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Dydd Mawrth, 6 Chwefror 2018

Annwyl Cynghorydd

PENDERFYNIADIAU AELOD CABINET UNIGOL

Hysbysir drwy hyn y caiff y penderfyniadau dilynol a wnaed gan aelod o'r cabinet eu gwneud **Dydd Mercher, 14eg Chwefror, 2018,**.

AGENDA

1. CYNIGION GWASANAETHAU GWELL RHEOLI DATBLYGU

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Yr eiddwch yn gywir,

Paul Matthews
Prif Weithredwr

PORTFFOLIOS CABINET

Cynghorydd Sir	Maes Cyfrifoldeb	Gwaith Partneriaeth ac Allanol	Ward
P.A. Fox (Arweinydd)	Strategaeth a Chyfeiriad Awdurdod Cyfan CCR Cyd Gabinet a Datblygu Rhanbarthol; Trosolwg Sefydliad; Gweithio Rhanbarthol; Cysylltiadau Llywodraeth; Bwrdd Gwasanaethau Cyhoeddus; WLGA	Cyngor WLGA WLGA Bwrdd Cydlynu Gwasanaethau Cyhoeddus	Porthysgewin
R.J.W. Greenland (Dirprwy Arweinydd)	Menter Cynllunio Defnydd Tir; Datblygu Economaidd; Twristiaeth; Rheoli Datblygu; Rheoli Adeiladu; Tai a Digartrefedd; Hamdden; Ieuencid; Addysg Oedolion; Addysg Awyr Agored; Hybiau Cymunedol; Gwasanaethau Diwylliannol	Cyngor WLGA Twristiaeth Rhanbarth y Brifddinas	Devauden
P. Jordan	Llywodraethiant Cefnogaeth y Cyngor a Phenderfyniadau Gweithrediaeth; Craffu; Safonau Pwyllgor Rheoleiddiol; Llywodraethiant Cymunedol; Cefnogaeth Aelodaeth; Etholiadau; Hyrwyddo Democratiaeth ac Ymgysylltu: Y Gyfraith; Moeseg a Safonau; Perfformiad Awdurdod Cyfan; Cynllunio a Gwerthuso Gwasanaeth Awdurdod Cyfan; Cydlynu Corff Rheoleiddiol		Cantref
R. John	Plant a Phobl Ifanc Safonau Ysgolion; Gwella Ysgolion; Llywodraethiant Ysgolion; Trosolwg EAS; Blynyddoedd Cynnar; Anghenion Dysgu Ychwanegol; Cynhwysiant; Cwricwlwm Estynedig; Derbyniadau; Dalgylchoedd; Cynnig Ôl-16; Cydlynu gyda Choleg Gwent.	Cyd Grŵp Addysg (EAS) CBAC	Llanfihangel Troddi
P. Jones	Gofal Cymdeithasol, Diogelu ac Iechyd Plant; Oedolion; Maethu a Mabwysiadu; Gwasanaeth Troseddu Ieuencid; Cefnogi Pobl; Diogelu Awdurdod Cyfan (Plant ac Oedolion); Anableddau; Iechyd Meddwl; Iechyd Cyhoeddus; Cydlynu Iechyd.		Rhaglan
P. Murphy	Adnoddau Cyllid; Technoleg Gwybodaeth (SRS); Adnoddau Dynol; Hyfforddiant; Iechyd a Diogelwch; Cynllunio Argyfwng; Caffaeliad; Archwilio; Tir ac Adeiladau (yn cynnwys Stadau, Mynwentydd, Rhandiroedd, Ffermydd); Cynnal a Chadw Eiddo; Swyddfa Ddigidol; Swyddfa Fasnachol	Consortium Prynu Prosiect Gwyrdd Cymru	Caerwent

S.B. Jones	Gweithrediadau Sir Cynnal a Chadw Priffyrdd, Rheoli Trafnidiaeth, Traffig a Rhwydwaith, Rheolaeth Stad; Gwastraff yn cynnwys Ailgylchu; Cyfleusterau Cyhoeddus; Meysydd Parcio; Parciau a Gofodau Agored; Glanhau; Cefn Gwlad; Tirluniau a Bioamrywiaeth; Risg Llifogydd.	SEWTA Prosiect Gwyrdd	Goetre Fawr
S. Jones	Cyfiawnder Cymdeithasol a Datblygu Cymunedol Ymgysylltu â'r Gymuned; Amddifadedd ar Arwahanrwydd; Diogelwch y Gymuned; Cydlyniaeth Gymdeithasol; Tlodi; Cydraddoldeb; Amrywiaeth; Y Gymraeg; Cysylltiadau Cyhoeddus; Safonau Masnach; Iechyd yr Amgylchedd; Trwyddedu; Cyfathrebu		Llanofar

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.

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SUBJECT: Development Management Enhanced Services Proposals

MEETING: Individual Cabinet Member Decision (Enterprise)

DATE: 14th February 2018

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1 This report seeks the Cabinet Member for Enterprise's approval to introduce additional discretionary fee-earning services within Development Management, to be rolled out on a trial basis as resources allow.
- 1.2 The proposals seek to raise additional income to address financial pressures, and are in response to the increasing market demands to become more efficient and timely in providing constructive advice. In seeking to develop these services the evidence-base and business case to support the structure is set out in this report. The proposals seek flexibility to roll out additional services when possible, building on the success of the recently piloted fast-track householder application service as well as other additional services now offered.

2. RECOMMENDATIONS:

- 2.1 To authorise the following:
 - The introduction of additional fast track services and associated future fee increases set out in this report and in Appendix A from 1st March 2018;
 - The introduction of new fee income services involving charging for fast track discharge of conditions for listed building consent and planning applications.
 - To authorise the Head of Planning, Housing and Place-Shaping to review the target periods (days) for fast track performance and revise accordingly.
 - To authorise the Head of Planning, Housing and Place-Shaping to agree Planning Performance Agreements where appropriate.

3. KEY ISSUES:

- 3.1 Monmouthshire has been offering a formal pre-application advice service since April 2014 and it has been well received by both customers and staff. The existing service that has been running successfully for the last few years, was developed by engaging with our customers and asking them what matters to them. We discovered that most importantly applicants wanted consistency and clarity in advice, speed in decision making and to maintain an open dialogue with their case officer.
- 3.2 The pre-application service has been fine-tuned over the last 12 months offering additional services resulting in the development of a fast track system, where applications could be dealt with more quickly for an additional fee. This was introduced in part following single cabinet member approval in April 2017. Under these changes a fast track system was available to Level 3 and 4 pre-application advice requests, householder planning applications, certificates of lawfulness and

applications for listed building consent where they are accompany a householder application. At this point it was considered prudent to trial a few services in order to understand what could be achieved and what the resource implications would be. From this trial we have gathered valuable data and evidence to provide confidence in rolling out the 'fast track' options to other services.

- 3.3 The fast track services have been well received, especially in relation to householder applications where we have received 23 (as at 14/12/17) requests amounting to £1,955 in additional fee income. To date, only one application has missed the fast-track deadline of 28 days, and this was due to the application being called to Planning Committee for a decision. Unfortunately it has not been possible to roll out the fast-track pre-application advice service to date due to resource pressures in the Highways service.
- 3.4 Through offering these additional services, we have received requests for additional applications to be fast tracked, for example minor planning applications and listed building consent applications. In order to match this demand and provide a service that suits the customer it is proposed as part of this report, to offer a wide range of services with a fast track option. *As and when resources allow*, the additional fast-track services can be offered to the customer meeting their individual needs. In addition this would help facilitate a wider assessment of the demand for enhanced services allowing a better and more accurate forecasting of fee income.
- 3.5 The additional services would include more types of planning applications to be dealt within a shorter than statutory period.
- 3.6 For major and more significant development proposals, the statutory eight-week period is rarely realistic, although customers can seek some certainty regarding timely decision making. This can be secured by the applicant and the Local Authority to entering into a Planning Performance Agreement (PPA) for an agreed fee. This would normally relate to applications of more significant development such as larger retail/industrial buildings or residential developments. This voluntary agreement would vary depending on the proposed development, however it would set out agreed timescales and agreed fees for processing applications. It should cover the pre-application, application and possibly the post application stages of the development encouraging joint working with the local authority and the applicant. Other authorities in South East Wales already offering this form of Planning Performance Agreement service include Cardiff and Rhondda Cynon Taff. It should be noted that all of the additional fees referred to relate to certainty of timescale - not a guaranteed outcome (i.e. obtaining planning permission).
- 3.7 In addition to offering fast track services for a wider range of application types, it is proposed to include a fast track service for discharging conditions on planning and listed building consent applications. These applications seek to agree details of elements of the approved proposal, for example drainage details, windows details or materials. There is currently a statutory fee for this service where it relates to a planning application but not where it relates to a listed building consent application. Therefore this would be a new charge.

- 3.8 The proposed fees are set out in the appendix to this report. The enhanced services fees have been set on the basis that there is a 50% increase in the statutory fee in order to deliver the service in a reduced time, making this transparent and fair across the spectrum. As with the current system, if the fast-track timescale is not met and a small extension of time is not agreed by the applicant, the additional fast track element of the fee is returned to the applicant. The remainder of the fee is a statutory fee and is not refundable. The timescales set may be amended by the Head of Planning, Housing & Place-shaping in the light of monitoring to make the service as attractive to customers as is feasible.
- 3.9 It is important to note that the statutory services will not be affected by the offer of enhanced provisions. The target to meet the 8 week target for 80% of applications is still a key priority for the department and will continue to be monitored and managed.
- 3.10 In addition to offering the ability to fast track additional services, it is also proposed to amend the current fee schedule for pre-application advice in relation to Level 2 Minor Developments. Currently a level 2 application relates to development for 1-9 residential units or where the residential site is less than 0.5 ha. It is proposed to change this to 1-4 residential units on sites of less than 0.5 ha given the significant level of work in looking at such proposals. Sites for 4-9 dwelling units or for residential proposals on sites over 0.5 ha above would be given the due consideration necessary under a level 3 pre-application enquiry.
- 3.11 The proposals are a response to increasing demand from applicants for decisions to be made in a shorter timescale and are supported by a successful trial of initial fast track services that have shaped these new provisions. The numbers of fast track requests will be subject to ongoing review and monitoring to identify trends and areas for improvement of the service on an ongoing basis. In addition the provision of these services, as well as providing more options for the customer, provide necessary additional income for the department in order to meet income targets.
- 3.12 In addition to the above, Cabinet Member approval is sought to raise the proposed pre-application and fast track fees in line with any Welsh Government increases in the statutory fees. The proposed fast track fees are set at 50% increase in the standard application fee and any future increase would maintain this proportionate uplift. This is in order to further future proof the service and ensure that the offer can react in an appropriate and positive manner.

4. OPTIONS APPRAISAL

- 4.1 The improvements to the current services, as proposed as part of this report are based on an enhancement of the existing service provision, including the statutory requirements of the department and the additional provisions offered by the Planning Department. The proposals are based on market research and data collected as part of the ongoing review of pre-application enquiries. Therefore there are limited other options. Having said this, there is the 'do nothing' option. This would

not provide a service that the customer is looking for, nor would it provide an additional stream of income to meet required targets. Therefore this is not considered a suitable alternative to creating a forward thinking, innovative and responsive planning service.

- 4.2 As stated the offer is under regular review with data collated on the numbers of applications, the time taken and the fee income received. In addition customer feedback is regularly taken into consideration and amendments to the processes are actioned where and when necessary. Roll out of the services will also be dependent on capacity and resource, and the services will be reviewed if they cannot be delivered.

5. EVALUATION CRITERIA

- 5.1 An evaluation assessment has been included at Appendix B for future evaluation of whether the decision has been successfully implemented. The evaluation of success will be reported to the Economy and Development Select Committee each September/October as part of the Planning Service's Annual Performance Report. Planning Committee members are invited to that meeting.
- 5.2 It is important to note that the fast-track proposals maintain the statutory consultation periods for stakeholders including neighbours and community councils. The proposals do not affect the Scheme of Delegation, i.e. the provisions for applications to be referred to the Delegated Panel or Planning Committee.

6. REASONS:

- 6.1 The recommendations propose to enhance the current limited offer of fast track services. As stated this is a response to customer demands and market requirements. This would ensure that appropriate development is facilitated in an efficient way where time pressures are a particular concern.
- 6.2 To provide the opportunity for the department to enter into voluntary planning performance agreements with applicants in order to provide focus to the application, set out agreed parameters and improve working relationships on larger development projects.

7. RESOURCE IMPLICATIONS:

- 7.1 Providing a priority or fast track service for applicants will require efficient processes and effective time and project management as well as monitoring. It is however anticipated that this will be covered within the current staffing levels of the department. This has been achieved by focussing a proportion of the Development Management Area Managers' time on managing fast track applications and prioritising this element of service provision. In the long term if demand increases significantly there may be additional staff required to meet the demand, however this will be resourced through the additional income generated from the service.
- 7.2 There may be some initial challenges in resourcing the enhanced services for larger applications but the intention of this report is to future-proof the service and allow officers to experiment, providing the fast track option as and when we can resource

it and the customer requests it. The trial period has been successful for householder applications, but the demand for larger scale applications is still somewhat unknown. However, having the option to provide these services will give the Planning Service added flexibility. Indeed, the additional fees offered by fast track and PPAs may well mean the Planning Service can employ an additional officer(s) to meet this demand, as and when it arises. As noted above, this enhanced offer will be under regular review.

8. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

There are no significant equality impacts identified in the assessment (Appendix C). While it is acknowledged that the fast-track service involves the payment of an additional fee, and therefore is not accessible to those on low incomes, planning application fees are payable by applicants seeking to undertake development proposals, such as home extensions. The proposed fee is a very small proportion of the cost of carrying out such works, and so it is highly unlikely that the additional fee is unduly disadvantageous to those in financial difficulty, because they are unlikely to be service customers in the first instance. Moreover, the fast-track service is an optional extra: the statutory service remains available for all customers.

There may be beneficial impacts economically or to quality of life from quicker decisions in some instances.

Stakeholders would continue to have the full statutory consultation period and so would not be disadvantaged as decisions can currently be made immediately after that period ends.

The actual impacts from this report's recommendations will be reviewed every month through the existing monitoring and review programme. The criteria for monitoring and review will include: collating data on numbers of applications, revenue generated, officer time taken to complete, time taken to respond, types of applications and general customer feedback.

9. CONSULTEES:

MCC Development Management Staff - responded stating that the Government-set planning application fees may increase in 2018 and so approval should be sought to increase the pre-application fees in line with the statutory fee increases in order to further future proof the service.

MCC Planning Policy

MCC Heritage

Senior Leadership Team

MCC Planning Committee (considered at the meeting held on 9th January 2018) - Initial concern was expressed that a two tier service might be provided, although it was explained that applicants will not be disadvantaged as there would still be a firm commitment to meeting the statutory 8 week determination target and to ensure democratic scrutiny is maintained via the Delegation Panel or Planning Committee if a fast track application is subject to objection. The level of fees to be charged are a fraction of what is being spent on the proposed developments. The statutory pre-application advice service fee is explicit in the regulations.

The priority is about focussing on achieving the outcome of the application. Finally it was noted that the success of the proposal, if approved, will be reported as a part of the Annual Performance Report (APR) for the Planning Service. Committee endorsed the proposals, for subsequent consideration and authorisation by the Cabinet Member for Enterprise.

10. BACKGROUND PAPERS:

See appendix A - Proposed Charging Schedule

See appendix B - Future Evaluation of Implementation

See appendix C - Future Generations Evaluation

11. AUTHOR:

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Appendix A

Previously Approved Fees April 2017

Service	Statutory fee and timescale	Current fee	MCC Fast Track proposed fee
Pre application advice service	Varies		
Level 3 Major Development	£600	MCC Bespoke £850	FT £1700
Level 4 Large Major Development	£1000	MCC Bespoke £1250	FT £2500
Applications			
Householder	£190 – 8 weeks		£275 within 28 days
Listed Building Consent concurrent with Householder (above)	None		£275 within 28 days

Proposed Changes from 1st March 2018

Service	Current fee and timescale	MCC Fast Track proposed fee/timescale
Pre application advice service	Varies	
Level 1	£25 statutory /£60 MCC bespoke	£120
Level 2	£250 statutory /£120 MCC bespoke	£240
Applications		
Householder extension to 2 or more	£380 – 8 weeks	£570 - 28 days
Change of Use	£380 – 8 weeks	£570 -42 days
Adverts	£100/£330 – 8 weeks	£150/£495 – 42 days
Car Parks and access	£190 – 8 weeks	£275 – 42 days
Agricultural glass houses and poly tunnels	£70/£2150 – 8 weeks	£105/£3225 – 42 days
New Dwellings (1-9 dwellings only)	Varies – 8 weeks (£380 per dwelling unit if a detailed application or £380 per 0.1 ha if an outline application)	50% increase in fee – 42 days
Non- Residential (<1000sqm new floorspace)	Varies - 8 weeks	50% increase in fee – 42 days
Agricultural Buildings	£70/£2150 – 8 weeks	£105/£3225 – 42 days
Plant or Machinery	Varies – 8 weeks	50% increase in fee – 42 days
Other works	£190/Varies – 8 weeks	50% increase in fee – 28 days
Discharge of Conditions Planning applications	£30/£90	£45/£142- 42 days
Discharge of Conditions on Listed Building Consent	None	£142 - 42 days
Non Material Amendments	£30/£95 - 28 days	£45/£150 – 14 days

Appendix B Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	Development Management Enhanced Services
Date decision was made:	
Report Author:	Mark Hand

What will happen as a result of this decision being approved by Cabinet or Council?

The desired outcome is to see quicker turnaround times for applications improving the offer to the customer and generating income for Development Management.
The decision will offer an enhanced level of service meeting customer needs where time is of particular concern.

To be completed at 12 month appraisal

Was the desired outcome achieved? What has changed as a result of the decision? Have things improved overall as a result of the decision being taken?

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Criteria will include:

Increase in number of fast track applications by 25%, especially non-householder applications.

Number of refunds to be less than 10% of total fast-track applications.

On-going monitoring of standard service provision to ensure that timescales and service is not detrimentally affected beyond the normal parameters as identified in current monthly reviews of data by DM Management.

Customer service review will be carried out after 9 months in order to assess quality of customer experience and satisfaction.

To be completed at 12 month appraisal

Paint a picture of what has happened since the decision was implemented. Give an overview of how you fared against the criteria. What worked well, what didn't work well. The reasons why you might not have achieved the desired level of outcome. Detail the positive outcomes as a direct result of the decision. If something didn't work, why didn't it work and how has that effected implementation.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

There is no proposed immediate resource requirement.

The proposed fee income is estimated at £4,000.

To be completed at 12 month appraisal

Give an overview of whether the decision was implemented within the budget set out in the report or whether the desired amount of savings was realised. If not, give a brief overview of the reasons why and what the actual costs/savings were.

Any other comments



<p>Name of the Officer completing the evaluation Mark Hand</p> <p>Phone no: 01633 644803 E-mail: markhand@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Development Management Enhanced Services</p>
<p>Name of Service</p> <p>Planning/Development Management</p>	<p>Date Future Generations Evaluation form completed</p> <p>January 2017.</p>

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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>Positive: An efficient development management process is underpinned by the service having an engaging pre-application advice service that can provide support and guidance for customers to ensure the best development possible for the benefit of local communities and to protect character and appearance of Monmouthshire. Planning can provide economic investment and growth, and can protect acknowledged interests such as local amenity and townscape therefore ensuring that customers are getting advice early in</p>	<p>Better contribute to positive impacts: Monmouthshire's bespoke pre-application advice service provides a customer focused service that enables customers to engage fully within Planning Officers and gain the correct advice to progress their developments and ensure that we receive applications for developments that are of a high standard. An enhanced fast track service will improve this offer and better meet the needs of our customers.</p> <p>Mitigate any negative impacts: Care will be taken to improve the understanding of the positive</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?
	<p>the process is critical in securing positive outcomes and appropriate forms of development.</p> <p>Providing additional fast-track services will assist developers in getting a quicker response to be able to react to changes in demand. The additional services will enable property purchasers to achieve a quicker sale, assisting the property market and more confidence in buying.</p> <p>Negative: The higher charge for fast track services may be considered to be costly to the consumer. It is an entirely optional service for customers to choose to receive a faster service. Those who do not use the new service should not receive a lesser service than at present, although we will need to prioritise workload.</p>	<p>implications of using the Council's fast track services which can benefit its customers in speeding up the process. The department will continue to monitor the efficiency of the services and ensure that they meet the service standards set out.</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>N/A</p>	<p>N/A</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive: The additional services would enhance the current services which provide support and guidance for customers when submitting a planning application and provide the opportunity for officers to enhance schemes and provide acceptable forms of the development, which could improve Monmouthshire citizens' access to local</p>	<p>Better contribute to positive impacts: The approval and delivery of development proposals can have a positive impact on health and well-being and foster social and community pride in their communities.</p> <p>Mitigate any negative impacts: None</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?
	<p>services, such as shops and health facilities, or prevent inappropriate development form harming the amenity of an area, or indeed the health of local people.</p> <p>Negative: None identified.</p>	
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive: The area of work undertaken by the planning section directly and indirectly influences the appearance, viability, safety and connectivity of communities via planning policy, land use planning decisions. Providing guidance and support to customers at an early stage in the planning process enables the best forms of development possible which is critical in providing sustainable communities. The fast track services only seek to enhance the current guidance.</p> <p>Negative: None identified.</p>	<p>Better contribute to positive impacts: The timely approval and delivery of sustainable development proposals can have a positive impact on the character and appearance of an area, promote well-being and foster social and community pride.</p> <p>Mitigate any negative impacts: None</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Positive: The area of work undertaken by the planning section directly and indirectly influences local social, economic and environmental well-being via planning policy and land use planning decisions. However, the global-scale effect is acknowledged as being limited.</p> <p>Negative: none.</p>	<p>Better contribute to positive impacts: None</p> <p>Mitigate any negative impacts: None</p>
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People</p>	<p>Positive: Planning decisions promote the value and significance of the historic built environment by ensuring that it is a direct consideration in planning policy and land use planning decisions.</p>	<p>Better contribute to positive impacts: Timely planning decisions will ensure that proposals foster civic pride through well-designed development in historic areas or through the removal of</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?
are encouraged to do sport, art and recreation	<p>Planning decisions generally facilitate the provision of playing fields and recreational schemes in general. The Welsh language is now a material planning consideration.</p> <p>Negative: none.</p>	<p>development that has a negative impact on a heritage designation via enforcement action.</p> <p>Mitigate any negative impacts: None</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive: Appropriate development management decisions should bring positive benefits to all members of Monmouthshire's population through policies that seek to achieve the five main aims of the Welsh Spatial Plan, namely Building Sustainable Communities, Promoting a Sustainable Economy, Valuing our Environment, Achieving Sustainable Accessibility and Respecting Our Environment</p> <p>Negative: none.</p>	None.

12/09/12

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?
Balancing short term need with long term and planning for the future	<p><i>We are required to look beyond the usual short term timescales for financial planning and political cycles and instead plan with the longer term in mind (i.e. 20+ years)</i></p> <p>The LDP covers the period 2011-21. The development management function which makes planning decisions seeks to implement the policies of the LDP. By its nature, therefore, it cannot look beyond the next five year period but the SA/SEA of the LDP would have ensured consideration of the impact on future generations.</p>	Ensure that the LDP and its policies have been subject to an appropriate level of scrutiny
Working together with other partners to deliver objectives	Monmouthshire's bespoke services have been developed and enhanced around the needs of our customers and to meet their needs. Members and officers of the Council have a specific interest in the subject to ensure that sustainable forms of development are developed in Monmouthshire.	N/A
Involving those with an interest and seeking their views	<p><i>Who are the stakeholders who will be affected by your proposal? Have they been involved?</i></p> <p>The enhanced pre-application advice service review will be subject to consultation with Members of Planning Committee, whose Members have a specific interest in the subject, as well as senior officers of the Council, and will be taken into account.</p>	As above.

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
Putting resources into preventing problems occurring or getting worse	The revised services would provide the legal basis for designated officers to make timely planning decisions at an appropriate level. The new services will enable customers to prevent sales where there may be planning enforcement issues or breaches of planning control.	N/A
Positively impacting on people, economy and environment and trying to benefit all three	<p><i>There is space to describe impacts on people, economy and environment under the Wellbeing Goals above, so instead focus here on how you will better integrate them and balance any competing impacts</i></p> <p>The work undertaken by the development management service directly relates to promoting and ensuring sustainable development and its three areas: environment, economy and society.</p>	The revised and new services would facilitate the implementation of the LDP which has been subject to a Sustainability Assessment that balances the impacts on Social, Economic and Environmental factors.

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?
<p>Positive: The revised pre-application advice service within the Development Management section of the Council should bring positive benefits to all members of Monmouthshire’s population through policies that seek to achieve some of the main aims of the Welsh Spatial Plan, namely Promoting a Sustainable Economy, Valuing our Environment and Respecting Our Environment, be it through making timely decisions on planning or related applications to prevent harm to acknowledged interests, such as amenity, public safety or biodiversity.</p>			
Age	None	None	See above
Disability	None	None	See above
Gender Reassignment	None	None	See above
Marriage or civil partnership	None	None	See above
Race	None	None	See above
Religion or Belief	None	None	See above
Sex	None	None	See above
Sexual Orientation	None	None	See above
Welsh Language	<p><i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i></p> <p>Welsh is treated on equal terms as English in the planning process,</p>	None	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 note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.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	n/a
Corporate Parenting	None.	None.	n/a

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

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Monmouthshire's bespoke services have been developed using evidence and data from customer surveys and will be subject to regular review to ensure that the services are efficient and customer focused. We aim to collect feedback from our customers on the services over time and carry out regular review of our performance.

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 work undertaken by the Council's Planning Service, and in particular the Development Management function, directly relates to promoting and ensuring sustainable development. The revised services would enable planning officers to engage with customers at all stages of the planning process to ensure the most appropriate forms of development are approved within Monmouthshire within the quickest period possible. The planning process promotes sustainable forms of development, helping to create jobs and investment, while protecting material interests such as amenity, public safety and biodiversity.

In terms of the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, there are no direct implications as a result of this guidance.

There are no implications, positive or negative for corporate parenting or safeguarding.

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

N/A

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.

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The impacts of this proposal will be evaluated on:	As part of the Annual Performance Report we will report our performance on statutory pre-application advice enquires, which will be submitted to the Welsh Government and be publicly available. With the Monmouthshire bespoke services we will regularly review the services that we provide and report our performance back to committee on an annual basis.
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SUBJECT: PROPOSED RESIDENTS ONLY PARKING PERMIT SCHEME USK VIEW, MERTHYR ROAD ABERGAVENNY

MEETING: Cabinet Member for County Operations

DATE: 14TH FEBRUARY 2018

DIVISION/WARDS AFFECTED: Bryn y Cwm, Grofield

1. PURPOSE:

To consider the proposed Order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.

2. RECOMMENDATIONS:

Not to hold an inquiry into the proposal

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

3. KEY ISSUES:

Monmouthshire County Council has previously received requests from several residents and from community representative on the resident's behalf to introduce a residents only parking permit scheme. Currently this parking area is available for all highway users to use and park within.

4. REASONS:

Usk View is a small group of five residences located on Merthyr Road and is situated opposite the popular open space public amenity area of Usk Meadows. Merthyr Road is a busy urban highway and within walking distance of the town center. It is situated just north east of the busy roundabout junction of the A4143 (Link Road) with Merthyr Road.

There is a layby/car parking bay set back off the carriageway and located in front of Usk View.

Currently residents are experiencing regular severe difficulties in being able to park adjacent to their properties due to non residents leaving their vehicles here whilst visiting Usk meadows or the town center and this issue has been made aware to the Council over a long period of time by the residents and the previous local Councillor.

Officers have visited this location on several occasions and noted the high level of parking stress here. In front of Usk View.

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

Four of the five properties have confirmed their support for a residents only parking permit scheme. The previous local Councillor and the Town Council also supported this proposal. The current local elected Councillor has also indicated her support to this proposed residents parking scheme.

One objection has been received from a non resident who is related to a resident of one of the affected properties. The objection relates to the ability of carers etc to visit service users at Usk View. Currently Merthyr Road in the vicinity of Usk View has no parking prohibitions and therefore officers consider that carers etc. have the ability to park near Usk View in order to visit their clients who may reside now or in the future at Usk View.

Officers consider that in view of the fact that only one objection has been received and that objection can be resolved as set out in the report, that the Council's proposals do not warrant the holding of any inquiry.

5. RESOURCE IMPLICATIONS:

The costs of the proposed Traffic Regulation Order, road markings and signage are being funded by Monmouthshire County Council.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

There are no sustainability issues regarding installing a residents only parking permit scheme at Usk View, Merthyr Road.

7. CONSULTEES:

Senior Leadership Team
County Councillor B Jones, Cabinet Member for County Operations
Ex County Councillor Douglas Edwards.

8. BACKGROUND PAPERS:

Notice of Intention, Schedule of Objections/Comments, Proposed Resident Only Parking Scheme location plan, Schedule of Order, Statement of Reasons.

9. AUTHOR:

Paul Keeble Traffic & Network Manager

10. CONTACT DETAILS:

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

Schedule of Objections/Comments

Name/Address	Support	Comments
1.Heddlu Gwent Police	Has confirmed its support in writing.	Noted.
Name/Address	Support	Comments
Ex Councillor Douglas Edwards	Has confirmed his support in writing.	Noted.
Name/Address	Support	Comments
Abergavenny Town Council	Has confirmed its support in writing.	Noted.
Name/Address	Support	Comments
Abergavenny Town Council	Has confirmed its support in writing.	Noted.
Name/Address	Objection	Comments
Mr. Williams	Has objected in writing. Concerned that carers will not be able to park to visit a relative at Usk View.	Noted. There are no parking prohibitions on Merthyr Road in the vicinity of Usk View therefore non residents

		will have the ability to park near Usk View.
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Future Generations Evaluation (includes Equalities and Sustainability Impact

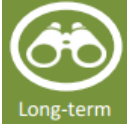
<p>Name of the Officer completing the evaluation Paul Keeble</p> <p>Phone no:01633644733 E-mail:PaulKeeble@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal To address the severe parking stress issues being experienced by residents at Usk View, Abergavenny.</p>
<p>Name of Service Highways</p>	<p>Date Future Generations Evaluation form completed 8th January 2018</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>	Neutral	N/A
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	Neutral	N/A
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	Neutral	N/A

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	Positive	N/A
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Neutral	N/A
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	Neutral	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Neutral	N/A

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?
 Balancing short term need with long term and planning for the future	N/A	

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 Working together with other partners to deliver objectives</p>	N/A	
 <p>Involvement Involving those with an interest and seeking their views</p>	N/A	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	N/A	
 <p>Integration Positively impacting on people, economy and environment and trying to benefit all three</p>	N/A	

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	N/A		N/A
Disability	N/A		N/A
Gender reassignment	N/A		
Marriage or civil partnership	N/A		
Race	N/A		
Religion or Belief	N/A		
Sex	N/A		
Sexual Orientation	N/A		
Welsh Language	N/A		

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 note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.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	N/A		
Corporate Parenting	N/A		

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

Officers have undertaken several visits to this location and observed the parking stress being experienced at this location. Letters of support to the Council have also been received from 4 of the 5 properties here urging the Council to implement this proposed Traffic Regulation Order.

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 proposed traffic order will enable residents only to park in the designated bay in front of this group of houses thereby addressing the ongoing parking problems currently being experienced by the residents.

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
Implement order and appropriate works	Following publication of notice of making.	Traffic & Network Team	On-going

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:	April/May 2019.
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SECTION 1 - ROAD TRAFFIC REGULATION ACT 1984

NOTICE OF INTENTION TO MAKE A PERMANENT ORDER

**MONMOUTHSHIRE COUNTY COUNCIL
MERTHYR ROAD ABERGAVENNY
RESIDENTS PERMIT PARKING PLACES
TRAFFIC REGULATION ORDER 2016
GORCHYMYN RHEOLAETH TRAFFIG 2016**

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

Effect of the Order: To provide residents permit parking places at all times for the occupiers of Usk View on Merthyr Road Abergavenny.

Further details of the proposed Order comprising a plan, statement of reasons for proposing to make the Order may be examined during normal office hours at County Hall, The Rhadyr, Usk, NP15 1GA and the Councils One Stop Shop at Cross Street, Abergavenny, NP7 5H. If you wish to telephone to obtain further information about this proposal please telephone 01633 – 644026 alternatively email clairewilliams@monmouthshire.gov.uk.

Any objections in respect of this proposal should be made in writing, stating the grounds on which the objection is being made and should be sent to Head of Legal Services, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN not later than the 31st of January 2017. Please quote reference CW/H45/60.0840 on any correspondence.

Date: 13th December 2016

R Tranter
Head of Legal Services/Pennaeth Gwasanaethau Cyfreithiol

ADRAN 1 - DEDDF RHEOLEIDDIO TRAFFIG FFORDD 1984

HYSBYSIAD BWRIAD I WNEUD GORCHYMYN PARHAOL

**CYNGOR SIR Y FYNWY
HEOL MERTHYR Y FENNI
LLEOEDD CERDYN PARCIO PRESWYLLWYR
GORCHYMYN RHEOLEIDDIO TRAFFIG 2016**

HYSBYSIR DRWY HYN bod Cyngor Sir Fynwy, Neuadd y Sir, Y Rhadyr, Brynbuga, NP15 1GA ("y Cyngor") yn cynnig gwneud Gorchymyn Rheoleiddio Traffig Ffordd fel sy'n dilyn:

Effaith y Gorchymyn: Darparu lleoedd cerdyn parcio ar bob amser ar gyfer preswylwyr Usk View ar Heol Merthyr Y Fenni.

Gellir archwilio manylion pellach y Gorchymyn arfaethedig yn cynnwys cynllun, datganiad rhesymau am gynnig gwneud y Gorchymyn yn ystod oriau swyddfa arferol yn Neuadd y Sir, Y Rhadyr, Brynbuga, NP15 1GA a Siop Un Stop y Cyngor yn Stryd Groes, Y Fenni, NP7 5H. Os dymunwch gael mwy o wybodaeth am y cynnig ffoniwch 01633- 644026 neu anfon e-bost at clairewilliams@monmouthshire.gov.uk.

Dylid gwneud unrhyw wrthwynebiadau yng nghyswllt y cynnig hwn mewn ysgrifen, gan nodi ar ba sail y gwneir y gwrthwynebiad a'i anfon at Bennaeth Gwasanaethau Cyfreithiol, Cyngor Sir Fynwy, Blwch SP 106, Cil-y-coed, NP26 9AN erbyn 31 Ionawr 2017 fan bellaf. Dylid nodi'r cyfeirnod CW/H45/60.0840 ar unrhyw ohebiaeth os gwelwch yn dda.

Dyddiad: 13 Rhagfyr 2016

R Tranter
Pennaeth Gwasanaethau Cyfreithiol

SCHEDULE

Merthyr Road, Abergavenny

1. The northern kerb line from a point 228 metres south west of its junction with the centre line of Union Road East for a distance of 34 metres in a generally westerly direction.

Statement of Reasons

Usk View is a small terrace of 5 properties located on Merthyr Road. The parking bay area in front of Usk View suffers from a high levels of non residential parking by highway users visiting the Castle Meadows fields or using other facilities in the vicinity of Usk View and residents therefore are experiencing severe continuous problems in their ability to park by their properties. The council has received representations from the local elected member on behalf of the 5 properties at Usk View.

SUBJECT:	USK IN BLOOM
MEETING:	INDIVIDUAL CABINET MEMBER DECISION
DATE:	14TH FEBRUARY 2018
DIVISION/WARDS AFFECTED:	USK TOWN
CABINET MEMBER:	Councillor P Murphy

1. PURPOSE:

- 1.0 To request a one-off contribution of £3,000 to support the Usk in Bloom – ‘Champion of Champions’ 2018 campaign.

2. RECOMMENDATIONS:

- 2.1 That the one-off contribution of £3,000 is approved.

3. KEY ISSUES:

- 3.1 Usk in Bloom was formed in 1981 and was registered as a charity in 2013. The charity has over 30 volunteers, receives no regular funding and operates on funds raised by the volunteers to cover annual costs for plants, fertiliser, etc. As a direct result of the work carried out by the charity over the years, Usk is now known as ‘The Town of Flowers’.
- 3.2 The aims of the Usk in Bloom committee are to:-
- Improve Usk by the imaginative planting of trees, shrubs, bulbs and floral displays;
 - Address environmental issues and preserve wildlife;
 - Work with and educate the young people in Usk from nursery to junior age;
 - Continuously plant and maintain the current 83 flower beds and tubs around the town.
 - Foster partnerships with other organisations in Usk to achieve these aims.
- 3.3 The work of the volunteers is varied and includes weeding, litter picking, supporting dog fouling initiatives, repairing / painting street furniture, etc.
- 3.4 The charity works with many local partners including Usk Church in Primary School, Usk Brownies, Girl Guides and Scouts as well as Usk WI and local sports clubs.
- 3.5 The charity has also developed several initiatives including “Your Street” which encourages local people to look after the area where they live and the annual Usk Open Garden weekend which each year attracts over 1500 visitors, boosting the local tourism economy.
- 3.6 In the summer of 2017 Usk in Bloom will feature in a new BBC TV series “Blooming Marvelous”, a dedicated 30 minute programme about the charity’s work and how it benefits the town (Usk are 1 of 15 communities involved). The programme will be shown on BBC2 in spring 2018.

4. OPTIONS APPRAISAL

- 4.1 Since its inception the charity has won several competitions including ‘Wales in Bloom’ large village for 36 years in a row and have recently won ‘Britain in Bloom’ large village category for 2017 (previously four other wins).
- 4.2 In 2015, Usk in Bloom were put forward for the first time for the ‘Champion of Champions’ award as the first Welsh Community in the history of the competition to have received the accolade for having consistently reached high (gold) standard over many years. They came

runners up, having missed the award by only one point. Having been the only village in Wales to be invited to apply again this year they are keen to win as the winners receive National TV and other media coverage which would open up many marketing opportunities for the town thus benefiting the local economy, hence the one off contribution request.

4.3 The contribution will be used to support the campaign which will include changing the outdated “Town of Flowers” sign on the entrance to Usk; a new flower bed outside Usk School; the expansion of the “permanent” beds opposite Lady Hill entrance and replacement of the “Sleeper beds” opposite Usk School. Unfortunately, given the recent loss of several banks in the high street and a high turnover of retailers, Usk in Bloom cannot guarantee the business community’s participation in hanging basket / floral displays which is fundamental to the judging business participation criteria. Having lost by one point a half-hearted high street would mean little chance of success therefore funds will also be used to encourage the use of hanging baskets by “Local” Bridge Street businesses, through subsidisation.

4.4 The contribution aligns with the Authority’s shared purpose of ‘**Building Sustainable and Resilient Communities**’ that support the well-being of current and future generations’ and the Authority’s principles to ‘create the conditions that enable people to easily come together and develop solutions to build better communities’. Supporting Usk in Bloom by making this one off contribution, demonstrates the Authority’s recognition of an organisation that is working with its local community to make Usk a better place also reflecting one of the Authority’s four well-being objectives to ‘maximise the benefits of the natural and built environment for the well-being of current and future generations’.

5. **EVALUATION CRITERIA**

5.1 An evaluation assessment has been included in Appendix B for future evaluation of whether the decision has been successfully implemented. Following the outcome of the competition an update will be provided by Usk in Bloom to the Strong Communities Select Committee.

6. **REASONS:**

6.1 MCC does not normally support local events of this nature but this is a one off contribution which will enable the Usk in Bloom committee to maximise their opportunity to win the ‘Champion of Champions’ 2018 competition, reflecting the hard work and commitment demonstrated by the charity and the local community over a significant number of years.

7. **RESOURCE IMPLICATIONS:**

7.1 A one-off contribution of £3,000 to be funded through the Operations department budget, albeit ultimately accounted for corporately in 2017/18.

8. **WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):**

8.1 The significant equality impacts identified in the assessment (Appendix C) are summarised below for members’ consideration:

Usk in Bloom have a long established record of working with the community to improve Usk through their planting and floral displays. In the course of their activities they address environmental issues and preserve wildlife whilst working with and educating the young people of Usk to the benefit of future generations. Their place based approach fosters community participation around a common sense of purpose, identifying areas for development and working collaboratively with community partners to achieve common goals for the greater good.

The impacts from this report's recommendations will be reviewed by Stronger Communities Select Committee in November 2018.

9. CONSULTEES:

Usk in Bloom
Senior Leadership Team
Cabinet

10. BACKGROUND PAPERS:

n/a

11. AUTHOR:

Cath Fallon (Head of Enterprise and Community Development)

12. CONTACT DETAILS:

Tel: 07557 190969

E-mail: cathfallon@monmouthshire.gov.uk

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council (Appendix B)

Title of Report:	Usk in Bloom
Date decision was made:	14th February 2018
Report Author:	Cath Fallon

What will happen as a result of this decision being approved by Cabinet or Council?

What is the desired outcome of the decision?
What effect will the decision have on the public/officers?

A one-off contribution will be made to the Usk in Bloom charity to support their 2018 'Champion of Champions' campaign.

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Think about what you will use to assess whether the decision has had a positive or negative effect:
Has there been an increase/decrease in the number of users
Has the level of service to the customer changed and how will you know
If decision is to restructure departments, has there been any effect on the team (e.g increase in sick leave)

Usk in Bloom will provide a report to the Stronger Communities Committee detailing the outcome of the campaign and the impact that the £3,000 had on their activities.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved.

This decision is not designed to save money. The decision will maximise the opportunity for Usk in Bloom to win the 2018 'Champion of Champions' competition,

Any other comments



Future Generations Evaluation (includes Equalities and Sustainability Impact)

Name of the Officer Cath Fallon Phone no: 07557 190969 E-mail: cathfallon@monmouthshire.gov.uk	Usk in Bloom
Name of Service: Enterprise and Community Development	Date: Future Generations Evaluation 23 rd January 2018

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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?



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	Usk in Bloom provide learning, training and employability opportunities for young people reducing their chances of becoming 'not in employment, education or training' Taking positive action as a Council to encourage other local communities, partners and businesses to do the same.	The activities supported by the funding will be reported to the Stronger Communities Committee to maximize learning opportunities.

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 resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Usk in Bloom take a place based approach, working with the community to ensure local biodiversity and ecosystems are enhanced and maintained.	The group are supported by other local community groups and partners to maximize their impact.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Usk in Bloom deliver a collaborative approach to wellbeing encouraging all members of the community to get involved and become physically active whilst improving their local environment.	The activities supported by the funding will be reported to the Stronger Communities Committee to maximize learning opportunities.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Usk in Bloom provide opportunities community based activities responding to the needs of the local environment.	To ensure activity focuses on encouraging community cohesion as one of its social drivers.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Usk in Bloom work collaboratively to ensure high standards are met and maintained that do not conflict with the global drivers.	Any decisions taken will take into account global and well-being issues as part of their day to day activities.
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	Usk in Bloom encourage equality and diversity and encourage all members of the community to participate in their activities.	Usk in Bloom enhance the local culture and heritage which is reflected in their floral displays.

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 more equal Wales People can fulfil their potential no matter what their background or circumstances	Usk in Bloom encourage equality and diversity and encourage all members of the community to participate in their activities.	The one-off funding contribution will enable Usk in Bloom to target areas of the community that may not currently be aware of the offer.

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>Usk in Bloom are undertaking activities that align with the Authority's purpose to 'help build sustainable and resilient communities that support the well-being of current and future generations' and principles to 'create the conditions that enable people to easily come together and develop solutions to build better communities'.</p>	<p>The activities supported by the funding will be reported to the Stronger Communities Committee to maximize learning opportunities.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Usk in Bloom working with local groups and partners within the local community to make Usk a better place, reflecting one of the Authority's four well-being objectives to 'maximise the potential of the natural and built environment for the well-being of current and future generations'.</p>	<p>The activities supported by the funding will be reported to the Stronger Communities Committee to maximize learning opportunities.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The activities are place based and Usk in Bloom regularly engage with their local community and respond to localised need.</p>	<p>The activities supported by the funding will be reported to the Stronger Communities Committee to maximize learning opportunities.</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>Putting resources into preventing problems occurring or getting worse</p>	<p>The one-off contribution will enable Usk in Bloom to reach a wider target audience including those who may be socially isolated thus reducing support requirements.</p>	<p>This is a one-off contribution to support a unique opportunity for Usk in Bloom to maximize their opportunity to win the 2018 'Champion of Champions' award.</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Usk in Bloom are regularly developing new ways to add value to their place based offer and sustaining long term activities which will provide greater opportunities to better connect wellbeing outcomes internally and to other partners and local community groups.</p>	<p>The purpose of Usk in Bloom aligns with the Authority's purpose to 'help build sustainable and resilient communities that support the well-being of current and future generations'.</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	Older people will be engaged as part of the place based approach where amongst other things, issues of social isolation will be addressed.	Usk in Bloom endeavor to be inclusive to all therefore no negative impacts are anticipated in relation to this particular group.	Where any negative impacts are identified the team will seek to address them by taking an inclusive approach.
Disability	Any issues identified by disability needs groups will seek to be addressed as part of the place based approach to future service delivery.	As above	As above

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?
Gender reassignment	Any issues identified by transgender groups will seek to be addressed as part of the place based approach to future service delivery.	As above	As above
Marriage or civil partnership	Any issues raised by same-sex couples will seek to be addressed as part of the place based approach to future service delivery.	As above	As above
Pregnancy or maternity	<i>Any issues raised by pregnant women will seek to be addressed as part of the place based approach to future service delivery.</i>	As above	As above
Race	<i>Any issues raised by racial groups will seek to be addressed as part of the place based approach to future service delivery.</i>	As above	As above
Religion or Belief	<i>Any issues raised by regarding religion or belief will seek to be addressed as part of the place based approach to future service delivery.</i>	As above	As above
Sex	<i>Equal consideration to both men and women will be given throughout the placed based approach to future service delivery.</i>	As above	As above
Sexual Orientation	<i>Full consideration will be given to older and younger people from the Lesbian, Gay and Bi-sexual communities throughout the placed based approach to future service delivery.</i>	As above	As above
Welsh Language	<i>All marketing and promotional materials will be produced bilingually.</i>	As above	As above

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	<i>During the delivery of the programme of activities associated with the policy, safeguarding will be at the forefront to ensure that any future service delivery promotes the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	The purpose of Usk in Bloom is to be inclusive to all therefore no negative impacts are anticipated in relation to this particular group.	Where any negative impacts are identified the team will seek to address them by taking an inclusive approach.
Corporate Parenting	<i>During the delivery of this policy the needs of any 'looked after' children will be considered to ensure any future service delivery protects their welfare.</i>	As above	As above

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

This policy is founded upon the following:

- The Wellbeing of Future Generations Act;
- The Social Services and Wellbeing (Wales) Act;
- Prosperity for All;
- The Well-being Assessment and the Population Needs Assessment;

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?

Usk in Bloom have a long established record of working with the community to improve Usk through their planting and floral displays. In the course of their activities they address environmental issues and preserve wildlife whilst working with and educating the young people of Usk for the benefit of future generations. Their place based approach fosters community participation around a common sense of purpose, identifying areas for development and working collaboratively with community partners to achieve common goals for the greater good.

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
Individual Member Decision	February 2018	Cath Fallon	
Follow up report to Stronger Communities Committee	November 2018	Cath Fallon	

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:	November 2018
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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>Individual Cabinet Member Decision</i>	<i>14th February 2018</i>	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>



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

Meeting and Date of Meeting:

Report: Support to Monmouthshire Foster carer

Author: Rhian Evans /Angela McErlane

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

Exemptions applying to the report:

This report will be exempt under

Local Government Act, Schedule 12A, Part 4;

14. Information relating to a particular individual

15. Information which is likely to reveal the identity of an individual

Factors In favour of disclosure:

Openness & transparency in matters concerned with the public

Prejudice which would result if the information were disclosed:

By disclosing the name and occupation of the foster carers subject to this report, we may not only cause difficulties for them but also identify the children in their care and therefore potentially put them 'At Risk'

My view on the public interest test is as follows:

Factors in favour of disclosure are not outweighed by those against.

Recommended decision on exemption from disclosure:

Maintain exemption from publication in relation to report

Date: 24th October 2017

Signed:

Post: Team manager, Placement & Support Team

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

Signed: 

[Signed by Chief Officer]

Date: 1st February 2018

By virtue of paragraph(s) 13 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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SUBJECT: PUBLIC HEALTH (WALES) ACT 2017
MEETING: Individual Cabinet Member Decision – Cabinet Member for Social Justice & Community Development
DATE: 14th February 2018
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To inform the Cabinet member of changes to the legislation applicable to Officers of the Public Protection Division.
- 1.2 To obtain additional authorisation for Officers under the Public Health (Wales) Act 2017.

2. RECOMMENDATIONS:

- 2.1 That Officers within the Public Protection Division be authorised under the Public Health (Wales) Act 2017 in order to enforce the legislation and carry out their duties. The specific Officers to be authorised are our Principal Environmental Health Officer (Commercial), Specialist Environmental Health Officers (Commercial) and Trading Standards Officers.
- 2.2 That the Scheme of Delegation to Officers in the Council's Constitution is amended by the Monitoring Officer to reflect the changes in 2.1.

3. KEY ISSUES:

- 3.1 The Public Health (Wales) Act 2017 includes provisions relating to obesity, tobacco and nicotine products, special procedures (acupuncture, body piercing, electrolysis, tattooing), intimate piercing, health impact assessments, pharmaceutical services, and toilets for public use. There are staged commencement dates for the different parts of the Act which will be enforced/implemented by a variety of organisations. The parts of the Act which are the enforcement responsibility of the local authority are summarised below.
- 3.2 **Part 5 Intimate piercing**
The provision relating to Part 5 of the Act - intimate piercing came into force on 1st February 2018. The Act prohibits the intimate piercing of a person who is under the age of 18 in Wales, in any setting. It will also be an offence to make arrangements to perform such a procedure on a person under 18. This part of the Act can be enforced by Police and local authorities.
- 3.3 **Part 4 Special procedures**
The Act creates a mandatory licensing scheme for practitioners and businesses carrying out special procedures in Wales. The four special procedures specified in the Act are acupuncture, body piercing, electrolysis, and tattooing. It will be an offence for a practitioner to carry out any of these special procedures without a licence, or to perform any procedure from premises or vehicles that are not approved. There will be provision to add to the list of special procedures (or to remove procedures) via regulations, to take account of new practices and changing trends, and any emerging evidence of public health risk. The commencement date for Part 4 is yet to be confirmed.

3.4 **Part 3 Tobacco and nicotine products.**

The Act re-states restrictions on smoking in enclosed and substantially enclosed public and work places. Additionally, it places restrictions on smoking in outdoor care settings for children, school grounds, hospital grounds and public playgrounds. The Act gives Welsh Ministers a regulation-making power to extend the restrictions on smoking to additional premises or vehicles, where it's considered that this is 'likely to contribute towards the promotion of the health of the people of Wales.'

3.5 The Act establishes a national register of retailers of tobacco and nicotine products. All retailers who sell either tobacco products or nicotine products in Wales will have to register in order to be permitted to sell these products - it will be an offence to sell tobacco/nicotine products from premises (including mobile units) in Wales if they are not on the national register.

3.6 The Act provides Welsh Ministers with a regulation-making power to add to the offences which contribute to a Restricted Premises Order (RPO) in Wales. (An RPO prohibits the sale from a premises of any tobacco products to any person, by the business or any of its staff for a period of up to one year). Such offences must relate to the supply, sale, transport, display, offer for sale, advertising or possession of tobacco and nicotine products. The Act also prohibits the handing over of tobacco and/or nicotine products to a person under the age of 18. This relates to situations where, for example, a delivery driver knowingly hands over tobacco or nicotine products to someone under the age of 18 who is unaccompanied by an adult.

3.7 In other provisions the Act places a duty on the Welsh Ministers to make regulations which require public bodies to carry out health impact assessments in specified circumstances and requires the Welsh Government to publish a national strategy on preventing and reducing obesity. Under the Act, each local authority in Wales will be required to prepare and publish a local toilets strategy for its area. The Act also contains measures aimed at improving the planning and delivery of pharmaceutical services, and strengthening the role of community pharmacy, in promoting and protecting public health. The Act makes a minor technical amendment to the Food Hygiene Rating (Wales) Act 2013. This allows for receipts from fixed penalty notices for non-compliance with the food hygiene rating scheme to be used by food authorities (primarily local authorities) to enforce the scheme.

4. REASONS:

4.1 In order to comply with statutory requirements and to ensure proper and effective enforcement of the legislation.

4.2 Statutory Power: Local Government Act 1972, The Public Health (Wales) Act 2017. The discharge of duties under the above legislation is a Cabinet function.

4.3 The Public Health (Wales) Act 2017 received Royal Assent on 3 July 2017. The Act aims to address a number of specific public health concerns, and to create social conditions that are conducive to good health and where avoidable harms can be prevented. Local Authorities have enforcement responsibility for the parts of the Act detailed above. The Welsh Government has emphasised that the Public Health (Wales) Act is intended to sit alongside a broader suite of actions for improving public health (including other legislative action, public health services, programmes and campaigns).

5. RESOURCE IMPLICATIONS:

- 5.1 Possible increase in office time dealing with practitioner queries; responding to customer/public complaints; and prosecutions associated with offences established under the Act.
- 5.2 Enforcement activities will be carried out within existing work programmes and the authorisation of Officers under the Act has no direct financial implications. The licensing requirements for special procedures (3.3 above) will bring in new income, to help offset the cost of implementation and enforcement.
- 5.3 The Act makes a minor technical amendment to the Food Hygiene Rating (Wales) Act 2013 so that the receipts from fixed penalty notices for non-compliance with the food hygiene rating scheme must be used by food authorities (primarily local authorities) to enforce the scheme. This will bring the Food Hygiene Rating (Wales) Act into line with the provisions of the Public Health (Wales) Act, under which receipts from fixed penalty notices issued under Part 3 must be used by enforcement authorities to support the new duties imposed on them in these chapters of the Act. The Food Safety Expert Panel in Wales have advised that as the mandatory display has been in place for some time enforcement should be more robust. We have desisted from sending out warning letters for non-display of hygiene rating and will move to the direct issue of fixed penalty notices – hence the level of receipts may now rise. The fixed penalty fine is £200 (reduced to £150 if paid within 14 days) and will result in a small amount of additional income which can only be used for food hygiene activities.

6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING)

- 6.1 A Future Generations Evaluation has been undertaken, as provided in Appendix 1.

7. CONSULTEES:

Cabinet
Senior Leadership Team
Chairs of Select Committees
Head of Legal Services
Head of Public Protection

8. BACKGROUND PAPERS: Research Briefing [17-025](#) (National Assembly for Wales, October 2017)

9. AUTHOR: Mr Kristian Williams
Specialist EHO
Public Protection (Environmental Health)
Social Care, Safeguarding & Health Directorate

10. CONTACT DETAILS:

Tel: 01291 635711

E-mail: kristianwilliams@monmouthshire.gov.uk

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Future Generations Evaluation
(includes Equalities and Sustainability Impact Assessments)

Name of the Officer completing the evaluation
Kristian Williams

Phone no: 01291 635711

E-mail: kristianwilliams@monmouthshire.gov.uk

Please give a brief description of the aims of the proposal

The Public Health (Wales) Act 2017 includes provisions relating to obesity, tobacco and nicotine products, special procedures (acupuncture, body piercing, electrolysis, tattooing), intimate piercing, health impact assessments, pharmaceutical services, and toilets for public use. There are staged commencement dates for the different Parts of the Act which will be enforced/implemented by a variety of organisations.

Officers within the Social Care and Health Directorate (Public Protection - Environmental Health & Trading Standards) require additional authorisation under the Public Health (Wales) Act 2017 in order to enforce the legislation and carry out their duties.

Purpose:

1. To inform Cabinet of changes to the legislation applicable to officers of the Public Protection Division prior to presentation of the report to Council to amend the Council's Constitution to include the Public Health (Wales) Act 2017.
2. To obtain additional authorisation for officers under the above Act.

Of particular note is Part 5 of the Act which relates to intimate piercing. This provision requires that the intimate piercing of children and young people under the age of 18 will be prohibited in Wales. It will also be an offence to make arrangements to perform an intimate piercing on anyone under the age of 18 in Wales.

Name of Service - Environmental Health (Public Protection – Social Care and Health)	Date Future Generations Evaluation form completed 19 th January 2017
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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?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	<p>The Act aims to address a number of specific public health concerns, and to create social conditions that are conducive to good health and where avoidable harms can be prevented.</p> <p>Compliance with the legislation is ultimately good for local businesses, their reputation, and the avoidance of enforcement action - whilst improving public health outcomes.</p>	<p>There are no negative impacts envisaged given the support of Welsh Government in highlighting the change of legislation with practitioners.</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 resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>No adverse effects identified.</p>	<p>No adverse effects identified and many business will already be doing enough to comply with the legislation.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The purpose of the new law is to protect children and young people under the age of 18 from the potential harm to health which can be caused by an intimate piercing, and to avoid circumstances where children and young people are placed in a potentially vulnerable situation.</p> <p>By setting the prohibition on intimate piercing at the age of 18, the Act's provisions are consistent with other public health age-related interventions, including the law relating to tattooing, the sale of alcohol, tobacco and nicotine inhaling products (such as electronic cigarettes).</p> <p>The raft of resources available to practitioners through Welsh Government and MCC in allowing for successful implementation of the Act should ensure a smooth transition with positive public health</p>	<p>No negative impacts identified.</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?
	outcomes. Formal enforcement by our Environmental Health Officers is available under the Act.	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No adverse effects identified	No adverse effects identified
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	A consistent approach to enforcement is being applied across Wales by Environmental Health Departments, fostering responsibility across the sector and improving public health outcomes globally.	For intimate piercing, practitioners will need to comply with the Act – many will already be doing enough and there are no significant additional burdens on business envisaged as a result of the Act. For intimate piercing, the prohibition aims to reinforce existing good practice within the piercing industry. Many practitioners choose not to perform intimate piercings on young people, but because the law does not expressly prohibit it, it was possible for a person under the age of 18 to undergo these procedures. NB -The new law applies to everybody in Wales, not just piercing businesses. Verification of age is not set out in the new law. A piercer could request the following documents to verify the age of the user, which is not seen as onerous: - a passport;

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?
		<ul style="list-style-type: none"> - a European Union photo card driving licence; - a photographic identity card bearing the national Proof of Age Standards Scheme (PASS) hologram; - or any other appropriate document. <p>It is not enough for the piercer to conclude that the young person looks to be over 18. All reasonable precautions must be taken to avoid committing an offence.</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>	No adverse effects identified	No adverse effects identified
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	The legislation does not differentiate between age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, pregnancy or maternity.	

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 for the future</p> <p>Balancing short term need with long term and planning</p>	<p>The long term aim of the Act is to address a number of specific public health concerns, and to create social conditions that are conducive to good health and where avoidable harms can be prevented. There is a potential for prosecution as a final sanction, however the approach to enforcement shall be in accordance with the Department’s Enforcement Policy and it is expected that by working with our businesses, sustained compliance can be achieved thereby enhancing public health outcomes. Environmental Health are well placed to deliver the intervention given our proven track record of applying a proportionate approach to enforcement. It must be noted however that on investigation of complaints (which will ultimately involve both LA and Police interventions in partnership), the failure to comply with the Act is a criminal offence and there is an unlimited penalty fine if found guilty.</p>	<p>No additional actions to be taken to contribute to positive outcomes</p>

<p>Sustainable Development Principle</p>	<p>Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.</p>	<p>Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>We shall collaborate successfully with the businesses/practitioners involved when appropriate and any necessary collaboration that may arise within MCC. We shall function as a co-enforcer with Gwent Police and we shall share intelligence through partnership working, both to enforce the provisions of the Act and improve public health outcomes.</p>	<p>No additional actions to be taken to contribute to positive outcomes</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>We shall support business through the implementation of the Act alongside Welsh Government.</p>	<p>No additional actions to be taken to contribute to positive outcomes</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>Preventing non-compliance with the Act shall be achieved by giving practitioners advance notice of the coming into force date for the age restriction on intimate piercing; and via additional support from Welsh Government (e.g. published material) and guidance from MCC Environmental Health / reactive interventions. We have a positive and sustainable working relationship with our practitioners and we shall continue to support them as the Act is implemented.</p>	<p>No additional actions to be taken to contribute to positive outcomes</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>No competing impacts.</p>	

3. Are your proposals going to affect any people or groups of people with protected characteristics? **No. The legislation does not differentiate between age, disability, gender reassignment, race, religion or beliefs, gender sexual orientation marriage or civil partnership pregnancy or maternity** 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	The legislation does not differentiate between age, disability, gender reassignment, race, religion or beliefs, gender sexual orientation marriage or civil partnership pregnancy or maternity		
Disability	See above		
Gender reassignment	See above		
Marriage or civil partnership	See above		
Pregnancy or maternity	See above		

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	See above		
Religion or Belief	See above		
Sex	See above		
Sexual Orientation	See above		
Welsh Language	We are fortunate to have a Welsh language speaker in the team.		

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? The purpose of the new law is to protect children and young people under the age of 18 from the potential health harms which can be caused by an intimate piercing, and to avoid circumstances where children and young people are placed in a potentially vulnerable situation. Where there are safeguarding issues, Environmental Health will liaise with Gwent Police and any relevant MCC Department to protect vulnerable groups e.g. Social Services. Environmental Health are well placed to deliver any interventions associated with the Act given our proven track record of working successfully with partnership agencies. The Corporate Parenting Strategy shall be consulted when appropriate on a case by case basis and the necessary referrals made to our partner agencies.

4. 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	See above in red		
Corporate Parenting	See above in red		

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

n/a implementation of new legislation.

Research Briefing [17-025](#) (National Assembly for Wales, October 2017)

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?

1. There are no significant negative impacts envisaged. Welsh Government are taking the lead on explaining the changes in legislation with practitioners in the first instance. The mode of compliance with the Act as it relates to intimate piercing is not seen as onerous and resources have been provided to support practitioners accordingly.
2. The Act aims to address a number of specific public health concerns, and to create social conditions that are conducive to good health and where avoidable harms can be prevented.

Future work:

1. Alongside Welsh Government, supporting businesses with the implementation of the new Act and the requirements in relation to intimate piercing.
2. Responding to queries from businesses.
3. Investigation of complaints relating to intimate piercing of those under the age of 18.
4. Investigation of complaints associated with arrangements being made for intimate piercing of those under the age of 18.
5. Following any further direction from Welsh Government and the All-Wales Technical Panels (for Health & Safety and Communicable Disease Control) with regard to the implementation and enforcement of the Act.
6. Conducting departmental technical/legal briefings in association with recently published Welsh Government Guidance for enforcement officers. Lead Officers throughout Wales have already undertaken specialist legal training as this relates to intimate piercing and are competent to deliver interventions moving forward.

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
Team technical/legal briefing – enforcement (Lead Officers have already undertaken legal training regarding the intimate piercing element of the Act.)	At the next team meeting	K Williams / G Dicken / D Thomas	ongoing

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:	At each intervention, as necessary – to liaise with PEHO, Head of Public Protection, Gwent Police and Legal.
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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>e.g. budget mandate, DMT, SLT, Scrutiny, Cabinetetc</i>		<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

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SUBJECT: ALL WALES PLAY OPPORTUNITIES GRANT

MEETING: Single Member Decision

DATE: 14 February 2018

DIVISION/WARDS AFFECTED: County Wide

1. PURPOSE:

- 1.1 To seek approval for the proposed spending plan for the recent allocation of All Wales Play Opportunity Grant for 2017/18 to implement actions in the play action plan.

2. RECOMMENDATIONS:

- 2.1 To approve the appended spending plan for All Wales Play Opportunity Grant for 2017/18 to implement actions in the play action plan.
- 2.2 To apply any additional allocation for 2017/18 against actions in the play action plan in agreement with the Cabinet Member.

3. KEY ISSUES:

- 3.1 Welsh Government have confirmed an offer of £16.7K play opportunities grant for spend by 31 March 2018. To be eligible the spend needs to be on implementing the play action plan and needs to be capable of being completed by end of March.

- 3.2 The proposed spend is to support:

- Summer Open Access Play Provision by meeting set up costs to 31 March 2018;
- Bulwark & Thornwell Play Assessment Project with Thornwell, Pembroke and Chepstow Schools
- A play value and accessibility assessment of fixed play equipment

The proposed spending plan is appended.

- 3.3 All proposed actions directly relate to implementing the Play Action Plan approved by Cabinet in 2016, namely matters (A) better understanding local play demand; (B) providing for diverse needs; (C) reviewing fixed play facilities; and (D) open access play provision.

- 3.4 There are indications that further grant for 2017/18 may be made available. If this arises it is proposed it be applied to any feasible actions in the play action plan in agreement with the Cabinet Member.

4. OPTIONS APPRAISAL

4.1 Given the limited period to spend the grant and the requirement to spend on actions identified in the play action plan the proposed actions are considered the only viable options.

5. EVALUATION CRITERIA

5.1 An evaluation assessment has been included at Appendix A for future evaluation of whether the decision has been successfully implemented.

6. REASONS:

6.1 The proposed actions implement the priorities agreed in the Play Action Plan approved by Cabinet in 2016, namely matters (A) better understanding local play demand; (B) providing for diverse needs; (C) reviewing fixed play facilities; and (D) open access play provision.

7. RESOURCE IMPLICATIONS:

7.1 The allocated grant of £16,721 is 100% funding and will cover the proposed actions.

8. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

8.1 The significant equality impacts identified in the assessment (Appendix 2) are summarised below for members' consideration:

- The positive impact that securing sufficient and accessible play opportunities can have on children, families and communities.
- The positive impact in providing for diverse needs.
- The challenges of better understand demand, existing provision and opportunities including for disabled children
- Developing mechanisms to engage with children and young people.

8.2 The actual impacts from this report's recommendations will be reviewed as part of the Play Action Plan Review.

9. CONSULTEES:

SLT, Cabinet

Report amended in light of indication from Welsh Government that further grant may be made available before the end of the financial year.

10. BACKGROUND PAPERS:

Appendix 1: Proposed Spending Plan

11. AUTHOR: Matthew Lewis

12. CONTACT DETAILS:

Tel: 01633 644855

E-mail: matthewlewis@monmouthshire.gov.uk

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	All Wales Play Opportunities Grant
Date decision was made:	14 February 2018
Report Author:	Matthew Lewis

What will happen as a result of this decision being approved by Cabinet or Council?

What is the desired outcome of the decision?	Delivery of Play Action Plan
What effect will the decision have on the public/officers?	Improvements to play opportunities

12 month appraisal

Was the desired outcome achieved? What has changed as a result of the decision? Have things improved overall as a result of the decision being taken?

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Think about what you will use to assess whether the decision has had a positive or negative effect:

- Numbers of children engaged in Summer Open Access Play Scheme
- Numbers of children engaged in Bulwark & Thornwell Play Assessment Project
- Completion of play value and accessibility assessment of fixed play equipment

24 month appraisal

Paint a picture of what has happened since the decision was implemented. Give an overview of how you fared against the criteria. What worked well, what didn't work well. The reasons why you might not have achieved the desired level of outcome. Detail the positive outcomes as a direct result of the decision. If something didn't work, why didn't it work and how has that effected implementation.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved. £16,721

12 month appraisal

Give an overview of whether the decision was implemented within the budget set out in the report or whether the desired amount of savings was realised. If not, give a brief overview of the reasons why and what the actual costs/savings were.

Any other comments

Appendix 1:

All Wales Play Opportunities Grant to Local Authorities 2017 – 2018

Proposal for the use of funding

Name of Local Authority: Monmouthshire County Council

Objective/Target	Cost £	Proposed Outcome(s)
<p>Open Access Play Provisions</p> <p>Open access play sessions in six community venues across Monmouthshire providing 5,140 supervised play opportunities benefitting approx. 451 families. Work to be commissioned through Torfaen Play Service (TPS) via a Service Level Agreement. Payment relates to contract costs incurred in 2017/18</p>	<p>9,000</p>	<p>Children will have access to free, open access play opportunities in their local community during the school summer holiday period.</p> <p>(Link to our Play Action Plan: Matter D: Supervised provision – open access play)</p>
<p>Bulwark & Thornwell (Chepstow) Play Assessment Project</p> <p>To support work with Thornwell and Pembroke Primary Schools and Chepstow Comprehensive to undertake a pupil led play assessment project - to get children involved in mapping where they play in Bulwark & Thornwell and identifying how that could be improved – costs of meeting set up, staff cover and transport</p>	<p>500</p>	<p>Involving young people in decision making regarding the play opportunities they would like/need in their communities. Research and dissemination of information on areas with high and low satisfaction with play to improve play opportunities for all children. (Link to our Play Action Plan: Matter (A) better understanding local play demand)</p>

<p>Fixed Play Provision</p> <p>To undertake “play value” and accessibility/inclusivity evaluation of fixed play equipment in Monmouth and Chepstow, utilising the Play Wales/Fields in Trust assessment guidance – designed to help inform the Monmouth pilot on reviewing and consolidating fixed play provision and in Chepstow to support the proposed play sufficiency project with the Chepstow school cluster.</p>	<p>7,221</p>	<p>Research and dissemination of information on areas with high and low satisfaction with play to improve play opportunities for all children; helping us review and improve the quality of fixed play provision. (Link to our Play Action Plan: Matter (A) better understanding local play demand; Matter (C) reviewing fixed play facilities; Matter (B) providing for diverse needs)</p>
	<p>16,721</p>	

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monmouthshire
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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation</p> <p>Matthew Lewis Green Infrastructure & Countryside Manager</p> <p>Phone no: 01633 644855 E-mail: matthewlewis@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>All Wales Play Opportunities Grant</p>
<p>Name of Service</p> <p>Tourism, Leisure, Culture & Youth</p>	<p>Date Future Generations Evaluation form completed</p> <p>26 January 2018</p>

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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>Positive – Access to good quality play opportunities contributes to education, particularly the foundation phase</p>	<p>The actions proposed to deliver the Play Action Plan are intended to support the delivery of good quality play opportunities</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>Positive – play opportunities extend across all open spaces and include those for environmentally focused play.</p>	<p>The actions proposed to deliver the Play Action Plan will help identify such opportunities and potential for partnership delivery</p>

Appendix 2


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 healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive – Play is essential for the growth of children's cognitive, physical, social and emotional development</p>	<p>The actions to deliver the Play Action Plan are intended to support the delivery of good quality play opportunities</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive – Play contributes not only to children's lives but to the well-being of their families and communities and looking at a community based delivery model for staffed play provision would further contribute to this.</p>	<p>The actions proposed are intended to support the delivery of good quality play opportunities and the delivery of the community open access play model</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Positive - Children's right of play is enshrined in the United Nations Convention on the Rights of the Child, which Welsh Government has formally adopted.</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>Positive – recreational activities form part of play opportunities. Negative- insufficient overall information base on Welsh Language play provision / demand</p>	<p>The proposal is intended to deliver in part the Play Action Plan action to seek to better understand demand, existing provision and opportunities</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Play is established as one of children's rights, internationally and by Welsh Government. Access to good quality play provision can be a way of reducing inequalities between children and so reducing poverty of experience for all children.</p>	<p>The proposal is intended to deliver in part the Play Action Plan actions to adopt a more integrated approach across the authority to provide for diverse needs and to seek to better understand demand, existing provision and opportunities</p>

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

Appendix 2

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term Balancing short term need with long term and planning for the future</p>	<p>Access to good quality play opportunities is a long term investment in children, families and communities. However short term pressures e.g. changes in the operating environment requiring changes in the delivery model require different approaches.</p>	<p>The proposal contribute to delivery of the PSA actions which are intended to provide a clearer and longer term focus and an attempt has been made to make these actions more strategic and integrated to support this.</p> <p>Progress against these long term ambitions will be reviewed annually as the Play Action Plan is rolled forward.</p>
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>Partnership working is central to the delivery of play opportunities.</p>	<p>The proposed actions include partnership delivery with the Chepstow cluster schools</p>
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>Children's views are central to the proposed Thornwell and Bulwark play assessment which will be pupil led and designed</p>	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>Actions are intended to support the longer term focus set out in the PSA/play action plan.</p>	

Appendix 2

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>As securing play opportunities contributes positively to children, families and communities it is inherently impacting on people, economy and environment as reflected in the breadth of the statutory measures to be addressed in the PSA.</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	The target ages for play opportunities are under 18 year olds and for staffed play provision principally aged 5 to 12		
Disability	The community play delivery model provides inclusive play opportunities. The actions included accessibility assessment of fixed play provision to inform future improvements.		
Gender reassignment			
Marriage or civil partnership			
Race			

Appendix 2

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?
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

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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 requirements are a fundamental component of staffed play provision.		The safeguarding responsibilities of the Authority and partners for children and young people are fully integrated into the identification of appropriate actions and reflected in the play action plan.
Corporate Parenting			

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

Appendix 2

The Monmouthshire Play Sufficiency Assessment and Action Plan 2016
The Welsh Government / Play Wales Play Sufficiency Assessment Toolkit September 2015
Welsh Government offer of Play Opportunity Grant 2017/18

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 positive impact that securing sufficient and accessible play opportunities can have on children, families and communities.

The positive impact in providing for diverse needs.

The challenges of better understand demand, existing provision and opportunities including for disabled children.

Developing mechanisms to engage with children and young people. .

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
Future review of Play Action Plan	April 2018 onwards	Matthew Lewis / Mike Moran / Play Strategy Group	

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:	Impacts will be re-evaluated when presenting monitoring of the play action plan 17/18
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SUBJECT: PERSONAL TRANSPORT BUDGETS – OPTION FOR SCHOOL TRANSPORT

MEETING: INDIVIDUAL CABINET MEMBER DECISION (Cllr Bryan Jones)

DATE: 14th February 2018

DIVISION/WARDS AFFECTED: all

1. PURPOSE:

Seeks approval that, at the discretion of the Council, Personal Transport Budgets (PTB) be offered as an alternative to school transport being organised by the local authority.

2. RECOMMENDATIONS:

2.1 That officers be authorised to approve a Personal Transport Budget (PTB) where to do so is to the benefit of the authority, subject to certain checks being in place (as highlighted in appendix 1).

3. KEY ISSUES:

3.1 A personal transport budget (PTB) is a sum of money given to parents or guardians of a learner by the Council in order that they can make independent transport arrangements to and from school for the learner

3.2 The option to agree a PTB with a parent or guardian is intended to offer an alternative to the authority arranging transport for an individual learner or group of learners. It will be of particular interest (but not limited to) where ‘bespoke’ transport is required for a learners that are travelling to establishments supplying special education needs. They may be travelling individually or possibly with other learners.

3.3 The option of a PTB is an alternative to the authority organising and funding transport provision for a learner. Where education at a certain establishment has been agreed by the authority then it is the authority’s responsibility to provide transport for the learner to and from the establishment and the agreement of a PSB does not obviate the authority of that responsibility should the parent/guardian wish to revert to local authority provision at some point in the future.

3.4 The authority’s current policy (for qualifying learners) says that the transport is provided at no cost to the learner. Obviously the authority incurs costs in making such transport arrangements. In some instances it may be appropriate and cost effective for the authority that a PTB be agreed whereby the learners’ parents or guardians are paid by the authority to make arrangements for the learners’ transport.

- 3.5 To fulfil its safeguarding role, in arriving at a PTB, the authority must satisfy itself that the learner is receiving suitable transport. The authority may require information from the parents to confirm what arrangements are being put in place and to monitor its ongoing provision.
- 3.6 Attached is a draft guidance note that would be provided to parents/guardians where the authority considers a PTB as a suitable option for consideration (appendix 1). The note describes the background to the scheme and answers various questions about the scheme.
- 3.7 Should a PTB be agreed with parents/guardians then they are required to formally sign an agreement to the provision of the transport for the learner. They may withdraw from the agreement but notice is required to allow the authority to make alternative arrangements if transport is still required (notice would typically be one month).

4. OPTIONS APPRAISAL

- 4.1 The authority has an obligation to provide free transport to qualifying learners (qualifying might be nearest school, catchment, special needs establishment).
- 4.2 The option of a PTB is proposed as an alternative service provision where to do so is of mutual benefit to the authority and parents/guardians.
- 4.3 Should other feasible options become available then these will be presented to members in the future.

5. EVALUATION CRITERIA

An evaluation assessment has been included at Appendix 2 for future evaluation of whether the decision has been successfully implemented. The decision will come back to this committee in 12 months for review.

6. REASONS:

- 6.1 The concept of agreeing that a parent/guardian be paid to provide transport for a learner(s) has been used previously by officers for exceptional circumstances but approval of the scheme will allow officers to promote the scheme more widely where they consider it a suitable alternative to direct transport provision by the authority.
- 6.2 The recommendation simply seeks approval that PTB's may be approved where officers consider them of benefit to the authority without detriment to the learner. This appears somewhat unregulated and in the absence of specific criteria places considerable responsibility upon the officer to arrive at a reasonable PTB. However it would limit the potential benefits of the scheme if fixed criteria are used to value a PTB. There are numerous permutations that affect the cost of each service including for example, where the learner lives, what school are they going to, what existing transport is available, what bids have been received, is it single or multiple travelers, with or without escorts. The value of any PTB would be agreed with reference to the cost that the authority would incur to arrange suitable transport and any PTB offer would be approved by the PTU Manager or Head of Service.

RESOURCE IMPLICATIONS:

It is not possible to place a specific value upon the proposal as the reduction in cost or cost avoidance is reliant upon the number of PTB's introduced and their individual value either where an existing service is removed or the cost of a new service is not incurred. Although the recommendation is worded in such a way that PTB's may be used in any circumstances where a cost benefit to the authority is achieved it is anticipated that the main benefit will be achieved where specific transport arrangements are required for learners with special education needs.

At present MCC's Passenger Transport Unit has 78 contracts in place for learners with special education needs. Dependant upon the distances and service demands (e.g. individual or multiple, with or without escort) costs vary between say £15,000 per annum and £55,000 per annum. Overall the SEN transport budget is £1.8m so whilst the value of the proposal depends upon parent/guardian take up officers would hope to be able to achieve some financial benefit without diminution in service.

7. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):

An impact assessment is provided in appendix 3.

8. CONSULTEES:

**SLT
Cabinet**

9. BACKGROUND PAPERS:

Nil

10. AUTHOR: Roger Hoggins, Head of Operations

11. CONTACT DETAILS:

Tel: 01633 644133

E-mail: rogerhoggins@monmouthshire.gov.uk

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Personal Transport Budget – Information for Parents/Guardians

The Council is committed to providing the best and most appropriate system of transportation that will carry learners safely, comfortably and without unreasonable levels of stress.

If your child is eligible for transport to school, as set out in the Council's Learner Travel Policy, Information and Arrangements, you may be entitled to receive a Personal Transport Budget (PTB). PTBs are granted at the discretion of the Council where it is cost effective and in line with the efficient use of resources.

When considering a PTB application, the Council will investigate whether there is any transport currently in place that your child could be placed onto at no additional cost or where the cost of providing your child with transport assistance would be less than providing you with a PTB. There will be a review at least annually to evaluate whether it remains cost effective.

What is a Personal Transport Budget?

A PTB is a payment that will help you to make your child's home to school travel arrangements in a way that suits your personal circumstances. A PTB is provided to parents or guardians of children who are eligible for transport to school. It allows families to make flexible arrangements, monitor the quality of their child's transport directly or they could work with other families to achieve the best possible travel arrangements for their children.

What are the benefits of Personal Transport Budgets?

- It provides freedom and flexibility for your family to choose the most appropriate travel arrangements for your child that best fit with your personal circumstances.
- It provides choice and control over how funding is used to get your child to and from school on time in a way that suits you, your child and your family.
- It allows you to explore opportunities to share with other parents or guardians.

How much will my Personal Travel Budget be?

The PTB is calculated based on the distance between home and school for the days that your child attends school and takes account of your child's current travel requirements. This means each PTB will be tailored to the needs of each family. It is based on there being 190 school days in an academic year. Should your child be absent from school, a reduction will be made to reflect the absenteeism. Where a parent or guardian enters into a PTB, it should be noted that it is their legal responsibility to ensure their child's regular attendance at school.

Who can get a Personal Travel Budget?

You can get a PTB if your child is eligible for transport to school. If you apply for a PTB, the Council will need to be satisfied that you have a suitable plan in place to get your child to/from school. Additionally, when deciding to offer a PTB, we would look at your child's attendance record at school. A suitable plan provides appropriate transport that allows your child to get to school on time, safely and ready to learn. It is important that you ensure the travel arrangements that you make for your child are reliable.

How do I get a Personal Travel Budget?

If you decide to take up a PTB we will ask you to sign an agreement that will require you to ensure that your child's safety, attendance and ability to learn are not negatively affected by their travel to and from school. The Council would then make the arrangements to transfer the PTB to your bank account. You will then be free to arrange and manage your child's travel arrangements in a way that best suits you, your child and your family.

What can the Personal Travel Budget be spent on?

Parents or guardians can spend the PTB how they like, as long as children get to and from school on time, and in a way that ensures their safety, encourages their attendance and does not negatively affect their ability to learn once they are at school. Parents must ensure that any travel arrangements secured with the PTB are appropriately taxed and insured.

Some ideas for spending the PTB include:

- Purchasing a travel pass for yourself or a trusted adult to accompany your child on public transport.
- Paying for an escort with an enhanced Disclosure and Barring Service clearance for your child to walk to school or to travel by public transport, or arrange to do this yourself.
- Covering the cost of driving or cycling with your child to school, including maybe leasing a car if you don't have one.
- Arranging shared travel arrangements with other parents or guardians, such as shared driving responsibilities, walking buses or joint taxi bookings.
- Arranging for a family member, friend or someone you trust to take your child to school.
- Paying a child minder with an enhanced Disclosure and Barring Service clearance to take your child to school.
- Overcoming barriers that may prevent you accompanying your child to school, for example travel or childcare arrangements for siblings.

How will the Personal Travel Budget get paid?

Payments would be made by the Council in advance into the parent's or guardian's designated bank account each term. The parents or guardians would need to provide us with the appropriate bank details when they sign the agreement. If your circumstances change, for example your family moves house or your child's school placement changes, the PTB may need to be re-calculated. Any transport arrangements, until your child has been re-assessed, will be the parent's or guardian's responsibility. Where it is later established that there had been no notification of the change, payments made in error will be recovered by the Council.

Can I stop the Personal Travel Budget if it doesn't work out?

Parents or guardians can stop their PTB if circumstances change substantially but we will need a month's notice to arrange alternative forms of travel assistance. We can also help with advice on how to use the PTB. We want to make PTBs work for families. If you find that you are having difficulties with your travel arrangements, we would encourage you to discuss the problems with us before deciding to leave the scheme, as we may be able to help.

Will it have an impact on other benefits?

No. PTBs have no impact on any other benefits but it is your responsibility to check that this is the case in your personal circumstances. Payments are not taxed as they are made in relation to the child not the parents or guardians.

Will I regularly need to show the Council how I am spending the Personal Transport Budget?

The Council is responsible for ensuring that public funds are spent on the intended services. In order to receive the PTB, you need to keep records, eg receipts and invoices, and surrender them for monitoring purposes when requested.

Your key responsibilities

You must ensure that your child gets to and from school each day in a way that ensures:

- They are kept safe on the journey
- They get to school on time
- Their journey is without such stress and strain that their ability to learn is affected
- They meet the average level of attendance for the school.

It is for you to decide what travel arrangements are right for your child. However, your PTB may be withdrawn if the Council feels that the arrangements you have made do not meet the above requirements. We will always discuss this with you first.

You are responsible for ensuring that anyone employed by you maintains an enhanced Disclosure and Barring Service clearance, the necessary insurance cover in respect of the provision of the service(s) agreed and also for ensuring the suitability and safety of the services they provide e.g. a valid MOT (if applicable), road tax, a valid policy of motor insurance, and a valid driving licence for that type of vehicle.

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council - APPENDIX 2

Title of Report:	PERSONAL TRANSPORT BUDGETS – OPTION FOR SCHOOL TRANSPORT
Date decision was made:	14TH February 2018 – individual cabinet member decision (Cllr Bryan Jones)
Report Author:	Roger Hoggins

What will happen as a result of this decision being approved by Cabinet or Council?

Officers will be able to offer parents and guardians the option to agree a personal transport budget offering greater flexibility and options in how home to school transport is arranged for learners.

In twelve months officers can provide detail of what PTB's have been arranged and what the benefit has been to the learner and the authority

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Review of the number of PTB's introduced plus any feedback on the positives and negatives incurred in the twelve month period.

A review will examine what has or has not worked and whether the PTB has proven of interest to parents/guardians and if not why not.

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved.

The PTB scheme will be introduced by existing PTU staff who have the knowledge and expertise in the service area to arrive at a suitable PTB, each case being different. It is not possible to provide a specific level of savings but a review in 12 months will inform the success of the proposal.

<p>Name of the Officer 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>To formalize the option of offering a Personal Transport Budget to parents/guardians when the council considers it appropriate and cost effective</p>
<p>Name of Service: Passenger Transport Unit (Schools service)</p>	<p>Date Future Generations Evaluation: 1st Feb 2018</p>

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






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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>Offers choice, value for money and convenience to the authority and parents/guardians</p>	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and</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?
can adapt to change (e.g. climate change)		
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Provides suitable transport for learners to continue their education.	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected		
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	Learners continue their education by receiving suitable transport	

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>Allows choice and ideally long term reliable transport provision for learners.</p>	
 <p>Working together with other partners to deliver objectives</p>	<p>Arrangements are arrived at with parents/carers.</p>	
 <p>Involving those with an interest and seeking their views</p>	<p>Done in agreement with parents and carers. They have a choice</p>	
 <p>Putting resources into preventing problems occurring or getting worse</p>		
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>All learners receive the opportunity to receive suitable education</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	The scheme is provided to learners who are entitled to transport by the local authority		
Disability	The scheme is available to all learners but it will be of particular interest to those with special education needs.		
Gender reassignment	<i>Consider the provision of inclusive services for Transgender people and groups. Also consider what issues there are for employment and training.</i>		
Marriage or civil partnership	<i>Same-sex couples who register as civil partners have the same rights as married couples in employment and must be provided with the same benefits available to married couples, such as survivor pensions, flexible working, maternity/paternity pay and healthcare insurance</i>		
Pregnancy or maternity	<i>In employment a woman is protected from discrimination during the period of her pregnancy and during any period of compulsory or additional maternity leave. In the provision of services, good and facilities, recreational or training facilities, a woman is protected from discrimination during the period of her pregnancy and the period of 26 weeks beginning with the day on which she gives birth</i>		

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	<i>Think about what the proposal will do to promote race equality with the aim of: eliminating unlawful discrimination, promoting equality of opportunity and promoting good relations between persons of different racial groups. Also think about the potential to affect racial groups differently. Issues to look at include providing translation/interpreting services, cultural issues and customs, access to services, issues relating to Asylum Seeker, Refugee, Gypsy & Traveller, migrant communities and recording of racist incidents etc.</i>		
Religion or Belief	<i>What the likely impact is e.g. dietary issues, religious holidays or days associated with religious observance, cultural issues and customs. Also consider what issues there are for employment and training.</i>		
Sex	<i>Consider what issues there are for men and women e.g. equal pay, responsibilities for dependents, issues for carers, access to training, employment issues. Will this impact disproportionately on one group more than another</i>		
Sexual Orientation	<i>Consider the provision of inclusive services for e.g. older and younger people from the Lesbian, Gay and Bi-sexual communities. Also consider what issues there are for employment and training.</i>		

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	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc. and also the requirement to promote the language.</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	If a PTB is agreed then the authority must satisfy itself that appropriate safeguarding arrangements are in place.		
Corporate Parenting	The scheme is available to all learners where it is a suitable alternative to transport arranged by the local authority. This includes looked after children.		

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

Implementation in other authorities.

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 concept of Personal Transport Budgets has been introduced in other authorities and with adequate checks in place it offers an alternative transport arrangements for learners that benefits the authority and parents/guardians.

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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
Create the necessary documents for parents/guardians to sign in the event of a PTB being agreed.	Within one month of the decision being taken	Richard Cope	

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:	Twelve months from the date of the decision
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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
	Consultation prior to Individual cabinet member decision	2 nd February 2018	