| | 232 | | |

2. 2014-15 Savings Progress

The savings required by 2014-15 budget process, identified in Appendix 1, are not all fully secured. Of Enterprise savings totalling £1,276,000, £1,036,000 are anticipated to be made, £147,000 deferred to 2015-16 but £94,000 not achievable.

- **What plans has the Directorate to mitigate pressures and drive alternative savings?**

3. Capital Outturn Forecast

Capital budget for the year is £732,000. This was made up entirely of slippage from 2013-14. No additional revisions or virements have been made.

At the start of 2014-15 the Council accrued for £232,000 worth of work completed but not invoiced in respect of cattle market commissioning. As at the end of month 3 it had incurred only £58,000, and none of that related to cattle market. This wouldn't normally be a profile that would indicate full spending by the end of the year but project officers are confident to predict a forecast outturn that exhibits a net £82,000 overspend, caused by ongoing anticipated legal costs associated with abergavenny regeneration. This prediction does not include any compensation should the Council lose the case.

- **Why is the net spend at the end of month 3 only a little above the level of provision created at the end of 2013-14?**

4. Forecasting approach

Based on the forecasting review undertaken in the main body of the report and appendix 2 above,

- **Do Members have any refinements to the budget monitoring process or are they comfortable with its accuracy and use as a management tool?**

Monitoring Key

| | |
|--------|--|
| Page 1 | Enterprise Directorate Revenue Divisional Summary |
| Page 2 | Enterprise Revenue – Community Led Delivery Division |
| Page 3 | Enterprise Revenue – Commercial & People Development |
| Page 4 | Enterprise Revenue – Development Planning |
| Page 5 | Enterprise Revenue – Public Life & Culture |
| Page 6 | Capital |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | | | |
|---|--------------------------|------------------|-------------------|-------------------|-------------------------------------|---|--|--|
| Enterprise | DIRECTOR - Kellie Beirne | | | | | | | |
| | SERVICE LEAD | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | REASON | | |
| DIRECT COSTS ONLY | | 3 | 0 to 13 | | | | | |
| DIRECTORATE SERVICE | | £ | £ | £ | £ | | | |
| Community Led Delivery | Deb Hill Howells | 600,078 | 2,478,667 | 2,371,798 | 106,869 | | | |
| Commercial & People Development | Peter Davies | 1,328,617 | 4,369,160 | 4,290,700 | 78,460 | | | |
| Development Planning | George Ashworth | 69,268 | 508,013 | 508,013 | 0 | | | |
| Public Life and Culture | Ian Saunders | 562,462 | 3,127,996 | 3,081,753 | 46,243 | Includes 24k redundancy costs which will be funded by reserves if it cannot be contained within service budgets | | |
| Net Directly Managed Expenditure | | 2,560,425 | 10,483,836 | 10,252,264 | 231,572 | | | |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3

| Community Led Delivery | | SERVICE LEAD - Deb Hill Howells | | | | | |
|---|---------------------|--|---------------------|---------------------------|------------------|---------------------------------------|--|
| DIRECT COSTS ONLY | DIRECTORATE SERVICE | RESPONSIBLE OFFICER | ACTUAL TO MONTH 3 £ | ANNUAL FORECAST 0 to 13 £ | REVISED BUDGET £ | FORECAST OVER / (UNDER) SPEND AT M3 £ | EXPLANATION FOR (UNDER)/OVER SPENDS |
| <u>Asset Management</u> | | Ben Winstanley, Tom James, Gareth King | | | | | |
| Total Asset Management | | | 115,106 | (99,819) | (164,789) | 64,970 | The current overspend relates primarily to £35,000 overspend within the sustainability section due to an inability to meet unrealistic income targets, £17,000 overspend on Markets due to the compulsory maintenance and £15,000 overspend on strategic property management relating to rates for Coed Glas. |
| <u>Community Education</u> | | Andrea Charles | | | | | |
| Total Community Education | | | (42,842) | 30,935 | 15,288 | 15,647 | The current forecast indicates £140k overspend primarily due to the service entering into a new franchise agreement with Coleg Gwent resulting in income reducing significantly leaving a shortfall of £125k, it is thought that this will be recovered through a reduction in courses and tutor expenditure, this will be confirmed by month 6. |
| <u>Community Hubs</u> | | Deb Hill Howells, Ann Jones, Vivien Thomas, Fiona Ashley, Sally Bradford, Sue Wallbank, Julia Greenway, Judith Busby | | | | | |
| Total Community Hubs | | | 491,961 | 2,078,209 | 1,976,877 | 101,332 | The overspend is a result of saving not being met due to posts still being in position awaiting staffing restructure. |
| <u>General Fund Housing</u> | | Ian Bakewell, Karen Durrant, John Parfitt, Lindsay Stewart, Ruth Barton | | | | | |
| Total General Fund Housing | | | 70,541 | 461,609 | 516,747 | (55,138) | Overall Housing are forecasting an under spend of £55,000 due to a vacancy within the homelessness team £20,000 and forecast increased income levels through the lodging scheme of £37,000. However, it needs to be kept in mind that the £37,000 could fall depending on occupancy levels over this financial year. |
| <u>Whole Place</u> | | Deb Hill Howells, Deb McCarty | | | | | |
| Total Whole Place | | | (34,692) | 7,733 | 27,674 | (19,941) | Underspend primarily relates to increase cemeteries income. |
| Net Directly Managed Expenditure | | | 600,074 | 2,478,667 | 2,371,797 | 106,870 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|---|------------------|------------------|------------------|-------------------------------------|--|
| Commercial & People Development | SERVICE LEAD - Peter Davies | | | | | |
| DIRECT COSTS ONLY | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | | 3 | 0 to 13 | £ | £ | |
| | | £ | £ | | | |
| <u>Business Growth & Enterprise</u> | Peter Davies, James Woodcock, Colin Phillips, Liz Thomas, Cath Fallon, Becky Hughes, Nicola Edwards | | | | | |
| Total Business Growth & Enterprise | | 376,872 | 358,559 | 372,645 | (14,086) | Net saving generated to assist with other pressures |
| <u>Innovation</u> | Lisa Knight Davies | | | | | |
| Total Innovation | | 50,136 | 390,548 | 395,548 | (5,000) | |
| <u>People Services</u> | Marilyn Maidment, Dave Binning, Sian Sexton, John McConaghie | | | | | |
| Total People Services | | 301,422 | 1,166,850 | 1,136,850 | 30,000 | Shortfall in training grant income from 2013-14 |
| <u>Technology & Organisational Design</u> | Sian Hayward | | | | | |
| Total Technology & Organisational Design | | 600,187 | 2,453,203 | 2,385,657 | 67,546 | A potential overspend given an anticipated shortfall in 14/15 savings unlikely to be achieved by our SRS partner |
| Net Directly Managed Expenditure | | 1,328,617 | 4,369,160 | 4,290,700 | 78,460 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|--------------------------------|-----------------|-----------------|----------------|-------------------------------------|-------------------------------------|
| Development Planning | SERVICE LEAD - George Ashworth | | | | | |
| DIRECT COSTS ONLY | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | | 3 | 0 to 13 | £ | £ | |
| | | £ | £ | | | |
| Development Plans | Martin Davies | | | | | |
| Total Development Plans | | 69,268 | 508,013 | 508,013 | 0 | |
| <i>Net Directly Managed Expenditure</i> | | 69,268 | 508,013 | 508,013 | 0 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|---|-----------------|------------------|------------------|-------------------------------------|--|
| Public Life and Culture | SERVICE LEAD - Ian Saunders | | | | | |
| DIRECT COSTS ONLY | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | | 3 | 0 to 13 | | | |
| | | £ | £ | £ | £ | |
| <u>Cultural Services</u> | Ian Saunders, Ian Kennett, Mike Booth, Eileen Atkinson, Annie Rainsbury, Rachel Rodgers | | | | | |
| Total Cultural Services | | 191,068 | 736,411 | 739,954 | (3,543) | |
| <u>Leisure Services</u> | Richard Simpkins, Sandra Fennesey, Lesley John, Mike Moran, | | | | | |
| Total Leisure Services | | 17,955 | 1,315,226 | 1,300,352 | 14,874 | |
| <u>Sports Development</u> | Nick John | | | | | |
| Total Sports Development | | 31,626 | (1,132) | 4,062 | (5,194) | |
| <u>Tourism</u> | Matthew Lewis, John Sterry, Mike Booth, Nicola Edwards, Kate Burton | | | | | |
| Total Tourism | | 321,814 | 1,077,491 | 1,037,385 | 40,106 | Consequential to budget savings requirements, unfunded salary costs evident @ Caldicott Castle £24k and Old Station £14k, also a pressure introduced to tourist information centres from reduced rental income from Brecon Beacons National Park following their move into T the Barn £10k (currently compensated by underspends in Countryside section) |
| Net Directly Managed Expenditure | | 562,463 | 3,127,996 | 3,081,753 | 46,243 | |

MONMOUTHSHIRE COUNTY COUNCIL CAPITAL PROGRAMME 2014/2015
MONTH 3 CAPITAL BUDGET MONITORING REPORT
REPORT DESIGNATION: Economy & Development Detailed

Forecast Month

| Project Description | Budget Holder | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Approved Slippage B/F | Original Budget | Budget Virements | Budget Revisions | Provisional Slippage C/F | Adjusted Budget | Annual Overspend / (Underspend) | Comment on Reason for under/overspend; Reason for delay, resulting in slippage; Progress |
|--|----------------------|------------------|---------------------|-----------------|-----------------------|-----------------|------------------|------------------|--------------------------|-----------------|---------------------------------|--|
| Development Schemes Over £250k | | | | | | | | | | | | |
| Abergavenny Cattle Market Regeneration | Debra Hill - Howells | 0 | 32,056 | 82,000 | 0 | 0 | 0 | 0 | 0 | 0 | 82,000 | At month 3 the Abergavenny Regeneration project is forecasting to overspend by £82,000, due to legal costs. The case outcome is still unknown, the hearing has taken place but a decision is not expected to be known until after the summer. Dependant on outcome there is also the potential for compensation costs in relation to shooting rights. Further update to be provided at month 6. |
| Brewery Yard Development | Colin Phillips | 0 | 0 | 12,500 | 12,500 | 0 | 0 | 0 | 0 | 12,500 | 0 | Grant applicant working towards completion and opening of Bethany Chapel by Oct 14 to release final grant claim. |
| Replacement Cattle Market | Robert O'Dwyer | (232,327) | 0 | 226,325 | 226,325 | 0 | 0 | 0 | 0 | 226,325 | 0 | Phase 1 completion achieved. Phase 2 completion pending resolution of sewerage treatment plant issues. Anticipated to be on budget. |
| Caerwent House, Major Repairs | Simon Robertshaw | 0 | 0 | 300,000 | 300,000 | 0 | 0 | 0 | 0 | 300,000 | 0 | The project has encountered further delays with the withdrawal of support from the Buildings Conservation Trust. However this will not stop the project, alternative avenues are being looked at and all efforts will be made to achieve completion within this financial year. Further issues may result in an extended timescale and potential slippage. However, unable to determine at this stage. |
| Sub Total | | (232,327) | 32,056 | 620,825 | 538,825 | 0 | 0 | 0 | 0 | 538,825 | 82,000 | |
| Development Schemes Under £250k - CED's | | | | | | | | | | | | |
| Rural Development Plan for Wales | Liz Thomas | 0 | 0 | 6,430 | 6,430 | 0 | 0 | 0 | 0 | 6,430 | 0 | Project on target for completion in year. |
| Tintern Angiddy Proj Ltd Comm Micro Hydro Scheme | Liz Thomas | 0 | 0 | 51,681 | 51,681 | 0 | 0 | 0 | 0 | 51,681 | 0 | Project on target for completion in year. |
| Cap - Agripreneurial Monmouthshire MON51 | Liz Thomas | 0 | 2,007 | 4,614 | 4,614 | 0 | 0 | 0 | 0 | 4,614 | 0 | Project on target for completion in year. |
| Cap - Broadening Business MON52 | Liz Thomas | 0 | 11,967 | 66,163 | 66,163 | 0 | 0 | 0 | 0 | 66,163 | 0 | Project on target for completion in year. |
| Cap - Welcome Monmouthshire MON53 | Liz Thomas | 0 | 3,200 | 31,821 | 31,821 | 0 | 0 | 0 | 0 | 31,821 | 0 | Project on target for completion in year. |
| Cap - Vital Villages MON54 | Liz Thomas | 0 | 3,785 | 8,654 | 8,654 | 0 | 0 | 0 | 0 | 8,654 | 0 | Project on target for completion in year. |
| Cap - Origins Monmouthshire MON55 | Liz Thomas | 0 | 0 | 5,318 | 5,318 | 0 | 0 | 0 | 0 | 5,318 | 0 | Project on target for completion in year. |
| Cap - Next Steps MON56 | Liz Thomas | 0 | 1,111 | 2,414 | 2,414 | 0 | 0 | 0 | 0 | 2,414 | 0 | Project on target for completion in year. |
| Cap - Connecting Monmouthshire MON57 | Liz Thomas | 0 | 3,438 | 4,932 | 4,932 | 0 | 0 | 0 | 0 | 4,932 | 0 | Project on target for completion in year. |
| Sub Total | | 0 | 25,508 | 182,027 | 182,027 | 0 | 0 | 0 | 0 | 182,027 | 0 | |
| Development Schemes Under £250k - Other Recommend | | | | | | | | | | | | |
| Woodstock Way Linkage Scheme | Debra Hill - Howells | 0 | 0 | 11,170 | 11,170 | 0 | 0 | 0 | 0 | 11,170 | 0 | |
| Sub Total | | 0 | 0 | 11,170 | 11,170 | 0 | 0 | 0 | 0 | 11,170 | 0 | |
| | | (232,327) | 57,564 | 814,022 | 732,022 | 0 | 0 | 0 | 0 | 732,022 | 82,000 | |

1. Revenue Outturn Forecast

The revenue budget for 2014-15 equates to £29,648,000. The net forecast outturn expenditure is predicted as £29,678,000, of which £3,158,000 had been incurred at the end of 1st quarter, resulting in an anticipated overspend of £30,000.

| | Overspend predicted £'000 | Underspend predicted £'000 | Cause |
|------------------------------------|---------------------------------|----------------------------------|--|
| Social Care – Adults | | | |
| Disability Equipment (Gwices) | | 38 | Reduced activity |
| Day Centres | | 11 | |
| Residential care | 84 | | Mainly Mardy Park partnership pressure |
| Community Meals | 26 | | Shortfall in income |
| Domicilliary care | 33 | | Increase in staff hours caused by training and reconfiguration |
| Transition cooperative partnership | | 47 | Secondment cost borne by partner |
| Management team | | 21 | |
| Monnow Vale partnership | 75 | | Historic agreement precludes passing equitable cost to partner |
| Commissioning | 11 | | |
| Resource and performance | | 83 | Reduced premises and fleet cost, and net salary saving |
| Total | 229 | 200 | |

2. 2014-15 Savings Progress

- The savings required by 2014-15 budget process, identified in Appendix 1, are not fully secured.
- Of Social Care savings affecting Adults totalling £962,000, £841,000 are anticipated to be made, none deferred to 2015-16 but £121,000 not achievable.
- **What plans has the Directorate to mitigate mitigate pressures and drive alternative savings?**

3. Capital Outturn Forecast

Capital budget for the year is £59,000. There was no slippage from 2013-14, and no additional revisions or virements have been made.

At the start of 2014-15 the Council accrued for £3,000 worth of work completed but not invoiced. As at the end of month 3 it had incurred only £1,000, and none of that related to cattle market. This wouldn't normally be a profile that would indicate full spending by the end of the year but project officers are

confident to predict a forecast outturn that exhibits a net £35,000 overspend, caused by anticipated property maintenance costs. Stronger Communities exhibits a similar £33,000 pressure, which is compensated in full by property maintenance underspends forecast at schools.

- **Why is the net spend at the end of month 3 only a little above the level of provision created at the end of 2013-14?**

4. Forecasting approach

Based on the forecasting review undertaken in the main body of the report and appendix 2 above,

- **Do Members have any refinements to the budget monitoring process or are they comfortable with its accuracy and use as a management tool?**

Monitoring Key

| | |
|--------|---|
| Page 1 | Social Care and Health Directorate Revenue Divisional Summary |
| Page 2 | Social Care and Health Revenue – Adult Division |
| Page 3 | Social Care and Health Revenue – Community Care |
| Page 4 | Social Care and Health Revenue - Commissioning |
| Page 5 | Social Care and Health Revenue – Resourcing & Performance |
| Page 6 | Capital |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3

| Social Care and Health | | DIRECTOR: Simon Burch | | | |
|---|-----------------|-----------------------|----------------------------|-------------------|--|
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 |
| DIRECTORATE SERVICE | SERVICE LEAD | £ | £ | £ | £ |
| Adult Services | Julie Boothroyd | 1,429,287 | 7,214,192 | 7,111,935 | 102,257 |
| Community Care | Julie Boothroyd | 3,084,912 | 19,717,691 | 19,717,370 | 321 |
| Commissioning | Julie Boothroyd | 388,507 | 1,761,834 | 1,751,295 | 10,539 |
| Resources & Performance | Julie Boothroyd | 219,127 | 984,190 | 1,067,516 | (83,326) |
| Sub Total Adult Services | | 5,121,833 | 29,677,907 | 29,648,116 | 29,791 |
| Children Services | Tracy Jelfs | 1,964,247 | 7,539,138 | 6,956,246 | 582,892 |
| Net Directly Managed Expenditure | | 7,086,080 | 37,217,045 | 36,604,362 | 612,683 |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|---|-------------------|-------------------------|------------------|-------------------------------------|---|
| Adult Services | SERVICE LEAD : JULIE BOOTHROYD | | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | £ | £ | £ | £ | |
| <u>Aids for Daily Living</u> | Eve Parkinson | | | | | |
| Total Aids for Daily Living | | 0 | 311,412 | 349,603 | (38,191) | These figures are provided by the financial host T Orfaen as at 31st May. These figures have been questioned as they may be as a result of a single year injection from the Intermediate Care Fund, so a word of caution is necessary. Still awaiting questions to be answered and for June forecast. |
| <u>Day Centres</u> | Hywel Griffiths, Alysia Mayo, Sandra Dobbs, Hilary gooch, Shelley Welton | | | | | |
| Total Day Centres | | 236,515 | 883,750 | 894,597 | (10,847) | |
| <u>Direct Care Residential</u> | Sian Gardner, Stephen Clarke | | | | | |
| Total Direct Care Residential | | 473,624 | 1,762,291 | 1,678,683 | 83,608 | Staff costs are expected to overspend by £47,000 due to regulatory hours required. Income streams from new clients has decreased due to lower means assessed charges. This budget has been heavily affected by budget reductions to the tune of £60,000. |
| <u>Direct Care</u> | Pauline Batty, Colin Richings, Cheryl Haskell, Sandra Dobbs, Shelley Welton | | | | | |
| Community Meals Service | Pauline Batty | 39,035 | 193,332 | 167,090 | 26,242 | At present weekly sales are 1,250, with the breakeven weekly sales required being 1,450. The overspend is largely due to the under achieved sales target. Increased marketing and rebranding, and exploring new sales opportunities could improve this situation in coming months. |
| Domicilliary Care | Colin Richings | 385,402 | 2,049,356 | 2,016,349 | 33,007 | The undertaking of staff training and service reconfiguration has lead to an increase in hours provided to backfill staff. |
| Flexible Respite Options | Cheryl Haskell | 4,145 | 51,604 | 51,604 | 0 | |
| Budden Crescent | Cheryl Haskell | 79,067 | 315,440 | 318,134 | (2,694) | |
| Individual Support Service | Sandra Dobbs | 48,598 | 205,996 | 201,090 | 4,906 | |
| Adult Placement | Shelley Welton | 0 | 72,532 | 73,525 | (993) | |
| Total Direct Care | | 556,247 | 2,888,260 | 2,827,792 | 60,468 | |
| <u>Grant Schemes (SHS)</u> | Debbie Powell, Mike Logan | | | | | |
| Total Grant Schemes (SHS) | | (16,008) | 37,748 | 84,692 | (46,944) | Partnership income from a three year secondment opportunity for two staff members. |
| <u>Management Team</u> | Julie Boothroyd, Simon Burch | | | | | |
| Total Management Team | | 110,943 | 510,594 | 531,915 | (21,321) | |
| <u>Monnow Vale</u> | Eve Parkinson, Helen Neville, Ceri York, Shelley Welton | | | | | |
| Total Monnow Vale | | 67,966 | 820,137 | 744,653 | 75,484 | Monnow Vale partnership. Overspend due to Unitary charge 37k above budget; Running cost contribution 16k above budget along with projected share of £100k pooled budget overspend of 28k. Also, Income is expected to come in 5k lower than budget. |
| Net Directly Managed Expenditure | | 1,429,287 | 7,214,192 | 7,111,935 | 102,257 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|---|------------------|-------------------|-------------------|-------------------------------------|--|
| Community Care | | | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | 3 | 0 to 13 | | | |
| | | £ | £ | £ | £ | |
| Community Learning Disability Team | Jon Russ | | | | | |
| Total Community Learning Disability Team | | 1,125,812 | 5,702,653 | 5,641,778 | 60,875 | Currently supports 60 residential care placements and provides care hours in the Community of 595 per week |
| Community Care Team | Lisa Powell, Bernard Boniface, Annett Brady, Clare Morgan, Jon Russ | | | | | |
| Total Community Care Team | | 1,745,823 | 12,858,642 | 12,847,344 | 11,298 | This budget supports 46 residential placements and weekly community care hours of 1,697. |
| Contingency | Julie Boothroyd | | | | | |
| Total Contingency | | (388) | 0 | 0 | 0 | |
| Frailty Workstream | Julie Boothroyd | | | | | |
| Total Frailty Workstream | | 213,665 | 1,156,396 | 1,228,248 | (71,852) | Relates to the lower than anticipated loan repayment to the Frailty scheme. |
| Net Directly Managed Expenditure | | 3,084,912 | 19,717,691 | 19,717,370 | 321 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|---------------------------|------------------------------|------------------------------------|------------------------|--|-------------------------------------|
| Commissioning | | | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 £ | ANNUAL FORECAST 0 to 13 £ | REVISED BUDGET £ | FORECAST OVER / (UNDER) SPEND AT M3 £ | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | | | | | |
| <u>Grant Schemes</u> | Ceri York | | | | | |
| Total Grant Schemes | | 27,365 | 21,748 | 19,843 | 1,905 | |
| <u>Commissioning Strategy</u> | Ceri York | | | | | |
| Total Commissioning Strategy | | 236,618 | 824,712 | 822,592 | 2,120 | |
| <u>Commissioning Team</u> | Ceri York | | | | | |
| Total Commissioning Team | | 91,250 | 316,195 | 304,881 | 11,314 | |
| <u>Support For Users & Carers</u> | Chris Robinson, Ceri York | | | | | |
| Total Support For Users & Carers | | 52,390 | 598,191 | 588,637 | 9,554 | |
| <u>Grants to Voluntary Organisations</u> | Ceri York | | | | | |
| Total Grants to Voluntary Organisations | | (19,116) | 988 | 15,342 | (14,354) | |
| Net Directly Managed Expenditure | | 388,507 | 1,761,834 | 1,751,295 | 10,539 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|----------------------------|-----------------|-----------------|------------------|-------------------------------------|--|
| Resources & Performance | | | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | 3 | 0 to 13 | | | |
| | | £ | £ | £ | £ | |
| Facilities Management | Morley Sims | | | | | |
| Facilities | Morley Sims | 37,398 | 82,450 | 120,421 | (37,971) | Under spend largely due to staff saving on Coed Glas Facilities Manager post and also due to a reduction in Premises costs from the closure of Hightrees and the imminent closure of Hanbury House |
| Social Service's Transport Management | Morley Sims | 490 | 138,309 | 172,854 | (34,545) | Under spend due to low lease costs now that vehicles have been purchased outright. Budget still needs to be maintained as appropriate vehicles may need to be purchased in line with day service redesign |
| Total Facilities Management | | 37,888 | 220,759 | 293,275 | (72,516) | |
| Finance (SHS) | Tyrone Stokes | | | | | |
| Total Finance (SHS) | | 102,573 | 413,076 | 427,866 | (14,790) | |
| Performance Management | Simon Burch | | | | | |
| Total Performance Management | | 5,573 | 34,636 | 34,636 | 0 | |
| Management | Simon Burch | | | | | |
| Total Management | | 18,695 | 19,908 | 27,959 | (8,051) | |
| Service Strategy | Simon Burch | | | | | |
| Total Service Strategy | | 22,171 | 87,899 | 76,244 | 11,655 | |
| Systems | Steve Beard, Tyrone Stokes | | | | | |
| Total Systems | | 32,228 | 207,912 | 207,536 | 376 | The Council has earmarked £200,000 for a bespoke replacement to the Swift system. The Swift contract is due for renewal in October 2014, and will result in £46,000 savings. In time such savings will be recyclable by the Directorate but initially will replenish the corporate funding until the investment is self financed |
| Net Directly Managed Expenditure | | 219,128 | 984,190 | 1,067,516 | (83,326) | |

MONMOUTHSHIRE COUNTY COUNCIL CAPITAL PROGRAMME 2014/2015
MONTH 3 CAPITAL BUDGET MONITORING REPORT
REPORT DESIGNATION: Social Care and Health Detailed

| Project Code | Project Description | Budget Holder | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Approved Slippage B/F | Original Budget | Budget Virements | Budget Revisions | Total Approved Budget | Provisional Slippage C/F | Adjusted Budget | Annual Overspend / (Underspend) | Comment on Reason for under/overspend; Reason for delay, resulting in slippage; Progress |
|--|---|----------------|----------------|---------------------|-----------------|-----------------------|-----------------|------------------|------------------|-----------------------|--------------------------|-----------------|---------------------------------|--|
| <u>Maintenance Schemes - Property</u> | | | | | | | | | | | | | | |
| Electrical Services | | | | | | | | | | | | | | |
| | Mardy Park - Upgrade lighting with energy efficient | Robert O'Dwyer | (2,519) | 795 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project complete awaiting payment for retention. |
| | Tudor Day Centre Rewire and Additional sockets | Robert O'Dwyer | 0 | 0 | 17,025 | 0 | 17,025 | 0 | 0 | 17,025 | | 17,025 | 0 | On target |
| | Mardy Park - Phase 3 Lighting replacement | Robert O'Dwyer | 0 | 0 | 11,350 | 0 | 11,350 | 0 | 0 | 11,350 | | 11,350 | 0 | On target |
| Electrical Services Sub Total | | | (2,519) | 795 | 28,375 | 0 | 28,375 | 0 | 0 | 28,375 | 0 | 28,375 | 0 | |
| Mechanical Services | | | | | | | | | | | | | | |
| | Mardy Park - repl boilers | Robert O'Dwyer | 0 | 0 | 40,000 | 0 | 17,025 | 0 | 0 | 17,025 | | 17,025 | 22,975 | The project is forecasting an overspend due to poor condition of existing boilers and equipment resulting in additional costs. |
| | Mardy Park - Repl Air conditioning | Robert O'Dwyer | 0 | 0 | 18,814 | 0 | 5,675 | 0 | 0 | 5,675 | | 5,675 | 13,139 | Overspend anticipated due to the need to complete additional works. |
| | Shire Hall - Provide local controls in Kitchen for air supply | Robert O'Dwyer | 0 | 0 | 2,270 | 0 | 2,270 | 0 | 0 | 2,270 | | 2,270 | 0 | On target |
| Mechanical Services Sub Total | | | 0 | 0 | 61,084 | 0 | 24,970 | 0 | 0 | 24,970 | 0 | 24,970 | 36,114 | |
| SANITARY SERVICES | | | | | | | | | | | | | | |
| | Severn View Res Home - Replacement of Waste disposal system | Robert O'Dwyer | 0 | 0 | 5,045 | 0 | 5,675 | 0 | 0 | 5,675 | | 5,675 | (630) | On target |
| SANITARY SERVICES Sub Total | | | 0 | 0 | 5,045 | 0 | 5,675 | 0 | 0 | 5,675 | 0 | 5,675 | (630) | |
| Sub Total | | | (2,519) | 795 | 94,504 | 0 | 59,020 | 0 | 0 | 59,020 | 0 | 59,020 | 35,484 | |
| Grand Total | | | (2,519) | 795 | 94,504 | 0 | 59,020 | 0 | 0 | 59,020 | 0 | 59,020 | 35,484 | |

1. Revenue Outturn Forecast

The combined revenue budget for 2014-15 is made up of SCH Childrens services £6,956,000 and CYP Directorate £52,302,000, totalling £59,258,000. The net forecast outturn expenditure is predicted as £59,867,000, of which £48,071,000 had been incurred at the end of 1st quarter (skewed by the effect of delegating of annual budget to schools), resulting in an anticipated overspend of £583,000 in Social Care and £26,000 in CYP, combined £609,000.

| | Overspend predicted £'000 | Underspend predicted £'000 | Cause |
|--|------------------------------|-------------------------------|--|
| Social Care – Children | | | |
| Looked after children | 380 | | Additional case volume |
| Joint adoption | 39 | | Reflective of anticipated activity |
| Fostering allowances | 35 | | Foster carers travel allowances – no budget |
| Disability equipment (Gwices) | | 33 | |
| Therapeutic services | | 19 | |
| Counsel costs | 66 | | Anticipated in line with 2013-14 activity |
| Young persons accomodation | | 42 | Reduced activity |
| Respite home | | 46 | Premise closed whilst new carers identified and assessed |
| Team Costs | 224 | | Staffing costs and conveyance of client pressure |
| Unaccompanied asylum seeking children, local safeguarding board and misc underspends | | 21 | |
| | | | |
| Total | 744 | 161 | |

| | Overspend predicted £'000 | Underspend predicted £'000 | Cause |
|----------------------------------|------------------------------|-------------------------------|-----------------------------|
| Children and Young People | | | |
| Standards | 38 | | Shortfall on income targets |
| Resources | | 12 | Net salary saving |

2. 2014-15 Savings Progress

The savings required by 2014-15 budget process, identified in Appendix 1, are not fully secured.

- Of Social Care - Children savings totalling £68,000 £36,000 are anticipated to be made, none deferred to 2015-16 but £32,000 are regarded as not achievable.
- Of Children & Young people Directorate savings totalling £812,000, £729,000 are reported to be made none deferred but £83,000 regarded as not achievable
- **What plans have the Directorates to mitigate these pressures and drive alternate adhoc savings?**

3. Schools reserves

Schools balances, as indicated in the main report from para 3.3 onwards exhibit a declining trend, such that the forecast outturn balance would not accommodate the same level of expenditure as the 2014/15 financial year.

- **What is the intention for the use of reserves going forward?**
- **What proportion of reserve usage if any, is used to fund core salary costs?**
- **Do other Councils utilise a balances approach, and if so what is good practice in their administration and is there any prudent level that schools should maintain?**

4. Capital Outturn Forecast

Capital budget for the year is £7,112,000 after slipping the £751,000 21st Century feasibility underspend to 2015-16. This was made up of £4,044,000 2014/15 allocation and £3,067,000 slippage from 2013/14. No revisions or virements have taken place

At the start of 2014/15 the Council accrued for £509,000 worth of work completed but not invoiced. As at the end of month 3 it had incurred only £1,250,000. This wouldn't normally be a profile that would indicate full spending by the end of the year but project officers are confident to predict a forecast outturn that exhibits a net £68,000 underspend caused by anticipated property maintenance costs. As is usual the Property Maintenance aspect is balanced across all Directorates and so the net underspend in school spending compensates for additional Property Maintenance pressures in the Strong Communities and Adult Select areas.

- **Why is the net spend at the end of month 3 only a little above the level of provision created at the end of 2013-14?**

5. Forecasting approach

Based on the forecasting review undertaken in the main body of the report and appendix 2 above,

- **Do Members have any refinements to the budget monitoring process or are they comfortable with its accuracy and use as a management tool?**

Monitoring key

| | |
|----------|--|
| Page 1 | Social Care and Health Directorate Revenue Divisional Summary |
| Page 2 | Social Care and Health Revenue – Childrens Division |
| Page 3 | Children & Young People Directorate Revenue Divisional Summary |
| Page 4 | Children & Young People Revenue – Delegated schools budgets |
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| Page 8/9 | Schools reserves |
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REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3

Social Care and Health

DIRECTOR: Simon Burch

DIRECT COSTS ONLY

ACTUAL
TO MONTH

ANNUAL
FORECAST

REVISED
BUDGET

FORECAST
OVER / (UNDER)

3

0 to 13

SPEND AT M3

DIRECTORATE SERVICE

SERVICE LEAD

£

£

£

£

| | | | | | |
|---|-----------------|-----------|------------|------------|----------|
| Adult Services | Julie Boothroyd | 1,429,287 | 7,214,192 | 7,111,935 | 102,257 |
| Community Care | Julie Boothroyd | 3,084,912 | 19,717,691 | 19,717,370 | 321 |
| Commissioning | Julie Boothroyd | 388,507 | 1,761,834 | 1,751,295 | 10,539 |
| Resources & Performance | Julie Boothroyd | 219,127 | 984,190 | 1,067,516 | (83,326) |
| Sub Total Adult Services | | 5,121,833 | 29,677,907 | 29,648,116 | 29,791 |
| Children Services | Tracy Jelfs | 1,964,247 | 7,539,138 | 6,956,246 | 582,892 |
| <i>Net Directly Managed Expenditure</i> | | 7,086,080 | 37,217,045 | 36,604,362 | 612,683 |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|--|----------------------------|-------------------------|------------------|-------------------------------------|--|
| Children Services | | SERVICE LEAD : TRACY JELFS | | | | |
| DIRECT COSTS ONLY | | ACTUAL TO MONTH 3 | ANNUAL FORECAST 0 to 13 | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| DIRECTORATE SERVICE | Responsible Officer | £ | £ | £ | £ | |
| Children Services Other | | | | | | |
| Fostering Allowances and Payments For Skills | Angela McErlane | 255,992 | 900,947 | 865,570 | 35,377 | Over spend primarily due to foster carers travel costs for which there is no specific budget |
| Local Safeguarding Children Boards | Jane Rodgers | (6,977) | 0 | 8,527 | (8,527) | |
| Younger People's Accommodation | Rachel Palser | 25,054 | 123,601 | 166,237 | (42,636) | Under spend is due to significant drop in forecasted accommodation costs compared to 2013/14 largely due to two young people who now only require support sessions |
| JAFF (Joint Assessment Family Framework) | Tracy Jelfs | 8,261 | 0 | (1,001) | 1,001 | |
| Children – Service Contracts | Tracy Jelfs | 153,472 | 308,219 | 308,707 | (488) | |
| Tyr Enfys | Angela McErlane | 3,254 | 23,401 | 69,816 | (46,415) | Under spend due to this respite home being closed at present and forecasted to re-open 1st Feb 15 once two new carers have been appointed and assessed |
| Ser Bach | Angela McErlane | 15,655 | 35,387 | 34,913 | 474 | |
| Counsel Costs | Gill Cox | 27,078 | 190,000 | 124,391 | 65,609 | Over spend is due to level of legal activity forecasted for the year which, at Month 3, is expected to be in line with 2013/14 costs |
| Fostering Panel | Angela McErlane | 345 | 2,624 | 4,799 | (2,175) | |
| Therapeutic Service | Gill Cox | 2,638 | 29,008 | 48,090 | (19,082) | |
| Joint Adoption | Gill Cox | (9,997) | 265,670 | 226,236 | 39,434 | This budget includes the possibility of purchasing two adoptive placements at a cost of £27,000 each. |
| External Placements - LAC | Gill Cox | 400,530 | 1,730,854 | 1,350,938 | 379,916 | Over spend based on 36 external LAC placements which include several high cost residential placements. |
| Unaccompanied Asylum Seeking Children | Rachel Palser | 1,950 | 40,502 | 47,522 | (7,020) | |
| External Placement - Non-LAC | Gill Cox | 33,772 | 193,506 | 196,386 | (2,880) | |
| GWICES (Gwent Wide Integrated Community Equip Services) | Tracy Welch | 0 | 6,052 | 39,486 | (33,434) | T these figures are provided by the financial host Torfaen as at 31st May. |
| Total Children Services Other | | 911,027 | 3,849,771 | 3,490,617 | 359,154 | |
| Children Services Teams | | | | | | |
| Total Children Services Teams | Angela McErlane, Jason O'Brien, Jane Rogers, Rachel Palser, John Branchflower, Tracy Jelfs, Tracy Welsh, Debbie Davies | 1,053,219 | 3,689,367 | 3,465,629 | 223,738 | Net overspend mainly due to conveyance of clients plus staff travel costs and staff efficiency savings not expected to be made |
| Net Directly Managed Expenditure | | 1,964,246 | 7,539,138 | 6,956,246 | 582,892 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|----------------------|-----------------------------|-------------------|-------------------|-------------------------------------|--|
| Children & Young People | | DIRECTOR - Sarah McGuinness | | | | |
| | SERVICE LEAD | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | REASON |
| <i>DIRECT COSTS ONLY</i> | | 3 | 0 to 13 | | | |
| <i>DIRECTORATE SERVICE</i> | | £ | £ | £ | £ | |
| 21st Century Schools | Simon Kneafsey | 6,501 | 0 | 0 | 0 | |
| Individual School Budget | Sarah McGuinness | 45,705,949 | 44,421,415 | 44,421,415 | 0 | |
| Resources | Deb Mountfield | (360,853) | 1,493,493 | 1,505,541 | (12,048) | |
| Standards | Sharon Randall Smith | 2,538,195 | 5,616,720 | 5,578,277 | 38,443 | The net effect of income for Breakfast club included in the budget, this is not going ahead. |
| Youth | Deb Mountfield | 179,560 | 796,780 | 796,780 | 0 | |
| <i>Net Directly Managed Expenditure</i> | | 48,069,352 | 52,328,408 | 52,302,013 | 26,395 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|-------------------------------|-------------------|-------------------|-------------------|-------------------------------------|-------------------------------------|
| Individual School Budget | SERVICE LEAD - Deb Mountfield | | | | | |
| | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| <i>DIRECT COSTS ONLY</i> | | 3 | 0 to 13 | | | |
| <i>DIRECTORATE SERVICE</i> | | £ | £ | £ | £ | |
| <u>Individual Schools Budget</u> | | | | | | |
| Primary Schools | Nikki Wellington | 23,363,402 | 24,455,644 | 24,455,644 | 0 | |
| ISB Secondary Schools | Nikki Wellington | 19,773,991 | 19,773,991 | 19,773,991 | 0 | |
| 6th Form Funding (DCells) | Nikki Wellington | 2,573,806 | 150,325 | 150,325 | 0 | |
| Raglan Community Education Centre | Jez Piper | (5,374) | 26,500 | 26,500 | 0 | |
| Usk CRC | Victoria Evans | 245 | 14,955 | 14,955 | 0 | |
| Total Individual Schools Budget | | 45,706,070 | 44,421,415 | 44,421,415 | 0 | |
| Net Directly Managed Expenditure | | 45,706,070 | 44,421,415 | 44,421,415 | 0 | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|--|------------------|------------------|------------------|-------------------------------------|-------------------------------------|
| Resources | SERVCE LEAD - Deb Mountfield | | | | | |
| | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | EXPLANATION FOR (UNDER)/OVER SPENDS |
| <i>DIRECT COSTS ONLY</i> | | 3 | 0 to 13 | | | |
| <i>DIRECTORATE SERVICE</i> | | £ | £ | £ | £ | |
| <u>Service Agreements with schools</u> | | | | | | |
| Total Service Level Agreement | Deb Mountfield | (493,811) | 572,711 | 572,711 | 0 | |
| <u>Support Services</u> | | | | | | |
| Total Support Services | Deb Mountfield, Nikki Wellington, Matt Jones | 132,959 | 920,782 | 932,830 | (12,048) | |
| Net Directly Managed Expenditure | | (360,852) | 1,493,493 | 1,505,541 | (12,048) | |

| REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3 | | | | | | |
|---|--|---------------------------|---------------------------------|---------------------|--|--|
| Standards | SERVICE LEAD - Sharon Randall-Smith | | | | | |
| | RESPONSIBLE OFFICER | ACTUAL TO MONTH 3 £ | ANNUAL FORECAST 0 to 13 £ | REVISED BUDGET £ | FORECAST OVER / (UNDER) SPEND AT M3 £ | EXPLANATION FOR (UNDER)OVER SPENDS |
| <i>DIRECT COSTS ONLY</i> | | | | | | |
| <i>DIRECTORATE SERVICE</i> | | | | | | |
| Additional Learning Needs | Steph Hawkins | | | | | |
| Total Additional Learning Needs | | 187,647 | 3,371,261 | 3,426,692 | (55,431) | Net effect of pupil placements in Monmouthshire dropping |
| Education Achievement Service | Sharon Randall-Smith | | | | | |
| Total Education Achievement Service | | 522,288 | 837,090 | 837,090 | 0 | |
| Early Years | Sue Hall, Beth Walkins | | | | | |
| Total Early Years | | 1,643,006 | 1,147,345 | 1,065,892 | 81,453 | The income for Breakfast club was included in the budget, this is not going ahead. |
| Standards Initiatives & Improvement | Emma Taylor | | | | | |
| Total Improvement | | 15,716 | 896 | 896 | 0 | |
| Inclusions | Claire Evans, Richard Austin, Sue Hall, Angela Noble | | | | | |
| Total Inclusions | | 169,537 | 260,128 | 247,706 | 12,422 | Potential additional costs anticipated but not quantified at quarter 1 consequential to School library service partnership ceasing in next quarter |
| Net Directly Managed Expenditure | | 2,538,194 | 5,616,720 | 5,578,276 | 38,444 | |

REVENUE BUDGET OUTTURN STATEMENT 2014/2015 Period 3



| Youth | | SERVICE LEAD - Deb Mountfield | | | | | EXPLANATION FOR (UNDER)/OVER SPENDS |
|---|---------------------|-------------------------------|-----------------|----------------|-------------------------------------|--|-------------------------------------|
| | RESPONSIBLE OFFICER | ACTUAL TO MONTH | ANNUAL FORECAST | REVISED BUDGET | FORECAST OVER / (UNDER) SPEND AT M3 | | |
| DIRECT COSTS ONLY | | 3 | 0 to 13 | | | | |
| DIRECTORATE SERVICE | | £ | £ | £ | £ | | |
| <u>Inclusions</u> | | | | | | | |
| Community Education Youth General | Tracey Thomas | 179,560 | 796,780 | 796,780 | 0 | | |
| Total Inclusions | | 179,560 | 796,780 | 796,780 | 0 | | |
| Net Directly Managed Expenditure | | 179,560 | 796,780 | 796,780 | 0 | | |

| Movement in School Reserves | | | | | | | |
|--|---------------------|--|--|--|---|---|--|
| Qtr 1 Forecast | | | | | | | |
| | Responsible Officer | Opening Reserves (Surplus)/Deficit 14-15 | Anticipated in-year movement in reserves (Surplus)/Deficit | Difference reported from Month 3 to budget (Surplus)/Deficit | In year forecast at Month 3 (Surplus)/Deficit | Anticipated Reserves to be carried forward to 2015-16 (Surplus)/Deficit | Notes |
| Abergavenny cluster | | | | | | | |
| E003 King Henry VIII Comprehensive | Yvonne Jones | (114,518) | 187,260 | 0 | 187,260 | 72,742 | |
| E073 Cantref Primary | Richard Brunson | (68,138) | 31,700 | (18,312) | 13,388 | (54,750) | Savings on staffing as costs being funded by SEG/PDG and lower scale staff used to cover maternity leave. |
| E072 Deri View Primary | Sarah Davies | 79,952 | (37,238) | 34,328 | (2,910) | 77,042 | Increase in hours of some non-teaching staff to cover planning & preparation. |
| E035 Gilwern Jnr & Inf | Roger Guy | (41,057) | 10,825 | 698 | 11,523 | (29,534) | |
| E037 Goytre Fawr Jnr & Inf | Nicola Sutherland | (4,709) | (9,067) | 5,046 | (4,021) | (8,730) | |
| E041 Llanfair Kilgeddin CV Jnr & Inf | LEA | (22,611) | 16,359 | 0 | 16,359 | (6,252) | |
| E093 Llanfoist Fawr | Jon Murphy | (32,933) | (5,581) | (6,732) | (12,313) | (45,246) | |
| E044 Llantillio Pertholey Jnr & Inf | David Evans | (65,340) | 55,596 | (10,352) | 45,244 | (20,096) | Savings on staffing as costs being funded by SEG/PDG. |
| E045 Llanvihangel Crocorney Jnr & Inf | Sherri Davies | 40,656 | (10,461) | (1,705) | (12,166) | 28,490 | |
| E090 Our Lady and St Michael's RC Primary School | Rosalind Trigg | (23,663) | 10,624 | (20,030) | (9,406) | (33,069) | Savings as lower scale staff are covering maternity leave, also employed lower scale teacher than what was budgeted for. |
| E067 Ysgol Gymraeg Y Fenni | April Wiggins | (32,161) | 6,240 | (13,694) | (7,454) | (39,615) | Savings as teaching staff hours reducing and being replaced by lower scale staff. |
| Caldicot cluster | | | | | | | |
| E001 Caldicot Comprehensive | Susan Gwyer-Roberts | (60,620) | 53,060 | 688 | 53,748 | (6,872) | |
| E068 Archbishop Rowan Williams Primary | Graham Murphy | (21,991) | (10,380) | 6,912 | (3,468) | (25,459) | |
| E094 Castle Park | Kay Ford | 97,998 | (33,807) | 5,194 | (28,613) | 69,385 | |
| E075 Dewstow Primary School | Gillian Bray | (106,113) | 93,911 | (17,924) | 75,987 | (30,126) | Savings on replacement caretaker as on lower scale, plus provision for the supply staff budget reduced |
| E034 Durand Jnr & Inf | Allison Waters | (44,725) | 28,916 | 217 | 29,133 | (15,592) | |
| E048 Magor Vol Aided Jnr & Inf | Gareth Atwell | (31,137) | (22,669) | 3,070 | (19,599) | (50,736) | |
| E056 Rogiet Jnr & Inf | Kathryn Evans | (83,152) | 39,871 | (36,573) | 3,298 | (79,854) | Maternity cover budgeted for in Error plus resignation - head to meet with Governors in September to re-do investment plan |
| E063 Undy Jnr & Inf | Mark Gunn | (10,117) | (3,451) | (527) | (3,978) | (14,095) | |
| E069 Ysgol Gymraeg Y Ffin | Diane Ebo | 17,914 | (30,450) | 0 | (30,450) | (12,536) | |

| Movement in School Reserves | | | | | | | |
|---------------------------------------|---------------------|--|--|--|---|---|--|
| Qtr 1 Forecast | | | | | | | |
| | Responsible Officer | Opening Reserves (Surplus)/Deficit 14-15 | Anticipated in-year movement in reserves (Surplus)/Deficit | Difference reported from Month 3 to budget (Surplus)/Deficit | In year forecast at Month 3 (Surplus)/Deficit | Anticipated Reserves to be carried forward to 2015-16 (Surplus)/Deficit | Notes |
| Chepstow cluster | | | | | | | |
| E002 Chepstow Comprehensive | Claire Price | 214,589 | 146,361 | (8,799) | 137,562 | 352,151 | |
| E091 New Pembroke Primary School | Garry Keeble | (79,671) | 42,132 | 2,028 | 44,160 | (35,511) | |
| E057 Shirenewton Jnr & Inf | Jayne Edwards | (81,568) | 17,938 | 903 | 18,841 | (62,727) | Reserve includes £21.5k projects (MAPS & PMI). Schools projected C/f £41,180 |
| E058 St Mary's Chepstow RC Jnr & Inf | Mike Gorell | (813) | (5,025) | 3,529 | (1,496) | (2,309) | |
| E060 The Dell Jnr & Inf | Steve King | (50,107) | 3,362 | (507) | 2,855 | (47,252) | |
| E061 Thornwell Jnr & Inf | Tim Appleby | (16,136) | 13,594 | (1,739) | 11,855 | (4,281) | |
| Monmouth cluster | | | | | | | |
| E004 Monmouth Comprehensive | Vaughan Davies | (130,975) | 0 | 0 | 0 | (130,975) | Savings on staffing due to retirement, staff leaving and maternity - all being replaced by lower scale staff, also reduction in SLA costs |
| E032 Cross Ash Jnr & Inf | Marilyn Balkwill | (47,987) | 43,476 | (23,095) | 20,381 | (27,606) | |
| E092 Kymin View Primary School | Suzanne Gooding | (34,355) | 16,976 | 0 | 16,976 | (17,379) | |
| E039 Llandogo Jnr & Inf | Katie Pingree | 5,780 | 16,458 | 73 | 16,531 | 22,311 | |
| E074 Osbaston Church In Wales Primary | Cathryn Jones | (48,712) | (2,379) | (2,032) | (4,411) | (53,123) | Savings around staffing - staffing left and replaced at a lower grade and some staff now funded by SEG/PDG - depending on september intake, an additional teacher may be employed which will reduce this surplus |
| E051 Overmonnow Jnr & Inf | Huw Williams | (33,729) | 24,311 | (19,688) | 4,623 | (29,106) | |
| E055 Raglan Jnr & Inf | Jeremy Piper | (41,259) | 21,026 | 0 | 21,026 | (20,233) | |
| E062 Trellech Jnr & Inf | Karen Christofi | (33,605) | (18,243) | 2,101 | (16,142) | (49,747) | |
| E064 Usk CV Jnr & Inf | Victoria Evans | (28,687) | 11,249 | 0 | 11,249 | (17,438) | |
| | | (933,700) | 702,494 | (116,922) | 585,572 | (348,128) | |
| Special Schools | | | | | | | |
| E020 Mounton House | Paul Absalom | (18,464) | 31,671 | (4,789) | 26,882 | 8,418 | |
| E095 Pupil referral unit | Richard Austin | (35,992) | 0 | 0 | 0 | (35,992) | |
| | | (54,456) | 31,671 | (4,789) | 26,882 | (27,574) | |
| | | (988,156) | 734,165 | (121,711) | 612,454 | (375,702) | |

MONMOUTHSHIRE COUNTY COUNCIL CAPITAL PROGRAMME 2014/2015
MONTH 3 CAPITAL BUDGET MONITORING REPORT
REPORT DESIGNATION: Children & Young People Detailed

| Project Code | Project Description | Budget Holder | Provisions B/F | Actual Month 1 to 3 | Annual Forecast | Approved Slippage B/F | Original Budget | Budget Virements | Budget Revisions | Total Approved Budget | Provisional Slippage C/F | Adjusted Budget | Annual Overspend / (Underspend) | Comment on Reason for under/overspend; Reason for delay, resulting in slippage; Progress |
|--|---------------------|----------------|----------------|---------------------|-----------------|-----------------------|-----------------|------------------|------------------|-----------------------|--------------------------|-----------------|---------------------------------|--|
| Development Schemes Under £250k - Essential Works | | | | | | | | | | | | | | |
| Sub Total | | Paul Jones | (5,675) | 0 | 94,325 | 44,325 | 50,000 | 0 | 0 | 94,325 | 0 | 94,325 | 0 | |
| Education Strategic Review | | | | | | | | | | | | | | |
| New Raglan Primary, 21st Century Schools Programme | | Simon Kneafsy | 0 | 109060 | 2,757,907 | 45,857 | 2,712,050 | 0 | 0 | 2,757,907 | | 2,757,907 | 0 | Project is on target, will continue beyond 14/15, budget allocation in future years. |
| ESR: Access For All | | Robert O'Dwyer | 0 | 0 | 177,380 | 127,380 | 50,000 | 0 | 0 | 177,380 | | 177,380 | 0 | On target |
| Llanfoist Primary | | Robert O'Dwyer | (1,725) | 1,480 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project Complete |
| Rogiet Primary | | Robert O'Dwyer | 0 | 0 | 15,000 | 15,000 | 0 | 0 | 0 | 15,000 | | 15,000 | 0 | |
| Flying Start - Minor Improvements | | Robert O'Dwyer | (2,639) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project is complete, awaiting payment against accrual. |
| Caldicot Castle Park (St Mary's Remodelling) | | Robert O'Dwyer | 0 | 0 | 15,000 | 15,000 | 0 | 0 | 0 | 15,000 | | 15,000 | 0 | Main project is complete, awaiting completion of post occupancy evaluation and remedials / alterations. |
| New School Caldicot Green Lane Site | | Robert O'Dwyer | (1,930) | 54,152 | 50,000 | 50,000 | 0 | 0 | 0 | 50,000 | | 50,000 | 0 | Project complete within budget. |
| 21st Century Schools | | Simon Kneafsy | 0 | 655 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | |
| New Thornwell Primary | | Robert O'Dwyer | (448,437) | 826,196 | 690,037 | 598,037 | 92,000 | 0 | 0 | 690,037 | | 690,037 | 0 | Project complete, awaiting agreement of final account. |
| Monmouth Comp – 21C Feasibility | | Simon Kneafsy | 0 | 0 | 472,055 | 839,133 | 0 | 0 | 0 | 839,133 | 367,078 | 472,055 | 0 | The Future Schools feasibility project is forecasting an underspend of £750,000 at month 3. The original scheme profile included 5 year employee costs whereas these costs can only be funded from feasibility until work reaches stage E (Construction). Any further employee costs will then need to be funded by the main construction schemes 'pending full approval'. |
| Caldicot Comp – 21C feasibility | | Simon Kneafsy | 0 | 4,400 | 478,755 | 863,063 | 0 | 0 | 0 | 863,063 | 384,308 | 478,755 | 0 | |
| Raglan VC Primary feasibility | | Simon Kneafsy | 0 | 1,886 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | Project complete. Miscode |
| Sub Total | | | (454,731) | 997,829 | 4,656,134 | 2,553,470 | 2,854,050 | 0 | 0 | 5,407,520 | 751,386 | 4,656,134 | 0 | |
| IT Schemes - Infrastructure/Hardware | | | | | | | | | | | | | | |
| Sub Total | | Deb Mountfield | 0 | 14,844 | 21,270 | 21,270 | 0 | 0 | 0 | 21,270 | 0 | 21,270 | 0 | |
| Maintenance Schemes - Property | | | | | | | | | | | | | | |
| | | Rob O'Dwyer | | | | | | | | | | | | |
| Electrical Services Sub Total | | | (24,104) | 16,761 | 171,018 | 0 | 162,873 | 0 | 0 | 162,873 | 0 | 162,873 | 8,145 | |
| External Areas Sub Total | | | (2,987) | 7,675 | 213,308 | 0 | 275,847 | 0 | 0 | 275,847 | 0 | 275,847 | (62,539) | |
| External Walls, Doors & Windows Sub Total | | | (3,486) | 6,367 | 256,610 | 0 | 241,755 | 0 | 0 | 241,755 | 0 | 241,755 | 14,855 | |
| Floors & Stairs Sub Total | | | 0 | 0 | 16,383 | 0 | 14,755 | 0 | 0 | 14,755 | 0 | 14,755 | 1,628 | |
| Internal Walls & Doors Sub Total | | | 0 | 0 | 1,124 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,124 | |
| Mechanical Services Sub Total | | | (5,270) | 197,847 | 664,594 | 430,750 | 240,620 | 0 | 0 | 671,370 | 0 | 671,370 | (6,776) | |
| Roofs Sub Total | | | (12,974) | 8,808 | 161,749 | 5,000 | 181,600 | 0 | 0 | 186,600 | 0 | 186,600 | (24,851) | |
| SANITARY SERVICES Sub Total | | | 0 | 0 | 35,198 | 12,498 | 22,700 | 0 | 0 | 35,198 | 0 | 35,198 | 0 | |
| Sub Total - Maintenance Programme | | 0 | (48,821) | 237,458 | 1,519,984 | 448,248 | 1,140,150 | 0 | 0 | 1,588,398 | 0 | 1,588,398 | (68,414) | |
| Grand Total | | | (509,227) | 1,250,131.00 | 6,291,713 | 3,067,313 | 4,044,200 | 0 | 0 | 7,111,513 | 751,386 | 6,360,127 | (68,414) | |

2014/15 Budgeted Service Savings Mandates Progress at Month 3

| DIRECTORATE | Saving included in 2014/15 Budget | Savings achieved | % progress in achieving savings | Delayed savings | Savings not achievable |
|---|---|---------------------|---------------------------------------|--------------------|---------------------------|
| | £'000 | £'000 | | £'000 | £'000 |
| Children & Young People | 812 | 729 | 90% | 0 | 83 |
| Social Care & Health | 1,992 | 1,718 | 86% | 0 | 274 |
| Enterprise | 1,276 | 1,036 | 81% | 147 | 94 |
| Operations | 1,412 | 990 | 70% | 156 | 266 |
| Chief Executive's | 923 | 923 | 100% | 0 | 0 |
| Total Budgeted Service Savings 2014-15 | 6,415 | 5,396 | | 303 | 717 |

2014/15 Budgeted Savings progress at Month 3

| CHILDREN & YOUNG PEOPLE | | | | | | | |
|--|--|--|--|------------------------------|-------------------------------------|---|---|
| Budget proposals 2014/15 | Narrative | Saving included in 2014/15 Budget £'000 | Value of Saving Forecast at Month 3 £'000 | Delayed savings £000s | Savings not achievable £000s | Assessment of progress as at Month 3 | Risk of current forecast saving NOT being achieved (High / Medium / Low) |
| Schools delegated budgets | Proposal is about finding opportunities to reduce costs in schools. Schools budgets will be protected at cash limit, this means no pay inflation and or non pay inflation is provided for in funding, | 434 | 434 | 0 | 0 | Fully Achieved | LOW |
| Review ISB - ALN contingency | Currently a contingency budget is held centrally, proposals to reduce this budget by £75k and reduce staffing in the service by £65,000 | 140 | 140 | 0 | 0 | On Target | MEDIUM |
| Grants to micro finance and rationalise numerous grants to single organisations | Reducing the amount of grants paid annually to third sector bodies. Options will include reduction, micro-finance and introducing business plans. SCH mandate for £100k in 2014/15, R & C/CEO target of £100k. Further £300k in 2015/16 is not now considered feasible | 37 | 0 | 0 | 37 | These savings cannot be found from the grant areas as our grants cover a statutory provision. | HIGH |
| School library service - combine with general library service | £50k is MCCs contribution to full year running costs of school library service, changes to service needs to be considered with TCBC | 30 | 0 | 0 | 30 | MCC savings have been achieved. Torfaen alongside MCC schools have now decided to withdraw from service, which will introduce additional severance costs (unquantified at present). These together with assets and deficit reserve balance of £100k, will need to be apportioned between MCC and TCBC | HIGH |

| | | | | | | | |
|--|--|----|----|---|----|---|--------|
| Adult Education | Cost reduction through reducing overheads and premises costs | 90 | 90 | 0 | 0 | Savings identified have been achieved but due to a reduction in the franchise income from Coleg Gwent the service is currently reporting an over spend. | HIGH |
| School Music service - reduction in subsidy | Total MCC contribution to schools music service is £260k, exploration of alternative models to reduce the subsidy required | 50 | 50 | | 0 | Savings achieved, working with the service to achieve future savings identified within the budget mandate. | Low |
| Review of additional payments | Target a 10% reduction in additional payments made eg overtime, standby etc | 31 | 15 | 0 | 16 | Working with cost centre managers to identify savings | Medium |

812 729 0 83

2014/15 Budgeted Savings progress at Month 3

| SOCIAL CARE & HEALTH | | | | | | | |
|--|--|---|---|-----------------------|------------------------------|--|--|
| Budget proposals 2014/15 | Narrative | Saving included in 2014/15 Budget £'000 | Value of Saving Forecast at Month 3 £'000 | Delayed savings £000s | Savings not achievable £000s | Assessment of progress as at Month 3 | Risk of current forecast saving NOT being achieved (High / Medium / Low) |
| ADULT SELECT | | | | | | | |
| Community meals increase take-up | Mainly about increasing customer base | 30 | 4 | 0 | 26 | Weekly sales are 1,250, 200 below target | High |
| Grants to micro finance and rationalise numerous grants to single organisations | Reducing the amount of grants paid annually to third sector bodies. Options will include reduction, micro-finance and introducing business plans. SCH mandate for £100k in 2014/15, R & C/CEO target of £100k. Further £300k in 2015/16 is not now considered feasible | 100 | 100 | 0 | 0 | | Low |
| Redesign day provision in line with My Day/My Life | Reconfiguring day provision for people with Learning disability | 160 | 160 | 0 | 0 | | Low |
| SCH restructuring: Direct care (£89k), Children's/Adults teams (£50k), Commissioning team (£31k) | Staffing efficiencies | 163 | 163 | 0 | 0 | | Low |
| SCH Transition project staff transfer to Bright New Futures | Combining our initiative with Bright new futures to establish a shared service model | 14 | 14 | 0 | 0 | | Low |
| Review of additional payments | Target a 10% reduction in additional payments made eg overtime, standby etc | 95 | 0 | 0 | 95 | Mechanisms not put in place to realise savings | High |

| | | | | | | | |
|---|--|------------|------------|----------|------------|--|-----|
| Sustaining Independent Lives in the community | Cabinet report and business case presented on 2nd Oct 2013, aim is to divert people from needing statutory services through Local Area Co-ordination and small local enterprises | 123 | 123 | 0 | 0 | | Low |
| Practice change - reduction in flexible budget/contingency | Working with individuals, families and communities to find sustainable solutions | 277 | 277 | 0 | 0 | | Low |
| TOTAL ADULTS SELECT | | 962 | 841 | 0 | 121 | | |

CHILDREN & YOUNG PEOPLE SELECT

| | | | | | | | |
|---|---|----|----|---|----|--|--------|
| SCH children's staff restructuring | Rationalising service delivery within children's services | 68 | 36 | 0 | 32 | Due to external consultants work with the Directorate one of the two posts was reinstated. | Medium |
|---|---|----|----|---|----|--|--------|

| | | | |
|--------------|--------------|----------|------------|
| 1,992 | 1,718 | 0 | 274 |
|--------------|--------------|----------|------------|

2014/15 Budgeted Service Savings Mandates Progress at Month 3

| ENTERPRISE | | | | | | | |
|---|---|--|--|--------------------------|---------------------------------|---|--|
| Budget proposals 2014/15 | Narrative | Saving included in 2014/15 Budget £'000 | Value of Saving Forecast at Month 3 £'000 | Delayed savings £000s | Savings not achievable £000s | Assessment of progress as at Month 3 | Risk of current forecast saving NOT being achieved (High / Medium / Low) |
| DEVELOPMENT OF LEISURE SERVICES | Income maximisation and staff review, developing the cycling offer, broaden leisure offer and explore new service provision options and models in the context of 'whole place' | 125 | 125 | | | Savings forecast to be achievable | Low |
| Collaboration on housing services and development of careline services | Commercialisation of careline service, one housing solutions service with TCBC focussed on enabling wider access to housing options and providing greater scope for increasing the resources with which to address housing need and homelessness | 30 | 30 | | | Savings forecast to be achievable | Low |
| Sustainable energy initiatives | Investing in biomass boilers, solar farms and reduction in Carbon Reduction Commitment budget | 133 | 98 | | 35 | Saving partly made, however income forecasts are ambitious for remaining income target this needs to be monitored closely. Still awaiting planning approval for solar farm not achievable during this financial year, looking to implement for March 2015. | Medium |
| Museums, Shirehall & Castles and Tourism | Consolidation of tourism and culture offer throughout the County through considering shared services models; making attractions self-sustainable and income generation. This relates to the museum business plan and explores roll-out of some community ownership models. Member consultation has indicated that the aspect of merging of museums and TIC (£150,000 in 2014/15) was not a preferable model, and will necessitate driving even further savings on other aspects of this mandate | 245 | 201.5 | | 43.5 | Museums are on target to make 71k of their 78k savings target. Their income targets are unrealistic but they have cut back on other areas. They are currently forecasting a 7k overspend. Shirehall are on target to achieve their 33,500 savings. TIC's - 90,000 savings are forecast to be met due to significantly reducing Chepstow's opening hours and negotiating a much reduced contribution for the Abergavenny service. However income targets are really ambitious given the reduction in opening hours. Countryside - 36,500. They are currently forecasting an overspend due to unfunded salary costs as a result of further restructure savings and also a redundancy which as yet they do not have reserve funding for. | Museums - Medium Low medium Shirehall - TIC's |

| | | | | | | | |
|--|--|-----|-----|----|----|--|--------|
| Grants to micro finance and rationalise numerous grants to single organisations | Reducing the amount of grants paid annually to third sector bodies. Options will include reduction, micro-finance and introducing business plans. SCH mandate for £100k in 2014/15, R & C/CEO target of £100k. Further £300k in 2015/16 is not now considered feasible | 50 | 50 | | | Third sector bodies have already been made aware that their grant will be less this year and this was reflected in the budget. | Low |
| Strategic Property Review (phase 2) | Target to be achieved by the Accommodation working group and reduction in office accommodation, consolidate in Usk | 75 | 60 | | 15 | Savings achieved through closure of Coed Glas and other methods, inability to make full saving due to still needing to pay Rates on Coed Glas to sale of property along with loss of rental income due to change in accommodation strategy at Magor Innovation House | Low |
| R & C Staffing restructures | Senior management restructure to include new service groupings and alignments and green space concept | 70 | 70 | | | Achieved | Low |
| R&C - OSS and libraries - 10% reduction in staff budget | The aim is to have one access point for customer service in each of the 4 towns and create efficiencies through a management restructure | 116 | 29 | 87 | | Delay in implementing staffing restructure, part year saving realistic. | Medium |
| Additional Libraries and communications saving | Libraries driver redundancy and media position deleted | 80 | 80 | | | Achieved | Low |
| Review of additional payments | Target a 10% reduction in additional payments made eg overtime, standby etc | 48 | 48 | | | Achieved | Low |
| ICT | Staffing efficiencies, integrate enterprise agreement, reduce supplies and services budget | 300 | 240 | 60 | | Delays in closing Ty Cyl 3 means that savings delayed, additional CCTV income used in year 1 to purchase additional equipment. Its likely that staff vacancies will cover the additional shortfall | Medium |
| Planning, place and enterprise | Increase in income from development plans (part of combined £32k savings) | 4 | 4 | | | Achieved | Low |

1,276 1,036 147 94

2014/15 Budgeted Service Savings Mandates Progress at Month 3

| CHIEF EXECUTIVE'S UNIT & OPERATIONS | | | | | | | |
|--|--|---|---|-----------------------|------------------------------|--|--|
| Budget proposals 2014/15 | Savings Proposal Narrative | Saving included in 2014/15 Budget £'000 | Value of Saving Forecast at Month 3 £'000 | Delayed savings £000s | Savings not achievable £000s | Assessment of progress as at Month 3 | Risk of current forecast saving NOT being achieved (High / Medium / Low) |
| OPERATIONS | | | | | | | |
| School meals -increase price, market and expand service | Increase in school meal to £2.00, currently £1.65 infants and £1.80 junior based on an estimated 397,058 meals | 69 | 0 | | 69 | Saving based on increased sales is unlikely in first 12 months due to A4L menu compliance, reduced take up due to price increase and increased cost of providing meals. In addition any additional saving will be offset against cost of running a client/contractor joint service provision to the standards required to achieve WG compliance status | High |
| Grants to micro finance and rationalise numerous grants to single organisations | Reducing the amount of grants paid annually to third sector bodies. Options will include reduction, micro-finance and introducing business plans. SCH mandate for £100k in 2014/15, R & C/CEO target of £100k. Further £300k in 2015/16 is not now considered feasible | 13 | 13 | 0 | 0 | Achieved | Low |
| Highways - review of management arrangements, gritting schedules, verge maintenance, use of sub contractors | Reduction in management team and operate from 2 depots, reducing stand by payments and gritting frequencies. Reduce sub contractors and biodiversity policy on verges | 405 | 274 | 116 | 15 | Restructure of R&C will not allow whole year savings. Pressure from community groups are delaying savings in 2014/15. Some whole year savings predicted for 15/16 as mandate. Simpson review may not permit savings for MCC in Duty Officer mandate. Other offsetting savings will be made within Highways to meet the unachievable savings and the delayed savings. | Low |

0

0

0

| | | | | | | | | |
|--|--|-----|-----|----|-----|---|------|---|
| Street Light savings | Review of turning off street lights at designated times | 180 | 180 | | | Achievable | Low | 0 |
| Street scene and pest control | Reduction in sweepers and number of cleaning rounds, opportunity for Town & Community Councils to contribute to service and full withdrawal of subsidy for pest control. | 195 | 170 | | 25 | £25k is not being delivered from the Street Scene budget saving mandate due to lack of funding support from Town and Community Councils and therefore delays in implementing the reduction in manual sweeping capacity. | Low | 0 |
| Home to School Transport - fundamental review of policy | Fundamental policy change - £420k - based around nearest school policy. Withdrawal of subsidy for post 16 transport. | 47 | 47 | | | These savings should be achievable as no travel grants will be issued to new applicants from sept 14 | Low | 0 |
| Facilities - transfer functions to other providers | Engaging with town and community councils, friends clubs to take on service related costs - Linda Vista, Bailey Park, Public Conveniences | 100 | 0 | 0 | 100 | Although some engagement has taken place the take up from Tc's and CC's not forthcoming hence the saving is unlikely to be achieved. | High | 0 |
| Transport review and fleet rationalisation | Increased income from private hire (Passenger Transport Unit), management and staff reduction | 105 | 25 | 40 | 40 | Budget problems within the PTU will require fundamental review of budget. | Low | 0 |
| Property services and procurement | Staff efficiencies, systems review and procurement savings | 115 | 115 | 0 | 0 | Saving Realised. | Low | 0 |
| Cost neutral waste service | Route optimisation, green waste charges up from £8 to £10 and reduce spend on bags | 60 | 60 | 0 | 0 | Saving Realised | Low | 0 |

| | | | | | | | |
|--------------------------------------|---|-----|-----|--|----|--|--------|
| Review of additional payments | Target a 10% reduction in additional payments made eg overtime, standby etc | 123 | 106 | | 17 | £24k will be made in accordance with the mandate. In general managers have seen this saving as just a straight cut in budget and have reorganised spend patterns accordingly. E.g. £41k Highways/Swtra – by reducing service or increasing income. £9k Grounds – by reducing service or increasing income. £32k Waste – reductions in other manpower budgets. | Medium |
|--------------------------------------|---|-----|-----|--|----|--|--------|

0

TOTAL

| | | | |
|--------------|------------|------------|------------|
| 1,412 | 990 | 156 | 266 |
|--------------|------------|------------|------------|

0

2014/15 Budgeted Service Savings Mandates Progress at Month 3

| CHIEF EXECUTIVE'S UNIT | | | | | | | | |
|---|--|---|---|-----------------------|------------------------------|---|--|---|
| Budget proposals 2014/15 | Savings Proposal Narrative | Saving included in 2014/15 Budget £'000 | Value of Saving Forecast at Month 3 £'000 | Delayed savings £000s | Savings not achievable £000s | Assessment of progress as at Month 3 | Risk of current forecast saving NOT being achieved (High / Medium / Low) | |
| CEO Staffing restructures | Senior management restructure to include new service groupings and alignments and green space concept | 70 | 70 | 0 | 0 | Achieved | Low | 0 |
| CEO - efficiencies, including on line services, staffing structures | Staffing efficiencies and improving on line services, reduction in democratic services will mean that only decision making committees can be serviced, merging of roles supporting area work | 595 | 595 | 0 | 0 | Achieved | Low | 0 |
| CEO - Restructure (Customer Access) - 10% reduction in staff budget | The aim is to have one access point for customer service in each of the 4 towns and create efficiencies through a management restructure | 64 | 64 | 0 | 0 | Achieved | Low | 0 |
| Review of additional payments | Target a 10% reduction in additional payments made eg overtime, standby etc | 40 | 40 | 0 | 0 | Achieved. In general managers have seen this saving as just a straight cut in budget and have reorganised spend patterns accordingly. | Low | 0 |
| Public protection | Service Reductions in Public Protection Division | 89 | 89 | 0 | 0 | Achieved | Low | 0 |
| Legal | Reduction in Legal Services employee hours and Commons and Village Green Inquiries – Inspectors' fees | 37 | 37 | 0 | 0 | Split £30k Legal & Land Charges, £7k Emergency Planning | Low | 0 |

| | | | | | | | | |
|---------------------------------------|--|----|----|---|---|----------|-----|---|
| Planning, place and enterprise | Increase in income from building control & development control (part of combined £32k) | 28 | 28 | 0 | 0 | Achieved | Low | 0 |
|---------------------------------------|--|----|----|---|---|----------|-----|---|

| | | | | | | | |
|--------------|------------|------------|----------|----------|--|--|---|
| TOTAL | 923 | 923 | 0 | 0 | | | 0 |
|--------------|------------|------------|----------|----------|--|--|---|

SUBJECT: Park Street lease to ACT - update
DIRECTORATE: Enterprise
MEETING: Strong Communities Select
DATE: 18th September 2014
DIVISION/WARDS AFFECTED: Grofield

1. **PURPOSE:**
To provide members with an update on the Park Street project.
2. **RECOMMENDATIONS:**
To note the report
3. **KEY ISSUES:**
 - 3.1 A report was presented to Cabinet on 6th November seeking funding to undertake health and safety works to the former Park Street School to enable the letting of the property to Abergavenny Community Trust, a community organisation.
 - 3.2 Cabinet's decision to agree the recommendation was called in and Strong Communities Select discussed the report on the 28th November, subsequently agreeing to refer the matter for discussion at Full Council.
 - 3.3 Council considered the matter on 16th January and agreed to ratify the original Cabinet decision which involved funding the works from the Property Maintenance Budget by deferring planned works to the Schools Kitchen programme.
 - 3.4 Following the decision by Full Council, Property Services have been engaged in undertaking the works which include:
 - Undertaking an asbestos survey
 - Strip out of identified asbestos
 - Completion of fire precaution works
 - Completion of a new fire alarm and emergency lighting
 - Repairing suspended ceilings.The main elements of the works were completed on site at the beginning of September, the final snagging works are currently being agreed and should be completed in the near future.
 - 3.5 Whilst the physical works were being undertaken the draft leases were completed and sent to solicitors acting on behalf of ACT. Once the final elements of the snagging works have been undertaken the leases can be completed. MCC's legal section are finalising these arrangements with ACT's Solicitors.

- 3.6 Given the impending lease completion date, ACT have now embarked on a series of applications for grant funding to support the development of the site as a community resource.

4. REASONS:

- 4.1 Staffing issues within the Property Services team resulted in the building works programme taking longer than anticipated.
- 4.2 ACT have been reluctant to apply for grant funding until the works had commenced as they will need to provide a copy of a lease agreement, which understandably they are not prepared to enter into until the health and safety works have been completed.

5. RESOURCE IMPLICATIONS:

As highlighted in the report to Cabinet on 6th November.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

As per the report to Cabinet on 6th November.

8. AUTHOR:

Debra Hill-Howells Head of Community Delivery

Ben Winstanley Acting Estates Manager

10. CONTACT DETAILS:

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Tel: 01633 644965

E-mail: benwinstanley@monmouthshire.gov.uk

**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

REPORT: Kerbside Collected Organics Treatment Contract

AUTHOR: Rachel Jowitt

MEETING AND DATE OF MEETING: Single Member Decision,
10th September 2014

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

Para 14 Information relating to the financial or business affairs of any particular person

Factors in favour of disclosure:

Openness and transparency in the conduct of public affairs particularly expenditure from the public purse

Prejudice which would result if the information were disclosed:

We would be unable to conclude the procurement due to disclosure of information to potential competitors

My view on the public interest test is as follows:

Balance of public interest lies in maintaining the exemption from disclosure

Recommended decision on exemption from disclosure:

That the report be exempt from disclosure

Date: 2nd September 2014

Signed:



Post: Head of Waste & Street Services

I accept/~~do not~~ accept the recommendation made above.

Paul Matthews
Proper Officer

Date: 2/9/14

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 18th 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. | 11 th December 2014 |
| Improvement Plan 2013-16 | Full year 2013-14 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'. | 5 th June 2014 |
| | 6 Months 2014-2015 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'. | 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 the medium term financial plan). The Select Committee is responsible for | 5 th June 2014 Special in October or 6 th |

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

| Strong Communities Select Committee | | |
|--|---|---|
| Scrutiny Role | Purpose of Scrutiny | Meeting Date |
| | scrutinising performance of outcomes annually. | 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. | 16 th October 2014 |
| 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 |
| People Strategy | Pre-decision scrutiny of the People Strategy. | 18th September 2014 |
| Waste | Report on Inter Authority Agreement | 18th September 2014 |
| Crime and Disorder Item: | Review of Public Protection - Service Plan Quarter 2 performance update. | 6 th November 2014 |
| Pre-decision Scrutiny | | |
| Replacement Bus Services | Pre-decision scrutiny of a report replacing a bus service with a community bus | 23 rd January 2014 |

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

| Strong Communities Select Committee | | |
|--|---|--|
| Scrutiny Role | Purpose of Scrutiny | Meeting Date |
| | service - financial implications. | |
| 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. | 6 th November 2014 |
| 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, together with end of year SIP performance. | Joint Special - all committees 14 th October 2014 |
| 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 (after partnerships) |
| 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 11 th December 2014 |
| Park Street School Project | Performance update on the cost and progress of the Abergavenny Community Trust Park Street School Project. | 18th September 2014 |
| Monmouthshire Housing Association | Discussion with MHA on their performance and outcomes in relation to the agreements outlined in the offer document. | Special with Adults (end September 2014) |
| Local Area Coordinators | Performance update on progress of the work of the Local Area Coordinators. | 6 th November 2014 |
| Burial Provision | TBC | TBC |

Monmouthshire's Scrutiny Forward Work Programme 2014-2015

| Strong Communities Select Committee | | |
|---|--|--|
| Scrutiny Role | Purpose of Scrutiny | Meeting Date |
| Fleet Management and Highways Infrastructure | Report on financial implications within the department. Report on risk, legal obligations and prioritisation of highways works. | 10 th July 2014 11 th December 2014 |
| On-going Monitoring of Recommendations made by Scrutiny | | |
| Select Committee report on Affordable Housing | Position update | TBC |
| 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 |
|--|---|--|--------------------------|
| 20th AUGUST 2014 – INDIVIDUAL CABINET MEMBER DECISIONS | | | |
| Job evaluation and subsequent re-grading | To confirm implementation of the outcome of a re-evaluation of the post of Transport Officer | Cabinet SLT | Roger Hoggins |
| Establishing a Regional Marketing Centre for Fostering | To seek agreement to join a regional marketing centre for fostering | Cabinet SLT | Gill Cox |
| 3RD SEPTEMBER 2014 – CABINET | | | |
| Month 3 Revenue and Capital Budget Monitoring report | | Cabinet Members Leadership Team Appropriate Officers | Joy Robson/Mark Howcroft |
| MTFP and Budget process 2015/ 16. | To agree the process for developing the MTFP and budget for 2015/16 | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
| Children's Services Financial Plan | To propose a financial strategy for Children's Services, based on analysis of demand and statutory requirements to inform the Medium Term Financial Plan and ensure the continued | Cabinet SLT | Simon Burch |

| Subject | Purpose | Consultees | Author |
|---|---|---|--------------------|
| | viability and effectiveness of the service | | |
| Review of Car Parking | | | Roger Hoggins |
| 10th SEPTEMBER 2014 – INDIVIDUAL CABINET MEMBER DECISIONS | | | |
| Proposed prohibition of waiting at any time, Mount Way, 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 |
| Agreement to enter into an inter-authority agreement - Waste | | | Rachel Jowitt |
| 24th SEPTEMBER 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 |
| 25th SEPTEMBER 2014 – COUNCIL | | | |
| MCC Audited Accounts 2013/14 (formal approval) | To present the audited Statement of Accounts for 2013/14 for approval by Council | | Joy Robson |
| ISA 260 Report | To provide external audits report on the Statement of Accounts 2013/14 | | Wales Audit Office |
| Financial Regulations | | | Andrew Wathan |
| Monmouthshire County Council Constitution | | | Murray Andrews |
| Chief Officer Enterprise – Annual Report | To set out the actions, target and outcomes for the year 14/15 in a comprehensive annual report and appraisal. | | |
| Revision of Planning Scheme of Delegation and Code of Practice | To adopt a revised Planning Scheme of Delegation and Code of Practice | Cabinet SLT | Paula Clarke |
| Replacing Monmouth Pool | | SLT Cabinet | Simon Kneafsey |

| Subject | Purpose | Consultees | Author |
|--|---|--|------------------|
| 1ST OCTOBER 2014 – CABINET | | | |
| Budget Savings ideas and targets | To provide Cabinet with outline areas for achieving budget targets to meet the MTFP gap | | Joy Robson |
| Review of allocation policy | | Cabinet Members Leadership Team Appropriate Officers | Ian Bakewell |
| Integrated Housing Options Service with TCBC | To approve the establishment of a joint housing options service with Torfaen CBC in order to create a fresh focus on comprehensive housing solutions | Cabinet Leadership Team | Ian Bakewell |
| Revised Social Media Policy and Guidelines | To agree the social media policy and associated guidelines | Cabinet SLT | Sian Hayward |
| Vale of Usk Local Development Strategy submission <i>(possible Sept ICMD)</i> | To approve the submission to WG of the Local Development Strategy that looks to draw down RDP funds for 2014-2020 | Cabinet SLT | Peter Davies |
| Asset Management Strategy | To approve the Council's holistic Strategic Asset management plan covering all of its buildings, assets and property | Cabinet SLT | Deb Hill Howells |
| Five Lanes Transfer Station | To agree funding to purchase Right of Pre-emption which is due for renewal in March 2015. The Right of pre-emption allows the Estate which originally owned the land now occupied by the Five Lanes Transfer Station/CA Site to dictate what activity is undertaken on the site and is re-negotiated every 10 years. MCC wants to buy the title outright to secure the site given its strategic importance to residents as a CA Site and to the Council's waste and recycling operations. | Cabinet SLT | Rachel Jowitt |
| Broadband in Monmouthshire | To provide and overview of the likely implications to the County of the roll-out of Superfast Cymru and to seek endorsement of the proposed options for moving forward | Cabinet SLT | Peter Davies |

| Subject | Purpose | Consultees | Author |
|--|---|---|--|
| Update on ALN and proposed recommendations for service modification | | SLT Cabinet | Sharon Randall Smith/Stephanie Hawkins |
| New post – School Improvement Information Officer | To seek approval to add an Information Officer to the structure in CYP | SLT Cabinet | Matt Lloyd |
| Options for future library provision and capital investment in Abergavenny | | Cabinet Members SLT HR, Unions, Finance Appropriate Officers | Roger Hoggins |
| People Strategy 2.0 | To endorse the second phase in our organisational development programme. | Cabinet Members Leadership Team | Kellie Beirne |
| Advertising Opportunities on MCC assets | | | Roger Hoggins |
| Shared Library Service | To update members on the shared library service and request funding for redundancy costs | Cabinet SLT | Sharon Randall- Smith |
| Informing the future of cultural services | To seek invest to save funding to commence a feasibility study into future ownership and development mechanisms for our cultural services and heritage assets | Cabinet SLT | Ian Saunders |
| Enterprise Structure and re-alignment reports | To seek approval for changes to the establishment arising from the Chief Officer Enterprise restructure report in March 2014 | Cabinet SLT | Deb Hill-Howells Peter Davies Ian Saunders |
| | | | |
| 8th OCTOBER 2014 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Car Use and Transport Policy | | Cabinet SLT | Sian Hayward / Roger Hoggins |
| Food and Fitness Template policy for schools | To introduce the revised Food and Fitness Template Policy for all maintained schools. | Cabinet SLT | Emma Taylor |
| Sex and relationships | To introduce the revised Sex and Relationships | Cabinet | Emma Taylor |

| Subject | Purpose | Consultees | Author |
|--|--|--|------------------------------|
| education template policy for schools in Monmouthshire | Education (SRE) Template Policy for all schools and replaces any previous templates or guidance issued by the local authority | SLT | |
| 5TH NOVEMBER 2014 – CABINET | | | |
| Business Growth and Enterprise Strategy | To seek endorsement of the new strategy which re-affirms the Council's priority around business growth. | Cabinet SLT | Peter Davies |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 3 held on the 25 th Sept 2014 | | Dave Jarrett |
| CMC ² Strategic Review and Year 4 Business Plan | To endorse the review of CMC ² and future business strategy and approve year ahead business plan | Cabinet SLT | Peter Davies Sian Hayward |
| Major Events Strategy | To set out a Major Events Strategy through which to co-ordinate all local community and organised events in the county | SLT Cabinet | Ian Saunders |
| Safeguarding Report | 6 month update | Leadership Team Cabinet | Simon Burch |
| Public Protection restructure update | 6 month update | SLT Cabinet | David Jones |
| Whole Place review and next steps | To provide detailed review update as per WAO report recommendation | SLT Cabinet | Deb Hill-Howells |
| Community Education – options for the future | To set out future development options for community education | SLT Cabinet | Deb Hill-Howells |
| Future of Recycling Services | | Cabinet Members Leadership Team Appropriate Officers | Rachel Jowitt |
| Monmouthshire Crowdfunding platform | To seek approval for the development of a crowdfunding platform that together with Authority loan finance will support business growth and job creation | Cabinet SLT Member Seminar Pre-scrutiny | Peter Davies |
| | To consider the recommendations made by the | Cabinet Members | |

| Subject | Purpose | Consultees | Author |
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| School Catchment Area Review | Member Working Panel and to seek agreement to consult on those proposals. | Leadership Team Appropriate Officers | Cath Sheen/ Deb Mountfield |
| 12TH NOVEMBER 2014 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Re-purposing Tourism Destination Strategy | To update and reinvigorate the Tourism Destination Plan | Cabinet Members Leadership Team | Ian Saunders |
| Youth Offer Update | | Cabinet SLT | Tracey Thomas |
| 13TH NOVEMBER 2014 – COUNCIL | | | |
| Anti-poverty report | To set out the Councils strategic approach to addressing poverty and disadvantage in the county | Cabinet SLT | Kellie Beirne / Will McLean |
| 3RD DECEMBER 2014 – CABINET | | | |
| Month 6 Revenue & Capital Budget Monitoring report | To provide Members with information on the forecast outturn position of the Authority at the end of month 6 for the 2014/15 financial year | Cabinet Members Leadership Team Appropriate Officers | Joy Robson/Mark Howcroft |
| Capital Budget Proposals | To outline the proposed capital budget for 2015/16 and indicative capital budgets for the 3 years 2016/17 to 2018/19 | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
| MTFP & Budget Proposals for 2015/16 | To provide Cabinet with revenue budget proposals for 2015/16 for consultation purposes | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
| Review of Fees and Charges | To review all fees and charges made for services across the Council and identify proposals for increasing them in 2015/16 | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 4 held on the 13 th November 2014 | | Dave Jarrett |

| Subject | Purpose | Consultees | Author |
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| Council Tax Base 2015/16 and associated matters | To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2015/16 and to make other necessary related statutory decisions | Cabinet Members Leadership Team Appropriate Officers | Sue Deacy/Ruth Donovan |
| Future Generations Bill – what it means for Monmouthshire | To set out implications of Bill for the County | Cabinet SLT | Kellie Beirne / Will McLean |
| 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 |
| Private Sector Loan Scheme | To agree to participate in and support the administration of the Welsh Government Private Loan Scheme. | Cabinet Members Leadership Team | Steve Griffiths |
| Self Evaluation Draft | | Cabinet SLT | Deborah Mountfield |
| 17TH DECEMBER 2014 – INDIVIDUAL DECISION | | | |
| Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995 | To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2015/16 financial year as required by statute | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
| 18TH DECEMBER 2014 – COUNCIL | | | |
| Self Evaluation Draft | | Cabinet SLT | Deb Mountfield |
| 7TH JANUARY 2015 – CABINET | | | |
| Council Tax Reduction Scheme Adoption | The purpose of this report is to present arrangements for the implementation of the Council Tax Reduction Scheme and to approve it for 2015/16 | Cabinet Members Leadership Team Appropriate Officers | Joy Robson/Wendy Woods/Ruth Donovan |
| Revenue & Capital Budget proposals for public | To present revenue and capital budget proposals following receipt of final settlement | Cabinet Members Leadership Team | Joy Robson |

| Subject | Purpose | Consultees | Author |
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| consultation (if required) | | Appropriate Officers | |
| Community Infrastructure Levy | To provide an overview of the work undertaken to establish CiL within the County | SLT Cabinet | George Ashworth |
| 14TH JANUARY 2015 – INDIVIDUAL DECISION | | | |
| Local Government (Wales) Act 1994 The Local Authorities (Precepts) Wales Regulations 1995 | To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2015/16 as required by statute | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
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| 22ND JANUARY 2015 – COUNCIL | | | |
| Engagement framework evaluation report | | | Will McLean |
| 4TH FEBRUARY 2015 – CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 5 held on the 18th December 2014 | | Dave Jarrett |
| Developing a Business Improvement District in Abergavenny | To seek endorsement of a new BID in Abergavenny town centre | SLT Cabinet | Deb Hill Howells |
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| 18TH FEBRUARY 2015 – SPECIAL CABINET | | | |
| Final Budget 2015/16 for recommendation to Council | To update Cabinet with the consultation responses to the budget proposals and provide a final set of proposals for recommendations to Council | Cabinet Members Leadership Team Appropriate Officers | Joy Robson |
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| 26TH FEBRUARY 2015 – COUNCIL | | | |
| Final composite council tax resolution | To set Budget and Council Tax for 2014/15 | | Joy Robson |
| Treasury Management Strategy 2014/15 | To accept the Annual Treasury Management Strategy | | Joy Robson |

| Subject | Purpose | Consultees | Author |
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| 4TH MARCH 2015 - CABINET | | | |
| Month 9 Revenue & Capital Budget Monitoring report | To provide Members with information on the forecast outturn position of the Authority at the end of Month 9 for the 2014/15 financial year | | Joy Robson/Mark Howcroft |
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| 15TH APRIL 2015 – CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 6 held on the 26 th March 2015 | | Dave Jarrett |
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| 2015 – TBC | | | |
| Supplementary Planning Guidance | Community Infrastructure Levy, Renewable Energy and Green Infrastructure | SLT Cabinet | George Ashworth |