

Public Document Pack



Neuadd y Sir
Y Rhadyr
Brynbuga

Dydd Mawrth, 7 Chwefror 2017

Dear Cyngorwyr,

CABINET

Gofynnir i chi fynychu cyfarfod **Cabinet** a gynhelir yn **Neuadd Y Sir, Y Rhadyr, Brynbuga, NP15 1GA** ar **Dydd Mercher, 15fed Chwefror, 2017**, am **2.00 pm**.

AGENDA

1. Ymddiheuriadau am absenoldeb
2. Datganiadau o Fuddiant
3. Cyllideb Refeniw a Chyfalaf 2017/18 - Cynigion terfynol yn dilyn ymgynghoriad cyhoeddus 1 - 208

Adrannau/Wardiau yr effeithir arnynt: Y cyfan

Diben: Diweddarau'r Cabinet gydag ymatebion yr ymgynghoriad i'r cynigion cyllideb a gyhoeddwyd ganddynt ar 16 Rhagfyr 2016 yng nghyswllt y cyllidebau Cyfalaf a Refeniw.

Diweddarau aelodau gyda'r goblygiadau yn deillio o gyhoeddiad Setliad Terfynol Llywodraeth Cymru.

Gwneud argymhellion i'r Cyngor ar y cyllidebau Cyfalaf a Refeniw a lefel y Dreth Gyngor ar gyfer 2017/18.

Derbyn cyfrifiadau Dangosydd Darbodus cyllido cyfalaf y Swyddog Ariannol Cyfrifol.

Derbyn adroddiad statudol y Swyddog Ariannol Cyfrifol ar y groses cyllideb ac os yw cronfeydd wrth gefn yn ddigonol.

Awdur: Joy Robson – Pennaeth Cyllid

Manylion Cyswllt: joyrobson@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

| County Councillor | Area of Responsibility | Partnership and External Working | Ward |
|-------------------------------------|---|--|-----------------|
| P.A. Fox (Leader) | Organisational Development Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy, Trading Standards, Public Protection, Licensing | WLGA Council WLGA Coordinating Board Local Service Board | Portskewett |
| R.J.W. Greenland (Deputy Leader) | Innovation, Enterprise & Leisure Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems. | WLGA Council Capital Region Tourism | Devauden |
| P.A.D. Hobson (Deputy Leader) | Community Development Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety, Environment & Countryside. | Community Safety Partnership Equalities and Diversity Group | Larkfield |
| E.J. Hackett Pain | Schools and Learning School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education. | Joint Education Group (EAS) WJEC | Wyesham |
| G. Burrows | Social Care, Safeguarding & Health Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing. | Gwent Frailty Board Older Persons Strategy Partnership Group | Mitchel Troy |
| P. Murphy | Resources Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety, Development Control, Building Control. | Prosiect Gwrydd Wales Purchasing Consortium | Caerwent |
| S.B. Jones | County Operations Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk. | SEWTA Prosiect Gwrydd | Goytre Fawr |

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.



REPORT

SUBJECT: Revenue and Capital Budget 2017/18– Final proposals following public consultation
MEETING: Cabinet
DATE: 15th February 2017
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To update Cabinet with the consultation responses to the budget proposals issued by them on the 16th December 2016 in respect of the Capital and Revenue budgets.
- 1.2 To update members with implications arising from the Final Settlement announcement of the Welsh Government.
- 1.3 To make recommendations to Council on the Capital and Revenue budgets and level of Council Tax for 2017/18.
- 1.4 To receive the Responsible Financial Officer's Prudential Indicator calculations for capital financing.
- 1.5 To receive the statutory report of the Responsible Financial Officer on the budget process and the adequacy of reserves.

2. RECOMMENDATIONS:

- 2.1 That Cabinet considers the responses to consultation and recommends to Council:
 - The 2017/18 revenue budget as attached in Appendix I
 - The 2017/18 to 2020/21 capital programme as attached in Appendix J1.
 - That 3.95% increase in the Band "D" equivalent Council Tax for the County continues to be used as the planning assumption in the budget model for to apply for County purposes in 2017/18
- 2.2 That Cabinet approves the necessary saving proposals and the release of £1.653 million from earmarked reserves to deliver the changes required to support the 2017/18 revenue and capital budget and notes the critically low level of earmarked reserves of £4.85 million left at the end of 2017/18.
- 2.3 That Cabinet recommends to Council that headroom in the revenue budget is maintained to enable the delivery of the key capital commitments already made, as further information becomes available and the schemes are approved. The Treasury Equalisation reserve will be used to maintain this headroom if necessary.
- 2.4 That Cabinet recommends Council to dispose of assets identified in the exempt background paper for not less than the best consideration that can reasonably be obtained.

- 2.5 That Cabinet considers the Responsible Financial Officers report on the robustness of the budget process and the adequacy of reserves issued under the provisions of the Local Government Act, 2003.
- 2.6 That Cabinet adopts the Responsible Financial Officer's report on Prudential Indicators.
- 2.7 That Cabinet approves the following:
- Further work is undertaken to develop a balanced MTFP over the 3 year period 2018/19 to 2020/21
 - Regular review of the MTFP to ensure it remains up to date

3. KEY ISSUES:

BUDGET CONSULTATION

- 3.1 Cabinet issued its budget consultation proposals on 16th December 2016 thereby allowing a period for consultation and scrutiny. The proposals were considered by the Children's and Young Persons, Strong Communities, Adult Services, and Economy and Development, the Schools Budget Forum and JAG. A Joint Select was also held on 31st January 2017. Extracts of the draft minutes from the meetings where available are included as **Appendices A/1 to A/8** and a summary of the comments from Select committees are included at **Appendix A/5**. A note of the response from the public consultation sessions is attached at **Appendix A/7**.
- 3.2 As might be expected, responses to consultation varied, however there have been no strong objections made to the overall shape of the budget proposals. There were however a number of questions clarified via the Select Committee meetings and other consultation meetings. In terms of public engagement the use of social media as a mechanism for sharing information and getting feedback has continued, however there has been a low level of response this year.
- 3.3 In terms of issues being raised which seek to affect the budget proposals specifically, there were no recommendations. The process in general had worked well, with thorough debate having taken place at the individual selects. There were concerns from some Members that some of the proposals lack the detail necessary for them to form a view. However, there is acknowledgement that the Joint Select meeting presented an opportunity for the proposals to be aired and scrutinised, as opposed to being agreed, which is a matter for full Council. The Joint Select meeting enabled discussion and challenge of the priorities across the range of services and therefore scrutiny of the budget in so far as it can be at that time. The process will be reviewed to inform that of the successor Council.
- 3.4 On capital account, general support was expressed about the need to invest in Future schools whilst recognizing that there are possible pressures to be managed. The risk on the rest of the capital programme is noted and the risks associated with the need to achieve the sale of assets at a time when market prices are less than could be achieved in the height of the property boom is also understood.

FINAL SETTLEMENT

- 3.5 The final settlement was announced on the 21st December 2016. The Local Government settlement was announced with an overall small increase (after adjusting for transfers) across Wales of 0.2%. For Monmouthshire the final settlement has delivered a slight increase in the Authority's Aggregate External Finance (AEF) of 0.03% after taking into

account transfers into the settlement. The changes in AEF across Wales range from a reduction of 0.5% to several authorities caught by the floor mechanism to an increase of 1.1% in Gwynedd. When this is compared to the provisional AEF included in the previous budget reports the Authority is better off by £29k. The main adjustment to the AEF resulted from the inclusion of £6 million of funding for the prevention of homelessness as a new burden for Authorities. From the 1st April Authorities managing temporary accommodation will no longer be able to recover their management fee via housing subsidy arrangements. For MCC it is estimated that this equates to £175k of income. The settlement transfers £148k to offset this but leaves a pressure of £27k to manage. There is also a potential impact on housing associations contracted by MCC to let temporary accommodation in the same way, but this is currently being worked through.

- 3.6 Notification has also been provided of an additional £10 million for the impact of the national living wage on the domiciliary care sector and an additional £10 million for non-domestic rates relief for businesses on the high street. The details of the allocation of these funds has yet to be announced.
- 3.7 A table showing each authorities position resulting from the final settlement is included at **Appendix B2** to this report. Monmouthshire remains at the bottom of the table in terms of AEF per head of population.
- 3.8 The final settlement also only included the notifications of some specific grants at an all Wales level. There are still a number of grant announcements to be made and this position is extremely disappointing as it makes planning for next years budget even more difficult. The Single Environment Grant has been notified at an all Wales level, indicating a 6.7% reduction in the grant and this has been factored into the Waste budget for next year. The current position on grants is included in **Appendix C**.
- 3.9 On capital account, the final settlement saw no change to the anticipated funding included in the draft capital MTFP budget proposals.
- 3.10 The medium term prognosis is still of concern, there are no indicative settlement figures published, even though the Spending review showed the Welsh budget with slight cash increases it is difficult to forecast how this will be distributed by Welsh Government. It is expected that the slightly better 2017/18 settlement will not be repeated in future years. The MTFP for 2018/19 onwards continues to factor in funding reductions of 2.6% then 1.8%, so that planning can be undertaken on a prudent basis, however this may be revised when the MTFP is updated after the 2017/18 budget is set. There is still a need to think differently about the even greater challenges of the medium term and this work and engagement is continuing through the Future Monmouthshire work in the coming months.

CABINETS RECOMMENDATIONS TO COUNCIL

REVENUE BUDGET

- 3.11 The Cabinet budget report of 16th December 2016 identified proposals to close a £4.5 million gap. The report highlighted that £243k still needed to be found in the budget for 2017/18. The budget at that time included £4 million of pressures and £2.3 million of corporate finance contributions and £1.8 million service saving proposals. Work has continued to develop further proposals and revise the existing savings and pressures in the light of further engagement and analysis. All the proposals are available as part of this budget report. There are some minor amendments to the previously presented

pressures and proposals which are highlighted in yellow in Appendix D and Appendix E4. The main changes identified are outlined in the following paragraphs.

Additional Pressures

3.12 The following additional pressures are identified for the budget for 2017/18:

| New pressures | £000s | Comments |
|--|-------|--|
| Accountable body City Deal | 62 | On going annual running costs of the City Deal programme |
| Grass cutting savings - at risk | 100 | Issues have been raised about this saving as MHA are not prepared to reduce their cuts as well this year. There is need for more lead in time to introduce this saving and so it has been moved to 2018/19. |
| Commercialisation mandate unachievable | 100 | Whilst this has been recognised as unachievable in the current year monitoring report and is therefore taken out of the budget for 2017/18, work on a commercial strategy and approach is being developed and whilst opportunities will be brought forward it is premature to factor these in at this stage. |
| Childrens social services - Cabinet report | 86 | Reserve funded if necessary |
| Temporary accommodation subsidy | 27 | This was a late transfer into the final settlement, we received £148k, but will lose about £27k more than this in management fee income in relation to the leased properties being managed for temporary accommodation purposes. In addition, a local housing association is also contracted to provide similar accommodation and they will also lose £188k approx. Still working through figures, but will consider reserve funding on a one off basis for remaining pressure, whilst the contract with the housing association is being revised, if necessary. |

Additional Savings

The following additional savings have been identified to meet the gap in the 2017/18 budget:

| New savings | £000s | Comments |
|---|-------|---|
| Income from Solar farm to meet debt costs | -160 | The cost of financing the capital spend had been factored into the budget, but this will be met from the income from the solar farm and this hadn't been factored into the budget |
| Recycling plant | -70 | Purchase of new plant leads to reduced tarmac costs |
| Social Services income charges rise from £60 to £70 | -150 | Increase in rates allowable notified by Welsh Government, not known when proposals put together |
| Allocation of £10m extra for NLW for social care | 0 | As the amount is currently unknown and Social services may yet have more demand to deal with in 2017/18, any additional receipt of grant for this purpose will be windfall in 17/18 and can be built into the budget in 18/19 |
| Procurement | -100 | Based on a high level review of procurement there is an expectation that savings can be achieved, amount delivered may be more than this but as specifics are not know at this time a prudent approach has been taken |
| Whole Place | -100 | Rationalisation of the resources in this area |
| Pension contributions | -160 | Underspend against budgetted pension contributions for staff in Operations |

3.13 Updated Capital MTFP and interest rates

The updates to the Capital MTFP outlined below, together with a review of the forecast interest rates for borrowing in 2017/18 have resulted in the creation of some headroom in the Appropriations budget that will enable the commitments to various capital schemes to be included in the Capital programme once the further work has been completed. This headroom will be maintained in the base budget until needed to fund the additional borrowing. As in previous years the Treasury Equalisation reserve will be used to smooth the revenue impact of the increased capital investment.

Council Tax

3.14 The 3.95% increase in the Band “D” equivalent Council Tax for the County continues to be used as the planning assumption in the budget model for to apply for County purposes in 2017/18.

3.15 A summary of the original budget pressures and budget savings proposals are identified in **Appendix D and E**. The relevant FGEs are also available. The summary position on the budget is now as follows:

| | |
|--|------------|
| Gap as per Budget report to Cabinet 16th Dec 2016 | 243 |
| New pressures | 595 |
| New savings | -740 |
| Reserve funding | -86 |
| Use of some of the headroom in appropriations | -12 |
| Balanced Budget | 0 |

CAPITAL BUDGET

3.16 The capital MTFP strategy is one which seeks to work towards a financially sustainable core capital programme without recourse to further prudential borrowing or use of capital receipts so that these resources can be directed towards the Council’s priority of the future schools programme. The Summary Capital MTFP is shown in **Appendix J1**. There remain significant pressures of a capital nature that cannot be afforded within the capital MTFP and these are outlined in **Appendix J5**. There have been no other changes to the Capital budget since it was released for consultation. There is a commitment to a number of schemes that will be added to the capital programme once more information is available. Headroom in the Treasury budgets has been maintained to ensure the costs of borrowing can be met without any further impact on the revenue budget. The schemes include, Monmouth Pool, Abergavenny Hub, City Deal, and Disabled Facilities Grants.

3.17 **Appendix J3**, the capital receipts summary shows the expected level of receipts and planned usage and highlights the balances available in the next couple of years. Future investment in capital schemes, is in part dependent on future success of achieving capital receipts and there are significant risks attached to some receipts materializing. The revised receipt schedule is provided as exempt background papers to this report for Members approval as **Appendix J6**.

THE PRUDENTIAL CODE

3.18 Under the Prudential Code, local authorities are required to publish Prudential Indicators produced to demonstrate that capital programmes are prudent, sustainable and

affordable in the longer term. The indicators for 2017/21 are contained at **Appendix G** to this report, assuming eventual Council approval of Cabinet's budget and Council Tax recommendations.

THE ROBUSTNESS OF PROCESS AND RESERVES

- 3.19 The level of the **general reserve** at £7.1m million is within the range of 4-6% of net revenue budget and considered to be at a prudent level. The final revenue budget proposals do not include a requirement to use any of the general reserve to balance the budget in 2017/18. The total planned **earmarked reserve** utilization in support of the 2017/18 revenue budget is £1.653 million. There is a small contribution planned for 2017/18 in support of the capital programme. **Appendix H1** shows the call on and contributions to reserves for the 2017/18 budget and **Appendix H2** shows the reserve balances projected for the medium term. Total planned reserve utilization in support of current year revenue and capital budgets means that by the end of 2016-17 the balance of earmarked reserves is likely to be £6.2 million. The further call in 2017/18 means that the earmarked reserves will fall to the critically low level of £4.85 million. In addition, the Priority Investment reserve will need to be replenished at the end of 2016/17 in order to fund the projects identified going forward. Members need to be aware that the low level of earmarked reserves will severely reduce the flexibility the Council has in meeting the challenges of scarce resources going forward.
- 3.20 Under the provisions of the 2003 Local Government Act, the Responsible Financial Officer has to provide conclusions on the robustness of the budget process and the adequacy of reserves. Those conclusions are shown at **Appendix F**.
- 3.21 The effect of Cabinets revenue budget recommendations is shown at **Appendix I**. The effect of Cabinets capital recommendations is shown at **Appendix J**. Final Council Tax setting is reserved for decision of Full Council.

FUTURE GENERATIONS EVALUATION/EQUALITY IMPACT ASSESSMENT (EQIA)

- 3.22 There is a requirement placed on Local Authorities to comply with the general equality duties set out in the Equality Act 2010 and the specific equality duties such as the statutory responsibilities to assess the equality impacts of their budgetary decisions. The Equality Act 2010 places a General Duty on Monmouthshire County Council to eliminate discrimination according to nine "protected characteristics" (age, belief and non-belief, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, and sexual orientation). Also we need to comply with the Welsh Language Act 1993 and the Welsh Language Measure 2011 through which the Welsh Language Commissioner has shaped the Welsh Standards which will come into force from 30th March 2016. The Wellbeing of Future Generations Act requires public bodies to improve social, economic, environmental and cultural wellbeing, by taking action in accordance with the sustainable development principle aimed at achieving the Wellbeing Goals. The authority was an early adopter of The Act and has re-shaped its pre-decision evaluation tool to reflect the well-being goals and the principles which it sets out.
- 3.23 The Council has responded to these issues by building considerations of equality, diversity and sustainability into the planning and delivery of its 2017/18 budget. It has done this by:
- Requiring Chief Officers to undertake a Future Generation evaluation of all the original savings proposals they offered for their service area to contribute towards the Council's overall savings target. These can be viewed in Appendices K1 to K6.

- Undertaking a FGE of the capital budget proposals and publishing this as part of the capital budget proposals for consultation. This is attached as **Appendix L1** as the assessment has not changed since it was undertaken.
- Enabling the Council's Cabinet Members to consider initial savings proposals with the benefit of the FGEs in December 2016, and to make initial decisions based on this information. The budget proposals reflect Cabinet's key priorities and therefore key services that support equalities – such as social care and schools
- Deciding that once the final shape of the budget is agreed by Council in March 2017, Council service areas carry out more detailed work to mitigate and manage any equalities or Future Generation issues that have been identified
- Including the FGEs as part of this report and published on the Council's website so that residents can understand the factors that went into the planning of the 2017/18 budget
- Ensuring that where proposals will be the subject of further reports it is expected that further FGEs will be undertaken at that time and where savings are being made from decisions already taken then those implementing those decisions should consider mitigating any negative impacts where necessary.

4. REASONS:

- 4.1 To make appropriate recommendations to Council on the revenue and capital budgets for 2017/18, and the resultant Council Tax recommended to be set for County purposes, subject to the results of the public consultation in early January.
- 4.2 To sustain the Capital programme and establish capital resources to support the programme by the sale of surplus assets.
- 4.3 As required by statute, to consider the Responsible Financial Officers provisional conclusions on the robustness on the budget process and the adequacy of reserves going forward.
- 4.4 To approve the Prudential Capital Indicators calculated by the Responsible Financial Officer.

5. RESOURCE IMPLICATIONS:

As identified within the report and appendices.

- 6. **CONSULTEES:** Cabinet, Strategic Leadership Team

7. BACKGROUND PAPERS:

Directorate Budget builds, detailed capital programme and associated papers Provisional Local Government Settlement

Final Local Government Settlement

The CIPFA Prudential Code for Capital Expenditure

8. AUTHORS:

Joy Robson – Head of Finance

9. CONTACT DETAILS:

Tel: 01633 644270

Email: joyrobson@monmouthshire.gov.uk

Appendices

- A/1 Minutes of Economy and Development Select committee – 5th January 2017
- A/2 Minutes of Children and Young People Select Committee – 12th January 2017
- A/3 Minutes of Adults Select Committee – 24th January 2017
- A/4 Minutes of Strong Communities Select Committee – 26th January 2017
- A/5 Joint Select Committee – 31st January 2017
- A/6 Draft Minutes of Schools Budget Forum – 26th January 2017
- A/7 Report on public engagement events in January 2017
- A/8 Minutes of JAG on 30th January 2017
- B Final Settlement Data
- C Specific Grants 2017/18
- D Summary of Evidence Based Pressures
- E Summary of budget proposals 2017/18
- E/1 CEO Proposals
- E/2 Children & Young People Proposals
- E/3 Enterprise Proposals
- E/4 Operations Proposals
- E/5 Resources Proposals
- E/6 SCH Proposals
- F Responsible Financial Officers Opinion
- G Prudential Indicators
- H/1 Use of reserves for Revenue Budget Purposes 2017/18
- H/2 Reserve Balances
- I Revenue Budget Summary 2017/18
- J/1 Capital Budget Summary 2017/18 to 2020/21
- J/2 Schools Capital Budget Summary 2017/18 to 2019/20
- J/3 Capital Receipts Summary
- J/4 Receipt Risk Factors
- J/5 Capital Pressures
- J/6 Exempt Capital Receipts
- K/1 CEO Future Generations Evaluation
- K/2 Children & Young People Future Generations Evaluation
- K/3 Enterprise Future Generations Evaluation
- K/4 Operations Future Generations Evaluation
- K/5 Resources Future Generations Evaluation
- K/6i SCH Future Generations Evaluation – transport policy
- K/6ii SCH Future Generations Evaluation – Day Services Meal Charges
- L/1 Future Generations evaluation on the capital programme

This page is intentionally left blank

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

PRESENT: County Councillor S. Jones (Chairman)

County Councillors: D. Dovey, D. Edwards, J. Prosser and A. Wintle

Also in attendance County Councillors: P.A. Fox, R.J.W. Greenland, P. Murphy, A. Easson, R. Harris, J. Higginson and V. Smith

OFFICERS IN ATTENDANCE:

| | |
|------------------|--------------------------------------|
| Kellie Beirne | Chief Officer, Enterprise |
| Peter Davies | Chief Officer, Resources |
| Cath Fallon | Head of Economy and Enterprise |
| Joy Robson | Head of Finance/Section 151 Officer |
| Ian Saunders | Head of Tourism, Leisure and Culture |
| Richard Jones | Policy and Performance Officer |
| Marie Bartlett | Finance Manager |
| James Woodcock | Business Insights Manager |
| Hannah Jones | Youth and Community Officer |
| Richard Williams | Democratic Services Officer |
| Nicola Perry | Senior Democracy Officer |

APOLOGIES:

County Councillors S. White and D. Evans

1. Declarations of Interest

County Councillor S. Jones declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct, in respect of agenda item 6 – Strategic Risk Assessment 2016, concerning the apprenticeship levy and rate revaluation.

2. Public Open Forum

There were no members of the public present.

3. Confirmation of minutes

The minutes of the Economy and Development Select Committee dated 24th November 2016 were confirmed and signed by the Chairman.

4. Draft Capital Budget Proposals 2017/18 to 2020/21

Context:

To outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

Key Issues:**Capital Medium Term Financial Plan (MTFP) issues:**

- The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
- The major component of the capital MTFP for the next few years is the Future schools programme. The Council has recently approved further funding for this programme at its meeting held on the 20th October 2016.
- There are a number of other areas where there is a commitment to invest, however the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
 - Monmouth Pool – commitment to re-provide the pool in Monmouth as a consequence of the Future Schools Programme.
 - Abergavenny Hub – commitment to re-provide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns.
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January 2017 and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
 - J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.
- A strategy that enables the core programme, Future Schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet has previously accepted this risk.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

- The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- In summary, the following other issues and pressures have been identified:
 - Long list of back log pressures – infrastructure, property, DDA work and public rights of way. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
 - Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, and social care, property investment and possibly Additional Learning Needs. The level of investment is currently being assessed. However, in accordance with the principle already set above, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.
 - The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
 - Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Member Scrutiny:

- The capital programme will be finalised at the same time as the revenue budget proposals which will be on the 31st January 2017.
- The Budget for Area Management in the sum of £20,000 could be further reduced or cut in the face of other pressures. However, it was noted that this budget is tied in with the general review of Area Management which will be considered by Full Council in due course. It was considered that a decision regarding this matter was required as quickly as possible before the new Council is elected in May 2016.
- The Asset Management Plan for County Farms will be scrutinised by the Economy and Development Select Committee.
- Paragraph 3.4 of the report – areas where there is commitment to invest but the schemes currently sit outside of the programme. It was noted that Cabinet could add these items to the Capital programme for 2017/18.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

- Disabled Facilities Grant – It was noted that when the budget consultation was launched, this matter had been put out for review to see what additional grants could be provided in next year's budget. Also, Cabinet was looking at additional monies that could be put in this year's budget so that some of the back log could be cleared. Officers were currently working on providing Cabinet with a schedule of work and amounts that could be added to this year's budget.
- J and E Blocks – Work was ongoing regarding J and E blocks and Innovation House, Magor. All options relating to these sites were being investigated. Cost and affordability were the key issues with regard to these sites. Therefore, options were being considered that would be self-financing with a view to bringing J and E Blocks up to a habitable standard. An holistic business Case was being established by the Estates Team.
- In response to a Select Committee Member's question, it was noted that a Strategic Asset Management Plan is in place which could be brought to the Select Committee at a future meeting. Also, an asset investment strategy was being looked at with a view to being brought through shortly which would look at investing in opportunities and securing commercial returns. Both of these plans could be added to the Select Committee's work programme.
- IT reserve – In response to a Select Committee Member's question regarding contributions once made by Members for their IT equipment but had been stopped, it was noted that this matter had been removed by the Independent Remuneration Panel in the Local Government Measure.
- A Select Committee Member referred to the need to build new Comprehensive Schools at King Henry VIII and Chepstow to avoid these schools being disadvantaged. Also, consideration should be looked at with regard to providing a catering college on the site of a new King Henry VIII School. All of the 22 local authorities have submitted high level outline information in terms of their intent. With regard to Plan B proposals, Welsh Government are looking for local authorities to bring forward strategic outline cases in the coming months. Officers within the Authority were establishing the Revised Strategic Education Review document which will inform, influence and guide where the Authority goes forward with regard to our school estate. It was noted that this matter was on the Children and Young People Select Committee Work Programme for review, in due course.
- A Select Committee Member considered that a new Chepstow Comprehensive School could provide a focus on science and business. In response, it was noted that looking forward into the future, there was a need to be more creative with regard to the Plan B programme.
- It was noted that the Agri Urban Project was currently in phase 1 with a view to establishing plans for 2018. Catering colleges and food hubs are being considered via this project.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

Committee's Conclusion:

- The Chair thanked the officers for presenting the report.
- The Consultation period runs until 31st January 2017.
- A decision regarding the review of Area Management needed to be decided before the New Council is elected in May 2017.
- The Strategic Asset Management Plan and the Asset Investment Strategy to be added to the Select Committee's work programme.

5. Draft Budget proposals 2017/18 for Consultation

Context:

To scrutinise detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18. Also, to consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

Key Issues:

The Select Committee scrutinised the Enterprise budget proposals, as outlined in Appendix 3c of the report, which related to the following departments within the Enterprise Directorate:

- Tourism, Leisure and Culture.
- Planning.
- Housing.
- Economic Development.

Member Scrutiny:

- In response to a Select Committee Member's question regarding the mandate for markets being undeliverable, it was noted that an opportunity has arisen to re-set the Budget. Therefore, this year, the opportunity was taken to redress and re-balance the pressure points within the Budget and lessen the impact on services. The markets budget falls into the issue of being able to re-set the budget. It is recognised within markets that there was an issue with a recurrent overspend as a result of a shortfall in income. An ambitious mandate had been brought through to generate further incomes. The opportunity has been taken this year to not over extend this service whilst bringing down the over spend. This allows for the markets and its budget to be taken forward in a sustainable way.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Economy and Development Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am**

- Apprenticeship Levy – It was noted that with regard to money coming in, this matter is being worked through. Whitehall is looking to pass money across to Welsh Government with regard to monies being collected through the Apprenticeship Levy. We will see how this money gets re-patriated back into the business community and to local authorities. This is actively being discussed in the City Deal discussions.
- Rate Revaluations – It was noted that increases across the board in Monmouthshire have been higher for businesses than in other authorities in Wales. Within Monmouthshire there is an 11% increase. Across Wales there has mainly been a decrease in rate revaluations. There are areas in Monmouthshire that are being hit hard, namely, in hospitality and retailing industries. The Welsh Government has brought forward a fund of £10,000,000 to help alleviate these pressures. However, this is only a one off grant to be spread across Wales and does not address the long term problem of rates. Details of how the grant is to be allocated is not yet available. The Select Committee will receive an update regarding the allocation of the £10,000,000 grant.
- Superannuation 21.1% employer's rate - It was noted that other authorities pay less than the 21.1% paid by Monmouthshire. It was noted that the Local Government Pension Scheme is a national scheme so it was not within Monmouthshire County Council's gift to unilaterally change the national scheme. It was considered that this matter should be referred to the Audit Committee to investigate why Monmouthshire County Council is having to carry a higher superannuation rate compared to other local authorities.
- The Enterprise Directorate's income generation proposals equate to £9,000. The Directorate has done its utmost to generate income in previous years. Alternative delivery models and different ways of working are now required and are being investigated.
- Legal Services Income Target Mandate undeliverable – The Head of Finance would contact the Head of Legal Services to ascertain the latest position with regard to this matter.

Committee's Conclusion:

- The Directorate is not aiming to over extend itself. It is a period of consolidation.
- Ensure the Directorate is sustainable.
- Members may put forward alternative budget proposals by 31st January 2017.
- The Superannuation employers rate of 21.1% to be referred to Audit Committee.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

- The Select Committee to receive updates regarding rate revaluations and the allocation of the £10,000,000 Welsh Government Grant.

6. Strategic Risk Assessment 2016

Context:

To receive an overview of the current strategic risks facing the Authority as outlined in appendix 1 of the report.

Key Issues:

The existing risks on the Strategic Risk Assessment have been updated based on evidence available in 2016. Changes to the Council's risk management policy were approved by Cabinet in March 2015 and continue to be applied to the strategic risk register. These are:

- Including pre-mitigation and post-mitigation risk scores. This was also a key recommendation from scrutiny of the 2014 risk assessment.
- Ensuring greater clarity to the phrasing of risk so that each statement includes an event, cause and effect.

The risk assessment only covers high and medium level risks. Lower level operational risks are not registered unless they are projected to escalate within the three years covered. These need to be managed and monitored through teams' service plans.

Following presentation to the select committees and Audit Committee, the risk assessment will be presented to Cabinet for sign off. The risk assessment is a living document and will evolve over the course of the year as new information comes to light.

Member Scrutiny:

- It was noted that prior to being presented to Cabinet in February 2017, a further two risks are being considered to be added onto the Register, namely, the potential risk around database breaches and access to the Council's network externally and also around business rate revaluations.
- In response to a question raised regarding housing need in Monmouthshire becoming a strategic risk, it was noted that this was an important issue and was being addressed via the Local Development Plan. However, if these trends continued then the matter could be identified as a potential risk.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

- In response to a Select Committee Member's question regarding broadband rollout being provided by housing developers, it was noted that this was not a matter for developers to provide. The Authority needed to continue to press the Welsh Government to undertake this matter throughout Monmouthshire. However, it was noted that there was opportunity with regard to the trunking of new properties being fibre enabled going into these new premises which will significantly increase the broadband speed.
- It was noted that the Welsh Government has opened a consultation process to inform the next round of funding regarding broadband infrastructure. An update from Welsh Government to the Select Committee in June 2017 will be required to explain to the Committee the latest position regarding this matter and when the work is likely to be completed. This matter to be put onto the Select Committee's work programme.
- In response to a question raised regarding financial risk to the Authority, it was noted that this matter and potential uncertainty around this matter was covered in the risk register.
- Appendix 1 ref. 2, some services may become financially unsustainable in the short to medium term as a result of reducing budgets and increasing demand – it was noted that in terms of mitigating action that has been put in place, projections are that if these are successful then there is potential to lower this risk.
- In response to a Select Committee Member's question, it was noted that in terms of the 'mitigation already undertaken column' of the register, this reflects the progress made against previous actions taken on the risk register.
- Security arrangements are facilitated via Gwent Police in conjunction with the Shared Resource Service (SRS). The SRS is assessed on an annual basis to ensure that the requisite security arrangements are in place.
- Local Government Reform – Risk 1 – awaiting the white paper from the Minister.
- It was noted that major legislation needed to be identified within existing risk going forward. Scrutiny Committees could receive an annual update around potential forthcoming legislation.

Committee's Conclusion:

- The report is a useful document for identifying what the Select Committee needs to scrutinise.
- Receive an update on the Authority's ICT Infrastructure at a future meeting.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

- ICT in schools is a critical issue for the Authority to provide the correct infrastructure for children. Future updates to the Select Committee are required.

7. List of actions arising from the previous meeting

We resolved to receive and note the list of actions arising from the Economy and Development Select Committee meeting held on 24th November 2016.

8. Economy and Development Select Committee Forward Work Programme

We scrutinised the Economy and Development Select Committee Forward Work Programme. In doing so, the following points were noted:

- Tourism Workshop – 12th January 2017 at 10.00am.
- Joint Select Committee Meeting regarding the Budget – 31st January 2017 at 2.00pm.
- Economy and Development Select Committee Meeting – 9th February 2017 at 10.00am.
- Special Economy and Development Select Committee regarding Affordable Housing - 14th February 2017 at 2.00pm.
- Special Economy and Development Select Committee regarding the Alternative Delivery Model – 27th February 2017 at 2.00pm.
- A monthly email to all Members outlining upcoming meetings and seminars would be helpful.
- A report regarding the return on investment in respect of the velothon that is pertinent to Monmouthshire to be added to the work programme for consideration at an future select committee meeting.

We resolved to receive the work programme and noted its content.

9. Council and Cabinet Business Forward Plan

We scrutinised the Council and Cabinet Business Forward Plan. In doing so, it was noted that the Asset Investment Strategy would be presented to Cabinet shortly.

We resolved to receive the report and noted its content.

10. ADJOURNMENT OF THE MEETING

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

We resolved to adjourn the meeting with a view to recommencing at 2.00pm.

11. To receive a presentation regarding the Cardiff Capital Region City Deal - ALL MEMBERS ARE INVITED TO ATTEND.

The Leader of the Council, Councillor P. Fox, Chief Officer, Economy and Enterprise and Head of Economy and Enterprise were in attendance to provide a presentation on Cardiff Capital Region City Deal.

On introduction, the Chair congratulated the Leader on receiving an OBE.

We were advised that the presentation was an updated version to that published in the agenda, and it was agreed that the published version be updated to reflect the presentation received at the meeting.

Some areas highlighted in the presentation included the investment fund and areas to be invested in; the importance of governance and the strength of commitment; steps to move forward, and finance and funding contributions.

Following the presentation Members were invited to comment.

- An upcoming Council meeting to discuss City Deal further would provide an opportunity to think about the opportunities Monmouthshire wants to gain from the City Deal.
- The Leader advised that he had attended a Select Committee at Bridgend which had provided positive feedback. The report and recommendations to be presented to full Council should be easy to digest and support.
- A Member asked why the GVA in Gloucestershire is 50% greater than that in Monmouthshire. He also referred to the digital economy, and added that this could create digital isolation, and referred to concerns surrounding the Metro. In response, the Leader recognised the concerns regarding Metro, adding that improvements would be seen at Severn Tunnel, and in time, at Abergavenny. Metro is multi-modal and alternatives would be looked at. It was important that people are able to access opportunities wherever they are based, and we noted the importance of the Monmouthshire Strategic Transport Group to ensure our voices are heard in the bigger debate around transport. The Chief Officer explained that in terms of GVA, our GVA is higher than the region as a whole, and since the figures were published had grown by another 4%. There were reasons why we were not at the same level as Gloucestershire, being that our economy is about tourism, recreation, food and agriculture which were not considered high value jobs, but we do have potential to expand around growth areas. The Head of Economy and Enterprise addressed the question regarding digital exclusion. Officers were looking closely at opportunities for the region as a SMART region, working closely with a company called Kinetic. Connectivity rates were not satisfactory but this was being addressed. A 'White Space' pilot was due to start which uses old analogue television signals to broadcast

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 5th January, 2017 at 10.00 am

broadband. A recent activity of mapping the digital maturity of our companies had been undertaken, which had found that those having one on one mentoring had shown a significant increase in online activity.

- A Member expressed the importance of retaining the young people of Monmouthshire, and stated that we should be offering the right education to our young people. Education should be more tailored rather than a 'one model fits all' approach. It was recognised that we were at an advantage in terms of geographical location, and we need to ensure that we grasp the opportunity for people to set down roots, and grow the economy. The Chief Officer agreed with the points made regarding education and added we also need to consider enterprise hubs, skills hubs and different kinds of apprenticeships; degree linked not just entry level.
- Reassurance was sought that specialists in education would be involved from the start to the end, not simply invited intermittently. The importance of vocational training was highlighted.
- Members were advised that should one of the 10 authorities choose to leave the deal, City Deal would continue with the remaining authorities.
- In terms of what City Deal would mean initially, the Leader highlighted:
 - A seat as a full partner in the regional agenda;
 - Partnership status in the regional economy and special strategy;
 - Fundamentally placed as the closest point in the capital region to Bristol;
 - Opportunity to lever in new bus services;
 - Opportunity to lever investment for broadband;
 - Expand our presence in the apprenticeship market;
 - Access to high value jobs.
- A Member noted the issues surrounding transport links around the County.
- A Member expressed that King Henry VIII school should be re-planned.
- We heard there would be the introduction of a replacement programme of funding to replace European funding and officers were currently working with colleagues to use the existing funds as leverage into the City Deal.

The Chair thanked officers and the Leader for the presentation. We noted further information would be provided at a special Council meeting later in the month.

The meeting ended at 3.30 pm

This page is intentionally left blank

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

PRESENT: County Councillor P. Jones (Chairman)
County Councillor P. Farley (Vice Chairman)

County Councillors: D. Blakebrough, P. Clarke, R. Harris, D. Jones, M. Powell

Added Members:

Members voting on educational issues only:

Mr. M. Fowler (Parent Governor Representative)

Non- Voting:

Mr. K. Plow (Association of School Governors)

OFFICERS IN ATTENDANCE:

| | |
|------------------|---|
| Will McLean | Head of Democracy, Engagement and Improvement |
| Joy Robson | Head of Finance/Section 151 Officer |
| Mark Howcroft | Assistant Head of Finance |
| Jane Rodgers | Safeguarding Service Manager |
| Nikki Wellington | Finance Manager |
| Tyrone Stokes | Accountant |
| Hazel Ilett | Scrutiny Manager |
| Richard Williams | Democratic Services Officer |

APOLOGIES:

Councillors L. Guppy, M. Hickman and E. Hackett Pain

1. Declarations of Interest

There were no declarations of interest made by Members.

2. Public Open Forum

There were no members of the public present.

3. Confirmation of Minutes

The minutes of the Children and Young People Select Committee meeting dated 8th December 2016 were confirmed and signed by the Chair.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

4. Draft Capital Budget Proposals 2017/18 TO 2020/21**Context:**

To scrutinise the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

Key Issues:**Capital Medium Term Financial Plan (MTFP) issues:**

- The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
- The major component of the capital MTFP for the next few years is the Future Schools Programme. The Council has recently approved further funding for this programme at its meeting on the 20th October 2016.
- There are a number of other areas where there is a commitment to invest. However, the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
 - Monmouth Pool – commitment to re-provide the pool in Monmouth as a consequence of the Future Schools Programme.
 - Abergavenny Hub – commitment to re-provide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns.
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget. Work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January 2017 and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
 - J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

- A strategy that enables the core programme, Future Schools and the above schemes to be accommodated is being developed. Notwithstanding this, there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet has previously accepted this risk.
- The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- In summary, the following other issues and pressures have been identified:
 - Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1 of the report. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
 - Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, social care, property investment and possibly Additional Learning Needs. The level of investment is currently being assessed. However, in accordance with the principle already established, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.
 - The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
 - Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Member Scrutiny:

- The future programme for 21st Century Schools relates to the budgets for the approved programme on Future Schools including the new schools at Monmouth and Chepstow and does not include budgets for Chepstow School or King Henry VIII School. In response, it was noted that until the Welsh Government indicates its proposals with regard to Band B, the Authority is unable to provide any information with regard to the development of these schools. However, Monmouthshire County Council is committed to its four schools strategy with regard to the 21st Century Schools Programme.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

- In response to Select Committee Member's question regarding the cost of providing 21st Century Schools, it was noted that a report had been presented to Council which had extended the amount of funding that was required for the Monmouth and Caldicot Schools. This funding has been included in the Capital Programme which is half funded by the Authority and half funded by Welsh Government. Therefore, the budget for the two schools has been set and funded. Total cost equates to £49,000,000 for Monmouth School and £41,000,000 for Caldicot School. With regard to Monmouth swimming pool, further work was still required and a definitive figure for this proposal was not yet available.
- The overall funding is achieved via part borrowing, part Welsh Government resources and part capital receipts.
- The Budget for Area Management, in the sum of £20,000, could be further reduced or cut in the face of other pressures. It was noted that there is a review of Area Management taking place. Therefore, it had been decided to leave the £20,000 budget in place for the time being until the review had been completed. This decision will be made by Full Council.

Committee's Conclusion:

The Chair summed up as follows:

- She thanked officers for presenting the report.
- The four year capital programme will be reviewed annually and updated and will be scrutinised individually by all four select committees.
- Final Capital budget proposals will be presented to Cabinet and Council in February and March 2017.

5. Draft Budget Proposals 2017/18 for Consultation

Context:

- To scrutinise the draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18, for consultation purposes.
- To scrutinise the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

Key Issues:

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Children and Young People Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th
January, 2017 at 2.00 pm**

The Select Committee scrutinised the Children and Young People Directorate's budget proposals, as outlined in Appendix 3B of the report, which equated to a saving in the sum of £245,461.

Member Scrutiny:

- It was considered that there were no significant pressures identified within the Children and Young People Directorate.
- It was noted that a year ago it had been assumed that there would need to be an increase in Council Tax in the sum of 4.95%. However, this had been reduced to 3.95%. It was noted that an increase in the Council Tax to 4.5% would eliminate the budget deficit of £243,000 for the whole Council.
- In response to a Select Committee Member's question regarding external and independent challenge, as outlined in paragraphs 3.8 and 3.9 of the report, it was noted that a company was used that had been engaged via the work undertaken through Future Monmouthshire which helped to outline the 2017/18 budget proposals. Working together, a good piece of work was produced and ensured that the Authority was not missing opportunities going forward. This process helped in identifying work that is likely to come on stream in later years.
- In response to a Select Committee Member's question regarding reference to a reduction in expenditure on professional fees, it was noted that this referred to the legal costs associated with some of the processes that are run internally. Officers are looking to ensure that staff have the right skills which will be provided internally.
- In response to questions raised by a Select Committee Member, the Assistant Head of Finance stated that he would provide the member with a copy of the Treasury Management update which is presented to Audit Committee every six months. The net borrowing at the end of this year will be in the region of £88,000,000 which is a variety of loans. The Councils collective rate of borrowing is in the region of 4.5%. However, a number of these loans will be historic in nature and will reflect the fact that interest rates in the past were higher than they are now. Therefore, the combined rate across the Council is in the region of 4.5%. Per year, the Authority is paying back £3.4m in principle and £2.9m external interest.
- The removal of the training budget - It had been considered that the way the training budget was structured in the Directorate could be used more effectively. Therefore, the budget in the sum of £8000 has been removed. Team budgets within the Directorate will now meet the needs of staff training.
- Further savings in Support Services can be achieved by bringing these services together to create savings.

MONMOUTHSHIRE COUNTY COUNCIL**Minutes of the meeting of Children and Young People Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th
January, 2017 at 2.00 pm**

- Early Years Provision saving in the sum of £14,500 – For a period of time there was a double funding arrangement, i.e., funding was received from Welsh Government via a grant. Also, there was funding via the Authority's base budget. This money has now been realised and this service will be funded via the Welsh Government Grant.
- The reduction in the Independent Special Schools Budget in the sum of £50,000 – Through more effective commissioning of places in the independent sector for Monmouthshire's children with Additional Learning Needs, the Authority will be looking to reduce this budget.
- There has been a reduction in pupil numbers leading to a saving in the sum of £81,000. The Authority will always work to ensure that every school has the appropriate level of funding for the number of children that it has and appropriate staffing levels.
- Reduction in the contribution required by the Education Achievement Service (EAS) in the sum of £13,500 – This came about through discussions with the EAS Board. The EAS recognised that it could reduce its central running costs. This will not have a detrimental effect on schools in that, if a school moves into deficit, the Authority's finance team will provide support via the implementation of recovery plans.
- In response to a Select Committee Member's question regarding schools that increase their numbers of pupils on roll, it was noted that the £81,000 is a reduction in the quantum that goes into the formula.
- The extent of the 21st Century Schools Programme represents a significant investment and the Authority is aware that this programme needs to be delivered on time and within budget. The benefits to the children with regard to this investment will be seen in due course.
- The Authority has been better funded this year than expected and even within this better settlement, the Authority has only been able to flat line monies to schools. That means that if there were to be a worse settlement next year, it is incumbent on the Authority to take the leadership role with Monmouthshire's schools to ensure that they understand where their costs are and how best they may be minimised across all of the school system to ensure that they are able to deliver the level of teaching and learning that the Authority expects.
- It is anticipated that the Authority will have to find different ways to work with regard to schools and be ready to work more collaboratively in the future.
- The Mounton House restructure refers to the catering staff which are employed by the catering unit and not the school. This matter refers to how meals are provided.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

- In response to a Select Committee Member's question, it was noted that under the three year delivering excellence plan, the Children's Social Services Section was looking to achieve an appropriate staffing structure, reducing the use of agency staff, improving service offers and reducing reliance on external placements. Therefore, bringing Children's Services to function within its means.
- All of the savings proposals for Social Care and Health are centred on Adults Services. With regard to Children's Services, 2017/18 will be a time in which to consolidate and take stock. Budgets are being re-aligned in line with the three year delivery excellence plan.
- It was acknowledged that pressures bring uncertainty and it is true to say that throughout the Authority stress related illness is increasing. The ongoing situation is challenging for all settings. Therefore, the Authority is working with schools in a positive, proactive way to help them minimise the impact on their teaching staff.

Committee's Conclusion:

The Chair summed up as follows:

- She thanked officers for presenting the report.
- All Cabinet Members should be invited to the Joint Select Committee meeting on 31st January 2017.
- Appendices of related issues to be attached to the report relating to the specific directorate.

6. List of actions arising from the previous meeting

We received and noted the list of actions that had been completed arising from the Children and Young People Select Committee meeting held on 8th December 2016.

In doing so, it was noted that Nick Ramsay, AM, had attended a forum meeting within Children's Services in November 2016, in which the lack of funding in children's services was discussed. The Finance Manager stated that she will release the minutes of this meeting in due course.

7. Children and Young People Select Committee Forward Work Plan

We resolved to receive the Children and Young People Select Committee Forward Work Plan. In doing so, the following points were noted:

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 12th January, 2017 at 2.00 pm

- A Joint Select Committee meeting of all four select committees will be held on 31st January 2017 to scrutinise the budget proposals.
- A special meeting of all four select committees will be held on 27th February 2017 at 2.00pm to scrutinise the Alternative Service Delivery Model.
- A Joint Select Committee meeting of the Children and Young People Select Committee with the Adults Select Committee will be held on the 6th February 2017 at 10.00am to scrutinise the draft Population Needs Assessment for Monmouthshire.
- An ordinary meeting of the Children and Young People Select Committee will be held on Thursday 16th February 2017 at 2.00pm. The following reports will be added to the agenda for this meeting:
 - The final performance report for last year regarding Key Stages 4 and 5 figures.
 - The Education Achievement Service's Business Plan for 2017/18.

8. Council and Cabinet Business - Forward Plan

We resolved to receive the Council and Cabinet Business Forward Work Plan and noted its content.

9. Next meeting

The next ordinary meeting will be held in the Council Chamber, County Hall, Usk, on Thursday 16th February 2017 at 2.00pm.

The meeting ended at 3.16 pm

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th
January, 2017 at 10.00 am**

PRESENT: County Councillor P. Farley (Chairman)
County Councillor R. Harris (Vice Chairman)

County Councillors: R. Chapman, R. Edwards, M. Hickman,
P. Jones, P. Jordan and A. Wintle

Also in attendance County Councillor(s): P. Hobson, P. Murphy and
V. Smith

ALSO PRESENT

D. Hudson, Co-Opted Member
D. Hill, Co-Opted Member

OFFICERS IN ATTENDANCE:

| | |
|-----------------|---------------------------------|
| Julie Boothroyd | Head of Adult Services |
| Wendy Barnard | Democratic Services Officer |
| Tyrone Stokes | Accountant |
| Hazel Ilett | Scrutiny Manager |
| Mark Howcroft | Assistant Head of Finance |
| Ian Bakewell | Housing and Communities Officer |

APOLOGIES:

Councillors P. Watts and County Councillor G. Burrows, Cabinet Member, Social Care, Safeguarding and Health

1. Declarations of interest

County Councillor A. Wintle declared a personal, non-prejudicial interest in relation to items 4 and 5 as a Board Member of Monmouthshire Housing Association.

2. To confirm the minutes of the following meetings

3. Joint Adults Select and Children and Young People's Select Committee - 22nd November 2016

The minutes of the Joint Adults Select and Children and Young People's Select Committee meeting held on 22nd November 2016 were confirmed and signed by the Chairman.

4. Special Adults Select Committee - 29th November 2016

The minutes of the Special meeting of Adults Select Committee held on 29th November 2016 were confirmed and signed by the Chairman.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

5. Adults Select Committee - 13 December 2016

The minutes of the meeting held on the 13th December 2016 were confirmed and signed by the Chairman.

6. Discussion on Discretionary Housing Payment Recommendations

Context:

County Councillor P. Hobson, Deputy Leader and Cabinet Member for Housing, attended the meeting in response to a letter sent by the Chair containing recommendations to Cabinet following the Committee's pre-decision scrutiny of the Discretionary Housing Payments (DHP) Policy as part of its wider scrutiny of welfare reform.

Recommendations:

1. Cabinet are recommended to give serious consideration to agreeing an uplift to the monies it invests in the DHP fund, recognising the demonstrative impact the funding has had on vulnerable people and the risks and implications of not supporting people through further benefit reductions, particularly in terms of preventing homelessness and children being taken into the care of the Council.
2. Given that much of this work is delivered in a household environment, Cabinet are recommended to recognise the need for an accessible corporate warning system to identify clients and households that may present a risk to lone workers. The Committee understands that Torfaen operates a similar model to protect its workforce.
3. The Committee recommends that all the agencies working in the benefits arena such as the Citizens Advice Bureau (CAB), Registered Social Landlord (RSL) and the Council consider the potential for sharing best practice and explore opportunities to create efficiencies and economies in the provision of welfare advisory services.
4. The Committee further recommends a joint meeting with the Planning Committee to consider the relationship between homelessness, housing benefits and the provision of affordable housing in Monmouthshire.

Responses to recommendations by the Cabinet Member

1. The Cabinet considered the recommendation and is not minded to increase DHP budget at this time. It is forecast that demands on the budget will not be exceeded and that consequently needs and demands are being met. In terms of the impact and risk of not supporting people, it was commented that the DHP has assisted stability in households otherwise under threat. It was added that welfare policy and benefit change is the responsibility of Central Government; local authorities address the effects of the changes and Cabinet monitors the demand on the DHP budget as changes occur.

The Housing and Communities Officer explained that the support DHP provides for affordability is significant in Monmouthshire according to feedback from all agencies. It was agreed to receive more detailed and frequent monitoring reports to provide clearer information for the Committee. It was added that more pressure on the budget could be anticipated next year as the regulation changes proceed (Benefit Cap – lower threshold and changes to Housing Benefit regulations for single people, under 35, in social housing).

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

2. With regard to the question of staff members working in a potentially hazardous environment (households), it was advised that it is hoped to introduce an employee warning database for staff across directorates and elected members later this year. The early warning system in use in Torfaen has been introduced with lots of interest expressed but there is currently a lack of resources to administrate the database. The Corporate Health and Safety Group will continue to discuss options and a Violence to Staff sub group will be created to progress the matter. The Health and Safety Manager is also liaising with Careline to see if that system and staff could be utilised. The progress made was welcomed.
3. In relation to perceived duplication, it was commented that this matter will be addressed by the Financial, Economic and Digital Inclusion Partnership (FEDIP) which will review current arrangements to ensure maximisation of resources, avoid duplication and minimise gaps. It was explained that Department for Work and Pensions and Adult Education are key partners. Melin delivers the Universal Credit delivery agreement with Housing Benefit for budgeting and digital support for residents. Monmouthshire supports Registered Social Landlords (RSL) and Housing Associations with regard to trying to prevent evictions. If two consecutive payments are missed, a housing association or RSL will refer to Monmouthshire's Financial Inclusion Officer. It was noted that Melin staff work from Citizens Advice Bureau twice a week. Charter Housing Association are due to start a shared housing development shortly and Monmouthshire Housing Association have a pilot scheme in progress.
4. It was confirmed that a joint meeting with Planning Committee has been arranged on 14th February 2017 to consider the relationship between homelessness, housing benefits and the provision of affordable housing. Some confusion was acknowledged in the remits of Select Committees in relation to housing. It is recognised that affordability will be a pressure to address as there is an increasingly aging population, and a need to keep young people in the area to retain a balanced population. The difficulties of the largest "middle" sector who earn too much to be allocated social housing, and not enough for a mortgage were discussed, and also the high cost of private rental.

It was explained that Monmouthshire CC has private landlord leasing arrangements that contribute towards combatting homelessness.

It was considered that it would be timely to review the County's housing policy and suggested an all-party task and finish group to encompass all the necessary expertise.

Member Scrutiny:

A Member asked a question regarding homelessness figures and it was confirmed that the trend is stable. There is a consistent stream of rehousing needs and B & B placements have risen slightly.

A Member commented that the Local Development Plan (LDP) has an allocation of 35% affordable housing yet developers are reducing this 30% or below. It was added that for an adequate amount of social housing to be available, the Planning Department needs to be firmer.

It was queried if figures for the shortfall of affordable housing in Monmouthshire were available and responded that there is a LDP target of 96 homes per year and if achieved, this amount would meet requirements. The current level of need and demand was explained.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

The Cabinet Member clarified that for affordable accommodation, there is an aspirational 35% / 25% split (can be up to 60%) and these figures should be communicated to the developer from the outset as a starting point then will be negotiated according to factors such as site and location. It was contested that the developers know their capital costs and cost of unit, and will budget on the purchase cost of land and build in viability accordingly.

The Cabinet Member, Resources, provided clarification that Monmouthshire County Council does not build council houses adding that there are allocations in the LDP that will satisfy that need mainly via developers, and sometimes Housing Associations that build social housing. If the developers don't proceed with a site, or there are delays in the process, the target may be delayed. Recently, significant sites in the county have proceeded and will increase the availability of affordable units accordingly. It was also commented that, if a developer does not fulfil the affordability quota, it is robustly challenged by the Council.

A Member stated that all authorities should identify empty housing that could be brought back into use.

A Committee Member expressed concern regarding the difficulties encountered in moving people from hospital and queried if there was sufficient social housing available. It was responded that social housing can be an option for people leaving hospital and often there is an aspiration for ground floor or adaptable accommodation of which there is insufficient stock. It was added that there is an ongoing process each year to identify need and circumstances, increasingly working with Social Services colleagues and the information is factored into the affordable housing development programme. There is limited development of disabled accommodation. Housing Associations continually look to increase, redesignate and refurbish their stock to maximise options.

In answer to a query, it was estimated that that 4000 units of social housing to rent are needed and approximately 8000 affordable to buy properties but, as affordable options increase, it is predicted that demand will rise. The example of the Loftus development in Newport was provided as a suitable model.

Chairs comments:

The Chair thanked the Cabinet Member for Community Development (Housing) for the helpful replies provided to answer questions and concerns and to encourage dialogue. The Officer was also thanked for providing support and understanding.

The arrangement of a meeting on 14th February led by Economy and Development Committee was welcomed. Members of all committees are invited to attend.

It was concluded that the Committee were satisfied with the answers given. The remaining issues of the interaction between Select Committees, their recommendations and feeding them through to Cabinet were considered. It was suggested that Co-ordinating Board should address the matters.

7. Capital Funding: Disabled Facilities and Safety at Home Grant

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

Context:

To provide an update on the capital budget provided to support Disabled Facilities Grants (DFGs) and Safety at Home (SAHs) grants and the impact on overall service performance and on services provided by Social Care and Health.

Key Issues:

1. The Council has a statutory duty to provide DFG's within six months of receiving a valid application. Failure to do so lays it open to legal challenge. It also has discretion to provide SAHs. Since 2006 a capital budget of £600,000 has been provided annually to deliver both types of grants. In broad terms the budget is split into £500,000 to support DFGs and £100,000 to support SAHs.
2. All DFGs are capped at £36,000 and while the majority are in the region of £4,500, each year a number of large, complex grants are provided to meet the needs of children with complex disabilities, and increasingly for adults who are disabled as a result of trauma or degenerative diseases. It is known through client feedback that adaptations have a significant impact on the quality of life of both applicants and carers. Also, customer satisfaction scores of 95% are regularly being achieved.
3. SAHs are intended for smaller works such as handrails, half steps and minor alterations, often costing less than £250 but which make a dwelling safer for a disabled resident. They are often commissioned to facilitate hospital discharge, or to reduce the risk of falls and injuries which might necessitate hospitalisation. Both grants play a key role in facilitating hospital discharge and preventing admission.
4. In addition to the impact upon clients who have to wait longer for adaptations to be carried out, the annual shortage of funds and ever earlier full commitment (typically in the Autumn) has adverse effects on performance in respect of DFGs which is a KPI that is monitored closely by Welsh Government and other stakeholders.
5. Alternatives to DFGs and SAHs do exist though none are as attractive as grant aid. Nevertheless some potential applicants do opt to proceed with the necessary works at their own cost.

Member Scrutiny:

It was noted that the current allocation of £600,000 is insufficient to meet annual demand and the budget is usually committed before Christmas. An estimate was provided that the budget is £500,000 short to address the backlog. At the beginning of January there were 19 applicants waiting for DFG which is increased to 44 today, with two months of the financial year yet to complete. Up to 70 referrals could be received by the end of the financial year but the demand is unknown. The majority of adaptations are due to the aging population in terms of wet/shower rooms, stair lifts and ramping but increasingly more complex adaptations to enable discharge from hospital.

Financial context was provided that the capital programme has been reviewed with consideration given to changing priorities subject to two important principles; it must be self-financing or alternatively must replace something as a bigger priority as resources are scarce. It

MONMOUTHSHIRE COUNTY COUNCIL**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th
January, 2017 at 10.00 am**

was reported that £30,000 has been released from Highways and Access for All budgets to provide a small amount of funding to address quality of life demands. Otherwise, prioritisation of DFGs will have to be decided but it was explained that there is little headroom in the capital programme. Members were provided with information regarding borrowing.

Following presentation of the report, Members were invited to comment:

A Member commented that the authority has an ethos of encouraging independence, but there is insufficient support and it was suggested that the matter should be prioritised. It was queried if the Health Board's budget could be diverted to DFGs to assist in alleviating bed blocking and make a saving but confirmed that this approach has been raised with the Health Board and declined because of the difference between Social and Health care.

A member asked if the funding was available, could the remaining demand be reduced. It was responded that demand is largely unknown to do with the aging population and the unpredictable need for varying levels of adaptation or to move people to more suitable accommodation.

A Member questioned the numbers of people in hospital awaiting DFG adaptations to enable their return home. It was confirmed that numbers were not immediately available but that referrals were made via hospital occupational therapists.

In response to a question, it was explained that there is collaborative working in the Gwent wide "In One Place" project with Social Care, RSLs and local authorities to make joint proposals to develop housing solutions that benefit Health on a higher strategic level. One such development has been delivered with Monmouthshire Housing (Skenfrith House, Abergavenny) and there is scope for future similar plans.

Members revisited the issue of the difficulties in moving people out of hospital to social housing, and were informed that often Health Services will not release a patient until the necessary work is carried out.

The speed of completion of works was discussed and it was confirmed that delays are related to the complexity of the work required and lack of funding.

Recommendations

1. The Committee considered how the disabled adaptation programme is supporting residents to remain living safely and independently at home and recommended that the identified underspend is used to reduce the backlog of adaptations required.
2. The Committee recommends to Cabinet an increase in capital funding for disabled adaptation grants in 2017/18 and subsequent years.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th
January, 2017 at 10.00 am**

Chairs Comments

The Chair expressed gratitude for the clear and helpful report referring to issues that have not been resolved over many years. He commented that the recommendation to utilise an identified underspend represented a short term way forward to reduce the backlog of adaptations needed.

Encouragement was given to Cabinet to actively consider an increase in capital funding for disabled adaptation grants in 2017/18 and subsequent years.

8. Draft Capital Budget Proposals 2017/18 to 2020/21**Context:**

To scrutinise the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

Key Issues:**Capital Medium Term Financial Plan (MTFP) issues:**

- The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
- The major component of the capital MTFP for the next few years is the Future Schools Programme. The Council has recently approved further funding for this programme at its meeting on the 20th October 2016.
- There are a number of other areas where there is a commitment to invest. However, the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
 - Monmouth Pool – commitment to re-provide the pool in Monmouth as a consequence of the Future Schools Programme.
 - Abergavenny Hub – commitment to re-provide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th
January, 2017 at 10.00 am**

- Disabled Facilities Grants – the demand for grants is currently outstripping the budget. Work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
- City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January 2017 and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
- J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.
- A strategy that enables the core programme, Future Schools and the above schemes to be accommodated is being developed. Notwithstanding this, there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet has previously accepted this risk.
- The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- In summary, the following other issues and pressures have been identified:
 - Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1 of the report. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
 - Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, social care, property investment and possibly Additional Learning Needs. The level of investment is currently being assessed. However, in accordance with the principle already established, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.
 - The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

- Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Members' attention was drawn to the information that Adults Select has had the least funding of all the Select Committees for capital in past years and that has focussed on property maintenance schemes affecting social care establishments and the Mardy Park refurbishment. It was noted that most of the work has not been core funded, but ICF funded from Welsh Government initiatives.

It was commented that DFG grants have been maintained at the previous level and the focus is mainly on the Future schools programme to rebuild two secondary schools. It was noted that previously, it has been possible to utilise underspends in the County Farms budget, however there is a backlog of farm maintenance which now limits flexibility.

It was confirmed that the programme contains £1m prudential borrowing per annum which is proposed to be maintained.

Members' attention was drawn to para 3.4, in the context of the pressures identified in Appendix 1 and 3.7, which mentions the potential replacement of Severnview and an uplift in DFG funding.

As highlighted in the report, some work, as listed, will need continued funding but that £500,000 headroom has been included to progress the work through a mixture of the short term borrowing strategy and the MRP calculations.

It was explained that the Capital Budget will be set by Council at the end of February and there will be opportunities to comment on priorities.

Member Scrutiny

A Member queried, and it was confirmed, that there will be a capital receipt for the disposal of the Magor premises but due to the current property market conditions, this may be worth less than the cost of the work to refurbish J and E block. It was added that past mandates have presumed a saving from the Magor premises to rationalise Council buildings. The Cabinet Member, Resources explained that given the current property climate, consideration is being given to possibly leasing the building in whole or part noting that the costs of running the Magor premises will be significant in the calculations to refurbish J and E Block.

It was confirmed that the £300,000 listed under County Farm schemes is a capital expenditure cost (not the net cost after receipts) to the authority in term of its maintenance responsibilities as a landlord.

In response to a question, it was confirmed that E Block is in the ownership of the authority and currently in use as storage for Elections equipment.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

A Member asked about the ALN service and when any information will be available. It was confirmed by the Cabinet Member, Resources that plans are advancing.

Regarding County Farms, it was queried when rents were last reviewed. It was explained that rents are reviewed on a 3 or 4 year rolling programme and assessed on a commercial basis, adding that the holdings are not of high rentable value. If farms are sold, the sale is on a non-discounted, open market value basis.

The timetable for the proposed replacement of Severnview was queried and it was explained that the proposal for re-provision has been under consideration for a few years. It was suggested that it could be within a 5 year timeframe.

Chairs Comments

The Chair thanked the officers for their contribution to consideration of this item.

9. DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION - Adults Select Committee

Context:

- To provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18, for consultation purposes.
- To consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

Key Issues:

The Select Committee scrutinised the Social Care and Housing Directorate's budget proposals, as outlined in Appendix 3F of the report, which equated to a saving in the sum of £236,024.

Background information was provided by the Assistant Head of Finance that the report concentrates on revenue and running costs distinct from the previous report that is based on capital budgets. It was clarified that, historically, a mandate process has been applied where officers offer mandates and then deliver upon them. This approach has been revised to challenge service managers to offer suggestions to make e.g. 5% or 10% savings to make services more sustainable. This was undertaken across the directorates and a comprehensive list of proposals was compiled accordingly; some viable and some less realistic.

Additional context was provided that a budget problem for next year has been resolved instead of preparing a four year Medium Term Financial Plan, to allow some flexibility for the new administration following the local government elections in May 2017.

It was added that funding from Central Government is better than anticipated in recognition of the rurality of the County, however the best outcome remains a standstill (0%) budget despite annual pressures of salary increments, cost of living increases and rising contract inflation etc.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

Attention was drawn to the report, para 3.2 budget assumptions for the year accordingly. It was pointed out if there were no changes implemented, the result would be £2.5million pressures next year from inflation. Additionally, pressures within services have been considered, e.g. where mandates have not materialised as originally planned and the position revised. Pressures will rise to £4million accordingly. £4million savings have not been made in services in view of MRP proposals to progress paper savings instead. This approach provides £1.5million headroom but it is implicit that saving are still made. It was highlighted that the proposed percentage savings put forward by managers varied. Work on the budget and savings continues.

Members were asked to consider the proposals for saving within Adults remit (Appendix 3f).

The Cabinet Member, Resources, provided clarification that recognition of the county's rurality has allocated additional funding but it has not altered the overall funding position. The County continues to receive the least funding of all Welsh authorities; per capita population has dropped from £1060 to £995.

The Committee was informed that this is the opportunity to offer alternative proposals.

Member Scrutiny

The suggestion, Adult Commissioning (5.2), referring to the termination of room rental in Abergavenny was queried. It was confirmed that the My Day My Life project will not be adversely affected through the amalgamation of arrangements.

An explanation of Adult Resources (5.1) "Restructure finance and benefits advice team to replace 2 posts on lower grades" was requested and if there would be any impact on the quality of the service. It was responded that there will be regrading of posts, further details to be confirmed; consultation with unions is still in progress. It was questioned if this was linked to 10.2 "alignment of welfare benefits information, advice and assistance services" and confirmed that there is a link between the two suggestions following a review of welfare rights which identifies a number of welfare advice portals and presents an opportunity for efficiency and a more cohesive approach. It was additionally queried if this was across the Council or just within adult social services. It was confirmed that it was across the Council and agreed that there can be duplication including with organisations outside the authority and the opportunity to collaborate.

Regarding Adult Resources (5.3) "Reduce IT Development budget", it was queried if there would be an adverse impact on delivery of services. It was confirmed that the reduction is challenging but achievable though savings in e.g. license agreements.

Adults S406 MCHT (5.2) "explore live in carer rather than hourly cost via care agency" was queried by a Member who asked if this element referred to one service user or several, and if the proposal will go ahead. It was clarified that this element refers to domiciliary care agencies or providers and that the mandate proposal is, for some cases, to change from 24 hour living support to a care agency not about individual cost.

Members reflected on 4 mandate proposals listed under Enterprise Directorate (Appendix 3c) totalling £40,923 and considered that the proposals were anticipated, and aligned to matters previously discussed and supported by the Select Committee.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th January, 2017 at 10.00 am

The Committee was reassured that there were no budget proposals to cut Adult Education. Instead, it was explained that the challenge was to accommodate the lack of franchising in view of reduced courses provided by Coleg Gwent.

The Committee was reminded that there had been a pragmatic approach to the budget setting round this year, preferring to not make significant changes in service areas before a new council administration in May, and also in acknowledgement of this year's more beneficial financial settlement. It was also predicted that future financial settlements would be more challenging citing the changes to public sector funding in England, and that prioritisation and collaboration will be necessary to sustain services.

Chair's Comments

The Chair thanked Officers for their contribution to the meeting. He also thanked the Cabinet Member, Resources for his attendance at the meeting.
The Chair acknowledged that the implications of savings were unwelcome but it was hoped to minimise the impact on residents.
The Chair welcomed the encouragement from Officers to consider cross cutting issues and not matters in isolation.

10. Adults Select Committee - Forward Work Plan

An updated version of the Forward Work Plan was received. In doing so the following schedule of meetings was agreed:

6th February 2017: Joint Children and Young People's Select and Adults Select Committees to scrutinise the Population Needs Assessment.

14th February 2017: Joint Select Economy and Development Select, Strong Communities Select and Adults Select Committees (hosted by one Select Committee, not yet determined) with Planning Committee to scrutinise:

- Supplementary Planning Guidance on affordable housing
- Monmouthshire Letting Service: the proposed approach for accessing private rented sector accommodation to prevent homelessness
- Homeless Prevention – Rent Guarantee Scheme (an element of the Monmouthshire Letting Service)

A Committee Member questioned why Economy and Development Select Committee had taken over responsibility from Strong Communities Select Committee. It was explained that Strong Communities Select Committee is responsible for scrutiny of housing provision, Adults Select Committee's remit is homelessness, welfare reform and affordable housing and Economy and Development has responsibility for developers' affordable housing percentages in the LDP so there are overlapping themes. The joint meeting has been arranged to avoid duplication.

27th February 2017: Special Joint Select Committees to scrutinise the Alternative Delivery Model

28th February 2017: Adults Select Committee

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 24th
January, 2017 at 10.00 am**

31st January 2017: Joint Select Committees to scrutinise the Budget

The Chair queried the process of what happens after a Select Committee sends a recommendation to Cabinet and noted that Co-Ordinating Board will consider this matter.

11. Cabinet and Council Work Planner

The Cabinet and Council Work Planner was noted.

**12. To confirm the date and time of the next meeting as Tuesday 28th February 2017
at 10.00am**

The meeting ended at 12.12 pm

This page is intentionally left blank

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

PRESENT: County Councillor S. Howarth (Chairman)
County Councillor T. Easson (Vice Chairman)

County Councillors: D. Dovey, V. Smith and A. Webb

Also in attendance County Councillor(s): D. Blakebrough and P
Murphy.

OFFICERS IN ATTENDANCE:

| | |
|---------------|-------------------------------------|
| Joy Robson | Head of Finance/Section 151 Officer |
| Hazel Ilett | Scrutiny Manager |
| Roger Hoggins | Head of Operations |
| Mark Howcroft | Assistant Head of Finance |
| Paula Harris | Democratic Services Officer |

1. Apologies for absence

County Councillors P. Jordan, P. Watts and S. White.

2. Declarations of Interest

None received.

3. Open Public Forum

We were joined by Mr Sutherland, a Woodside resident who was keen to be updated on traffic safety issues he had raised at previous Strong Communities Select Committee meetings.

Mr Sutherland criticized the minutes as he stated that although he was attending the meeting in a solo capacity he represented 19 houses in the Woodside area and wanted the minutes to reflect this in future.

He also claimed that the minutes inferred that he only had an interest in the Woodside area of the County and wanted it recorded that he has a countywide interest in road safety.

4. To confirm minutes of the previous meeting

The Committee confirmed the minutes from the 8th December 2016 and they were duly signed by the Chair.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

5. DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION**Context:**

To provide detailed draft proposals on the budget savings required to meet the gap between the available resources and need to spend in 2017/18, for consultation purposes.

To consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

Recommendations:

1. That Select committee scrutinises the draft budget savings proposals for 2017/18 released for consultation purposes.
2. That Select committee notes that the consultation period and opportunity to present alternative proposals that have been Equality Impact assessed ends on 31st January 2017.
3. That Select committee notes that work is continuing on the areas required to balance the 2017/18 budget and Medium Term Financial Plan (MTFP), through those opportunities identified in the emerging Future Monmouthshire programme.

Key Issues:

1. Cabinet received a report on the MTFP and budget process at their meeting of 2nd November 2016. The report outlined the assumptions that were being used in the construction of the budget for 2017/18 and the MTFP and highlighted the outcome of the provisional settlement announcement for Monmouthshire.
2. As a reminder the following assumptions have been used for the 2017/18 budget:
 - Council Tax – 3.95%
 - Other external income – 2.5%
 - Pay inflation – 1%
 - Non pay inflation – 0%
 - Vacancy factor – 2% (except schools)
 - Superannuation – 21.1% (Actuarial review pending)
 - Schools Budget – 0%
 - Aggregate External Finance – 0.12% reduction based on the provisional settlement
3. The above assumptions led to a gap of £2.509 million in 2017/18 rising to a gap of £10.5 million over the medium term. At that time further work was being undertaken to assess the pressures both in the current year budget and any new pressures arising from changes in regulations for example. Savings and income generation proposals were also being worked up and reviewed through an internal and external challenge process guided by the principles and thinking established through Future Monmouthshire.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

Member Scrutiny:

In respect of the Waste Income Charges report members debated whether to call the decision in because they felt they had not had the opportunity to scrutinise this in advance as it went on the Cabinet planner the day before it went out for consultation. While the Members discussed this during the meeting they also picked up other examples of issues that are not on the planner. It was asked that officers at SMT and SLT be reminded that the planner needs to be populated in advance to enable opportunities for advance scrutiny and that Democratic Services ensure that the weekly emails to members are reinstated to show additions to the planner.

A Member of the committee asked about the confusion surrounding the brown bag charge, the Head of Finance answered that sometimes items may appear in two places for decision and the Select Committee have the opportunity to scrutinise this during this meeting, but in future there may be further reports outlining more detail to the issue.

In respect to the same issue the Head of Operations added that the reason that this was brought forward as a single member decision was that the implementation of charges for brown bags starts in March.

The Chair asked the Cabinet Member when the budget was set and was answered that the budget meeting is released by Cabinet at the end of February and will go to Council on the 9th March 2017.

The Head of Finance clarified that the fees and charges was a separate report and that members had the opportunity to scrutinise this also.

A Member spoke of the proposed charges to collect waste from schools and commented that schools will be heavily impacted by the costs and if they choose to outsource the service, the £30, 000 proposed in the budget will not be made. The Head of Operations answered that due to collection and disposal costs charges will now go out to the schools and although the costs sound high schools can go out to the market and use someone cheaper.

It was asked by a member if Monmouthshire County Council was here to provide a service or creating as business as she was concerned about the reference to income generation via the release of core staff and income from various waste services. The member commented that the onus appeared to be on income generation rather than service provision and that many figures appeared to be unrealistic. In response the Cabinet Member responded that we are 22nd in the pecking order for grants from the Welsh Assembly and that we don't generation income we cannot provide a service.

The Head of Operations answered a question asked regarding the frequency of grass cutting and the Council's need to work in tandem with Monmouth Housing Association, as we are contracted to cut their grass. Monmouthshire Housing Association are not willing to reduce their cuts for the following year meaning that officers will need to look at the saving figure proposed for the following 12 months until Monmouthshire Housing Association decide if they are willing to drop the number of cuts in future.

To answer the question asked about the staffing, Head of Operations advised that the £100,000 figure was made of plant materials and staff and if we stop cutting the grass less staff would be needed, rather than make staff redundant it is planned to use staff on commercial contracts.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

The Chair told the committee of feedback he had received from residents in his ward who complained about the maintenance of the countryside, the trees not being lopped, signs covered by foliage and verges not being cut and that the rate payers of this county felt that their services were being cut to subsidise other revenue income streams. The Head of Operations spoke of the importance of improving communications with residents as Monmouthshire County Council do not carry out work at a subsidised price to the private sector, we are recovering our costs and overheads.

A Member commented on the pressures placed on town and community councils in respect of service provision and stressed the importance of them working alongside us.

The Chair spoke of his concern in relation to the annual pattern of cuts.

Concerns were raised regarding the constant cuts in regard to infrastructure and it was asked of the Head of Operations what he felt was his top risk was, he answered that he felt that it would be the staffing pressure.

The Head of Finance advised the committee that a one year approach had been adopted this year as the work of Future Monmouth is ongoing and will help shape the direction of a 5 year approach. This year it had been attempted to spread the burden of across all directorates and each service had been asked for proposed savings, with over 123 proposals in the report providing a 1.8 million pound saving.

The Committee spoke of having faith in the officers and raised concerns about the mental health of the staff if too much workload pressure was placed upon them.

A Member asked for guidance on the saving proposed in Community Safety/CCTV and asked if this was in relation to the towns. **(ACTION J.R.)**

The Chair asked about the staffing arrangements in the Communications team and the projects undertaken by them. **(ACTION M.H.)**

It was asked in regard to PTU, do we still run this or has it been passed to Newport. The Head of Operations answered that currently the Passenger Transport Manager was shared between MCC and Newport, with Newport paying 50% of the post's salary. Going forward the proposed changes to the PTU will be reported on and brought before the Select Committee for scrutiny.

Reassurance was sought regarding repairs on fleet vehicles as it was felt there were currently vehicles on the roads that shouldn't be. **(ACTION R.H.)**

A member asked who is responsible for supporting grass roots drivers (volunteers). **(ACTION R.H.)**

Concerns were raised in regard to staff carrying out risk assessments and asked how many staff were going to be trained. **(ACTION M.H.)**

Clarity was sought in respect of the working group looking at charges. **(ACTION R.H.)**

It was asked if a quality impact assessment had been carried out in regard to the increased school meal price.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

Members asked for further detail on the budget for laptops and sought confirmation that the authority always strive to obtain the most competitive price available.

Members asked for figures in regard to income related to Raglan Market and a loss and gains report will be supplied to the Committee. **(ACTION M.H.)**

Committee's Conclusion:

The Chair spoke of the Committee's large portfolio thanked members of the committee for their scrutiny.

It was agreed that the Joint Select Committee meeting on the 31st January 2017 would allow an opportunity for further questions and scrutiny.

The Chair looked forward to receiving answers from the officers on matters raised during discussion today.

6. CAPITAL BUDGET PROPOSALS 2017/18 FOR CONSULTATION

Context:

To outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

Recommendations:

1. That Select Committee scrutinizes the draft capital budget proposals for 2017/18 to 2020/21 released for consultation purposes as set out below and referred to in Appendix 2.
2. That Select Committee notes the following recommendations approved by Cabinet:
3. That Cabinet confirms a capital strategy, which seeks to prioritise the Council's Future Schools programme and other commitments whilst also continuing to finance a minimum core capital programme, recognizing the risks associated with this approach.
4. That Cabinet reviews the priorities in the Capital programme in the light of the issues raised in 3.7 and other demands for capital resources.
5. That Cabinet reaffirms the principle that new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
6. That Cabinet agrees to maximize the use of capital receipts when received to fund the capital programme (therefore reducing the need to borrow) and/or set aside to repay debt.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

7. That Cabinet agrees to the sale of the assets in accordance with the Asset Management Plan and identified in the exempt background paper in order to support the capital programme, and that once agreed, no further options are considered for these assets.

Key Issues:

1. The capital MTFP strategy put in place in the face of an ever reducing resource base from Welsh Government has been reviewed. The strategy going forward has the following key components:

The core MTFP capital programme needs to be financially sustainable without drawing on further funding.

The original Match funding identified for the Council's priority of the Future schools programme (£40 million) has been supplemented with £11.9 million additional funding.

Budgets for Disabled Facilities Grants and Access for all schemes will be maintained in line with the Council's priority of protecting services to vulnerable adults and children.

No inflation increases will be applied to any of the capital programme with property maintenance budget and Infrastructure maintenance budget set at the same level as last year

The County farms maintenance and reinvestment programme is based on the revised asset management plan for County farms, supported by the latest condition survey data

Budget for Area Management of £20k in the programme could be further reduced or cut in the face of other pressures

£1m unsupported prudential borrowing per annum has been contained in the programme for a number of years and this will continue in the current 4 year programme

The capital MTFP currently projects no increase in supported borrowing for 2016/17 onwards (provisional settlement received October 2016)

Use of the capital investment reserve to ease the transition to a balanced budget

Budget to enhance or prepare assets for sale will be maintained and funded through the capital receipt regeneration reserve in order to maximize this funding stream for the Future schools programme priority

2. The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.

3. The major component of the capital MTFP for the next few years is the Future schools programme, and the Council has recently approved further funding for this programme at its meeting on the 20th October 2016.

4. There are a number of other areas where there is a commitment to invest, however the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

- Monmouth Pool – commitment to reprovide the pool in Monmouth as a consequence of the Future schools programme
- Abergavenny Hub – commitment to reprovide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns
- Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
- City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
- J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.

5. A strategy that enables the core programme, Future schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet have previously accepted this risk.

6. The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.

7. In summary the following other issues and pressures have been identified:

- Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
- Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, and social care, property investment and possibly Additional Learning needs. The level of investment is currently being assessed however, in accordance with the principle already set above, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.
- The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
- Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Member Scrutiny:

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

It was asked what was the deadline date to realise the money from the capital receipts in order to pay the 21st century school bill and if it cannot be done, is there an alternative plan. The Head of Finance advised that in terms of inflows & outflow there is a constant juggle in process. We have received one of our major receipts and in terms of planning for the programme we plan in terms of the indicative spend our project manager gives us. If there is slippage we bridge the gap with temporary borrowing.

In regard to the exempt document the Chair asked for an explanation as to why it was exempt and we were told that one of the appendix lists actual capital assets which Monmouthshire County Council are proposing to sell.

A Member asked if the £20,000 grant shared between the four area committees was under threat and we were told that was waiting for the work community governance to be finished and would come forward to a future Council meeting.

The Chair asked about the building development to J&E block and looked forward to seeing the proposals.

It was proposed that a working group be set up to monitor assets.

A question was raised in regard to public toilets and we were told by the Head of Operations that Monmouthshire County Council propose to keep one public toilet in Abergavenny.

It was asked if school governors were aware that school kitchens needed having substantial maintenance issues.

A member asked how the Agri-Urban project was funded. **(ACTION J.R.)**

Committee's Conclusion:

In respect to assets, the Economy and Development Select Committee monitor this as part of their portfolio and it was asked if the Chair of E&D update members of the Committee.

It was noted that the proposals were ambitious and that proposals to public rights of way would be difficult to fulfil.

7. Strong Communities forward work programme

Members discussed the Work Programme for the Strong Communities Select Committee. In doing so it was decided that after the next committee meeting members will meet to discuss item burial charges.

8. Action List

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

Actions accepted.

9. Cabinet & Council forward work programme

Members considered the Cabinet and Council Forward Work Planner – no issues were identified as requiring pre-decision scrutiny.

It was requested that Democratic Services send the Council and Cabinet work planner via email to all members on a weekly basis. **(ACTION DEMOCRATIC SERVICES)**

10. To confirm the date and time of next meeting as the 2nd March 2017 at 10am

County Councillor T. Easson to Chair.

The meeting ended at 13:17PM

This page is intentionally left blank

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm**

PRESENT: County Councillors: D. Blakebrough, R. Chapman, P. Clarke, D. Dovey, A. Easson, R. Edwards, P. Farley, R. Harris, B. Hayward, S. Howarth, P. Jones, S. Jones, P. Jordan, M. Powell, J. Prosser, V. Smith, B. Strong and A. Wintle

County Councillor: G. Burrows, E.J. Hackett Pain, P. Hobson, P. Fox, R. Greenland, P. Murphy

M Fowler (Parent Governor Representative), D Hill

OFFICERS IN ATTENDANCE:

| | |
|-----------------|---|
| Hazel Ilett | Scrutiny Manager |
| Peter Davies | Chief Officer, Resources |
| Roger Hoggins | Head of Operations |
| Mark Howcroft | Assistant Head of Finance |
| Paul Matthews | Chief Executive |
| Will McLean | Head of Democracy, Engagement and Improvement |
| Robert Tranter | Head of Legal Services & Monitoring Officer |
| Nicola Perry | Senior Democracy Officer |
| Mark Hand | Head of Planning, Housing and Place-Shaping |
| Claire Marchant | Chief Officer Social Care, Health & Housing |

APOLOGIES:

Councillors D. Edwards, D. Evans, M. Hickman, P. Watts, A. Webb and S. White

1. Election of Chair

We elected County Councillor P. Farley as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor S. Jones as Vice-Chair.

3. Declarations of Interest

Members agreed declarations would be declared under the appropriate item.

4. Draft Budget Proposals 2017/18

MONMOUTHSHIRE COUNTY COUNCIL**Minutes of the meeting of Joint Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm****CONTEXT:**

We welcomed Cabinet Members who were in attendance to provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18, for consultation purposes.

Members were required to consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

MEMBER SCRUTINY:

Following an overview presented by the Leader and Cabinet Member for finance, Members were invited to comment.

We were advised that the reports received today were the same as presented to recent individual Select meetings. It was questioned if there were any amendments to be made following comments at the Select meetings. We were advised that the draft proposals had gone out with a budget gap, and it had been made clear that additional work would be going on to close that gap, with a request that any alternative proposals be provided by today. The Cabinet Member added there would be amendments at the Cabinet meeting to ensure a balanced budget. It would be made clear what the amendments are in the final report.

A Member questioned the robustness of the budget, and questioned the confidence of Cabinet Members that the budget was deliverable. In response the Cabinet Member for Finance explained that with regard to pressures, the draft budget was the best guess based on the best information available at the time. When officers built up mandates for the last budget they tried hard to ensure they were realistic and deliverable. For various reasons some had turned out not to be and these had been accepted as a pressure this year and added back. He added that the outturn reports provided to scrutiny throughout the year have demonstrated this.

The Cabinet Member addressed a question relating the debt figure of £96m. He explained that there are many projects taking place, and debt would be drawn down when it was thought prudent to do so. There is a possibility we would take more debt with regard to 21st Century Schools, dependent upon capital receipts. Much of the debt was taken on a short term basis. Cabinet Members were comfortable with the level of debt. The better settlement from Welsh Government was pleasing to note, but it was thought that the formula still did not recognise the needs of rurality

Further clarity was requested with regards to the mandates for specific projects that had not been met, suggesting confidence was not enough. The sum total of the mandates not met, and transferred to this budget, was requested. The Assistant Head of Finance explained that Appendix 1 of the report referred to pressures of circa £685,000 relating to earlier mandates not being achieved.

The highest level of borrowing based on capital decisions is £130m, and was therefore currently borrowing less than we would normally need to, as a result of setting aside money, MRP calculation.

MONMOUTHSHIRE COUNTY COUNCIL**Minutes of the meeting of Joint Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm**

The Assistant Head of Finance reminded Members that one of the important rules that Cabinet set itself was that for anything new to appear in the Capital Programme it either needs to pay for itself or it displaces something of higher priority to the Council.

The Leader addressed a question regarding how serious should we be in taking the assumptions for full Council decision. The Leader responded that the assumptions were a strong building block. We need to take into consideration the opinion of public and community. Council will always reserve its right to make judgement on Council Tax nearer the time.

Reassurance was sought that there had been an adequate consultation process, and the Member questioned how we would effectively communicate the decisions made at full Council. In response we heard that in terms of consultation the budget had been released in the usual way and also via social media channels. Meetings have been held where requested. Feedback had shown that we had reached more people electronically than previously. The Cabinet Member was satisfied that anyone who wanted to be engaged had received an opportunity.

A Member questioned the rationale behind the lower figures for income generation, which would be addressed through the Alternative Delivery Model. The Cabinet Member for Social Care and Health referred to statutory demands which curtail our ability to charge.

A Member referred to appendix 3b and asked what effect the removal of funding on voluntary childcare organisations would have. The Cabinet Member for Education reassured Members that this was carried out on a needs basis. A sufficiency order, on a 3 year basis, looks at need within the County, for all aspects of general childcare. The Action Plan sets out what we do to look at the needs of our children and childcare. Therefore the funding was re-directed to where it was most needed.

Members raised concerns regarding the schools deficit, and increase in charges for waste disposal. Cabinet Members expressed that schools were supported as best as possible. The Leader had confidence in schools to meet the challenge and the restraints were recognised.

A Member expressed that people paying for the services actually being used rather than across the board was a fairer method.

The Head of Operations explained that a £30,000 charge back is due to an exemption to schools and voluntary organisations being withdrawn. This brings the charges in line with those for other organisations. Schools would have the opportunity to choose provider of the service. If the waste is not collected we do not carry costs. The increase in garden bags is in line with statutory charges.

A Member referred to the commitment of funding Monmouth Pool. It was noted that the build would take eighteen months, and we were roughly on schedule. In terms of costs it was untrue that Monmouth School were funding any of the costs. We had now agreed to modernise the whole of the leisure centre in Monmouth also, which would help with the costs of delivering the pool.

It was explained that school sixth form budget comes from Welsh Government and is dependent on numbers. We recognised the importance to maintain a sixth form within schools in such a rural area.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm

A Member referred to fees and charges, and expressed that businesses would suffer. It was questioned if we could look at charges for waste to be looked at before the budget is set. The Head of Operations explained that the figures referred to were not an increase but figures for a range of sizes

RECOMMENDATIONS:

We resolved to agree the recommendations:

- That Select committee scrutinises the draft budget savings proposals for 2017/18 released for consultation purposes.
- That Select committee notes that the consultation period and opportunity to present alternative proposals that have been Equality Impact assessed ends on 31st January 2017.
- That Select committee notes that work is continuing on the areas required to balance the 2017/18 budget and Medium Term Financial Plan (MTFP), through those opportunities identified in the emerging Future Monmouthshire programme.

Committee's Conclusion:

The Chair provided an overall conclusion following Item 6 of the agenda.

5. Capital Budget Proposals 2017/18 to 2020/21

CONTEXT:

The Cabinet Member for Finance presented the Capital Budget Proposals to outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

MEMBER SCRUTINY:

County Councillor A. Easson declared a personal, non-prejudicial interest under the Members' Code of Conduct as a family member uses the services of Severn View Facility.

A Member requested an update regarding the Severn View Care Facility renewal. The Cabinet Member advised that it was early days and the most important thing is that quality of care already received by individuals at the facility would not be compromised.

On the basis of the information supplied regarding capital receipts, a Member asked if Cabinet Members felt the projects could be taken forward with the small amount of money. The Leader agreed that there would be pressures on capital and was confident in the capital programme to be realised.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm

The Cabinet Member for Community Development referred to Highways, and generally the strategic roads were in good state and a lot of improvements had been made. It was noted that infrastructure costs may need Welsh Government assistance.

RECOMMENDATIONS:

Members agreed the recommendations in the report:

- That Select Committee scrutinizes the draft capital budget proposals for 2017/18 to 2020/21 released for consultation purposes as set out below and referred to in Appendix 2
- That Select Committee notes the following recommendations approved by Cabinet:
- That Cabinet confirms a capital strategy, which seeks to prioritise the Council's Future Schools programme and other commitments whilst also continuing to finance a minimum core capital programme, recognizing the risks associated with this approach.
- That Cabinet reviews the priorities in the Capital programme in the light of the issues raised in 3.7 and other demands for capital resources
- That Cabinet reaffirms the principle that new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- That Cabinet agrees to maximize the use of capital receipts when received to fund the capital programme (therefore reducing the need to borrow) and/or set aside to repay debt as outlined in paragraph 3.10.
- That Cabinet agrees to the sale of the assets in accordance with the Asset Management Plan and identified in the exempt background paper in order to support the capital programme, and that once agreed, no further options are considered for these assets.

Committee's Conclusion:

Members were happy with the process in general, with thorough debate having taken place at the individual selects. Members had hoped that some of the amendments may have been made following the round of selects in order to be discussed today and there were concerns from some Members that some of the proposals lack the detail necessary for them to form a view. However, there is acknowledgement that the meeting presented an opportunity for the proposals to be aired and scrutinised, as opposed to be agreed, which is a matter for full Council. The meeting has presented Members with the ability to discuss and challenge priorities across the range of services and Members are therefore satisfied that they have scrutinised the budget in so far as they can at this time. Members would encourage further reflection on this year's process to inform that of the successor Council.

The meeting ended at 4.40 pm

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm**

APPENDIX A6

Extract of the minutes of the Schools Budget forum held on 26th January 2017

To receive the budget presentation 2017-18 from County Cllr P. Murphy.

We thanked County Cllr. P. Murphy for attending our meeting and for his presentation. From this we understand that central services have saved £18m over recent years, this has mainly been done through the budget mandate savings, this has resulted in services being maintained and new ways of working explored.

We understand that when the initial MTPF was developed, we were modelling for a 2.3% reduction, our settlement was better than this, and we effectively had a standstill budget.

We are still the lowest funded authority in Wales, and we were provided with details on the budget assumptions and the ways to meet the gap. We understand that this meeting was also asking for our input into closing that gap and with any ideas to make further savings.

We understand the current assumptions in the budget there is a 3.95% increase in council tax. We are meeting the living wage, and under the current model there is a £243k gap which is still to be explored.

We were provided updates on our future schools programme and the City Deal.

There is an assumption that we will get an additional £515k in income from council tax relating to new house builds in Monmouthshire. Details of the budget savings were outlined in the presentation and it was agreed that this presentation would be circulated to all members.

We understand that the proposal is to flat cash line school budgets, and this will result in a pressure for schools of £160k. There is an additional pressure for all services areas of the new apprenticeship levy, this has been introduced from 1st April by central government.

We were then asked for questions and comments.

We are concerned that schools have had cuts in real terms over the last 3 years, and today we have learnt of an 8% cut to post 16 education. While there are grants available to schools, more must be done to ensure that this money gets to the classroom. It is difficult to raise standards on ever shrinking budgets.

We discussed the number of teaching posts that have been lost across Wales, and how this equates to pupils. We also raised the issue of increasing exam fees.

We were concerned regarding the number of pupils that move to out of county schools during transition from KS2 to KS3 and what we can do to improve this.

We thanked the Cabinet member for his presentation and agreed to invite him to future meetings.

This page is intentionally left blank

Monmouthshire County Council Budget 17/18

Engagement Process and overview.

Monmouthshire County Council 17/18 budget engagement process was conducted from December 16th – January 31st.

This year's engagement involved a mixture of Face to face, digital, colleague and press engagement to share information and capture feedback from the Monmouthshire community.

2017/18 Engagement

Whilst 17/18 budget settlement provided Monmouthshire County Council with a positive position there were many budget savings that had to be made.

Many of the savings were internal ideas and affected staff and internal buildings, it was decided to inform the public of the key messages of ideas that would directly affect them.

Whilst remaining transparent, **all** the ideas available on our website and via cabinet papers.

The approach was as follows:

Film

A short film was produced and featured on the Monmouthshire CC You Tube page and shared via Face book and Twitter from December 22nd. The film featured a call to action encouraging residents to either visit the MCC website for more information or to join a public meeting (in person or online) to discuss the key elements of the proposals.

The clip has generated 845 views and reached 2,843 people. From insights on Face book the top demographic that watched the clip were aged 35 – 44. By posting the clip we reached a demographic that we have unsuccessfully engaged via face to face meetings.

PR & Digital

A press release was issued to all local titles and good coverage was achieved. The event was also shared on social media (via a countdown and reminder posts) and on the MCC website.

The sessions were promoted via:

- Press Release – which was printed in local press
- Face book – An integrated approach was conducted, the film, information about the engagement session and a link to all of the savings proposals on the website.
- Twitter - Information about the engagement session and a link to all of the savings proposals on the website were promoted.

All social media was scheduled from 22nd December.

Public Meeting

The public were invited to County Hall – January 5th. Two sessions were held 3.30pm – 5.00pm and 5.30pm – 7.00pm. Residents were provided with the opportunity to either meet with us face to face or online via the live stream on YouTube where residents could post any questions/queries in real time.

In the week leading up to the public meeting - 5th January social media was used as a call to action for residents. Provide an opportunity to ask us questions via social media. This proved ineffective and there was little interest.

Response from the public was low. Those who did attend the public meeting asked interesting questions and were keen to understand and learn how the 2017/18 budget would affect them.

Some of the themes and areas of discussion:

- Council Tax
- Vanity Projects – City Deal, Circuit of Wales
- Proposed changes to Homemakers
- Monmouth Swimming Pool
- Street Lighting

Cllr Murphy's budget presentation was recorded and shared via social media.

Since 5th January the presentation has had 149 views.

This relatively low level of feedback from the public is probably the result of the fact that the majority of mandates will not have a significant impact on residents. We will continue to adapt engagement to the needs of our residents to ensure they are informed and have opportunity to feedback.

This page is intentionally left blank

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Advisory Group held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 30th
January, 2017 at 10.00 am**

PRESENT: County Councillor P. Murphy (Chairman)
County Councillor A. Easson (Vice Chairman)

County Councillors: D. Dovey, J. Higginson,

TRADE UNION SIDE:

J. Davies (UNISON)
P. Short (UNISON)
R. Hayward (GMB)
J. Standerwick (NASUWT)
A. Haigh (NUT)

G. Davies – WPO GMB
J. Fry – WPO GMB
Y. Selwood – WPO GMB

OFFICERS IN ATTENDANCE:

| | |
|------------------|---|
| Tracey Harry | Head of People and Information Governance |
| Roger Hoggins | Head of Operations |
| Mark Howcroft | Assistant Head of Finance |
| David Bartlett | Support Team Manager, People Services |
| Sue Caswell | HR Lead, People Services |
| Jill Thomas | HR Adviser |
| Tracey Thomas | Youth & Community Manager, Youth Service |
| Richard Williams | Democratic Services Officer |

APOLOGIES:

Councillors M. Legge (GMB), S. Davies (NAHT) and P. Strong (NUT), A. Williams (NUT)

1. Declarations of Interest

There were no declarations of interest made by Members.

2. Confirmation of minutes

The minutes of the Joint Advisory Group Meeting held on 21st November 2016 were confirmed and signed by the Chairman. In doing so, it was noted that the trial regarding refuse vehicles had been suspended.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Advisory Group held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 30th
January, 2017 at 10.00 am**

3. Draft Capital Budget Proposals 2017/18 to 2020/21 and Draft Budget Proposals 2017/18 for Consultation

We received a presentation by the Chairman of the Committee outlining the draft Capital Budget Proposals 2017/18 to 2020/21 and the draft budget proposals 2017/18.

In doing so, the following points were noted:

- In response to a question raised by the Trade Union Side regarding potential redundancies, it was noted that firstly, redeployment of staff is undertaken. Departmental restructures are currently ongoing and further details will be made available on completion. It is anticipated that it will be mainly vacant posts that will be removed. Staff requesting to take a phased retirement will also be considered.
- A Trade Union representative noted that there is £1,000,000 pressure for Leisure and Cultural Services to undertake work prior to the potential handover of assets to the Alternative Delivery Model (ADM). It was noted that there several options available for the ADM. The ADM is currently going through the political process and responses are being collated and evaluated. Condition surveys are being undertaken and at this stage the figure in question is not actually known. There is no agreement currently in place with regard to the hand-over of assets.
- In the capital pressures it was noted that there is no figure regarding the projected cost in respect of the Severn View Care Facility renewal. The Committee was informed that for anything new to appear in the Capital Programme it will need to pay for itself or needs to be a strategic priority of the Council, which would then replace something already in the Capital Programme. The Severn View Care Facility replacement is likely to occur in four to five years' time. In the meantime, costs will be identified and quantified. At this stage, it is a potential pressure and liability for the Council, going forward.
- In response to a question raised regarding school kitchens, it was noted that a rolling programme has been established regarding maintenance and modification of school kitchens. Considerable work has been undertaken this year regarding this matter. The changes tend to occur when head teachers require the work, i.e., during school holidays, to reduce upheaval. Therefore, this type of work will be undertaken and treated as a priority as part of the maintenance programme.

We resolved to receive the presentation and noted its content.

4. Alternative Delivery Model for Leisure, Youth and other Services

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Advisory Group held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 30th January, 2017 at 10.00 am

We received a verbal update by the Youth and Community Manager regarding the Alternative Delivery Model (ADM) for Leisure, Youth and other Services. In doing so, the following points were noted:

- Officers are near to completing the draft outline business case, which follows the Welsh Government's five stage model.
- A paper will be presented with details of analysis of the four options available to a Joint Select Committee meeting on the 27th February 2017. Papers will be circulated to stakeholders two weeks prior to the meeting.
- The paper will then be presented to Full Council on 20th March 2017.
- Pending that decision, there will be an opportunity to refine the chosen route for Monmouthshire and commence further consultation before the final decision is made in September 2017.
- In response to a question raised by the Trade Union Side regarding Monmouth swimming pool, it was noted that the Authority has a commitment to the people of Monmouth to replace the swimming pool which will be done in the most cost effective way and to establish the most benefit from it.

We resolved to receive the verbal update and noted its content.

5. Monmouthshire County Council's Single Status Collective Agreement

We received a letter from the GMB Trade Union in which the Committee was asked to consider amending the current Monmouthshire County Council Single Status Collective Agreement in relation to:

- Bank Holiday Enhancement.
- Annual Leave Entitlement.
- Standby / Callout Payments.
- Harmonisation of Terms and Conditions.
- Inconsistency of Implementation.

Rowena Hayward, representing the GMB Trade Union, outlined the following points:

- During Christmas 2016, the Trade Union was in a situation where it had to resort to a more formal process on behalf of its members.
- This came about through the change in the local authority wishing to take away the voluntary aspect within the WSS service and cleansing to issue job descriptions which stated that with effect from that day in October 2016, GMB trade union members would be contractually obligated to both work the designated bank holidays for single time.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Advisory Group held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 30th
January, 2017 at 10.00 am**

- Previously, prior to Single Status, double time was paid with a day in lieu.
- During Christmas 2015, management had agreed to pay an enhanced rate and during Christmas 2016, the Chief Executive agreed to pay a one off payment which removed the threat of industrial action.
- This matter also affects care services.
- Cleansing and Grounds Section – There is concern that the work force have now been issued with a 12 week notice to go over to contractual working. GMB Trade Union members consider that providing the remuneration for the bank holiday working or the overtime working, the rounds have been changed, meaning that the work force is having to work longer due to the rounds taking longer, as there are more homes being built, resulting in more collections being required. However, there are only a finite level of resources to undertake the work required. If this becomes a contractual obligation, there is concern amongst the work force.
- The GMB Trade Union would like the Committee and Senior Management to re-consider the bank holiday working remuneration, as most local authorities in the area pay double or even triple time.
- Standby payments, as outlined in the Single Status Agreement, have identified that there are still trade union members that are called out but they do not attract their hourly rate, contrary to the Single Status Agreement.
- The annual leave entitlement under the Single Status Agreement is a maximum of 30 days. However, it was noted that there are still some members of staff with 32 days annual leave per year. The GMB Trade Union is requesting that all staff are brought up to a maximum of 32 days annual leave.
- Zero hour contracts – Single Status is about the harmonisation of terms and conditions. In the care sector, care workers are working different contracts to other workers within the Authority. The GMB Trade Union is asking the Authority to look into this matter.
- The GMB Trade Union, with the local Authority's support, wants to seek a resolution to the issues raised.

Having received the information from the GMB Trade Union, the following points were noted:

- Janet Davies, representing UNISON, informed the Committee that UNISON had accepted the amended job descriptions.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Advisory Group held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 30th
January, 2017 at 10.00 am**

- 32 days annual leave – This came from 1996, which was a ‘trade off’ for disturbance allowance. This matter went to the Joint Consultative Committee (JCC), the equivalent to the current Joint Advisory Group (JAG), in which this matter had been agreed. This agreement remained until 2000. At this point, the annual leave was changed at a national level. There was another agreement at this time in which any member of staff working for Gwent County Council or Monmouthshire County Council accruing 15 years’ service during the period 1996 to 2000, were allowed to retain their 32 days annual leave. This would phase out over a period of time.
- The Single Status Agreement affects all staff and is a collective agreement across all parties and was subject to a Trade Union ballot.
- In response to a question raised, it was noted that within the contracts for home care there are 20 hour and 30 hour contracts. For example, in the first week, staff may be given work for the 20 hours. For the second week, staff might have work for up to 15 hours, so there is a surplus of five hours. Staff are then required to pick up extra work that they also have to accumulate over a three to six month period 50 hours in excess of their accumulative contractual hours. It was considered that this matter should be discussed at Audit Committee.

We resolved that

- (i) the points raised would be reviewed and a report be brought back to a future Joint Advisory Group (JAG) Meeting;
- (ii) that the matter relating to contracts for home care staff regarding 20 hour and 30 hour contracts should be discussed at a future meeting of Audit Committee.

The meeting ended at 11.10 am

This page is intentionally left blank

APPENDIX B: WELSH LOCAL GOVERNMENT SETTLEMENT 2017-18

Final

Table 1c: Aggregate External Finance (AEF) plus top-up per capita, by Unitary Authority, 2017-18

| Unitary authority | 2017-18 final Aggregate External Finance plus top-up funding (£'000s) | 2017-18 final Aggregate External Finance plus top-up per capita (£)* | Rank |
|----------------------------------|---|--|------|
| Isle of Anglesey | 92,652 | 1,320 | 11 |
| Gwynedd | 168,964 | 1,370 | 9 |
| Conwy | 150,557 | 1,290 | 13 |
| Denbighshire | 140,474 | 1,473 | 4 |
| Flintshire | 185,033 | 1,196 | 19 |
| Wrexham | 169,447 | 1,223 | 18 |
| Powys | 170,028 | 1,287 | 15 |
| Ceredigion | 97,937 | 1,287 | 14 |
| Pembrokeshire | 156,776 | 1,265 | 17 |
| Carmarthenshire | 252,176 | 1,357 | 10 |
| Swansea | 310,701 | 1,274 | 16 |
| Neath Port Talbot | 207,571 | 1,471 | 5 |
| Bridgend | 187,638 | 1,317 | 12 |
| The Vale Of Glamorgan | 149,554 | 1,167 | 21 |
| Rhondda Cynon Taf | 355,447 | 1,493 | 3 |
| Merthyr Tydfil | 88,763 | 1,500 | 2 |
| Caerphilly | 263,627 | 1,458 | 6 |
| Blaenau Gwent | 108,979 | 1,568 | 1 |
| Torfaen | 129,031 | 1,404 | 8 |
| Monmouthshire | 91,799 | 989 | 22 |
| Newport | 208,250 | 1,405 | 7 |
| Cardiff | 428,217 | 1,177 | 20 |
| Total Unitary Authorities | 4,113,620 | 1,320 | |

* Based upon 2014-based, 2017 population projections

Final

Table 9: List and estimated amounts of Grants for total Wales

| Existing Grant name | 2016-17 | 2017-18 | Notes |
|--|----------------|----------------|-----------------------------------|
| Communities and Children | | | |
| Prevention and Early Intervention (PEI - new spending line) | .. | 154.383 | |
| Supporting People | 123.688 | 123.688 | |
| Flying Start Revenue Grant | 76.052 | PEI | New spending line PEI |
| Families First | 38.352 | PEI | New spending line PEI |
| Communities First | 27.539 | PEI | New spending line PEI |
| Communities for Work | 6.151 | PEI | New spending line PEI |
| Cardiff Bay Legacy | 5.891 | 5.891 | |
| Promoting Positive Engagement for Young People | 4.330 | 4.330 | |
| Out of School Childcare | 2.300 | PEI | New spending line PEI |
| Domestic Abuse Grant | 1.938 | 1.938 | |
| Lift | 0.980 | PEI | New spending line PEI |
| Community Cohesion | 0.360 | 0.360 | |
| Town Centre Partnership | 0.220 | NA | |
| Remploy Employment Support Grant | 0.198 | 0.000 | |
| Welsh Adoption Register | 0.103 | 0.100 | |
| Business Improvement District Development | 0.076 | 0.050 | |
| Armed Forces Day | 0.020 | 0.020 | |
| Economy and Infrastructure | | | |
| Concessionary Fares | 60.557 | NA | |
| Bus Services Support Grant | 25.000 | NA | |
| Young Persons Discounted Bus Travel Scheme | 9.750 | NA | |
| Bus Revenue Support Traws Cymru | 2.187 | NA | |
| Road Safety Grant | 2.000 | 2.000 | |
| CyMAL Revenue | 0.415 | NA | |
| New Developments | 0.149 | NA | |
| Travel Plan Co-ordinators | 0.125 | 0.125 | |
| Community Rail Partnership | 0.065 | 0.080 | |
| Bus Revenue Support | 0.050 | NA | |
| Enterprise Zones | 0.050 | 0.035 | |
| Blue Badge | 0.010 | RSG | Transferring into Settlement |
| Education | | | |
| Curriculum and Assessment (C&A - new spending line) | .. | 2.480 | |
| Education Improvement Grant | 134.282 | 133.282 | |
| Pupil Deprivation Grant | 87.304 | 93.746 | |
| Schools Challenge Cymru | 7.962 | 0.000 | |
| Pioneer Schools | 6.283 | 6.740 | |
| GCSE Support Programme Grant | 3.415 | C&A | New spending line C&A |
| Additional Learning Needs Innovation Fund | 0.904 | 1.100 | |
| School Uniform Grant | 0.736 | 0.736 | |
| Modern Foreign Languages | 0.480 | C&A | New spending line C&A |
| Mentoring and Networking Support for Headteachers | 0.100 | 0.100 | |
| Special Schools Grant | 0.100 | 0.000 | |
| National Numeracy Tests - Supported Marking Grant to Consortia | 0.020 | 0.020 | |
| Environment and Rural Affairs | | | |
| Single Revenue Grant | 64.320 | 60.000 | |
| Health, Wellbeing and Sport | | | |
| Deprivation of Liberty Safeguards | 0.184 | RSG | Transferring into Settlement |
| Lifelong Learning and Welsh Language | | | |
| Post-16 Provision in Schools | 101.000 | NA | |
| Adult Community Learning | 3.811 | NA | |
| Youth Work Strategy Support | 2.756 | 2.756 | |
| Youth Engagement & Progression | 1.100 | 1.100 | |
| Learning in Digital Wales (Phase 2) | 0.500 | 0.500 | |
| Person Centred Practice | 0.286 | 0.015 | |
| Development of the Seren Network | 0.100 | 0.100 | |
| Skills and Science | | | |
| SBRI Innovation Accelerator Programme | 0.015 | 0.090 | |
| Social Services and Public Health | | | |
| Welsh Independent Living Grant | 26.764 | 27.000 | |
| Substance Misuse Action Fund | 22.663 | 22.663 | |
| Social Care Workforce Development Programme | 7.149 | 0.000 | Transferring to Social Care Wales |
| Delivering Transformation Grant | 2.830 | RSG | Transferring into Settlement |
| Secure Estates | 0.448 | 0.448 | |
| Food Hygiene | 0.057 | RSG | Transferring into Settlement |
| All Grants | 864.125 | 646.287 | |
| All Grants excluding NA (for like-for like comparison) | 657.905 | 646.287 | |

Note: The information shown above details the grants where the amount that Total Wales will receive in 2016-17 and estimated amounts for 2017-18 are known. It is important to note that amounts for future years are indicative at this stage and are liable to change. Formal notification of grant allocations is a matter for the relevant policy area.

NA = figures not available at time of publication

.. = not applicable

APPENDIX D: Pressures list as at 28th Nov 2017

| Directorates | Complete list of pressures | 2017/18 £000 | Comments |
|----------------------------|--|-----------------|---|
| Corporate | Apprenticeship levy | 173 | Announcement in the Chancellors Autumn statement last year introduced an Apprenticeship levy on employers from April 2017 to fund the plans to create 3 million new apprenticeship roles by 2020. The levy is 0.5% of an employer's pay bill. The levy payment itself can be converted into an electronic voucher and used to purchase training from recognised providers. Approximately the same amount will be levied from the schools payroll. |
| | Rate revaluations - MCC | 174 | Valuation Office assessment of new rateable values from 2017, very uncertain as to whether any appeals would be successful |
| | Discretionary relief - village halls and other char | 0 | A request to consider providing full business rate relief to village halls as part of the budget setting process has been made. Such a change would require a change to the policy and would affect more than just village halls and cost approximately £108k. It is recommended that a review of the Policy is undertaken by Select committee in order that any proposals to change the Policy are clearly defined and that the additional benefit and/or cost of any change is made explicit. |
| | South Wales Fire Authority - population increase | 92 | South Wales Fire Authority levy is based on population |
| | Insurance premium tax | 40 | Increase in rate of this tax as per UK budget |
| | Levies | 23 | Notifications received from levying authorities |
| | Employers costs (pension and staff rep) | 156 | Part funded from earmarked reserves |
| | Foundation living wage | 20 | To honour Authority commitment to pay Foundation living wage. Recent announcement of an increase in Foundation Living wage from £8.25 to £8.45 |
| | Total Corporate pressures | 678 | |
| | Social Care and Health | | |
| SCH adults | Pay costs to cover bank holidays | 90 | Part of existing Terms and Conditions |
| | Increase in residential use | 250 | There is pressure on the residential budget a notional 50 places is allocated per integrated hub the south team are currently running at 60 plus |
| | Increase in Living wage impact on social care con | 434 | National Living wage is projected to reach £9.20 by 2020, this is the effect on social service contracts |
| | Loss of income due to changes in Charging Policy from the Care Act namely respite treated as non residential and capped a £60 per week | 236 | Prior to the new charging policy issued by Welsh Government following the Care Act, respite care was chargeable under residential rules i.e. no maximum limit. From 1st April 2016 respite care is now capped at a maximum of £60 per week, meaning previous self funding respite clients not supported by MCC are now approaching us for funding as the maximum they can expect to pay is £60 per week. |
| | Deprivation of Liberty Safeguards | 110 | Deprivation of liberty safeguards – increasing numbers with costs attached to staffing of the team, administration and the costs of advocacy. There is no designated budget for this area of work - relates to all of the Directorate |
| SCH - Childrens | Staffing budget | 186 | 4 temporary posts have been made permanent |
| SCH - Youth Offending Team | Reduction in grant funding streams | 29 | MCC share of Youth Justice Board and WG grant funding reductions pressure. |
| | Legal costs in relation to revocations | 180 | This is a one off pressure - propose to fund by earmarked reserve rather than add to base budget |
| SCH - adults | Increase in capital threshold limit from £24k to £30k | 501 | External factors, very difficult to estimate the cost impact as don't know which clients will now fall within the new limit. Have estimated using lowest weekly rate for resi care and based on no. of new self funded this year to date. Then taken off the new burdens money in the Provisional settlement. |
| | Total Social Care pressures | 2016 | |

| | | | |
|----------------------------------|---|-------------|---|
| Children and Young People | Pension auto enrolment | 0 | Pension auto enrolment has been reviewed as the process to auto enrol has been implemented, most Directorates either have budget to cover pension contributions, or many staff opt back out so that the impact has been manageable. Therefore any potential residual pressure has been removed. |
| | Rate revaluations - Schools | 0 | Valuation Office assessment of new rateable values from 2017, shows a net increase of £49k across all schools, these will be reviewed and appeals submitted where appropriate |
| | Total Children and Young People pressures | 0 | |
| Operations | | | |
| | Waste | 311 | Increasing contract costs and additional households, no change |
| | Passenger Transport Unit | 30 | Additional school transport costs associated with the new Welsh school at Duffryn, no change |
| | Highways - South Wales Trunk Road Agency | 338 | Contract now at cost, so pressure in budget |
| | Total Operations pressures | 679 | |
| Resources | | | |
| Finance | Summons income, loss of HB grant, Debit and credit card and cashing system fees, budget error | 126 | Pressures from external sources in the main, outside service control |
| Digital team | Additional Staff | 60 | System administrator and system analyst role investment outlined in Cabinet report, part funded from existing budgets |
| Estates | Property issues | 16 | 2016/17 budget pressure relating to Property rationalisation and community asset transfer |
| Estates | County farms reduced income following sale | 28 | Budget for rent needs to reduce as farms are sold |
| Estates | Markets | 70 | Mandate for income from markets not deliverable |
| ICT | Resources mandates - IT | 100 | Unachievable mandate highlighted as 2016/17 pressure |
| People services | Resources mandates - HR and training | 100 | Unachievable mandate highlighted as 2016/17 pressure |
| People services | Human Resources#]]] restructure | 58 | To put in place a sustainable structure following staff turnover as per Cabinet report |
| ICT | ICT replacement budget and digitisation | 50 | To provide for a rolling programme of ICT replacement and facilitate digitisation agenda |
| | Total Resources pressures | 608 | |
| Enterprise | Tourism Leisure and Culture - Youth service | 200 | 2016/17 budget pressures, this will now be allocated £100k to Youth and £100k to the rest of Tourism, Leisure and culture following a review of the month 9 position |
| | Toursim Leisure and Culture - Caldicot castle | 80 | 2016/17 budget pressures |
| | Development plans - Local Development Plan | 275 | £275k One year pressure only so propose to fund from reserves, need to consider service contribution to reserve for use every LDP cycle. |
| | Development plans Community Infrastructure Levy | 30 | £30k one year pressure only, until CIL is up and running when admin costs can be claimed back through CIL monies |
| | Total Enterprise pressures | 585 | |
| Chief Executive Office | | | |
| | Legal | 25 | Income target mandate not deliverable |
| | Contact centre | 30 | Blue badges and telephony licences |
| | Abergavenny Hub | 50 | Not able to fully deliver mandate without investment in joint building |
| | Total Chief Executive Office pressures | 105 | |
| | | | |
| | TOTAL PRESSURES | 4671 | |
| | Reserve funded | -581 | |
| | NET TOTAL PRESSURES | 4090 | |
| | | | |
| | | | |

APPENDIX 1

| | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|--|----------------|----------------|----------------|----------------|
| Summary of Pressures by Directorate | £000s | £000s | £000s | £000s |
| Children and Young People | 0 | 0 | 0 | 0 |
| Corporate | 678 | 58 | 112 | 0 |
| Social Care and Health | 2016 | 434 | 434 | 0 |
| Operations | 679 | 47 | 72 | 0 |
| Resources | 608 | 0 | 0 | 0 |
| Enterprise | 585 | 0 | 0 | 0 |
| Chief Executive Office | 105 | 0 | 0 | 0 |
| TOTAL PRESSURES | 4671 | 539 | 618 | 0 |
| One off pressures to be reserve funded | -581 | 0 | 0 | 0 |
| NET TOTAL PRESSURES | 4090 | 539 | 618 | 0 |

This page is intentionally left blank

APPENDIX E

| | No of proposals | TOTAL Value | Income | | Org Efficiency | | Staffing | | Reduction | | |
|-------------------------|----------------------------------|-------------|-----------------|-----------------|----------------|-----------------|-----------|-----------------|-----------|-----------------|----------|
| | | | Value | No. | Value | No. | Value | No. | Value | No. | |
| CEO/Legal/ Partnerships | Community Hubs & Libraries | 3 | £89,991 | 0 | 0 | 0 | 0 | £85,991 | 2 | £4,000 | 1 |
| | Contact Centre | 1 | £14,474 | 0 | 0 | 0 | 0 | £14,474 | 1 | 0 | 0 |
| | Legal | 2 | £30,752 | 0 | 0 | 0 | 0 | £30,752 | 2 | 0 | 0 |
| | Policy | 2 | £13,275 | 0 | 0 | £200 | 1 | £13,075 | 1 | 0 | 0 |
| | Community Safety | 1 | £1,829 | 0 | 0 | £1,829 | 1 | 0 | 0 | 0 | 0 |
| | Partnerships | 1 | £5,900 | 0 | 0 | £5,900 | 1 | 0 | 0 | 0 | 0 |
| | Communications | 1 | £17,813 | 0 | 0 | £17,813 | 1 | 0 | 0 | 0 | 0 |
| | TOTAL | 11 | £174,034 | £0 | 0 | £25,742 | 4 | £144,292 | 6 | £4,000 | 1 |
| CYP | Children and Young People | 7 | £245,461 | 0 | 0 | £125,000 | 5 | £70,461 | 1 | 50,000 | 1 |
| | Tourism Leisure and Culture | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Enterprise | Planning | 12 | £43,124 | 9,000 | 3 | £34,124 | 9 | 0 | 0 | 0 | 0 |
| | Housing | 4 | £40,923 | 0 | 0 | £34,923 | 3 | £6,000 | 1 | 0 | 0 |
| | Economic Development | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | TOTALS | 16 | £84,047 | 9,000 | 3 | £69,047 | 12 | £6,000 | 1 | 0 | 0 |
| | Property Services | 12 | £173,774 | £21,000 | 1 | £115,713 | 8 | £37,061 | 3 | 0 | 0 |
| Operations | Highways | 19 | £160,597 | £37,000 | 3 | £77,370 | 12 | £2,000 | 1 | £44,227 | 3 |
| | Waste | 7 | £259,000 | £50,000 | 3 | £70,000 | 1 | £24,000 | 1 | £115,000 | 2 |
| | Fleet | 7 | £61,573 | £6,915 | 1 | £37,158 | 4 | £9,000 | 1 | £8,500 | 1 |
| | Passenger Transport Unit | 1 | £15,000 | 0 | 0 | £15,000 | 1 | 0 | 0 | 0 | 0 |
| | TOTALS | 46 | £669,944 | £114,915 | 8 | £315,241 | 26 | £72,061 | 6 | £167,727 | 6 |
| Resources | Finance | 9 | £135,000 | 0 | 0 | £84,000 | 7 | £51,000 | 2 | 0 | 0 |
| | Digital | 3 | £66,000 | 0 | 0 | £66,000 | 3 | 0 | 0 | 0 | 0 |
| | Estates | 4 | £55,976 | £9,288 | 1 | 0 | 0 | £46,688 | 3 | 0 | 0 |
| | People services | 2 | £9,500 | £5,000 | 1 | £4,500 | 1 | £0 | 0 | 0 | 0 |
| | TOTALS | 18 | £266,476 | £14,288 | 2 | £154,500 | 11 | £97,688 | 5 | 0 | 0 |

SCH

| | | | | | | | | | | |
|--------------------------------|--|-------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|-----------------|-----------|
| Children | All savings proposals are being focused on managing financial pressures. | | | | | | | | | |
| Adults | 12 | £236,024 | £30,800 | 4 | £130,243 | 5 | £16,000 | 1 | £58,981 | 2 |
| Public Protection | 11 | £41,035 | £20,635 | 6 | £14,000 | 4 | £6,400 | 1 | 0 | 0 |
| TOTAL | 23 | £277,059 | £51,435 | 10 | £144,243 | 9 | £22,400 | 2 | £58,981 | 2 |
| | | | | | | | | | | |
| Total service proposals | 121 | £1,717,021 | £189,638 | 23 | £833,773 | 67 | £412,902 | 21 | £280,708 | 10 |
| | | | | | | | | | | |
| Corporate | 2 | £118,000 | £98,000 | 1 | £20,000 | 1 | £0 | 0 | £0 | 0 |
| | | | | | | | | | | |
| TOTAL | 123 | £1,835,021 | £287,638 | 24 | £853,773 | 68 | £412,902 | 21 | £280,708 | 10 |

APPENDIX E

High Level Summary of Green Amber Budget Proposals

| | | | Income | | Org Efficiency | | Staffing | | Reduction | |
|---------------------------|-----------------|-------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------|-----------------|-----------|
| | No of proposals | TOTAL Value | Value | No. | Value | No. | Value | No. | Value | No. |
| Chief Executive Office | 11 | £174,034 | £0 | 0 | £25,742 | 4 | £144,292 | 6 | £4,000 | 1 |
| Children and Young People | 7 | £245,461 | £0 | 0 | £125,000 | 5 | £70,461 | 1 | £50,000 | 1 |
| Enterprise | 16 | £84,047 | £9,000 | 3 | £69,047 | 12 | £6,000 | 1 | £0 | 0 |
| Operations | 46 | £669,944 | £114,915 | 8 | £315,241 | 26 | £72,061 | 6 | £167,727 | 6 |
| Resources | 18 | £266,476 | £14,288 | 2 | £154,500 | 11 | £97,688 | 5 | £0 | 0 |
| Social Care and Health | 23 | £277,059 | £51,435 | 10 | £144,243 | 9 | £22,400 | 2 | £58,981 | 2 |
| TOTAL | 121 | £1,717,021 | £189,638 | 23 | £833,773 | 67 | £412,902 | 21 | £280,708 | 10 |
| | | | | | | | | | | |
| Corporate | 2 | £118,000 | £98,000 | 1 | £20,000 | 1 | £0 | 0 | £0 | 0 |
| | | | | | | | | | | |
| TOTAL | 123 | £1,835,021 | £287,638 | 24 | £853,773 | 68 | £412,902 | 21 | £280,708 | 10 |

£1,835,021

This page is intentionally left blank

APPENDIX E1 - CEO PROPOSALS

| | No of proposals | TOTAL Value | Income | | Org Efficiency | | Staffing | | Reduction | |
|---------------------------------------|-----------------|-----------------|-----------|----------|----------------|----------|-----------------|----------|---------------|----------|
| | | | Value | No. | Value | No. | Value | No. | Value | No. |
| Community Hubs & Libraries | 3 | £89,991 | 0 | 0 | £0 | 0 | £85,991 | 2 | £4,000 | 1 |
| Contact Centre | 1 | £14,474 | 0 | 0 | £0 | 0 | £14,474 | 1 | 0 | 0 |
| Legal | 2 | £30,752 | 0 | 0 | £0 | 0 | £30,752 | 2 | 0 | 0 |
| Policy | 2 | £13,275 | 0 | 0 | £200 | 1 | £13,075 | 1 | 0 | 0 |
| Community Safety | 1 | £1,829 | 0 | 0 | £1,829 | 1 | 0 | 0 | 0 | 0 |
| Partnerships | 1 | £5,900 | 0 | 0 | £5,900 | 1 | 0 | 0 | 0 | 0 |
| Communications | 1 | £17,813 | 0 | 0 | £17,813 | 1 | 0 | 0 | 0 | 0 |
| TOTAL | 11 | £174,034 | £0 | 0 | £25,742 | 4 | £144,292 | 6 | £4,000 | 1 |

**APPENDIX E1 - CEO PROPOSALS
COMMUNITIES, HUBS & LIBRARIES**

| No. | Title | Value | Theme |
|------|--|---------|-----------|
| 5.1 | Re-structure of management level of Community hubs and SLS | £52,414 | Staffing |
| 5.2 | Cease the purchase and rental of DVD's | £4,000 | Reduction |
| 10.1 | Amalgamation of SLS supporting posts from 2 into 1 | £33,577 | Staffing |
| | Total | £89,991 | |

CONTACT CENTRES

| No. | Title | Value | Theme |
|-----|---|---------|----------|
| 5.1 | Reduction of staff (Information Officer) by half a post | £14,474 | Staffing |

LEGAL

| No. | Title | Value | Theme |
|-----|--------------------------|--------|----------|
| 5.1 | Colleague reducing days. | 5,779 | Staffing |
| 5.2 | Colleague reducing days. | 24,973 | Staffing |
| | | 30,752 | |

POLICY

| No. | Title | Value | Theme |
|-----|--|--------|----------|
| 10% | | | |
| 5.1 | Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours | 13,075 | Staffing |

| | | | |
|-----|--|--------|----------------|
| 5.2 | Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying | 200 | Org Efficiency |
| | TOTAL | 13,275 | |

COMMUNITY SAFETY

| No. | Title | Value | Theme |
|-----|---|-------|----------------|
| 5.1 | Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system. | 1,829 | Org Efficiency |

PARTNERSHIPS

| No. | Title | Value | Theme |
|-----|--|-------|----------------|
| 5.1 | £5,900 non staff costs can be made through removal of professional fees and licenses | 5,900 | Org Efficiency |

COMMUNICATIONS

| No. | Title | Value | Theme |
|------|--|--------|----------------|
| 10.1 | reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day). | 17,813 | Org Efficiency |

This page is intentionally left blank

APPENDIX E2 CHILDREN AND YOUNG PEOPLE PROPOSALS

| | No of proposals | TOTAL Value | Income | | Org Efficiency | | Staffing | | Reduction | |
|-----|-----------------|-------------|--------|-----|----------------|-----|----------|-----|-----------|-----|
| | | | Value | No. | Value | No. | Value | No. | Value | No. |
| CYP | 7 | £245,461 | 0 | 0 | £125,000 | 5 | £70,461 | 1 | 50,000 | 1 |

| APPENDIX E2 CHILDREN AND YOUNG PEOPLE | | | | |
|---------------------------------------|--|-----------------|-----------------------|-------------------|
| No. | Title | Value | Theme | |
| CYP Resources | | | | |
| 5.2 | Removal of training budget | £8,000 | Org efficiency | |
| 10.1 | Loss of 3 posts within support services | £70,461 | Staffing | |
| 10.2 | Removal of professional fees for the directorate | £8,000 | Org efficiency | |
| Early Years | | | | |
| 5.2 | To remove the funding provided to childcare voluntary organisations - Wales PPA, Mudiad Meithrin & Clybiau Plant Cymru Kids' Club. | 14,500 | Org efficiency | |
| ALN | | | | |
| 10.4 | Reduce the Independent Special School Budget | 50,000 | Reduction | |
| Other | | | | |
| | Reduction in pupil numbers | 81,000 | Org efficiency | |
| | Reduction in contribution required by EAS | 13,500 | Org efficiency | |
| | | £245,461 | | |
| | | | Org efficiency | £125,000 5 |
| | | | Reduction | 50,000 1 |
| | | | Staffing | £70,461 1 |
| | | | Total | £245,461 7 |

APPENDIX E3 - ENTERPRISE PROPOSALS

| | No of proposals | TOTAL Value | Income | | Org Efficiency | | Staffing | | Reduction | |
|----------------------|-----------------|----------------|---------------|----------|----------------|-----------|---------------|----------|-----------|----------|
| | | | Value | No. | Value | No. | Value | No. | Value | No. |
| TLC | 0 | | | | | | | | | |
| Planning | 12 | £43,124 | 9,000 | 3 | £34,124 | 9 | 0 | 0 | 0 | 0 |
| Housing | 4 | £40,923 | 0 | 0 | £34,923 | 3 | £6,000 | 1 | 0 | 0 |
| Economic Development | 0 | | | | | | | | | |
| Totals | 16 | £84,047 | £9,000 | 3 | £69,047 | 12 | £6,000 | 1 | £0 | 0 |

PLANNING

| No. | Title | Value | Theme | | |
|------------------------|--|---------|-----------------------|-----------|----------------|
| Development Plans | | | | | |
| 5.1 | Reduce 'Premises' budget line B050 by £1,527 to £0 | £1,527 | Org Efficiency | | |
| 5.2 | End membership of Severn Estuary Partnership, reducing E002 budget line by £3,490 | £3,490 | Org Efficiency | | |
| 5.3 | Reduce 'Photocopying' budget line D061 by £2,000 to £3,080 | £2,000 | Org Efficiency | | |
| 5.4 | Reduce 'Postage' budget line D161 by £1,000 to £1,290 | £1,000 | Org Efficiency | | |
| 5.5 | Reduce 'Advertising' budget line by £1,000 to £2,008 | £1,000 | Org Efficiency | | |
| 5.6 | Reduce 'Professional Fees' budget line D080 by £8,183 to £98,244 | £8,183 | Org Efficiency | | |
| Development Management | | | | | |
| 5.1 | Additional fee income from pre-application advice fee charges | £5,000 | Income | | |
| 5.2 | Move towards paperless planning files and consultations; reduction in copying and printing and postage | £5,000 | Org Efficiency | | |
| 5.3 | Additional fee income from i) a new Fast Track pre-application advice service and ii) a new Fast Track applications service for householder developments and lawful development certificates (for a proposed use or development) | £2,000 | Income | | |
| 5.4 | Fee income from a new Completion certificates service for developers or solicitors/ householders buying and selling their home | £2,000 | Income | | |
| 5.5 | Reduce Professional & Specialist Fees budget (D080) | £9,286 | Org Efficiency | | |
| Development Control | | | | | |
| 10.1 | Reduce supplies and services budget (£33k) by £2,638 | £2,638 | Org Efficiency | | |
| | Total | £43,124 | | | |
| | | | Income | 3 | £9,000 |
| | | | Org Efficiency | 9 | £34,124 |
| | | | | 12 | £43,124 |

HOUSING

| No. | Title | Value | Theme |
|------|--|---------------|-----------------------|
| 5.1 | Decision already made to end the joint/shared Housing Solutions Service with TCBC and re-align the service to an MCC only focus. | 20,462 | Org Efficiency |
| 10.2 | Replace Flare grants software with Ferret software | 6,000 | Org Efficiency |
| 10.3 | Continue to tackle the use of B & B through increased prevention and private sector housing development | 8,461 | Org Efficiency |
| 10.4 | Re-structure of Housing Renewal team | 6,000 | Staffing |
| | Total | 40,923 | |
| | | | Org Efficiency |
| | | 34,923 | 3 |
| | | | Staffing |
| | | 6,000 | 1 |
| | | 40,923 | 4 |

This page is intentionally left blank

APPENDIX E4 - OPERATIONS PROPOSALS

| | No of proposals | TOTAL Value | Income | | Org Efficiency | | Staffing | | Reduction | |
|-------------------|-----------------|-----------------|-----------------|----------|-----------------|-----------|----------------|----------|-----------------|----------|
| | | | Value | No. | Value | No. | Value | No. | Value | No. |
| Property Services | 12 | £173,774 | £21,000 | 1 | £115,713 | 8 | £37,061 | 3 | 0 | 0 |
| Highways | 19 | £160,597 | £37,000 | 3 | £77,370 | 12 | £2,000 | 1 | £44,227 | 3 |
| Waste | 7 | £259,000 | £50,000 | 3 | £70,000 | 1 | £24,000 | 1 | £115,000 | 2 |
| Fleet | 7 | £61,573 | £6,915 | 1 | £37,158 | 4 | £9,000 | 1 | £8,500 | 1 |
| PTU | 1 | £15,000 | 0 | 0 | £15,000 | 1 | 0 | 0 | 0 | 0 |
| Total | 46 | £669,944 | £114,915 | 8 | £315,241 | 26 | £72,061 | 6 | £167,727 | 6 |

Passenger Transport Unit

| No. | Title | Value | Theme |
|-----|--|--------|----------------|
| 5.1 | Collaboration of passenger transport units with Newport CC(saving taken in 15/16 for management support this is in addition through restructuring) | 15,000 | Org Efficiency |

FLEET

| No. | Title | Value | Theme | | |
|-------------------------|---|----------------|-----------------------|----------------|----------|
| Car parking | | | | | |
| 10.1 | To withdraw from renting Severn Bridge Social Club car park, Bulwark. | £8,500 | Reduction | | |
| 10.3 | To decrease general contracts maintenance budget | £4,500 | Org Efficiency | | |
| Salary Sacrifice scheme | | | | | |
| 10.1 | Proactively market the scheme with a view to increase numbers. | £6,915 | Income | | |
| Transport workshop | | | | | |
| 10.1 | Restructure/redesign within the Transport Section (posts) | 9000 | Staffing | | |
| 10.2 | Savings on spare parts | £11,500 | Org Efficiency | | |
| 10.3 | Savings on consumables & outside contract work | £21,158 | Org Efficiency | | |
| | TOTAL | £61,573 | | | |
| | | | Org Efficiency | £37,158 | 4 |
| | | | Reduction | £8,500 | 1 |
| | | | Income | £6,915 | 1 |
| | | | Staffing | £9,000 | 1 |
| | | | | £61,573 | 7 |

WASTE

| No. | Title | Value | Theme | | |
|------|---|-----------------|-----------------------|-----------------|----------|
| 5.4 | Reduce grass cutting frequency to release core staff to focus on income generation and more external work | £100,000 | Reduction | Moved to 18/19 | |
| 5.5 | Charge schools for the full cost of their waste collections and disposal | £30,000 | Income | | |
| 5.6 | Reduce scheduled cuts and maintenance of Monmouth sports grounds to level of original lease agreement | £15,000 | Reduction | | |
| 5.9 | Project Gwyrdd annuity payment from WG for 17-18 | £70,000 | Org Efficiency | | |
| 5.10 | Increase bulky waste collection charges by 50% (£12 to £18) and reduce our contribution to Homemakers accordingly | £10,000 | Income | | |
| 5.11 | Additional income from trade waste | £10,000 | Income | | |
| 5.12 | Managing impact of reduced activity/ income on tree works | £24,000 | Staffing | | |
| | TOTAL | £259,000 | | | |
| | | | Reduction | £115,000 | 2 |
| | | | Income | £50,000 | 3 |
| | | | Staffing | £24,000 | 1 |
| | | | Org Efficiency | £70,000 | 1 |
| | | | | £259,000 | 7 |

HIGHWAYS

| No. | Title | Value | Theme |
|---|--|-----------------|----------------|
| Highways SWTRA & trading | | | |
| 10.1 | Reduction in maintenance budget to reflect impact of investment in new (LED) lanterns | £8,000 | Org Efficiency |
| 10.2 | Reduce pumping station maintenance budget | £2,000 | Reduction |
| MCC Highways | | | |
| 5.1 | RSL VEB1000 RECYCLING PLANT : IN PLACE AND OPERATIONAL SAVING | £13,970 | Org Efficiency |
| 5.4 | WELFARE UNITS : IN PLACE AND OPERATIONAL SAVING | £10,150 | Org Efficiency |
| 5.7 | OVERTIME BACK OFFICE : ADJUST START AND FINISH TIMES | £1,750 | Org Efficiency |
| 5.8 | SIM CARDS : REVIEW AND REDUCE WHERE NOT REQUIRED | £1,500 | Org Efficiency |
| 5.9 | REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST | £1,500 | Reduction |
| 10.2 | Reduction in salt budget to reflect reduced usage over recent years. Stock levels remain constant (budget pays for what is used rather than what is stocked). Actual usage in year may result in overspend depending upon weather conditions | £20,000 | Org Efficiency |
| 10.5 | BARTERING / HIRING KIT : PARTNERSHIPS WITH NCC / TCBC | £3,500 | Org Efficiency |
| 10.6 | Reduction in response budget to reflect reduced winter maintenance (response to snowfall) in recent years. Actual conditions during the winter will remain at current standards but a risk of resulting overspend exists | £10,000 | Org Efficiency |
| 10.7 | REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST | £1,500 | Org Efficiency |
| 10.8 | CROSS HIRE WITHIN OPS : USE IN HOUSE KIT BEFORE HIRE | £1,000 | Org Efficiency |
| 10.9 | HIRE EXTERNALLY : SOME CONTRACTORS AFTER PLANT VEHICLE ETC | £2,000 | Staffing |
| 10.1 | FILL STRUCTURE : RELEASE ADDITIONAL HOURS BEING WORKED | £3,000 | Org Efficiency |
| Highways Infrastructure & Projects | | | |
| 10.1 | Reduce the amount of SCRIM investigations undertaken each year. | £3,000 | Org Efficiency |
| 10.2 | Reduce the amount of revenue structures maintenance undertaken each year. | £40,727 | reduction |
| TOTAL | | | |
| Traffic and Development | | | |
| | to increase road closure charges by 50% and recover costs against appropriate capital scheme | £20,000 | Income |
| 10.1 | to increase skips, scaffolding licences and street name & numbering fee by 50% in 2016/2017 | £10,000 | Income |
| 10.3 | to extend charges to other services (to be identified by working group) | £7,000 | Income |
| 10.5 | | £160,597 | |

| | | |
|-----------------------|-----------------|-----------|
| Income | £37,000 | 3 |
| Org Efficiency | £77,370 | 12 |
| Staffing | £2,000 | 1 |
| Reduction | £44,227 | 3 |
| | £160,597 | 19 |

PROPERTY SERVICES AND FM

| No. | Title | Value | Theme |
|----------------------|--|-----------------|----------------|
| Building maintenance | | | |
| 10.1 | Train existing staff to carry out risk assessments | £25,000 | Org Efficiency |
| Procurement | | | |
| 10.1 | To withdraw the 60% of the Corporate Procurement Training budget. | £6,000 | Org Efficiency |
| Cleaning | | | |
| 5.1 | Non replacement of Shared Facilities Manager, following resignation. (£11,500 saving) | £6,500 | Staffing |
| Catering | | | |
| 10.1 | Mounton House Restructure | £19,063 | Staffing |
| | Increase School meal price from £2.00 to £2.10 (5p already in MTFP) | £21,000 | Income |
| Property Services | | | |
| 5.1 | flexible retirement, reduced 5 days to 3 | £11,498 | Staffing |
| Office Services | | | |
| 10.3 | Vehicles – reduction in leasing costs for courier vehicles | £2,000 | Org Efficiency |
| 10.4 | Press Notices – cease advertising Bank Holiday office closures in the Press | £3,000 | Org Efficiency |
| 10.5 | Refreshment provision – cease providing refreshment supplies | £1,000 | Org Efficiency |
| 5.1 | Increase the time between risk assessments for Legionella, Asbestos, Fire & Glazing from the current 2/3 years to minimum of 5 years | £10,000 | Org Efficiency |
| 10.2 | 10% reduction in corporate building maintenance reactive budget | £53,713 | Org Efficiency |
| | Realignment of budget for previous efficiencies achieved | £15,000 | Org Efficiency |
| | TOTAL | £173,774 | |

| | | |
|-----------------------|-----------------|-----------|
| Income | £21,000 | 1 |
| Org Efficiency | £115,713 | 8 |
| Staffing | £37,061 | 3 |
| Reduction | 0 | 0 |
| | £173,774 | 12 |

E5 - RESOURCES PROPOSALS

| | | | Income | | Org Efficiency | | Staffing | | Reduction | |
|---------------|-----------------|-----------------|----------------|-----------|-----------------|-----------|----------------|----------|-----------|----------|
| | No of proposals | TOTAL Value | Value | No. | Value | No. | Value | No. | Value | No. |
| Finance | 16 | £135,000 | 0 | 0 | £84,000 | 12 | £51,000 | 4 | 0 | 0 |
| Digital | 3 | £66,000 | 0 | 0 | £66,000 | 3 | 0 | 0 | 0 | 0 |
| Estates | 4 | £55,976 | £9,288 | 1 | 0 | 0 | £46,688 | 3 | 0 | 0 |
| People/HR | 4 | £9,500 | £5,000 | 1 | £4,500 | 1 | 0 | 0 | 0 | 0 |
| TOTALs | 27 | £266,476 | £14,288 | £2 | £154,500 | 16 | £97,688 | 7 | 0 | 0 |

FINANCE

| No. | Title | Value | Theme | | |
|-------|--|-----------------|-----------------------|-----------------|-----------|
| 5.1 | Delete two part time vacant posts from structure (Cashiers & Systems) | £31,000 | Staffing | | |
| 5.2 | Revise and reduce the structure of the Benefits Shared service thereby reducing MCC's annual contribution | £20,000 | Staffing | | |
| 5.3 | Reduce the Sections budget for postage costs to reflect the planned shift to automation, email and self service through the web | £6,000 | Org Efficiency | | |
| 5.4 | Release savings from Security Carrier tender evaluation | £10,000 | Org Efficiency | | |
| 5.5 | Cancel contract for folding machine maintenance to reflect reduced mail in 5.3 and planned moved to outsourcing of mail to Canon | £4,000 | Org Efficiency | | |
| 5.6 | Savings in insurance fees and studies | £30,000 | Org Efficiency | | |
| 10.3 | Cut the budget for consultancy across the Division | £22,000 | Org Efficiency | | |
| 10.7 | Reduce the number of cases referred to external Enforcement Agents | £5,000 | Org Efficiency | | |
| 10.11 | Training budget internal audit | £7,000 | Org Efficiency | | |
| | TOTAL | £135,000 | | | |
| | | | | | |
| | | | Income | 0 | 0 |
| | | | Org Efficiency | £84,000 | 12 |
| | | | Staffing | £51,000 | 4 |
| | | | Reduction | 0 | 0 |
| | | | | £135,000 | 16 |

| | | | |
|----------------|--|--------------|----------------|
| DIGITAL | | | |
| | | | |
| No. | Title | Value | Theme |
| Digital IT | | | |
| 5.1 | Reduction in Enterprise Agreement | £13,000 | Org Efficiency |
| 5.3 | General reduction in laptop replacement budget | 30000 | Org Efficiency |
| SRS | | | |
| 5.1 | Specific Server virtual management software no longer required, using existing software to remove cost | 23000 | Org Efficiency |
| | | £66,000 | |

| ESTATES | | | | | |
|------------------|---|----------------|-----------------|----------|----------------|
| | | | | | |
| | | | | | |
| No. | Title | Value | Theme | | |
| Asset Management | | | | | |
| 5.1 | Removal of Assistant Markets Officer Post | £23,288 | Staffing | | |
| 10.2 | Community Development Officer - 3 to 2 days | £7,400 | Staffing | | |
| 10.3 | Facilities Officer reduced hours | £16,000 | Staffing | | |
| Sustainability | | | | | |
| 5.1 | Savings from Solar Farm | £9,288 | Income | | |
| | | £55,976 | | | |
| | | | Income | 1 | £9,288 |
| | | | Staffing | 3 | £46,688 |
| | | | | 4 | £55,976 |

| PEOPLE, HR ETC | | | | | | |
|----------------|---|--------------|-------|-----------------------|----------|---------------|
| No. | Title | Value | RAG | Theme | | |
| 5.2 | Generate income from selling training | 5,000 | Green | Income | | |
| 5.3 | Stop producing paper payslips for schools and move to electronic payslips | 4,500 | Amber | Org Efficiency | | |
| | total | 9,500 | | | | |
| | | | | Income | 1 | 5,000 |
| | | | | Org Efficiency | 2 | 4,500 |
| | | | | | 3 | £9,500 |

This page is intentionally left blank

APPENDIX E6 - SCH

Social Care & Health

| | | | Income | | Org Efficiency | | Staffing | | Reduction | |
|--------------------------|--|-----------------|----------------|-----------|-----------------|----------|----------------|----------|----------------|----------|
| | No of proposals | TOTAL Value | Value | No | Value | No | Value | No | Value | No |
| Children | All savings proposals are being focused on managing financial pressures. | | | | | | | | | |
| Adults | 12 | £236,024 | £30,800 | 4 | £130,243 | 5 | £16,000 | 1 | £58,981 | 2 |
| Public Protection | 11 | £41,035 | £20,635 | 6 | £14,000 | 4 | £6,400 | 1 | 0 | 0 |
| TOTAL | 23 | £277,059 | £51,435 | 10 | £144,243 | 9 | £22,400 | 2 | £58,981 | 2 |

| | | | | |
|--|---|--------------|--------------|--------------|
| | | | | |
| | | | | |
| | CHILDREN | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | No | Title | Value | Theme |
| | | | | |
| | Following challenge and feedback all proformas marked as red, savings will be used to manage pressure | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| ADULTS | | | | | |
|------------------------------|---|----------|-----------------------|-----------------|-----------|
| No | Title | Value | Theme | | |
| Direct Care Older | | | | | |
| 5.1 | Parity on pricing structure between day service and community meals | £25,000 | Income | | |
| 5.2 | Development of café at Mardy park and establish private and business partnerships to develop catering services | £2,000 | Income | | |
| 5.3 | Hire of Mardy Park outside or core hours | £1,000 | Income | | |
| Adult Resources | | | | | |
| 5.1 | Restructure finance and benefits advice team to replace 2 posts on lower grades | £16,000 | Staffing | | |
| 5.3 | Reduce IT Development budget | £10,000 | Org Efficiency | | |
| 10.2 | alignment of welfare benefits information, advice and assistance services | £13,000 | Org Efficiency | | |
| Adult Commissioning | | | | | |
| 5.1 | Detailed Contract Review | £56,243 | Org Efficiency | | |
| 5.2 | Terminate room rental in Abergavenny | £4,000 | Org Efficiency | | |
| Adults S408 ILT | | | | | |
| 5.2 | Changing transport practice. two types of transport savings:- mileage incurred by staff to transport service users, and cost of providing transport | £26,981 | Reduction | | |
| Adults 406 MCHT | | | | | |
| 5.1 | Review of transport policy to support people who can transport themselves | £32,000 | Reduction | | |
| 5.2 | explore live in carer rather than hourly cost via care agency | £47,000 | Org Efficiency | | |
| Adult Direct Care Disability | | | | | |
| 5.2 | income generation from MDMY | £2,800 | Income | | |
| | | £236,024 | | | |
| | | | Org Efficiency | £130,243 | 5 |
| | | | Staffing | £16,000 | 1 |
| | | | Income | £30,800 | 4 |
| | | | Reduction | £58,981 | 2 |
| | | | | £236,024 | 12 |

| PUBLIC PROTECTION | | | | | |
|--|---|---------|------------------------|-----------|----------------|
| Stage 2 - Proceeding to Full Proposal/Business Case Development. | | | | | |
| No | Title | Value | Theme | | |
| 5.1 | training provided during core time rather than over time | £7,000 | Org Efficiency | | |
| 5.2 | FSA Grant for food safety management work | £7,225 | Income | | |
| 5.3 | Start charging for health export certificates | £2,500 | Income | | |
| 5.4 | food standards sampling grant | £810 | Income | | |
| 5.5 | Implement "buy with confidence" trader approval scheme | £2,500 | Org Efficiency | | |
| 5.6 | Regional Animal Health Coordination | £2,500 | Org Efficiency | | |
| 5.7 | WHoTS Coordination -recharge | £3,000 | Income | | |
| 5.8 | Set up Primary Authority Partnership scheme for TS proactive work | £2,000 | Org Efficiency | | |
| 5.9 | Restructure of licensing team | £6,400 | Staffing | | |
| 5.1 | Increase charge for marriages at Old Parlour Usk | £1,300 | Income | | |
| 5.2 | Increase cost of certificates of "priority certificates" | £5,800 | Income | | |
| | | £41,035 | Total proposals | 11 | |
| | | £41,035 | | | |
| | | | Income | 6 | £20,635 |
| | | | Org Efficiency | 4 | £14,000 |
| | | | Staffing | 1 | £6,400 |
| | | | Reduction | 0 | 0 |
| | | | | 11 | £41,035 |

Appendix F - Responsible Financial Officers Opinion

1.1 The 2003 Local Government Act imposes a number of statutory duties on a Councils Responsible Financial Officer (RFO). Guidance on these duties is contained within LAAP Bulletin 55 and the CIPFA Statement on the Role of the Finance Director, compliance with which has been supported by the Councils Audit Committee. The primary duties are for me, as RFO, to provide a view on the robustness of the budget process, budgetary risk and the adequacy of reserves and balances.

1.2 Robustness of the budget process

1.3 In terms of robustness of the budget process, I have placed reliance on the work carried out by members of the Strategic Leadership Team in their Directorates involving budget managers, the performance team and devolved accountants. The process has been properly rigorous with notable elements of good practice. These include;

- The use of the Councils Medium Term Financial Plan as an integral part of budget planning
- Inclusion of all Councillors through a Joint Select Committee to which all Members were invited.
- Cabinet ownership of budget principles and assumptions through the development of the Medium Term Financial Plan
- Anticipating likely and known events through the application of appropriate indices for base costs.
- Applying rigour via officer challenge sessions, use of an external organization to challenge proposals and Directorate Management Teams, Chief Officers, Strategic Leadership Team and Cabinet Member scrutiny.
- Comparing year on year budgets by using 2015/16 outturn and 2016/17 budget monitoring data.
- Providing Select Committees with opportunity to look at and scrutinize current budgets, gaining an understanding of the budgets within the remit of their Select committee.
- Engaging with the public at meetings in Usk in January and through the use of social media, sharing the budget ideas and gathering further ideas from the public.
- Consulting on budget proposals with the Schools Forum and Trade Unions and Business Ratepayers.

- Providing opportunities for public consultation, via the web site, YouTube presentations and Twitter.
- Communicating emerging Settlement considerations to Cabinet members.
- Being clear on risks and assumptions within budget proposals and identifying the links with the corporate priorities of the Council.
- Ensuring all members are involved in the budget setting process by establishing that budget and Council Tax settings is a function of full Council.

1.4 There are a number of explicit risks in the budget proposals now presented given the level of funding settlement for next year and in the medium term. Risks have been identified as the budget proposals have been put together and are captured as part of the Authority's risk register. Outlined below are the key risks and how they are being managed:

- Some services may become financially unsustainable in the short to medium term as a result of reducing budgets and increasing demand. Some identification of evidenced based pressures in relation to the financial impact of increasing demands in social services, have been included in the current budget process. In addition, some risks have in part been mitigated by the protection given to these areas in the sense that budget savings have been more heavily weighted to other areas of the budget. However, given the current year position against the budget in some of these areas, this potential pressure will require careful monitoring over the course of the financial year so that problems can be highlighted early and any appropriate corrective action taken. Monitoring of progress against budget proposals will be undertaken and progress reported to Cabinet and Select Committee quarterly. Engagement with the public, members and community groups on emerging proposals for the future years of the MTFP will continue so that proposals to balance the MTFP will be agreed taking into account the need to match the expected performance targets with adequate resources. Consideration will be given to how best to use any external funding sources to supplement the change programme required. The particular pressure in adult social services needs to be managed. Children's social services is being managed with the implementation of a three year service and financial plan to ensure the service is able to deliver a balanced budget and continue to develop workforce practice.
- Directorates are being required to manage some pressures within their service areas as only significant pressures have been highlighted and included in the budget build. Whilst individually these pressures are relatively small, in total there is a considerable pressure to be managed alongside the achievement of the budget saving proposals contained as part of this budget. Given the settlement this year, the opportunity has been taken to reset some budgets so that the level of pressures being

managed is reduced to allow more focus on the work of Future Monmouthshire and meeting the challenges going forward.

- A number of the savings/efficiency proposals involve the generation of income, changes to current structures, systems and processes or have implications for service design involving other partners or organisations. These savings involve higher levels of risk than those which broadly maintain current arrangements. At the practical level these risks begin with the income targets not being achieved, possibility of slippage and disruption in the transition from old to new arrangements resulting in further pressures to be managed in the year in which savings are budgeted to be made. There is a need to ensure that the detailed business cases that will deliver the MTFP are fully costed, stress-tested and managed. Clearly robust and timely monitoring of the delivery of the savings in the budget will be critically important in order to manage the potential for these risks to materialize. In terms of income streams an approach to commercialisation is being worked up to set the context within which services can look at expanding into this area.
- Late notification of grant funding streams being removed or reduced. This is particularly an issue where the expenditure backing this grant is in the form of permanent staff. These will need to be managed on a case by case basis, with the default position being that if the grant ceases the activity also ceases unless a business case can be built that justifies the maintenance of the activity, the expenditure and identifies a means of funding this expenditure following the loss of grant income
- Underlying assumptions built into the budget are not borne out next year. For example the pay award for 2017/18 has not yet been agreed. All budgets will not receive budget to cover the full extent of inflation factors next year if they turn out as expected. This puts further pressure on service budgets to find efficiencies savings to manage this shortfall. There is an expectation that this would need to be managed within overall directorate budgets.
- Uncertainty of when Prudential borrowing will impact on the revenue account resulting from progressing the further schemes that have been committed to be worked up and included in the Capital programme. It is expected that this risk will be mitigated where ever possible by establishing funding sources to pay for any further need to borrow. In addition, headroom has been maintained in the revenue budget to ensure that the capital schemes already committed to can be approved in the capital programme when business cases are ready.
- Treasury estimates established in the budget are based on cashflows, timing of capital spend, forecast interest rate levels and predicted trigger points for converting variable loans to fixed rate loans. There is inherent uncertainty and risk attached to each variable. The Authority has established a Treasury Equalisation reserve to mitigate the potential impact caused by significant variations to the year on year

budget. Contributions to and from the reserve are used to even out the variation in the MTFP model.

- General pressures on school budgets indicated by the number of schools with deficit budget management plans. As previously identified, schools have been protected from the level of savings required from the rest of the Authority. The LEA will be working closely with schools to help costs savings to be established. However, it is understood that some schools will still need to establish budget management plans, any resulting redundancies will need to be met from the budget established for this purpose.
- The risks on the capital side are largely around the difficulties in achieving the level of capital receipts required to fund future capital investment. If receipts are not achieved, other funding streams need to be sought which may include prudential borrowing with its consequent impact on the revenue budget. In addition there are significant pressures highlighted of a capital nature that will not be met as the priority is to invest in future schools.

1.5 Whilst the above risks in the 2017/18 budget have been identified, the main budgetary risks going forward for the MTFP will also need to be managed and outlined are as follow:

- The authority is unable to deliver its political priorities in the future because it does not yet have clarity on its future business model or longer term financial plan. While work is continuing on the need to address the longer term issue of a reducing resource base as part of the MTFP, these are often only looking 2-3 years ahead which will mean the authority does not have a longer term financial plan and its current business model could become unsustainable in the long term. The Councils partnership administration continuance agreement sets clear priorities and performance expectation in line with these resource priorities, this only extends to 2017. The introduction of the Well-being of Future Generations Act requires us to plan on a decadal and generational basis and our current models do not extend to this timeframe. The action continuing on Future Monmouthshire is required to develop and specify the business model for the authority in the long term, to ensure the Councils key delivery strategies Improvement Plan, MTFP, People Strategy, Asset Management Plan and iCounty Strategy all align to this model and to extend planning timelines for council's key strategic documents to ten years.
- The impact arising from the Regional reform agenda, outlined in the WG White Paper, and the shape of Local government in Wales in the future and any new legislation impacting on the services provided by Local Authorities.
- Very low settlements projected for the medium term

- The revenue implications of Future Schools, where the source of capital is uncertain given the medium term national forecast for significant funding reductions.
- The financial, service and strategic implications of service transformation, including shared services, greater partnership/regional working with both public and private sector
- The national and local emphasis on increased waste diversion
- The deteriorating condition of local roads, associated infrastructure and property
- The ageing population
- Continued uncertainty in financial markets

1.6 Adequacy of reserves

- 1.7 The level of the **general reserve** at £7.1m million is within the range of 4-6% of net revenue budget and considered to be at a prudent level. The final revenue budget proposals do not include a requirement to use any of the general reserve to balance the budget in 2017/18. The total planned **earmarked reserve** utilization in support of the 2017/18 revenue budget is £1.653 million. There is a small contribution planned for 2017/18 in support of the capital programme. As the MTFP is updated as new information becomes available the position regarding the use of reserves will need to be reviewed.
- 1.8 Included with the general reserve are the school based reserves. There has been a slight recovery over recent years with the result that Monmouthshire's schools based reserves are no longer the lowest in Wales.
- 1.9 Total planned reserve utilization in support of current year revenue and capital budgets means that by the end of 2016-17 the balance of earmarked reserves is likely to be £6.2 million. The further call in 2017/18 means that the earmarked reserves will fall to an all time low of £4.85 million. In addition the Priority Investment reserve will need to be replenished at the end of 2016/17 in order to fund the projects identified going forward. Members need to be aware that this reduces the flexibility the Council has in meeting the challenges of scarce resources going forward. In July 2016, a review of earmarked reserves was undertaken and a new set of protocols put in place.

A review was necessary due to:

Faster than expected use of earmarked reserves over the last 4 year period
 Limited opportunities to replenish reserves from in year underspends as budgets get tighter
 Limited opportunities to redistribute reserves as various reserves are used up

Risks around the on-going austerity measures, the projected gap in the MTFP and the lack of clarity on the Authority's future business model or longer term financial plan to respond to this, notwithstanding the work recently commenced around 'Future Monmouthshire'.

Huge commitment of capital resources to Future Schools

The need for reserves to work harder

The need to consider some issues as requiring base budgets rather than continued funding from reserves e.g. redundancy costs are unfortunately going to be an ongoing feature of expense for the Authority every year.

To comply with best practice regarding the management and review of earmarked reserves and the Financial Procedure Rules within the Authority's constitution.

- 1.10 My judgement, taking into account the budget forecast, the corporate budget position, the quantum of the General Reserve is assessed as adequate presently. However, the level of earmarked reserves is reaching a critically low level and this will severely affect the Council's flexibility to make the necessary changes needed to address the reducing resource base. Given that the financial outlook is not set to improve significantly in the medium term, it is vital that the reserve position continues to be closely monitored. This will require continued sound budget management in future years of account and close Cabinet scrutiny of any further proposals to utilise reserves in the coming months.
- 1.11 The provisional schedule of reserves estimated at the end of the financial year is included as an appendix to the budget report.

J Robson
Responsible Financial Officer

Prudential Indicators for Capital Programme Proposals 2017/2021

Local Authorities determine their own programmes for capital investment in fixed assets. The Prudential Code is the code of practice supporting local authorities in taking decisions and underpins the system of capital finance. The key objectives of the Prudential Code are to ensure, within the Prudential Framework, that capital investment plans of the Authority are affordable, prudent and sustainable.

To demonstrate that local authorities have fulfilled these objectives, the Prudential Code sets out the indicators that must be used, and the factors that must be taken into account. These indicators are reported below based on actual, current and planned capital budget proposals as in the proposed 2017/2021 capital medium term financial plan.

Importantly, it should be noted that the proposed supported and unsupported borrowing results from the current and future capital budget proposals:

Borrowing budgeted in the capital budget proposals 2017/18 to 2020/21 is as follows: The 2017/18 figures are inclusive of slippage from 2016/17 as identified and reported as part of the month 6 capital monitoring process.

Page 115

- General Unsupported borrowing of £1,000,000 2017/18 to 2020/21.
- 21st Century Schools – budgeted unsupported borrowing of £12,453,000 and £8,155,000 (adjusted for slippage) in 2016/17 and 2017/18.
- The solar farm – budgeted unsupported borrowing of £4,805,000 in 2016/17.
- £2,400,000 of supported borrowing in 2016/17 and £2,402,000 in 2017/18 to 2020/21 which assists in financing the core capital programme and is funded through Revenue Support grant from the Welsh Government.

Capital Expenditure

The actual capital expenditure and financing (excluding vehicle leasing) that was incurred in 2015/16 and the estimates of capital expenditure and financing for the current year and future years that are recommended for approval are:

| | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|--|---------|---------|---------|---------|---------|---------|
|--|---------|---------|---------|---------|---------|---------|

| | Actual £000 | Estimate £000 | Estimate £000 | Estimate £000 | Estimate £000 | Estimate £000 |
|---------------------|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Capital Expenditure | 18,845 | 50,911 | 41,029 | 13,900 | 6,141 | 5,391 |

The estimate of capital expenditure for the 2016/17 and 2017/18 financial years includes allowance for slippage of expenditure from the 2016/17 capital programme that was forecast at month 6 capital monitoring.

As stated in the Capital programme budget proposals the medium term programme has been drafted, and a programme constructed for the next four years. There will be opportunity for the programme to be reviewed annually.

Ratio of financing costs to net revenue stream

Estimates of the ratio of financing costs to net revenue stream for the current and future years, and the actual figures for 2014/15 are:

| | 2015/16 Actual % | 2016/17 Estimate % | 2017/18 Estimate % | 2018/19 Estimate % | 2019/20 Estimate % | 2020/21 Estimate % |
|--|---------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| Ratio of financing costs to net revenue stream | 6.08 | 4.40 | 4.70 | 6.32 | 6.23 | 6.20 |

The estimates of financing costs include current commitments and the proposals in this budget report and are based on the actual and anticipated borrowing, net of investments.

Capital Financing Requirement

Estimates of the end of year Capital Financing Requirement for the Authority for the current and future years and the actual Capital Financing Requirement at 31 March 2016 are:

| | 2015/16 Actual £000 | 2016/17 Estimate £000 | 2017/18 Estimate £000 | 2018/19 Estimate £000 | 2019/20 Estimate £000 | 2020/21 Estimate £000 |
|-------------------------------|------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Capital Financing Requirement | 114,077 | 126,429 | 134,256 | 132,576 | 130,947 | 128,942 |

The Capital Financing Requirement measures the authority's underlying need to borrow for capital purposes. In accordance with best professional practice, Monmouthshire County Council does not associate borrowing with particular items or types of expenditure, other than under its current policy for determining its Minimum Revenue Provision. The authority has an integrated treasury management strategy (last approved on 10th March 2016 by Council) and has adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

The Council manages its treasury position in terms of its borrowings and investments in accordance with its approved treasury management strategy and practices. In day-to-day cash management, no distinction can be drawn between revenue and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast, the Capital Financing Requirement reflects the authority's underlying need to borrow for a capital purpose.

CIPFA's Prudential Code for Capital Finance in Local Authorities includes a key indicator of prudence where Gross External Borrowing does not, except in the short term exceed the total of Capital Financing Requirement. This is the case for the preceding year plus the estimates of any Capital Financing Requirement for the current and next two financial years.

Net external borrowing is the borrowing budgeted to finance the capital programme (Gross External borrowing) offset by the levels of cash and investments.

Page 117

| | 2015/16 Actual £000 | 2016/17 Estimate £000 | 2017/18 Estimate £000 | 2018/19 Estimate £000 | 2019/20 Estimate £000 | 2020/21 Estimate £000 |
|-------------------------------|------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Net External borrowing | 83,411 | 84,811 | 111,811 | 103,811 | 96,811 | 95,811 |
| Gross External borrowing | 94,811 | 84,811 | 111,811 | 103,811 | 96,811 | 95,811 |
| Capital Financing Requirement | 114,077 | 126,429 | 134,256 | 132,576 | 130,947 | 128,942 |

The Head of Finance, as the Authority's S151 officer, reports that the Authority had no difficulty meeting this requirement in 2015/16, nor are any difficulties envisaged for the current or future years. This view takes into account current commitments, existing plans, and the proposals in this budget report.

Authorised Limit for External Borrowing

In respect of external debt, it is recommended that the Council approves the following Authorised Limit for its total external debt gross of investments for the next four financial years.

| | 2015/16 Actual £000 | 2016/17 Limit set £000 | 2017/18 Estimate £000 | 2018/19 Estimate £000 | 2019/20 Estimate £000 | 2020/21 Estimate £000 |
|-----------------------------|------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Borrowing | 123,811 | 119,012 | 147,423 | 144,816 | 143,311 | 142,311 |
| Other long term liabilities | 2,737 | 2,707 | 2,677 | 2,647 | 2,617 | 2,587 |
| Total | 126,548 | 121,719 | 150,100 | 147,463 | 145,928 | 144,898 |

These limits separately identify borrowing from other long-term liabilities. The Council is asked to approve these limits and to delegate authority to the Head of Finance, within the total limit for any year, to effect movement between the separately agreed limits of borrowing and other long-term liabilities, in accordance with option appraisal and best value for money for the authority. Any such changes made will be reported to the Audit Committee or Council at the next opportunity following the change.

These limits are consistent with the authority's current commitments, existing plans and the proposals in this budget report for capital expenditure and financing, and with its approved treasury management policy statement and practices. They are based on the estimate of the most likely, prudent but not worse case scenario, with sufficient headroom over and above this to allow for operational management, for example unusual cash movements.

Operational Boundary for External Debt

The Council is also asked to approve the following Operational Boundary for external debt for the same period.

| | 2015/16 Actual £000 | 2016/17 Limit Set £000 | 2017/18 Estimate £000 | 2018/19 Estimate £000 | 2019/20 Estimate £000 | 2020 Estimate £000 |
|-----------------------------|------------------------------------|---------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|-----------------------------------|
| Borrowing | 102,811 | 98,812 | 127,233 | 124,616 | 123,111 | 122,111 |
| Other long term liabilities | 1,237 | 1,207 | 1,177 | 1,147 | 1,117 | 1,087 |
| | 104,048 | 100,019 | 128,400 | 125,763 | 124,228 | 123,198 |

The proposed Operational Boundary for external debt is based on the same estimates as the Authorised Limit but reflects the estimate of the most likely, prudent but not worst case scenario, without the additional headroom included within the Authorised Limit to allow, for example, for unusual cash movements and equates to the maximum of external debt projected by this estimate.

The Operational Boundary represents a key management tool for in-year monitoring by the Head of Finance. Within the Operational Boundary, figures for borrowing and other long-term liabilities are separately identified. The Council is asked to delegate authority to the Head of Finance, within the total Operational Boundary for any individual year, to effect movement between the separately agreed figures for borrowing and other long term liabilities, in a similar fashion to the Authorised Limit. Any such changes will be reported to the Audit Committee or Council at the next opportunity following the change.

The Council's actual external debt at 31 March 2016 was £96.0 million, comprising £94.8 million borrowing and £1.2 million other long-term liabilities. It should be noted that the actual external debt is not directly comparable to the Authorised Limit and Operational Boundary, since the actual external debt reflects the position at one point in time.

In taking its decisions on this budget report, the Council is asked to note that the Authorised Limit determined for 2017/18 would be the statutory limit determined under section 3(1) of the local Government Act 2003.

Incremental impact of new capital investment decisions on Council Tax

A key measure of affordability is the incremental impact on the Council Tax, and the Council should consider different options for its capital investment programme in relation to their differential impact on the Council Tax.

The incremental impact works on the basis that supported borrowing is funded through Revenue Support Grant. The calculation is therefore determined by establishing the revenue impact of:

- Unsupported borrowing – in terms of interest payments and the statutory Minimum Revenue Provision (MRP)
- Any revenue savings or costs that have been identified and that will result from capital schemes being delivered

The current capital budget proposals, using current information available, would have the following impact:

| | 2015/16 Actual £ p | 2016/17 Estimate £ p | 2017/18 Estimate £ p | 2018/19 Estimate £ p | 2019/20 Estimate £ p | 2020/21 Estimate £ p |
|------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Effect on Band D Council Tax | 2.03 | 36.85 | 17.17 | 2.52 | 2.58 | 1.88 |

The notable incremental impact in 2016/17 is due to the high level of borrowing required to fund the 21C schools programme.

Joy Robson
Responsible Financial Officer

APPENDIX H1 - USE OF RESERVE FOR REVENUE BUDGET PURPOSES 2012-13

| APPENDIX H1 - USE OF RESERVE FOR REVENUE BUDGET PURPOSES 2017/18 | | | |
|--|-------------|--------------|-------------------------------------|
| Item | To £000 | From £000 | Reserve |
| COUNCIL FUND | | | |
| Net contribution to/from Council Fund | 0 | 0 | |
| Total Council Fund | 0 | 0 | |
| EARMARKED RESERVES | | | |
| Revenue Contributions from: | | | |
| Vehicles (residual value advance) | | 63 | Invest to Redesign Reserve |
| Innovation & Marketing Business Case | | 104 | Invest to Redesign Reserve |
| Pension Strain Costs | | 298 | Redundancy and Pensions Reserve |
| Elections | | 100 | Elections Reserve |
| Fixed Assets Disposal Costs | | 122 | Fixed Assets Disposal Costs Reserve |
| Local Development Plan | | 375 | Priority Investment Reserve |
| Rural Development Plan | | 63 | Priority Investment Reserve |
| SCH Senior Leadership review | | 160 | Priority Investment Reserve |
| CIL | | 30 | Priority Investment Reserve |
| Legal costs for revocations | | 180 | Priority Investment Reserve |
| Eisteddfod | | 72 | Priority Investment Reserve |
| Childrens Services | | 86 | Priority Investment Reserve |
| Revenue Contributions to: | | | |
| Repayments to reserve for amounts provided in earlier years | -134 | | Invest to Redesign Reserve |
| Election costs | -25 | | Elections reserve |
| Grass routes buses reserve | -5 | | Grass Routes buses reserve |
| Total Earmarked Revenue Contributions | -164 | 1,653 | |
| Capital reserve funding | | 12 | Capital Investment Reserve |
| Total Earmarked Capital Contributions | 0 | 12 | |
| Total Contributions | -164 | 1,665 | |

This page is intentionally left blank

APPENDIX H2 - RESERVE BALANCES 2017/18

| | 2016/17 | 2017/18 | | | 2018/19 | | | 2019/20 | | | 2020/21 | | |
|---------------------------------------|--------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|--------------------|--------------------|
| | C/F | Contributions To | Contributions From | C/F | Contributions To | Contributions From | C/F | Contributions To | Contributions From | C/F | Contributions To | Contributions From | C/F |
| Council Fund | -8,267,243 | 0 | 0 | -8,267,243 | 0 | 0 | -8,267,243 | 0 | 0 | -8,267,243 | 0 | 0 | -8,267,243 |
| Earmarked Reserves: | | | | | | | | | | | | | |
| Invest to Redesign | -689,887 | -134,779 | 166,345 | -658,321 | -170,681 | 48,129 | -780,873 | -132,378 | 20,079 | -893,172 | 0 | 0 | -893,172 |
| IT Transformation | -517,474 | 0 | 0 | -517,474 | 0 | 0 | -517,474 | 0 | 0 | -517,474 | 0 | 0 | -517,474 |
| Insurance and Risk Management | -1,236,396 | 0 | 0 | -1,236,396 | 0 | 0 | -1,236,396 | 0 | 0 | -1,236,396 | 0 | 0 | -1,236,396 |
| Capital Receipt Generation | -226,985 | 0 | 121,918 | -105,067 | 0 | 0 | -105,067 | 0 | 0 | -105,067 | 0 | 0 | -105,067 |
| Treasury Equalisation | -990,024 | 0 | 0 | -990,024 | 0 | 0 | -990,024 | 0 | 0 | -990,024 | 0 | 0 | -990,024 |
| Redundancy and Pensions | -681,735 | 0 | 298,484 | -383,251 | 0 | 163,978 | -219,273 | 0 | 88,038 | -131,235 | 0 | 88,038 | -43,197 |
| Capital Investment | -645,363 | 0 | 12,000 | -633,363 | 0 | 12,000 | -621,363 | 0 | 12,000 | -609,363 | 0 | 12,000 | -597,363 |
| Priority Investment | -311,208 | 0 | 966,053 | 568,845 | 0 | 0 | 568,845 | 0 | 0 | 568,845 | 0 | 0 | 568,845 |
| Other Earmarked Reserves | -631,287 | 0 | 0 | -631,287 | 0 | 0 | -631,287 | 0 | 0 | -631,287 | 0 | 0 | -631,287 |
| Total Earmarked Reserves | -6,265,004 | -164,779 | 1,664,800 | -4,850,983 | -200,681 | 224,107 | -4,827,557 | -162,378 | 120,117 | -4,869,818 | -30,000 | 100,038 | -4,799,780 |
| Total useable revenue reserves | -14,532,247 | -164,779 | 1,664,800 | -13,118,226 | -200,681 | 224,107 | -13,094,800 | -162,378 | 120,117 | -13,137,061 | -30,000 | 100,038 | -13,067,023 |

This page is intentionally left blank

Appendix I - Revenue Budget Summary 2017/18

| | December 2016 Cabinet proposals | | | | | Final Settlement Changes | | Full Cost MTFP Base Budget Adjustments | January 2017 Cabinet and Final budget recommendations to Council | | | | |
|---------------------------------------|---------------------------------|------------------|----------------------|--------------------|-------------------------|----------------------------|------------------------------------|--|--|--------------------|----------------------------|------------------|--------------------------|
| | Indicative Base Budget 2017/18 | Proposed savings | Identified Pressures | Council Tax Income | Proposed Budget 2017/18 | Adjustment to AEF | Settlement pressures / adjustments | | Changes to Pressures | Changes to Savings | Further Efficiency Savings | Final amendments | Final budget recommended |
| Net Expenditure Budgets | | | | | | | | | | | | | |
| Children and Young People | 49,741 | -395 | | | 49,346 | | | 85 | 140 | 0 | | 49,571 | |
| Social Care and Health | 41,800 | -477 | 2,016 | | 43,339 | | 148 | 124 | 86 | -150 | | 43,547 | |
| Enterprise | 4,777 | -84 | 585 | | 5,278 | | | 192 | 194 | | | 5,664 | |
| Resources | 5,405 | -266 | 608 | | 5,747 | | | -20 | 75 | -160 | | 5,642 | |
| Chief Executive's unit | 21,496 | -894 | 784 | | 21,386 | | | 119 | 100 | -330 | | 21,275 | |
| Corporate Costs & Levies | 19,845 | -118 | 678 | | 20,405 | | | -24 | | -100 | | 20,281 | |
| Sub Total | 143,064 | -2,234 | 4,671 | 0 | 145,501 | 0 | 148 | 476 | 595 | -740 | 0 | 145,980 | |
| Appropriations | 9,015 | -1,536 | | | 7,479 | | | | -12 | 0 | | 7,467 | |
| Contributions to Earmarked reserves | 165 | | | | 165 | | | | 0 | | | 165 | |
| Contributions from Earmarked reserves | -512 | | -581 | | -1,093 | | | -474 | -86 | | | -1,653 | |
| Total Net Proposed Budget | 151,732 | -3,770 | 4,090 | 0 | 152,052 | 0 | 148 | 2 | 497 | -740 | 0 | 151,959 | |
| Funding Budgets | | | | | | | | | | | | | |
| Aggregate External Financing (AEF) | -91,622 | | | | -91,622 | -29 | -148 | | | | | -91,799 | |
| Council Tax (MCC) | -46,859 | | | -885 | -47,744 | | | | | | | -47,744 | |
| Council Tax (Gwent Police) | -10,294 | | | | -10,294 | | | 28 | | | | -10,267 | |
| Council Tax (Community Councils) | -2,150 | | | | -2,150 | | | | | | | -2,150 | |
| Total Funding | -150,925 | 0 | 0 | -885 | -151,810 | -29 | -148 | 28 | 0 | 0 | 0 | -151,960 | |
| Headroom/-shortfall | 808 | -3,770 | 4,090 | -885 | 243 | -29 | 0 | 30 | 497 | -740 | 0 | -1 | |
| | Council Tax 2016/17 | | | | 2017/18 tax base | Council Tax 2017/18 | %age increase | | | | | | |
| Council tax recommendations | 1,138.23 | | | | 45,537.71 | 1,183.19 | 3.95% | | | | | | |

This page is intentionally left blank

Appendix I - Revenue Budget Summary 2017/18

| | December 2016 Cabinet proposals | | | | | Final Settlement Changes | | Full Cost MTFP Base Budget Adjustments | January 2017 Cabinet and Final budget recommendations to Council | | | |
|---------------------------------------|---------------------------------|------------------|----------------------|--------------------|-------------------------|----------------------------|------------------------------------|--|--|--------------------|------------------|--------------------------|
| | Indicative Base Budget 2017/18 | Proposed savings | Identified Pressures | Council Tax Income | Proposed Budget 2017/18 | Adjustment to AEF | Settlement pressures / adjustments | | Changes to Pressures | Changes to Savings | Final amendments | Final budget recommended |
| Net Expenditure Budgets | | | | | | | | | | | | |
| Children and Young People | 49,741 | -395 | | | 49,346 | | | 85 | 140 | 0 | | 49,571 |
| Social Care and Health | 41,800 | -477 | 2,016 | | 43,339 | | | 124 | 86 | -150 | | 43,399 |
| Enterprise | 4,777 | -84 | 585 | | 5,278 | | 148 | 192 | 194 | | | 5,812 |
| Resources | 5,405 | -266 | 608 | | 5,747 | | | -20 | 75 | 0 | -100 | 5,702 |
| Chief Executive's unit | 21,496 | -894 | 784 | | 21,386 | | | 119 | 100 | -430 | | 21,175 |
| Corporate Costs & Levies | 19,845 | -118 | 678 | | 20,405 | | | -24 | 40 | | -40 | 20,381 |
| Sub Total | 143,064 | -2,234 | 4,671 | 0 | 145,501 | 0 | 148 | 476 | 635 | -580 | -140 | 146,040 |
| Appropriations | 9,015 | -1,536 | | | 7,479 | | | | -52 | -160 | 140 | 7,407 |
| Contributions to Earmarked reserves | 165 | | | | 165 | | | | | | | 165 |
| Contributions from Earmarked reserves | -512 | | -581 | | -1,093 | | | -474 | -86 | | | -1,653 |
| Total Net Proposed Budget | 151,732 | -3,770 | 4,090 | 0 | 152,052 | 0 | 148 | 2 | 497 | -740 | 0 | 151,959 |
| Funding Budgets | | | | | | | | | | | | |
| Aggregate External Financing (AEF) | -91,622 | | | | -91,622 | -29 | -148 | | | | | -91,799 |
| Council Tax (MCC) | -46,859 | | | -885 | -47,744 | | | | | | | -47,744 |
| Council Tax (Gwent Police) | -10,294 | | | | -10,294 | | | 28 | | | | -10,267 |
| Council Tax (Community Councils) | -2,150 | | | | -2,150 | | | | | | | -2,150 |
| Total Funding | -150,925 | 0 | 0 | -885 | -151,810 | -29 | -148 | 28 | 0 | 0 | 0 | -151,960 |
| Headroom/-shortfall | 808 | -3,770 | 4,090 | -885 | 243 | -29 | 0 | 30 | 497 | -740 | 0 | -1 |
| | Council Tax 2016/17 | | | | 2017/18 tax base | Council Tax 2017/18 | %age increase | | | | | |
| Council tax recommendations | 1,138.23 | | | | 45,537.71 | 1,183.19 | 3.95% | | | | | |

This page is intentionally left blank

Appendix J1 - Capital Budget Summary 2017 to 2021

| | Indicative Budget 2017/18 | Indicative Budget 2018/19 | Indicative Budget 2019/20 | Indicative Budget 2020/21 |
|------------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Asset Management Schemes | 1,929,277 | 1,929,277 | 1,929,277 | 1,929,277 |
| School Development Schemes | 28,258,224 | 8,560,044 | 800,000 | 50,000 |
| Infrastructure & Transport Schemes | 2,240,740 | 2,240,740 | 2,240,740 | 2,240,740 |
| Regeneration Schemes | 0 | 0 | 0 | 0 |
| County Farms Schemes | 300,773 | 300,773 | 300,773 | 300,773 |
| Inclusion Schemes | 850,000 | 850,000 | 850,000 | 850,000 |
| ICT Schemes | 0 | 0 | 0 | 0 |
| Vehicles Leasing | 1,500,000 | 1,500,000 | 1,500,000 | 1,500,000 |
| Other Schemes | 253,460 | 20,000 | 20,000 | 20,000 |
| TOTAL EXPENDITURE | 35,332,474 | 15,400,834 | 7,640,790 | 6,890,790 |
| Supported Borrowing | (2,402,000) | (2,402,000) | (2,402,000) | (2,402,000) |
| Unsupported (Prudential) Borrowing | (3,011,693) | (1,343,216) | (1,375,000) | (1,000,000) |
| Grants & Contributions | (11,018,512) | (3,965,848) | (1,837,000) | (1,462,000) |
| Reserve & Revenue Contributions | (17,999) | (17,999) | (17,999) | (17,999) |
| Capital Receipts | (17,382,271) | (6,171,771) | (508,791) | (508,791) |
| Vehicle Lease Financing | (1,500,000) | (1,500,000) | (1,500,000) | (1,500,000) |
| TOTAL FUNDING | (35,332,474) | (15,400,834) | (7,640,790) | (6,890,790) |

| | Indicative Budget 2017/18 | Indicative Budget 2018/19 | Indicative Budget 2019/20 | Indicative Budget 2020/21 |
|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| (SURPLUS) / DEFICIT | 0 | 0 | 0 | 0 |

| Appendix J2 - Schools capital programme | Financial Year 2017/18 | Financial Year 2018/19 | Financial Year 2019/20 | Financial Year 2020/21 |
|--|------------------------|------------------------|------------------------|------------------------|
| | Indicative Budget £ | Indicative Budget £ | Indicative Budget £ | Indicative Budget £ |
| Expenditure: | | | | |
| Monmouth Comprehensive School - 1600 Place | 20,391,004 | 6,345,133 | 750,000 | |
| Caldicot Comprehensive School - 1500 Place | 7,817,220 | 2,164,911 | | |
| Total Expenditure | 28,208,224 | 8,510,044 | 750,000 | 0 |
| Financing: | | | | |
| External Grant Funding | (9,556,512) | (2,503,848) | (375,000) | 0 |
| Capital Receipts | (16,640,020) | (5,662,980) | 0 | 0 |
| Unsupported Borrowing | (2,011,693) | (343,216) | (375,000) | 0 |
| Total Financing | (28,208,224) | (8,510,044) | (750,000) | 0 |
| (Surplus) / Deficit | 0 | 0 | 0 | 0 |

Appendix J3 - Forecast Useable Capital Receipts

Amounts in excess of £10,000 are categorised as capital receipts. The balance of receipts is required to be credited to the Useable Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's borrowing requirement.

The forecast movement on the reserve based on forecast capital receipts and the budgeted application of capital receipts (including forecast slippage) to support the financing of the Authority's capital programme is summarised below:

| <u>GENERAL RECEIPTS</u> | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|--|----------------|----------------|----------------|----------------|----------------|
| | £000 | £000 | £000 | £000 | £000 |
| Balance as at 1st April | 5,311 | 11,382 | 608 | 0 | 5,156 |
| Less: capital receipts used for financing | (2,225) | (912) | (509) | (509) | (509) |
| Less: capital receipts used for financing Monmouth, Caldicot and Welsh medium 21c school provision | (5,352) | (17,186) | (5,663) | 0 | 0 |
| | (2,265) | (6,716) | (5,564) | (508) | 4,647 |
| Capital receipts forecast | 19,666 | 7,320 | 5,560 | 5,660 | 210 |
| Deferred capital receipts | 4 | 4 | 4 | 4 | 4 |
| Less: capital receipts set aside: | (6,022) | 0 | 0 | 0 | 0 |
| Balance as at 31st March | 11,382 | 608 | 0 | 5,156 | 4,861 |
| <u>LOW COST HOME OWNERSHIP RECEIPTS</u> | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2019/20 |
| | £000 | £000 | £000 | £000 | £000 |
| Balance as at 1st April | 112 | (0) | (0) | (0) | (0) |
| Less: capital receipts used for financing | (112) | 0 | 0 | 0 | 0 |
| | (0) | (0) | (0) | (0) | (0) |
| Capital receipts forecast | - | - | - | - | - |
| Balance as at 31st March | (0) | (0) | (0) | (0) | (0) |

Appendix J4 - Capital Receipts Summary and Risk Factors

The analysis below provides a summary of the receipts and the respective risk factors:

| Risk Factor | 2015/16 £ | 2016/17 £ | 2017/18 £ | 2018/19 £ | 2019/2020 £ | 2020/21 £ | |
|---------------------------------------|--------------------------|--------------------------|-------------------------|-------------------------|-------------------------|-----------------------|-------|
| Education Receipts | | | | | | | |
| Low / completed | 9,596,000 | 0 | 100,000 | 0 | 0 | 0 | 97% |
| Medium | | 300,000 | 0 | 0 | 0 | 0 | 3% |
| High | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| | <u>9,596,000</u> | <u>300,000</u> | <u>100,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | |
| County Farm Receipts | | | | | | | |
| Low / completed | 277,000 | 745,000 | 0 | 0 | 0 | 0 | 46% |
| Medium | 0 | 0 | 1,200,000 | 0 | 0 | 0 | 54% |
| High | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| | <u>277,000</u> | <u>745,000</u> | <u>1,200,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | |
| General Receipts | | | | | | | |
| Low / completed | 301,000 | 13,790,000 | 170,000 | 160,000 | 160,000 | 160,000 | 98.6% |
| Medium | 0 | 0 | 200,000 | 0 | 0 | 0 | 1.4% |
| High | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| | <u>301,000</u> | <u>13,790,000</u> | <u>370,000</u> | <u>160,000</u> | <u>160,000</u> | <u>160,000</u> | |
| Strategic Accommodation Review | | | | | | | |
| Low / completed | 0 | 2,500,000 | 250,000 | 0 | 0 | 0 | 54.1% |
| Medium | 0 | 2,331,000 | 0 | 0 | 0 | 0 | 45.9% |
| High | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| | <u>0</u> | <u>4,831,000</u> | <u>250,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | |
| Dependent on Outcome of LDP | | | | | | | |
| Low / completed | 0 | 0 | 3,100,000 | 3,100,000 | 3,100,000 | 0 | 57% |
| Medium | 0 | 0 | 2,300,000 | 2,300,000 | 2,400,000 | 0 | 43% |
| High | 0 | 0 | 0 | 0 | 0 | 50,000 | 0% |
| | <u>0</u> | <u>0</u> | <u>5,400,000</u> | <u>5,400,000</u> | <u>5,500,000</u> | <u>50,000</u> | |
| TOTALS | | | | | | | |
| Low / completed | 10,174,000 | 17,035,000 | 3,620,000 | 3,260,000 | 3,260,000 | 160,000 | 80% |
| Medium | 0 | 2,631,000 | 3,700,000 | 2,300,000 | 2,400,000 | 0 | 20% |
| High | 0 | 0 | 0 | 0 | 0 | 50,000 | 0% |
| Total | <u>10,174,000</u> | <u>19,666,000</u> | <u>7,320,000</u> | <u>5,560,000</u> | <u>5,660,000</u> | <u>210,000</u> | |

Risk Factor key:

High - External factors affecting the potential sale that are out of Authority control

Medium - Possible risk elements attached but within Authority ability to control

Low - No major complications are foreseen for the transaction

This page is intentionally left blank

Appendix J/5- Capital Pressures

| Description of Pressure | Forecast Cost | Responsible Officer / Champion |
|---|---------------|--------------------------------|
| Current Rights of Way issues (Whitebrook byway) - Engineering assessments have been completed on landslip / collapse of byway at Whitebrook, estimated cost of repairs in the region of £70-£80k. | 75,000 | Matthew Lewis |
| Current Rights of Way issues (Wye and Usk Valley Walks) - Engineering assessments have been completed on river erosion / landslips on the Wye and Usk Valley Walks. [Monmouth] (Wye Valley Walk) £23,925, [Clytha] (Usk Valley Walk) £46,725, [Coed Y Prior] (Usk Valley Walk) £9,900, site investigations/design £5,500. | 86,000 | Matthew Lewis |
| The major review of the waste Mgt and recycling service is ongoing and will report in the new year to Members. Proposals may include consideration of receptacles rather than bags (anticipated cost of between £0.3-1.3m). Current options are exploring the possibility of using revenue budgets to meet this cost. | 1,300,000 | R Jowitt/C Touhig |
| Monmouth Community Amenity site upgrade - indicative costs are £1.5-2m if built and run by the Council. The transfer station and CA capital costs could be avoided if the Council decided it was best value to procure a build, finance, operate contract for its sites in future. The work to evaluate these options will follow on after kerbside collection. | 2,000,000 | R Jowitt/C Touhig |
| Property Maintenance requirements for both schools & non-schools as valued by condition surveys carried out some years ago. The existing £2m annual budget mainly targets urgent maintenance e.g. health & safety, maintaining buildings wind & watertight, etc., and is insufficient to address the maintenance backlog. A lack of funding means maintenance costs will rise; that our ability to sell buildings at maximum market rates will be affected ; Our ability to deliver effective services will be affected and a Loss of revenue and poor public image. | 22,000,000 | R M O'Dwyer |
| Disabled adaptation works to public buildings required under disability discrimination legislation. | 7,200,000 | R M O'Dwyer |
| School Traffic Management Improvements - based on works carried out on similar buildings. | 250,000 | R M O'Dwyer |
| Refurbishment of all Public Toilets - Capital investment required to facilitate remaining transfers to Town and Community Councils | 95,000 | R M O'Dwyer |
| School fencing improvements | 68,000 | LEA & Headteacher |
| Modification works to school kitchens to comply with Environmental Health Standards. Without additional funding school kitchens may have to be closed and additional costs for transporting meals in incurred, possibly causing disruption to the education process. | 38,000 | R M O'Dwyer |
| Radon remedial works Following the commissioning of Radon Wales to carry Radon Surveys of public buildings, remedial works will be required at various premises to resolve issues | 75,000 | R M O'Dwyer |

| | | |
|---|---|-----------------|
| Countryside Rights of Way work needed to bring network up to statutorily required and safe standard. This should be taken as a provisional figure as surveys and assessments of bridges and structures are on-going and the rights of way prioritisation system which includes risk assessment will more accurately define and rank the backlog. Bridge management report on 787 bridges completed in October 2013 identifies 254 known bridge issues of which 77 need repair, 31 replacement & 80 are missing. 68 have 'other' issues including 51 bridges which require full inspection to further ascertain requirements/costs. 13 bridges are 10m+ and require replacement or repair. It is not possible to cost all of these currently but a ball park figure of £288k has been identified for the first tranche of issues. Additional ROW allocation (30K) helping, but scale of overall pressure means these figures are still relevant | 2,200,000 | I Saunders |
| Transportation/safety strategy –Air Quality Management, 20 m.p.h legislation and DDA (car parks) | 1,200,000 | R Cope |
| Disabled Facilities Grants (DFGs) - The DFG's budget has remained unchanged for the last ten years. Each year the fully committed/spent date falls earlier in the financial year. This year we expect the budget to be fully committed by end October. | 500,000 | I Bakewell |
| Bringing County highways to the level of a safe road network. This backlog calculation figure has been provided by Welsh Government. The Authorities Capital Programme is not addressing the backlog significantly as the annual level of funding available is not of sufficient magnitude to address this. The annual programme is set in relation to the approved budget and this programme is shared with all members. Routes are selected on the basis of their significance within the overall highway network and their condition. Programmes are reviewed annually around December and then distributed to members. | 80,000,000 | R Hoggins |
| Investing in infrastructure projects needed to arrest road closures due to whole or partial bank slips. Without additional expenditure there is the potential for deterioration, increased scheme costs, disruption to communities and the travelling public and road closures. | 5,000,000 | R Hoggins |
| Backlog on highways structures including old culverts, bridges and retaining walls. With existing budget this backlog will take 23 years to cover and there will be increased likelihood of loss of network availability. | 12,700,000 | R Hoggins |
| Reprovision or repair of Chain Bridge - Cost prediction is indicative at present. Summary quotes updated August 15. The bridge is currently under special management measures and inspection. Repair/ reprovion will remove / minimise the need for these measures. Without remedial work, the structure will continue to deteriorate. The current 40T maximum limit will have to be further reduced restricting access to the Lancayo area especially for heavy vehicles. Options evaluated from repairing sufficiently to maintain 40t limit, to converting to footbridge and reprovioning | 1,800,000 to 7,500,000. Mid point 4,700,000 | R Hoggins |
| Caldicot Castle remedial works - longer term pressures given the condition of the curtain walls / towers etc. The £2-3m estimate is a ball part figure ranging from just the backlog of maintenance to also including improvements to bring the visitor facilities up to modern standards. An RDP grant is paying for a condition survey / outline conservation plan. The current condition of buildings constrains current operations and will impact on future management options including the assessment of viability of potential Cultural Services Trust. Heritage Lottery Funding is possible (but very competitive) Substantial match funding would still be required. | 3,000,000 | I Saunders |
| Severn View Care Facility renewal - the starting point is that MCC is seeking the re-provision of approximately 30 residential beds for older people living with dementia and a day service 6 days per week supporting 15 people per day. The existing home was built c1979 and although the layout is good, it has a number of significant weaknesses which we will seek to address through detailed work on design to meet identified needs in the area. | ? | Julie Boothroyd |
| Band B Schools programme - dependent on WG funding streams | ? | |

| | | |
|---|--------------------|--|
| Total Pressures | 137,787,000 | |
| Capital investment for revenue savings | | |
| Leisure and cultural services - Currently the service is exploring future delivery options including trust status. Part of the work will involve conditions surveys which may lead to capital works being required to expedite handover of assets. Included:- e.g. museums, Shire hall, Abergavenny castle, Old station Tintern, Caldicot castle | 1,000,000 | |
| ALN Strategy -review of current ALN service that includes various County facilities. Options could require Capital Spend but this is unknown at the present time | ? | |
| Abergavenny Hub costs | ? | |
| Office accommodation - reflective of J&E block, Usk HQ and car park changes, scheme currently being reviewed | 1,130,000 | |

This page is intentionally left blank

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

REPORT: Capital Budget Proposals 2017/18 to
2020/21
AUTHOR: Joy Robson
MEETING AND DATE OF MEETING: Cabinet – 15th February 2017

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:

Information relating to specific assets values of tenanted properties.

Factors in favour of disclosure:

Provides information on assets the Authority is proposing to sell.

Prejudice which would result if the information were disclosed:

Prejudice negotiations with tenants of County Farms.

My view on the public interest test is as follows:

Outweighed by need to exempt.

Recommended decision on exemption from disclosure:


To apply exemption.

Date: 2nd February 2017

Signed: 

Post: Head of Finance

I accept/do not accept the recommendation made above.



Proper Officer

Date: 07/02/17

This page is intentionally left blank

By virtue of paragraph(s) 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

| | |
|--|---|
| <p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal:</p> <p><u>Communities, Hubs and Libraries</u> Re-structure of management level of Community hubs and SLS Cease the purchase and rental of DVD's Amalgamation of SLS supporting posts from 2 into 1</p> <p><u>Contact Centres</u> Reduction of staff (Information Officer) by half a post</p> <p><u>Legal</u> Colleague reducing days. Colleague reducing days.</p> <p><u>Policy</u> Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying</p> <p><u>Community Safety</u> Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system.</p> <p><u>Partnerships</u> £5,900 non staff costs can be made through removal of professional fees and licenses</p> <p><u>Communications</u> reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day).</p> <p>Where thchange is organizational efficiency there will be no impact upon the Wellbeing or</p> |
|--|---|

| | |
|---|--|
| Name of Service – Chief Executive’s Directorate | Date Future Generations Evaluation form completed 9 th December 2016 Wellbeing Goals |
|---|--|


NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc





1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|--|--|
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p><u>Communities, Hubs and Libraries</u> There will be a consequence on employment with a reduction of 1 FTE post. <u>Contact Centres</u> There will be a consequence on employment with a reduction of 0.5 FTE</p> | <p><u>Communities, Hubs and Libraries</u> Work will be integrated across the teams, following the alignment of the Libraries and one-stop-shops. <u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system.</p> |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | <p>No impact</p> | <p>Not applicable</p> |
| <p>A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood</p> | <p>No impact</p> | <p>Not applicable</p> |
| <p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p> | <p><u>Community Safety</u> There is a risk that a reduction in the spend on CCTV budget could in the longer term compromise the robustness of the system. <u>Contact Centres</u></p> | <p>We will work with partners to ensure the best value for money is achieved for our CCTV provision</p> |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
| | There will be a consequence on employment with a reduction of 0.5 FTE – this is likely to impact on the booking system currently provided to support the Grass Routes Bus service. | <u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system. |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | No impact | Not applicable |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | No impact | Not applicable |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | No impact | Not applicable |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|---|
|  <p>Balancing short term need with long term and planning for the future</p> | These suite of proposals are designed to allow the continuation of service delivery in the medium term. | None |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Working together with other partners to deliver objectives</p> | <p>Where there are partners involved and relevant to service delivery in these areas we will work alongside them in order to maximize the impact.</p> | <p>None</p> |
|  <p>Involving those with an interest and seeking their views</p> | <p>We have worked with service users to design the most effective arrangements for public engagement in the Hubs (the merger of libraries and one-stop-shops). This was done with the significant involvement of the service users.</p> | <p>None</p> |
|  <p>Putting resources into preventing problems occurring or getting worse</p> | <p>Not applicable</p> | <p>None</p> |
|  <p>Considering impact on all wellbeing goals together and on other bodies</p> | <p>These changes to the services delivered by the Chief Executive's department have been considered against the principle of integration of the act's aims and those of other bodies. The services are in the main support services, with the very clear exception of the contact centre and Hubs and libraries.</p> | <p>None</p> |

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|---|---|
| Age | Not applicable | <p><u>Contact Centre</u></p> <p>The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.</p> | <p><u>Contact Centre</u></p> <p>An electronic booking system is being developed to remove the dependency on telephone bookings.</p> |
| Disability | Not applicable | <p><u>Contact Centre</u></p> <p>The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.</p> | <p><u>Contact Centre</u></p> <p>An electronic booking system is being developed to remove the dependency on telephone bookings.</p> |
| Gender reassignment | Not applicable | Not applicable | Not applicable |
| Marriage or civil partnership | Not applicable | Not applicable | Not applicable |
| Pregnancy or maternity | Not applicable | Not applicable | Not applicable |
| Race | Not applicable | Not applicable | Not applicable |
| Religion or Belief | Not applicable | Not applicable | Not applicable |
| Sex | Not applicable | Not applicable | Not applicable |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|----------------------------------|--|--|--|
| Sexual Orientation | Not applicable | Not applicable | Not applicable |
| Welsh Language | Not applicable | Not applicable | Not applicable |

4. **Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

Page 14

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|--|--|---|
| Safeguarding | Not applicable | Not applicable | Not applicable |
| Corporate Parenting | Not applicable | Not applicable | Not applicable |

5. **What evidence and data has informed the development of your proposal?**

Discussions with the team leaders across these service areas have been used to identify risks.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The most significant impact affecting public facing services is the changes to the staffing at the contact centre where a particular impact could be felt in the administration of the Grass Routes Bus Service. This is being mitigated by the introduction and development of the e;lectronic booking system.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|--------------------------|------------------------------|--------------------|----------|
| N/A | | | |
| | | | |
| | | | |

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|--|
| The impacts of this proposal will be evaluated on: | |
|--|--|

9. **VERSION CONTROL:** The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|-------------|-----------------------|-------------------|--|
| 0.1 | Cabinet | 16/12/2016 | <i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i> |
| | | | |
| | | | |



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

| | |
|--|---|
| <p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p> | <p>There are a series of five proposals to reduce central costs within the Children and Young People Directorate. They are:</p> <ul style="list-style-type: none"> i. Reduction in expenditure on professional fees ii. Streamlining of funding to voluntary childcare organisations iii. Better management of the Independent Special School Budget iv. Reduction in the ISB due to fall in pupil numbers v. Agreed reduction in the funding to the Education Achievement Service <p>Where the changes are related to organizational efficiency there will be no impact. There is one 'reduction' and its impact will be identified below.</p> |
| <p>Name of Service – Children and Young People Directorate</p> | <p>Date Future Generations Evaluation form completed</p> <p>9th December 2016</p> |




Page 1 of 1



NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc

- Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|---|
| A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs | No impact | None necessary |
| A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change) | No impact | None necessary |
| A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood | No impact | None necessary |
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | No impact | None necessary |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | No impact | None necessary |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | No impact | None necessary |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | No impact | None necessary |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p> | <p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution.</p> | <p>None necessary</p> |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>Not applicable</p> | <p>None necessary</p> |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution. The future provision of Additional Learning Needs is currently under review and relevant stakeholders are being involved in the process.</p> | <p>None necessary</p> |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|---|
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | <p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate, mainstream educational settings. This is a more sustainable, longer term solution.</p> <p>The placement of children with ALN into appropriate mainstream settings is part of the ALN review which is predicated on early intervention and prevention.</p> | None necessary |
|  <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p> | <p>The proposal is an early part of the ALN review which is an integrated review of Additional Learning Needs review. This will ensure that the goals and principles are addressed.</p> | None necessary |

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link:<http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|--|---|---|
| Age | This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases. | None | None |
| Disability | This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases. | None | None |
| Gender Reassignment | Not applicable | None | Not applicable |
| Marriage or civil partnership | Not applicable | None | Not applicable |
| Pregnancy or maternity | Not applicable | None | Not applicable |
| Race | Not applicable | None | Not applicable |
| Religion or Belief | Not applicable | None | Not applicable |
| Sex | Not applicable | None | Not applicable |
| Sexual Orientation | Not applicable | None | Not applicable |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Welsh Language | Not applicable | None | |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|--|---|--|
| Safeguarding | This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases. | None | - |
| Corporate Parenting | This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases. | None | - |

5. What evidence and data has informed the development of your proposal?

- This assessment has been based upon the information provided by the Additional Learning Needs team and the use of trend data to specify the types of additional learning needs we are seeing in the County.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|--------------------------|------------------------------|--------------------|----------|
| N/A | N/A | N/A | N/A |
| | | | |
| | | | |

Page 157

MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|--|
| The impacts of this proposal will be evaluated on: | |
|--|--|

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|-------------|-----------------------|-----------------|--|
| 0.1 | Cabinet | 16/12/2016 | |

| | | | |
|--|--|--|--|
| | | | |
| | | | |

| | |
|---|--|
| <p>Name of the Officer completing the evaluation Mark Hand</p> <p>Phone no: 0773478579 E-mail: markhand@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal:</p> <p>To achieve budget savings while retaining an effective and acceptable level of delivery of services that are important to our communities.</p> <p><u>Housing</u> (10% saving on net budget) Re-structure of Housing Renewals team to accept a request for flexible early retirement; Accommodation savings by relocating the Housing service to County Hall, Usk from the Melin offices at Pontypool; Replace a back-office IT system with a better but cheaper alternative; Reduce spend on B&B use to accommodate homeless people, by increased prevention measures and increased use of private sector rented accommodation.</p> <p><u>Planning</u> (5% saving on net budget) Additional income in Development Management from additional use of the pre-application service and removing some fee exemptions, and from offering additional discretionary fast-track services and/or ‘Seller’s Packs’; Move towards a paperless service in Development Management with associated reductions in printing and postage costs; Reduced expenditure on buying in professional advice for both Development Management and Planning Policy, and reductions against various other budget lines in Planning Policy; Cease our membership of the Severn Estuary Partnership.</p> <p><u>Building Control</u> (10% reduction in net budget) Reduce spend on supplies and services.</p> |
|---|--|

| | |
|---|---|
| | Where the change is organisational efficiency, there will be no impact upon the Wellbeing of our communities or significant impact on service delivery. |
| Name of Service – Enterprise and Innovation Directorate | Date Future Generations Evaluation form completed 15 th December 2016 |

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc

1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.



Page 160




| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|--|---|
| A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs | <u>All</u> All of the proposals seek to make the most efficient use of financial and staff resources. <u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty. | <u>Housing</u> Consideration is being given to succession planning and resilience to mitigate the reduced hours in the Housing Renewals Team. <u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups. |
| A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change) | No impact | <u>Planning</u> Consideration is being given to retaining involvement with the Severn Estuary Partnership on a regional basis rather than as an individual Local Planning Authority. However, the current arrangement does not represent value for money for MCC. There is a risk to the Partnership's future activities if others also cease funding. Funding for |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|--|
| | | ASERA will continue via Tourism, Leisure and Culture. |
| A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood | <u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of the physical and mental wellbeing of potentially vulnerable people. | Not applicable |
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | <u>Planning</u> As part of the move to becoming paperless, Town and Community Councils will be consulted electronically only, instead of both electronically and by paper as is the current situation. T&CCs have been notified of the proposal and those that have replied are either supportive or are making adjustments to accommodate this change. | <u>Housing</u> Consideration is being given to resilliance and succession planning to ensure that a prompt, efficient and caring service is retained, in particular for DFGs, where work enables people to remain in their homes and communities. |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | No impact | See comments above regarding Severn Estuary Partnership |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | No impact | Not applicable |
| A more equal Wales | <u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of | <u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups. However, the |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|--|
| People can fulfil their potential no matter what their background or circumstances | <p>the physical and mental wellbeing of potentially vulnerable people.</p> <p><u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty.</p> | current fee exemptions do not align with those for the statutory pre-application advice service and provide a free service to organisations such as RSLs who are able to afford to employ planning agents. |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|--|---|
|  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p> | <p>These suite of proposals are designed to allow the continuation of service delivery in the medium term, with the potential to grow additional discretionary fee-earning planning services.</p> | <p>The additional services will require a review after 12 months to assess if they are meeting customer needs, and if demand is sustainable. If the services are very successful, there may be capacity and delivery issues.</p> |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>We seek to work more closely with private sector landlords and with Social Services to better predict and manage demand for accommodation.</p> <p>The additional discretionary planning services should assist home owners, businesses and investors get prompt and effective advice. The level of demand is currently unknown and cannot be quantified until the market has been tested.</p> | <p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date.</p> <p>Consideration is being given to regional level support to the Severn Estuary Partnership, but it needs to be clear how this is value for money to MCC and our communities.</p> |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|--|
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>We have met with the Severn Estuary Partnership to clarify what they do and of what benefit it is to MCC and our communities/environment.</p> <p>We have asked pre-application customers for feedback on the current service provided and on their needs going forwards.</p> <p>All budget proposals were put forward following engagement with colleagues within the affected service areas, with associated working groups carrying out more detailed work on the proposals as needed.</p> | <p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date. T&CCs with concerns have also been put in contact with Andy Smith to advice regarding potential funding for digital inclusion.</p> |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | <p>See above.</p> <p>The proposals to reduce B&B use for accommodating homeless people should be beneficial in the longer term.</p> | <p>None</p> |
|  <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p> | <p>These changes to the services delivered by the Enterprise and Innovation directorate have been considered against the principle of integration of the act's aims and those of other bodies, bearing in mind the frontline nature of these services and the needs of our customers, clients and communities.</p> | <p>None</p> |

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|--|--|
| Age | Not applicable | Not applicable | <p><u>Housing</u></p> <p>Elderly people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p> |
| Disability | Not applicable | Not applicable. Fee exemptions would remain for planning advice services for disabled adaptations. | <p><u>Housing</u></p> <p>Disabled people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p> |
| Gender reassignment | Not applicable | Not applicable | Not applicable |
| Marriage or civil partnership | Not applicable | Not applicable | Not applicable |
| Pregnancy or maternity | Not applicable | Not applicable | Not applicable |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Race | Not applicable | Not applicable | Not applicable |
| Religion or Belief | Not applicable | Not applicable | Not applicable |
| Sex | Not applicable | Not applicable | Not applicable |
| Sexual Orientation | Not applicable | Not applicable | Not applicable |
| Welsh Language | Not applicable | Not applicable | Not applicable |

Page 15

Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|---|--|
| | | | |

| | | | |
|---------------------|---|----------------|---|
| Safeguarding | Proposals relating to reduced reliance on B&Bs to accommodate homeless people may be of relevance. Work is on-going to maximize the use of private sector rented properties to accommodate homeless people but also young people currently in foster care but leaving home to attend University or due to their age, as well as young vulnerable mothers. | Not applicable | Work closely with appropriate landlords and with Social Services and relevant partner agencies. |
| Corporate Parenting | As above | Not applicable | As above |

5. What evidence and data has informed the development of your proposal?

Discussions with the team leaders across these service areas have been used to identify risks.

Discussions with colleagues within the teams to suggest budget proposals and to help shape those ideas that have been put forward.

Customer research regarding additional planning services to seek to identify potential demand.

Discussions with Matthew Lewis (Countryside Manager) and Severn Estuary Partnership regarding that proposal.

Independent challenge and scrutiny from PeopleToo.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The main positive impact is being able to maintain customer service while achieving budget savings. The main negative impact is the inevitable additional pressure that this places on colleagues.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|---|------------------------------|--------------------|----------|
| Consider regional support to Severn Estuary Partnership | By April 2017 | SEWSPG | |
| | | | |

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|---------------|
| The impacts of this proposal will be evaluated on: | 31 March 2018 |
|--|---------------|

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|-------------|-----------------------|-------------------|--|
| 0.1 | Cabinet | 16/12/2016 | <i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i> |
| | | | |
| | | | |

This page is intentionally left blank



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

| | |
|---|--|
| <p>Name of the Officer completing the evaluation: Roger Hoggins</p> <p>Phone no:01633 644133 E-mail: rogerhoggins@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Operations proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are defined as organisational efficiency, staffing, income or reduction. In some instances the proposals do not impact upon service delivery or upon staff in which case no FGE is provided.</p> |
| <p>Name of Service: Operations department: Highways, waste&street scene, Property and FM, passenger transport and fleet mgt.</p> | <p>Date Future Generations Evaluation form completed:</p> <p>9th December 2016</p> |

Page 6

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc

- 1. Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|--|---|
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p>FLEET & CAR PARKING</p> <p>10.1 Withdrawal from lease of Severn Bridge Soc Club car park.</p> <p>HIGHWAYS</p> <p>5.1 Invest in asphalt recycling plant</p> <p>PROPERTY & FM</p> <p>5.1 & 10.1 reduction in staffing budgets</p> | <p>The social club has indicated that they will give MCC six months notice at some point in the future in anticipation of their submission of a planning application to develop the site. Although MCC would withdraw from the lease officers will enquire if the social club is willing to continue to allow the site to be used as a car park until such time as it is developed.</p> <p>Capital investment in recycling plant allows planings to be restored to useable asphalt for patching and limited resurfacing works.</p> <p>Reduction by flexible retirement in tehProperty team can be accommodated by remaining staff. The catering provision in Mounton House can be sustained without the current vacant post being filled.</p> |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | | |
| <p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p> | | |


| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|--|
| <p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p> | <p>WASTE & STREET SCENE</p> <p>5.4 Reduce grass cutting frequency on public open spaces.</p> <p>5.6 & 5.7 Reduce grounds mtce regime at Monmouth Sports ground and withdraw from maintenance of Bailey Park bowls club.</p> <p>5.10 Increase charge for bulky household waste from £12 to £18.</p> <p>HIGHWAYS</p> <p>10.2 Reduction in structures mtce budget</p> <p>PROPERTY & FM</p> <p>10.2 reduction in reactive corporate building maintenance budget</p> | <p>Visual impact of reduction in cutting frequency will depend upon growing season but officers will endeavor to organize cutting frequencies over the year to reduce the overall impact through the year.</p> <p>Officers are working with the association and clubs to offer support as they take on a greater role in maintaining the facility for the members' benefit.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep highways open.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep our buildings open and fit for purpose.</p> |
| <p>A globally responsible Wales Taking account of impact on global well-being when considering local</p> | | |





12390171

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
| social, economic and environmental wellbeing | | |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | | |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | <i>This includes the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, pregnancy or maternity</i> | |

Page 12

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Balancing short term need with long term and planning for the future</p> | <p>There are various proposals with differing impacts but in all instances the proposals have been assessed by officers as the most prudent for sustaining long term service provision whilst making necessary service and budget adjustments to meet the budget process in conjunction with the Council's published priorities.</p> | <p>Wherever possible the proposal seek to sustain service provision rather than ending service provision and within the Ops budget setting exercise a certain amount of income assumption is included rather than simply reduction.</p> |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>The budget proposals continue the approach of seeking support from other bodies to maintain service provision.</p> <p>This concept is already established in some service areas and officers will continue to work with clubs, associations etc. to achieve this.</p> | |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>Conversations have already been held with those affected and the budget overall will be published for consultation</p> | |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | <p>Projects will be prioritized to ensure that budgets are best allocated to service areas in most need and for projects of highest overall need comparing usage, cost, demand etc.</p> | |
|  <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p> | | |

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link:<http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|---|---|
| Age | | 10.1 Increase primary school meal price | After applying the increase MCC still remains below the average primary school meal charge in Wales. |
| Disability | | | |
| Gender reassignment | | | |
| Marriage or civil partnership | | | |
| Pregnancy or maternity | | | |
| Race | | | |
| Religion or Belief | | | |
| Sex | | | |
| Sexual Orientation | | | |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Welsh Language | | | |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|---|---|--|
| Safeguarding | | None of the Operations Department proposals have safeguarding implications | |
| Corporate Parenting | | Not applicable | |

5. What evidence and data has informed the development of your proposal?

The proposals have been developed by officers and subjected to internal challenge and scrutiny prior to wider consultation on the proposals. The proposals are designed to have least service impact although it is recognised that the reduction in maintenance budgets delays remedial works to council assets. Increases in charges are intended to allow the services to remain competitive or better reflect service costs. In some areas the proposals seek to make best use of new technology to reduce costs with least service impact.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

There are numerous proposals but significant amongst them is a reduction in the revenue maintenance budgets for structures (highways) and property maintenance, assumptions about increased income from fees and additional trading, revenue benefits from investment in plant (recycling, welfare units) and equipment (LED lighting) and staffing cost savings where available without service impact. These have arisen from officer working groups, market analysis, service good practice, research of new technology, budget analysis and priorities. These have arisen through analysis, challenge and are now submitted for further consultation and scrutiny. Inherent within the exercise so far has been an assessment of the potential impact upon the protected characteristics and within the context of the Future Generations and Well being legislation and as far as possible preparing a set of proposals that are sustainable with least impact upon well being and equality albeit acknowledging that the council's priorities and the budget modelling inevitably place pressure upon many of the Operations service areas. This does not denigrate the importance of these services but acknowledges that the budgets must be adjusted by reduction or income to contribute to the budget modelling overall.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

Page 176

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|---|--|--------------------------|-----------------------------------|
| Implementation of approved budget proposals | Wherever possible for commencement in April 2017 | Various heads of service | Ongoing implementation monitoring |
| | | | |
| | | | |

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|---|
| The impacts of this proposal will be evaluated on: | Budget approval in February 2017 and ongoing thereafter in line with budget monitoring protocols/frequencies. |
|--|---|

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|--------------------|---|--------------------------------------|---|
| 1 | Submitted as part of the Budget proposal report to Cabinet – 16 th December 2016 | 16th December 2016 | To be completed . |
| | | | |
| | | | |

This page is intentionally left blank



monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

| | |
|--|---|
| <p>Name of the Officer completing the evaluation Peter Davies</p> <p>Phone no: 07768466632 E-mail: peterdavies@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Resources proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are categorized as organisational efficiencies, staffing savings and income generation. There are no service reductions that directly impact on front line service provision.</p> |
| <p>Name of Service – Resources Directorate, comprising Estates, People Services, ICT, Finance and Revenues</p> | <p>Date Future Generations Evaluation form completed</p> <p>15th December 2016</p> |





Page 79


NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc

- Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|---|
| A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs | No impact | None necessary |
| A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change) | No impact | None necessary |
| A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood | No impact | None necessary |
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | No impact | None necessary |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | No impact | None necessary |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | No impact | None necessary |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | No impact | None necessary |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p> | <p>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p> | <p>None necessary</p> |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>Not applicable</p> | <p>None necessary</p> |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>Not applicable</p> | <p>None necessary</p> |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | <p>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p> | <p>None necessary</p> |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|---|
|  <p>Considering impact on all wellbeing goals together and on other bodies</p> | Not applicable. | None necessary |

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Page 182

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|---|---|
| Age | None | None | Not applicable |
| Disability | None | None | Not applicable |
| Gender reassignment | None | None | Not applicable |
| Marriage or civil partnership | None | None | Not applicable |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Pregnancy or maternity | None | None | Not applicable |
| Race | None | None | Not applicable |
| Religion or Belief | None | None | Not applicable |
| Sex | None | None | Not applicable |
| Sexual Orientation | None | None | Not applicable |
| Welsh Language | None | None | Not applicable |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|---|---|--|
| Safeguarding | None | None | - |
| Corporate Parenting | None | None | - |

5. What evidence and data has informed the development of your proposal?

Budget savings proposals for the resource directorate and subsequent analysis of them.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

Page 184

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|--------------------------|------------------------------|--------------------|----------|
| N/A | N/A | N/A | N/A |
| | | | |
| | | | |

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|--------------------|------------------------------|------------------------|---|
| 0.1 | Cabinet | 16/12/2016 | |
| | | | |
| | | | |

This page is intentionally left blank

Future Generations

| | |
|---|--|
| <p>Name of the Officer : Clare Morgan</p> <p>Phone no: 07770 838419 E-mail: claremorgan@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal To provide a transport policy that is equitable for all residents of Monmouthshire. To give practitioners a framework to work within</p> |
| <p>Name of Service: SCH</p> | <p>Date Future Generations Evaluation 12.12.16</p> |

Page 187




1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.



| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|--|
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p>MCC currently pay some individuals travel expenses as part of a care package. This policy will support people towards independent travel, including paying for their own transport costs or making their own arrangements where they have the means and/or capability to do. Social services arranging transport can create dependency rather than enabling independence which is our purpose.</p> | <p>This policy will ensure that there is equity around the application of determining how transport costs are paid and to whom</p> |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | <p>No impact</p> | |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|---|--|
| <p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p> | <p>People will be encouraged and supported toward independent transport arrangements</p> | <p>Robust reassessment of need, supporting the person to independence. Physiotherapy to maximize mobility, travel training. There is strong evidence from elsewhere that travel training enables people with disabilities to safely transport themselves</p> |
| <p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p> | <p>No impact</p> | |
| <p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p> | <p>No impact</p> | |
| <p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p> | <p>No impact</p> | |
| <p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p> | <p>promoting and supporting independent travel</p> | |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|-----------------|---|---|
| | | |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? Describe how. | If not, what has been done to better meet this principle? |
|--|--|---|
|  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p> | <p>No impact</p> | |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>Better collaboration with community groups, third sector, alternative transport modes</p> | |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>This will be achieved as part of a reassessment with individuals affected.</p> | |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? Describe how. | If not, what has been done to better meet this principle? |
|--|---|---|
|  <p data-bbox="147 424 271 448">Prevention</p> <p data-bbox="309 217 499 440">Putting resources into preventing problems occurring or getting worse</p> | No impact | |
|  <p data-bbox="147 687 271 711">Integration</p> <p data-bbox="309 480 517 663">Considering impact on all wellbeing goals together and on other bodies</p> | No impact | |

Page 190

Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link:

<http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Age | | | |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|---|---|
| Disability | <i>Minimized dependence on Social Services therefore increasing potential for integration into the general community for people who have mobility difficulties by virtue of illness, physical or mental impairment.</i> | <p><i>Some individuals who currently have their travel costs paid for by MCC will be encouraged to pay their own travelling expenses in the future/ make their own travel arrangements</i></p> <p><i>This policy proposal will impact on individuals who previously may have received transport arranged and paid for by the social Services department who could have had some mobility difficulties by virtue of illness, physical or mental impairment</i></p> | Robust reassessment, maximizing independence, supporting individuals to find community/public based alternative transport options |
| Gender reassignment | | | |
| Marriage or civil partnership | | | |
| Pregnancy or maternity | | | |
| Race | | | |
| Religion or Belief | | | |
| Sex | | | |
| Sexual Orientation | | | |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Welsh Language | | | |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire' s Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|---|---|--|
| Safeguarding | | | |
| Corporate Parenting | | | |

5. What evidence and data has informed the development of your proposal?

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

Some people who are currently transported by the Council will not receive this service in the future, however their independence will be enabled through the application of this policy. The proposal promotes increased independence for individuals, the use of their own or community resources. Individuals will be supported to maximize their independence and therefore releasing the potential for increased social inclusion.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|--|------------------------------|--|----------|
| Present policy to relevant senior staff and members for approval | Early 2017 | Clare Morgan | |
| Engage and consult with individuals and their carers about changes in practice and policy at time of review/reassessment | at each review/reassessment | Clare Morgan/Team managers/ assessors in teams | |
| | | | |

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|---------------------|
| The impacts of this proposal will be evaluated on: | June 2017 initially |
|--|---------------------|

9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|-------------|-----------------------|-----------------|--|
| 1 | <i>Scrutiny</i> | 12.12.16 | <i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i> |
| | | | |
| | | | |

| | |
|---|--|
| <p>Name of the Officer : Colin Richings</p> <p>Phone no: 07786 702753 E-mail: colinrichings@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal. To increase day services meal charges from the current £1.50 to £4.15 so that they are in line with charges for Monmouthshire Meals</p> |
| <p>Name of Service: Older People’s Day Services</p> | <p>Date Future Generations Evaluation 12.12.16</p> |





Page 10


1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|---|
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p>No impact</p> | |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | <p>No impact</p> | |
| <p>A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood</p> | <p>No impact</p> | |

| Well Being Goal | Does the proposal contribute to this goal? Describe the positive and negative impacts. | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|--|
| <p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p> | <p>Meal charge increases are required for the sustainability of the service. The service provides a vehicle for supporting people to stay well in their community. The price increase may be a disincentive for using the service.</p> | <p>By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.</p> |
| <p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p> | <p>No impact</p> | |
| <p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p> | <p>No impact</p> | |
| <p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p> | <p>No impact</p> | |

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? Describe how. | If not, what has been done to better meet this principle? |
|--|---|---|
|  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p> | No impact | |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | No impact | |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | No impact | |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | No impact | |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? Describe how. | If not, what has been done to better meet this principle? |
|---|---|---|
|  <p>Considering impact on all wellbeing goals together and on other bodies</p> | No impact | |

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Page 198

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|---|---|---|
| Age | | The proposals affect mainly older people as the main recipients of the service. | By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service. |
| Disability | | As above | |
| Gender reassignment | | | |
| Marriage or civil partnership | | | |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------------|---|---|---|
| Pregnancy or maternity | | | |
| Race | | | |
| Religion or Belief | | | |
| Sex | | | |
| Sexual Orientation | | | |
| Welsh Language | | | |

Page 199

Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire' s Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|---|--|---|
| Safeguarding | | There is the potential that some people may now decline the service as a result of the price increase. Day Services have an important safeguarding function in monitoring the well-being of the people we support. | By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service. |
| Corporate Parenting | | | |

5. What evidence and data has informed the development of your proposal?

The proposal to increase meal charges has been in consideration for some time. The current cost of £1.50 per meal was set approximately 20 years ago and has been subject to no increase in all that time. In parallel charges for Monmouthshire meals have been subject to mainly an annual increase over the same period. Feedback generally from people using our services is that they feel that the cost is far too low and that they would be happy to pay more. However this is informal feedback and implementation of proposals will include formal consultation and discussion with those people using our services.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The proposal supports the sustainability of the service but has the potential to place some vulnerable people at risk if they decline the service as a result of the price increase.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|---|-------------------------------------|----------------------------|-----------------|
| To communicate sensitively with people receiving our service and ensure that support is in place for anyone with concerns or difficulties as a result | On-going | The manager of the service | |
| | | | |

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

8. **MONITORING:** The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|----------------------|
| The impacts of this proposal will be evaluated on: | On an on-going basis |
|--|----------------------|

9. **VERSION CONTROL:** The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

| Version No. | Decision making stage | Date considered | Brief description of any amendments made following consideration |
|-------------|-----------------------|-----------------|--|
| | <i>Scrutiny</i> | 12.12.16 | <i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i> |
| | | | |
| | | | |

This page is intentionally left blank

Future Generations Evaluation

(includes Equalities and Sustainability Impact Assessments)

| | |
|---|---|
| <p>Name of the Officer completing the evaluation Joy Robson</p> <p>Phone no:01633 644270 E-mail:joyrobson@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal</p> <p>Present capital budget proposals for consultation</p> |
| <p>Name of Service</p> <p>Whole authority</p> | <p>Date Future Generations Evaluation form completed</p> <p>02/12/16</p> |


1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.





| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|--|---|---|
| <p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p> | <p>Local resources will be engaged to deliver the projects in the programme</p> | |
| <p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p> | | |
| <p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p> | | |

| Well Being Goal | How does the proposal contribute to this goal? (positive and negative) | What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | Investment in Future schools provides a key community facility to help promote this goal | |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | | |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | | |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | The budgets for DDA work and DFGs have been maintained at existing levels. Further work is being explored to see if further investment can be made in DFGs to meet demand. | |

Page 204

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|---|--|--|
|  <p>Balancing short term need with long term and planning for the future</p> | Building Future schools will benefit children and communities for future generations | |

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|--|---|--|
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | | |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>The aim of the report is to present proposals for consultation with key stakeholders</p> | |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | | |
|  <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p> | <p>Investment in Future Schools will positively impact on the teaching environment</p> | |

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|-------------------------------|--|---|---|
| Age | | | |
| Disability | DDA abd DFG budgets have been maintained and further work is being progressed to assess how the demand in DFGs can be met | | |
| Gender reassignment | | | |
| Marriage or civil partnership | | | |
| Race | | | |
| Religion or Belief | | | |
| Sex | | | |
| Sexual Orientation | | | |
| Welsh Language | <i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i> | | |

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire’s Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

| | Describe any positive impacts your proposal has on safeguarding and corporate parenting | Describe any negative impacts your proposal has on safeguarding and corporate parenting | What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts? |
|---------------------|--|--|---|
| Safeguarding | Safeguarding is taken into account in the design of the new schools | | |
| Corporate Parenting | | | |

5. What evidence and data has informed the development of your proposal?

Previously determined policy in respect of the priority of investing in future schools. There have been no major changes to the proposals presented here.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

Capital budgets which impact on individuals, such as DFGs and DDA works are being maintained at existing levels, and existing and future demand on DFGs is being assessed.

The investment in future schools is expected to have a benefit for children and communities for future generations

7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

| What are you going to do | When are you going to do it? | Who is responsible | Progress |
|--------------------------|------------------------------|--------------------|----------|
| | | | |
| | | | |
| | | | |

8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

| | |
|--|--|
| The impacts of this proposal will be evaluated on: | Annually when the capital MTFP is reviewed |
|--|--|