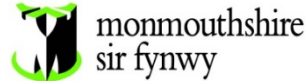


Public Document Pack



Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 5 June 2018

Dear Councillor

INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 13 June 2018.

1. **SUPPORTING PEOPLE PROGRAMME GRANT 2018/19 FUNDING ALLOCATIONS** 1 - 46

Division/Wards Affected: All Wards

CABINET MEMBER: COUNTY COUNCILLOR P JONES

AUTHOR: Chris Robinson, Lead Commissioner Quality Assurance and Supporting People Lead

CONTACT DETAILS: Email: Chrisrobinson@monmouthshire.gov.uk
Tel: 07766160821

2. **RE-STRUCTURE OF HOUSING & COMMUNITIES** 47 - 66

Division/Wards Affected: All Wards

CABINET MEMBER: COUNTY COUNCILLOR R J W GREENLAND

AUTHOR: Ian Bakewell, Housing & Communities Manager

CONTACT DETAILS: E-mail: ianbakewell@monmouthshire.gov.uk
Telephone: 01633 644479

3. **RE:FIT PROGRAMME - UTILISATION OF LOCAL PARTNERSHIPS ENERGY FRAMEWORK** 67 - 74

Division/Wards Affected: All Wards

CABINET MEMBER: COUNTY COUNCILLOR P MURPHY

AUTHOR: Debra Hill-Howells - Head of Commercial and Integrated Landlord Services

CONTACT DETAILS: Tel: 01633 644281
E-mail: debrahill-howells@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

| County Councillor | Area of Responsibility | Partnership and External Working | Ward |
|-------------------------------------|---|--|-----------------|
| P.A. Fox (Leader) | Whole Authority Strategy & Direction CCR Joint Cabinet & Regional Development; Organisation review; Regional working; Government relations; Public Service Board; WLGA. | WLGA Council WLGA Coordinating Board Public Service Board | Portskewett |
| R.J.W. Greenland (Deputy Leader) | Enterprise Land use planning; Economic development; Tourism; Development control; Building control; Housing & homeless; Leisure; Youth; Adult education; Outdoor education; Community Hubs; Cultural services. | WLGA Council Capital Region Tourism | Devauden |
| R.P. Jordan | Governance Council & Executive decision support; Scrutiny; Regulatory Committee standards; Member support; Community governance; Elections; Democracy promotion & engagement; Law; Ethics & standards; Whole authority performance; Whole authority service planning & evaluation | | Cantref |
| R. John | Children & Young People School standards; School improvement; School governance; EAS overview; Early Years; Additional Learning Needs; Inclusion; Extended curriculum; Admissions; Catchment areas; Post 16 offer; Coleg Gwent liaison | Joint Education Group (EAS) WJEC | Mitchel Troy |
| P. Jones | Social Care, Safeguarding & Health Children; Adult; Fostering & Adoption; Youth offending service; Supporting people; Whole authority safeguarding; Disabilities; Mental health; Health liaison | | Raglan |
| P. Murphy | Resources Finance; Information technology (SRS); Human Resources; Training; Health & Safety; Emergency planning; Procurement; Audit; Land & buildings (inc. Estate, Cemeteries, Allotments, Farms); Property maintenance; Digital office; Commercial office. | Prosiect Gwrydd Wales Purchasing Consortium | Caerwent |
| S.B. Jones | County Operations Highways maintenance, Transport, Traffic & Network Management; Fleet management; Waste including recycling; Public conveniences; Car parks; Parks & open spaces; Cleansing; Countryside; Landscapes & | SEWTA Prosiect Gwrydd | Goytre Fawr |

| | | | |
|-------------|---|--|----------|
| | biodiversity; Flood Risk. | | |
| S. L. Jones | Social Justice & Community Development Community engagement; Deprivation & Isolation; Community safety; Social cohesion; Poverty; Equalities; Diversity; Welsh language; Public relations; Trading standards; Environmental Health; Licensing; Communications | | Llanover |

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

| | |
|---------------------------------|--|
| SUBJECT: | SUPPORTING PEOPLE PROGRAMME GRANT 2018/19 FUNDING ALLOCATIONS |
| MEETING: | Individual Cabinet Member Decision |
| DATE: | 13th June 2018 |
| DIVISION/WARDS AFFECTED: | All |
| CABINET MEMBER: | Councillor Penny Jones |

1. PURPOSE:

To consider the Supporting People Programme Grant (SPPG) spendplan for 2018/19 in advance of the initial application for the release of funding by Welsh Government, as outlined in their Final Allocation Letter Allocation (Appendix 2)

2. RECOMMENDATIONS:

It is recommended that the spendplan is approved. It basically reflects a status quo situation in terms of the projects and schemes being funded, as a result of the funding available being the same as in 2017/18 and that the majority of projects and schemes are under on-going contract covering this financial year.

3. KEY ISSUES:

The funding of the Welsh SP programme is under review at the present time with funding levels having been “guaranteed” for 2018/19 and 2019/20. At the same time, considerations are being given to the introduction of an Early Intervention, Prevention and Support flexible funding initiative (Appendix 3). 6 local authorities are piloting control over 10 separate, but collated funding streams and the remainder, including Monmouthshire, have the flexibility to determine up to 15% transfers of funding between SP, Flying Start, Families First and Communities for Work Plus.

Monmouthshire’s allocation by Welsh Government of SPPG remains unchanged in 2018/19. Spendplan proposals have been submitted to Welsh Government following RCC approval (Appendices 3 & 4), as required by SPPG guidelines. It is against these submissions that the first application to draw down funds will be made at the end of June.

It is accepted, and expected, that during the course of 2018/19 there will be amendments to this plan implemented that may, or may not, include the involvement of the flexibility capability.

From Welsh Government’s perspective it is important to be assured that Monmouthshire will utilise all its allocation and that any variances are understood. Appendices 4 & 5, the original submissions to Welsh Government, demonstrate this.

For 2018/19 the main variance from the 2017/18 spendplan relates to the ending of the Monmouthshire Housing Association Older Persons’ Floating Support service and the introduction of funding for a Young Person’s Accommodation Officer within the Housing/Gateway department.

The ending of the MHA age-related services reflects Welsh Government's objective to make our SP services more age neutral and has enabled us to concentrate on place-based services. The Younger Person's Accommodation Officer addresses an identified weakness in our provision for younger people.

Further rationalisation of very small regional and alarm service contracts will reduce the numbers of contracts we need to monitor (a business efficiency), and releases funds that will enable us to joint fund services with Children's services, ultimately enabling us to increase support for those affected by welfare reform.

4. REASONS:

Whilst our spendplan submissions have been approved by those consulted below, it is necessary to ensure that our proposals meet the Council's requirements. In particular there is the need for assurance that all the SPPG will actually be used for the benefit of those in Monmouthshire. The plan accounts for all of the £2,039,175.00 allocation.

5. RESOURCE IMPLICATIONS:

There are no other financial implications at this stage, either through the application of the flexibility component or through the revenue grant applicable to administering and management of SP.

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

In Appendix 1 it will be seen that there are no significant adverse impacts. Whilst age-related services have been reduced, the residents concerned have place-based services available to them. A positive impact is the increase in support for younger people, especially in the area of finding themselves appropriate accommodation.

The impact assessments are reviewed with the submission of each annual spendplan proposal.

There are no significant impacts with respect to Future Generations.

7. CONSULTEES:

Directorate Management Team; Supporting People and Housing Planning Group, Regional Collaborative Committee and Supporting People Regional Officers Group.

8. BACKGROUND PAPERS:

None

9. AUTHOR:

Chris Robinson, Lead Commissioner Quality Assurance and Supporting People Lead

10. CONTACT DETAILS:

Email: Chrisrobinson@monmouthshire.gov.uk;

Tel: 07766160821

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monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

| | |
|---|---|
| Name of the Officer Chris Robinson Phone no: 07766160821 E-mail: chrisrobinson@monmouthshire.gov.uk | Please give a brief description of the aims of the proposal To approve the 2018/19 SPPG spendplan enabling the first tranche of grant to be pulled-down from Welsh Government |
| Name of Service Supporting People Programme Grant | Date Future Generations Evaluation form completed 21 May 2018 |





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5. 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 | The proposal ensures the full utilization of Welsh Government's Supporting People Grant funding | |
| A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change) | N/A | |

| 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 healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood | The SPPG outcomes reflect the positive impact this service can have on physical and mental well-being | |
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | The piloting of place-based support services is a very positive contributor to local communities | |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | The increasing prevention impact of SPPG has positive impacts in terms of cost-benefits at local, regional and national levels. | |
| A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation | No Change | |
| A more equal Wales People can fulfil their potential no matter what their background or circumstances | <i>The spendplan includes the decommissioning of age-related support services but ensuring that people can then access place-based services. The impact should effectively be neutral</i> | <i>Place based services are being developed and piloted to which these age-related people can access them via the Gateway</i> |

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>Within the limitations of a programme for which the funding is currently under review, short term need has been addressed whilst giving consideration to the impact on younger people</p> | |
|  <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p> | <p>The development of place based services is a partnership between internal departments and external agencies</p> | |
|  <p>Involvement</p> <p>Involving those with an interest and seeking their views</p> | <p>Regional and local stakeholder and service user engagement initiatives are part of the SP regional delivery programme.</p> | |
|  <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p> | <p>Addressing the under-provision of services for younger people – an accommodation officer – helps prevent youth homelessness and ensures that young people access the housing the need.</p> | |

| Sustainable Development Principle | Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why. | Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts? |
|---|--|---|
|  <p>Considering impact on all wellbeing goals together and on other bodies</p> | <p>Proposals are considered by our local planning group and the \Regional Collaborative committee. The composition of both groups involving other partner agencies in the County and region/</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

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| 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 | <p>Creating a Younger Person's accommodation Officer role will improve young people's access to appropriate accommodation. This is a fundamental factor in improved well-being</p> | <p>Ending a floating support service for older people would, on the face of it, suggest a negative impact on older people.</p> | <p>However, ending this service has enabled a place-based support service to be piloted which enables those with support needs to access support via the gateway irrespective of age (or protected characteristic)</p> |

| Protected Characteristics | Describe any positive impacts your proposal has on the protected characteristic | Describe any negative impacts your proposal has on the protected characteristic | What has been/will be done to mitigate any negative impacts or better contribute to positive impacts? |
|----------------------------------|--|--|--|
| Disability | No Change | | |
| Gender reassignment | No Change | | |
| Marriage or civil partnership | No Change | | |
| Pregnancy or maternity | No Change | | |
| Race | No Change | | |
| Religion or Belief | No Change | | |
| Sex | No Change | | |
| Sexual Orientation | No Change | | |
| Welsh Language | No Change | | |

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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 | The Younger person's Accommodation Officer will help ensure that younger people access the appropriate accommodation that they need, helping to reduce youth homelessness | | |
| Corporate Parenting | Similarly, the role will help those that have been looked after to access the appropriate accommodation | | |

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

Supporting People outcome Returns to Welsh Government (every 6 months)
 The Gwent Needs Mapping database
 Demographic data developed for the Turning the World upside down initiative

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?**

Funding for 2018/19 remains the same as for 2017/18. The contracted services remain the same without any cost of living uplifts etc. Further, the decommissioning of an age-specific service has enabled the further development of needs-based services in the communities (place-based).. The new Younger Person's Accommodation Officer's role is a very positive step towards preventing youth homelessness and ensure that young people get the best start possible in respect of their housing options.- a positive well-being factor.

New flexible funding options have become available with the 2018/19 guidelines. It is expected that these will be considered throughout the year and may result in further virements to the spendplan in due course.

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 |
|---|-------------------------------------|--|---|
| Consult with our EIPS (Flexible Funding) partners to ensure that: Duplications of effort are reduced Flexible Funding enables appropriate positive actions to be undertaken | Quarter 2 2018/19 | SP is the lead as set out by Welsh Government's expectations (ie funds expected to flow from other initiatives into SP – funds going in opposite direction only after seeking Welsh Government approval) | Services being delivered by all flexible funding partners have been identified, yet to identify people receiving multi-services |
| | | | |
| | | | |

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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 need to be taken into consideration before spendplans for 2019/20 are submitted to RCC in January 2019 |
|---|--|

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 |
|--------------------|---|------------------------|---|
| 001 | Individual Cabinet member decision | 13 June 2018 | |

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Llywodraeth Cymru
Welsh Government

Mr Chris Robinson
Supporting People Manager
Monmouthshire County Council
Social & Housing Services
County Hall
Cwmbran
NP44 2XH

3 April 2018

Dear Chris

Award of Funding in relation to Supporting People Programme Grant (SPPG) – Final Local Authority Allocation for 2018-2019

1. Award of Funding

- (a) We are pleased to inform you that your Application has been successful and funding of up to £ 2,039,175 (“the Funding”) is awarded to you for the Purposes (as defined in Condition 4(a)).
- (b) The Funding relates to the period 1st April 2018 to 31st March 2019 and must be claimed in full by 30th April 2019 otherwise any unclaimed part of the Funding will cease to be available to you.
- (c) If you have any queries in relation to this award of Funding or the Conditions please contact the Welsh Government Official who will be happy to assist you.

2. Statutory authority and State Aid

- (a) This award of Funding is made on and subject to the Conditions and under the authority of the Cabinet Secretary for Local Government and Public Services and the Minister for Housing and Regeneration, one of the Welsh Ministers, acting pursuant to section 93 of the Local Government Act 2000, section 31 of the Local Government Act 2003 and sections 70 and 71(1) of the Government of Wales Act 2006.
- (b) You must comply with the European Commission’s State Aid Rules.

3. Interpreting these Conditions

Any reference in these Conditions to:

'you', 'your' is to Monmouthshire County Council, Social & Housing Services, County Hall, Cwmbran, NP44 2XH

'we', 'us', 'our' is to the Welsh Ministers;

'Welsh Government Official' is to

Karen Tudor
Housing Support & Welfare Branch
Housing Policy Division
Welsh Government
Rhydycar
Merthyr Tydfil
CF48 1UZ
Email: Karen.Tudor@gov.wales

or such other Welsh Government official as we may notify you.

'Project Manager' is to

Mr Chris Robinson
Supporting People Manager
Monmouthshire County Council
Social & Housing Services
County Hall
Cwmbran
NP44 2XH

'Application' is to your application for funding 2018/2019;

'Conditions' is to the terms and conditions set out in this letter;

'Costs Incurred' is to the cost of goods and services you have received regardless of whether you have paid for them by the date of your claim;

'Notification Event' is to any of the events listed in Schedule 2;

'Payment Profile' is to the payment profile set out in Schedule 3;

'Personnel' is to your management/employees and suppliers or any other person appointed or engaged by you in relation to the Purposes;

'Schedule' is to the schedules attached to this letter;

'State Aid Rules' is to the rules set out in Articles 107 to 109 of the Treaty on the Functioning of the European Union (or in those

Articles that may succeed Articles 107 to 109), secondary legislation such as frameworks, guidelines and block exemptions produced by the European Commission derived from Articles 107 to 109, case law of the European Courts and decisions of the European Commission regarding the application of Articles 107 to 109; and

any reference to any legislation whether domestic, EU or international law will include all amendments to and substitutions and re-enactments of that legislation in force from time to time.

4. What you must use the Funding for

- (a) You must use the Funding solely for the purposes set out in Schedule 1 (the “**Purposes**”).
- (b) Any change to the Purposes will require our written consent which must be obtained from us in advance of implementing any change. Please note that we are not obliged to give our consent but we will consider all reasonable written requests.
- (c) You must not use any part of the Funding for: (1) party political purposes; (2) the promotion of particular secular, religious or political views; (3) gambling; (4) pornography; (5) offering sexual services; (6) purchasing capital equipment (other than as specified in the Purposes); (7) your legal fees in relation to this letter; (8) Costs Incurred or costs incurred and defrayed by you in the delivery of the Purposes prior to the period referred to in Condition 1 (b); (9) any kind of illegal activities; or (10) any kind of activity which in our opinion could bring us into disrepute.

5. Funding pre-conditions

- (a) We will not pay any of the Funding to you until you have provided us with the following information and documentation:
 - (i) this letter signed by you;
 - (ii) A copy of the annual local spend plan as approved by the Local Authority and agreed by the relevant regional collaborative committee;
 - (iii) documentary evidence that you have appropriate systems in place to undertake due diligence before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (b) Where you are required to provide information and documentation to us as evidence that you have satisfied a particular pre-condition, Condition or in support of a claim, the information and documentation must be in all respects acceptable to us. We reserve

the right to reject any information and documentation which is for any reason not acceptable to us.

6. How to claim the Funding

- (a) The Funding will be paid to you quarterly in arrears based on costs incurred and defrayed by you in the delivery of the purposes as detailed in the Payment Profile.
- (b) You must claim the Funding in accordance with the dates set out in the Payment Profile. You must claim the Funding promptly. We reserve the right to withdraw any part of the Funding that you do not claim promptly.
- (c) You must submit your claims for payment of Funding to the Welsh Government Official.
- (d) You must use our current claim pro-forma (which is available from the Welsh Government Official) and information and documentation to each claim specified in the Payment Profile, also:
 - i) confirmation that you are operating in all respects in accordance with your constitution; and
 - ii) confirmation that you have appropriate systems in place to undertake due diligence before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (e) We will aim to pay all valid claims as soon as possible and typically within 28 days.

7. Your general obligations to us

You must:

- (a) safeguard the Funding against fraud generally and, in particular, fraud on the part of your Personnel and notify us immediately if you have reason to suspect that any fraud within your organisation whether or not it relates to the Funding has occurred or is occurring or is likely to occur. You must also participate in such fraud prevention initiatives as we may require from time to time.
- (b) comply with all applicable domestic, EU or international laws or regulations or official directives;
- (c) maintain adequate insurances to cover against the risks which may arise in connection with any property or any activity undertaken in delivery of the Purposes. We reserve the right to require you to provide proof of your insurance;

- (d) put in place and maintain appropriate systems to undertake due diligence before utilising any part of the Funding to provide a grant to or procure any goods or services from third parties;
- (e) co-operate fully with the Welsh Government Official and with any other employee of the Welsh Government or consultant appointed by us to monitor your use of the Funding and your compliance with these Conditions;
- (f) inform us immediately if any of the declarations made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect.

8. Declarations

You declare that:

- (a) you have the power to enter into and to perform the obligations set out in these Conditions and you have taken all necessary action to authorise the entry into and performance of the obligations under these Conditions;
- (b) no litigation or arbitration is current or pending or, so far as you are aware, threatened, which have or could have an adverse effect on your ability to perform and comply with any of these Conditions;
- (c) the information contained in your Application is complete, true and accurate;
- (d) you have disclosed to us all material facts or circumstances which need to be disclosed to enable us to obtain a true and correct view of your business and affairs (both current and prospective) or which ought to be provided to any person who is considering providing funding to you;

9. Notification Events and their consequences

- (a) You must notify us immediately if a Notification Event has occurred or is likely to occur but we also reserve the right to notify you where we believe a Notification Event has occurred or is likely to occur.
- (b) We will either (i) notify you that we consider that the Notification Event is not capable of remedy or (ii) if we consider that the Notification Event is capable of being remedied seek to discuss the Notification Event with you with a view to agreeing a course of action to be taken to address the Notification Event.
- (c) We will be entitled to take any of the actions listed in Condition 9(d) if:

- (i) despite our reasonable efforts we have been unable to discuss the Notification Event with you; or
 - (ii) we notify you that the Notification Event is not capable of remedy; or
 - (iii) a course of action to address the Notification Event is not agreed with you; or
 - (iv) a course of action to address the Notification Event is agreed with you but you fail to follow it, or any conditions attached to it are not met (including without limitation the timescale for such course of action); or
 - (v) the course of action fails to remedy the Notification Event to our satisfaction.
- (d) If any of the circumstances set out in Condition 9(c) occurs we may by notice to you:
- (i) withdraw the award of Funding; and/or
 - (ii) require you to repay all or part of the Funding immediately; and/or
 - (iii) suspend or cease all further payment of Funding; and/or
 - (iv) make all further payments of Funding subject to such conditions as we may specify; and/or
 - (v) deduct all amounts owed to us under these Conditions from any other funding that we have awarded or may award to you; and/or
 - (vi) exercise any other rights against you which we may have in respect of the Funding.
- (e) All repayments of Funding must be made to us within 28 days of the date of our demand. If applicable, you must pay interest on any overdue repayments (on a compound basis) in accordance with the State Aid Rules.

10. Monitoring requirements

You must:

- (a) provide us with such documents, information and reports which we may reasonably require from time to time in order for us to monitor your compliance with the Conditions, including without limit:
 - i) Annual outturn against spend plan for previous financial year;
 - (i) Outcome information within the time scales set out by the Welsh Government Official (31 August and 28 February annually), and in the format requested. Outcome information must be verified by the local authority to ensure it has been completed appropriately and is fully auditable; and
 - (ii) Update of your spend plan and commissioning plan in exceptional circumstances, if amended and approved by the

- Regional Collaborative Committee after the initial submission in January
- (iii) An audit certificate in accordance with the requirements set out in Schedule 4 by the 30th September 2019.
- (b) meet with the Welsh Government Official and such other of our representatives as we may from time to time reasonably require;
 - (c) ensure that the Project Manager (or such other person as we may agree) together with any other person we may require attends all meetings with the Welsh Government Official.

11. Audit Requirements

- (a) You must:
 - (i) maintain clear accounting records identifying all income and expenditure in relation to the Purposes;
 - (ii) without charge, permit any officer or officers of the Welsh Government, Wales Audit Office or European Commission at any reasonable time and on reasonable notice being given to you to visit your premises and/or to inspect any of your activities and/or to examine and take copies of your books of account and such other documents or records howsoever stored as in such officer's reasonable view may relate in any way to your use of the Funding. This undertaking is without prejudice and subject to any other statutory rights and powers exercisable by the Welsh Government, Wales Audit Office or the European Commission or any officer, servant or agent of any of the above;
 - (iii) retain this letter and all original documents relating to the Funding until we inform you in writing that it is safe to destroy them;
 - (iv) by 30 September 2019, your Internal Auditor/Chief Finance Officer must complete an audit certificate following the structure set out in Schedule 4
- (b) Under paragraph 17 of Schedule 8 to the Government of Wales Act 2006 the Auditor General for Wales has extensive rights of access to documents and information relating to monies provided by the Welsh Government. He and his officials have the power to require relevant persons who control or hold documents to give any assistance, information and explanation that they may require; and to require those persons to attend before them for such a purpose. The Auditor General and his staff may exercise this right at all reasonable times.

12. Third party obligations

- (a) Nothing in the Conditions imposes any liability on us in respect of any liability incurred by you to any third party (including, without limit, employees and contractors).
- (b) You must indemnify us against any liabilities, claims, proceedings, demands, losses, costs and expenses suffered or incurred by us directly or indirectly arising as a result of or in connection with any failure by you to perform fully or in part any obligation you may have to a third party.

13. Intellectual property rights and publicity

- (a) Nothing in these Conditions transfers to us any rights in any intellectual property created by you as a result of the Purposes.
- (b) You must acknowledge our support in relation to the Purposes. Such acknowledgement(s) must be in a form approved by us and must comply with the Welsh Government's branding guidelines.
- (c) You agree that from the date of this letter until 5 years from the date of the final payment of Funding we may include details about your organisation and business, the Funding and the Purposes in Welsh Government promotional materials and you further agree to cooperate with our reasonable requests to achieve the production of such materials.

14. Information

- (a) You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR") and the Data Protection Act 1998 (the "DPA").
- (b) You acknowledge that we are responsible for determining in our absolute discretion whether:
 - (i) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or
 - (ii) any information is exempt from disclosure under the FOIA or the EIR.
- (c) You acknowledge that we may share any data you provide to us with fraud prevention agencies and third parties for the purposes of preventing and detecting fraud.

15. Buying goods and services

If you decide to buy any goods and/or services to deliver the Purposes, they must be purchased in a competitive and sustainable way so as to demonstrate that you have achieved best value in the use of public funds.

16. Giving notice

- (a) Where notice is required to be given under these Conditions it must be in writing (this does not include email but may include a letter attached to an email) and must prominently display the following heading:

“Notice in relation to the Supporting People Programme Grant 2018/19”.

- (b) The address and contact details for the purposes of serving notice under these Conditions are as follows

You: the Project Manager at the address stated in Condition 3.

Us: the Welsh Government Official at the address stated in Condition 3.

- (c) A notice will be deemed to have been properly given as follows:-

| | |
|---------------------------|--|
| Prepaid first class post: | on the second working day after the date of posting. |
| By hand: | upon delivery to the address or the next working day if after 4pm or on a weekend or public holiday. |
| By email attachment: | upon transmission or the next working day if after 4pm or on a weekend or public holiday. |

17. Equal opportunities

You must apply a policy of equal opportunities as employers, as users of volunteers, and as providers of services, regardless of race, gender/gender identification, sexual orientation, religion and belief, age or any disability.

18. Welsh language

Where the Purposes include or relate to the provision of services in Wales they must be provided in such a way as to not treat the Welsh

language less favourably than English, in accordance with the Welsh Language (Wales) Measure 2011.

19. Sustainability

Your use of the Funding must (where reasonably practicable) meet the Welsh Government's current agenda for sustainable development and the environment.

20. Welsh Ministers' functions

You acknowledge that the Welsh Ministers have a range of functions which will continue to accrue and be amended and that decisions in relation to each such function are obliged to be taken in the light of all relevant and to the exclusion of all irrelevant considerations. You agree that nothing contained or implied in , or arising under or in connection with, these Conditions will in any way prejudice, fetter or affect the functions of the Welsh Ministers or any of them nor oblige the Welsh Ministers or any of them to exercise, or refrain from exercising, any of their functions in any particular way.

21. General


- (a) If at any time any of these Conditions is deemed to be or becomes invalid, illegal or unenforceable in any respect under any law, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired.
- (b) No failure or delay on our part to exercise any power, right or remedy under these Conditions will operate as a waiver of any such power, right or remedy or preclude its further exercise or the exercise of any other power, right or remedy. The powers, rights or remedies hereby provided are cumulative and not exclusive of any powers, rights or remedies provided by law.
- (c) Any amendment or variation to these Conditions must be in writing and signed by us and you in the same manner as this letter.
- (d) You may not assign or otherwise dispose of in any way your rights, benefits, obligations or duties under these Conditions.
- (e) Conditions 7, 9, 11, 13, 14, and 21(e) and such other Conditions which by implication need to continue in force beyond the final payment of Funding will so continue in full force and effect.
- (f) The award of the Funding is to you alone and no one else is entitled to make any claim in respect of the Funding or seek to rely on or enforce any of these Conditions.

- (g) These Conditions are to be governed by and construed in accordance with the laws of Wales and England as applied in Wales and the parties hereto submit to the exclusive jurisdiction of the courts of Wales and England.

22. How to accept this offer of Funding

- (a) To accept this award of Funding you must sign and return a copy of this letter to the Welsh Government Official. None of the Funding will be paid to you until we have received your signed.
- (b) We must receive your signed letter within 14 days of the date of this letter to Welsh Government Official, or this award of Funding will automatically be withdrawn.

Yours faithfully

A handwritten signature in dark ink, appearing to be 'Karen Tudor', written over a faint, light-colored signature line.

Signed by Karen Tudor

under authority of the Cabinet Secretary for Local Government and Public Services, one of the Welsh Ministers

SCHEDULE 1

The Purposes

The Purpose of the Funding is to provide housing-related support services to:

- Help prevent homelessness.
- Provide early interventions to help people secure a home and stop people becoming homeless, this could include pre-tenancy work.
- Help vulnerable people live independently, support should create independence.
- Prevent problems in the first place or provide help as early as possible in order to reduce demand on other services such as health and social services.
- Complement personal or medical care which people already receive.
- Put those who need support at the heart of the programme by ensuring service users are involved in developing, commissioning, monitoring and evaluating services, and gather evidence on the difference they make to services.
- Ensure quality services are delivered as efficiently and effectively as possible through joint working between organisations that plan and fund services, those which provide services and people who use them. This must include local authority Homelessness operational leads, provider and landlord representatives on local planning and commissioning groups.
- Link or signpost people accessing support to services which will enable them to engage in education, employment and training opportunities, to help maintain longer term independence.
- Fund support based on need, not tenure or age.
- Promote equality and reduce inequalities by ensuring all funding decisions consider the equality impacts on people with protected characteristics.
- Ensure Outcomes data is collected and submitted to the Welsh Government in the prescribed format by 31 August and 28 February annually. Use outcomes data to inform commissioning decisions.
- Ensure all providers have appropriate disclaimers in place to enable service users information to be available for research and evaluation purposes.

- Work with the local authority homelessness department in order to identify support needs, where appropriate, early on to prevent homelessness and help mitigate the impact of welfare reform.
- Ensure that all support providers who receive Supporting People funding have domestic abuse policies for their staff and service users.
- Ensure that all support providers who receive Supporting People funding refer individuals they support to Local Authorities Homelessness Teams where someone is homeless or at threat of homelessness, so they can benefit from the support available as a result of the Housing (Wales) Act 2014 and are also recorded within the statistics.
- Work with other Welsh Government tackling poverty programmes such as, but not limited to, Communities First, Flying Start and Families First, particularly in the context of funding flexibilities.
- To fund Gateway staff, but not capital costs such as system hardware, licencing and development costs.
- Ensure all services funded are registered on DEWIS Cymru <https://www.dewis.wales/>.
- Services must be provided in such a way as to not treat the Welsh language less favourably than English, in line with the Welsh Language Measure (Wales) 2011 and also inline with Local Authority duties under the Welsh Language Standards.

Funding must not be used to fund Local Authority Supporting People Teams or external consultancy services.

The funding should be disbursed in consultation with the Regional Collaborative Committee for your area, and where the Regional Collaborative Committee has in place a Regional Strategic Plan which has been adopted by your authority, the Local Commissioning Plan and Spend Plan must be consistent with that Plan.

The funding must not be used to fund care services, or to fund domestic assistance services. It must not be used to fund services that are a statutory duty which Social Services are required to fund under community care legislation, or housing management tasks. These should be funded by rents or service charge such as setting, collecting and accounting for rent and service charges, or establishing, issuing and enforcing licence or tenancy agreements, reporting and issuing repairs. Funding for alarm services should cover the emergency alarm element only and this should only be for those with an identified need as outlined in the Older Persons research

recommendations: <http://gov.wales/statistics-and-research/supporting-people-research-older-peoples-services/?lang=en>.

The provision of housing-related support services can be provided via a grant or through procurement. The stream of funding must be provided in a competitive and sustainable way so the provision demonstrates that best value has been achieved in the use of public funds.

Providing low and medium level support for people experiencing domestic abuse, which needn't be strictly housing related support for example, but not limited to, fitting target hardening equipment. Support provided should aim to prevent the need for future crisis intervention such as refuge or homelessness hostel. It is expected that projects commissioned would provide specific information and data evidencing the benefits to the individual supported of this preventative approach.

Management Charges

If management charges are applied to the Purposes they must not total more than 10% of the total grant awarded. If the management charges do exceed 10%, we will require further explanation and detailed breakdown of these charges.

Data Linkage

All Local Authorities and Supporting People providers must use appropriate disclaimers on documents such as Support Plans which ensure that individuals are aware their information may be used to help with planning of services, but also research and statistical purposes. This aim of this is to enable greater data linkage.

You will have a data sharing agreement in place which will enable you to share data between other internal local authority teams and external local authorities and/or Welsh Government or their agents for planning, research and statistical purposes.

You will ensure administrative data is held at an appropriate level by the Authority for the purposes of better data linkage. Where the information is not held by the Authority you must ensure it is being held, and is accessible from the appropriate provider. This must include recording the full address and postcode of a person receiving a service; however the postcode must be recorded in its own data box or column on a spreadsheet. The data of birth must be completed in the format dd/mm/yy and gender must also be recorded accurately. Where use of an address or postcode could disproportionality increase the risk to an individual, for example in the case of Domestic Abuse refuge services, an appropriate alternative should be used.

All Local Authorities are expected to work with data linkage researchers for the purposes of the SAIL data linkage project, and should ensure all data is made available to the project annually.

Contract Management

- All housing related support contracts should be regularly monitored using a risk based approach. Monitoring should happen at least annually.
- All housing related support contracts should be strategically reviewed every 3 years.
- All housing related support providers should be subject to (as a minimum) annual due diligence checks.

Co-operation between SP providers and local authorities

It is the Welsh Government's intention to ensure that everyone who is entitled to support under Part 2 of Housing (Wales) Act 2014, is given the opportunity to benefit from the services and protections provided by legislation.

Therefore, where support is being provided to someone who is likely to be owed a duty, you must work with providers to ensure that applicants are given the opportunity to make an application to the homelessness service for support.

We do not, however, propose that all support is also deferred to the local authority. Support should be undertaken by the most appropriate agency, with the stipulation that the local authority homelessness service is aware of the activity and the individual has had the opportunity to enter the legislative system via a s.62 assessment if they are homeless or threatened with homelessness within 56 days.

SCHEDULE 2

Notification Events

The Notification Events referred to in Condition 9 are listed below:

1. repayment of any part of the Funding is required under European Law (whether under State Aid Rules or otherwise);
2. you fail to comply with any of the Conditions;
3. the Funding, in full or in part, is not being used for the Purposes;
4. there is unsatisfactory progress towards completing the Purposes, including meeting the Targets;
5. you fail to provide information about the Purposes requested by us, the European Commission or the European Court of Auditors, or any of their auditors, agents or representatives;
6. we have reason to believe that you and/or any of your Personnel are involved in fraudulent activity or have been involved in fraudulent activity [whilst the Purposes are/were being carried out];
7. we have made an overpayment of Funding to you;
8. any declaration made in Condition 8 is incorrect in any respect or, if repeated at any time with reference to the facts and circumstances then existing, would be incorrect;
9. any petition is presented or resolution passed or other action taken for your bankruptcy or winding-up or a petition is presented for an administration order against you;
10. a receiver or an administrative receiver is appointed in respect of you or in respect of all or any part of your assets;
11. a moratorium in respect of all or any of your debts or a composition or an agreement with your creditors is agreed, applied for, ordered or declared;
12. you are unable, or admit in writing your inability, to pay your debts as they fall due;
13. any distress, execution, attachment or other process affects any of your assets;
14. a statutory demand is issued against you;

15. you cease, or threaten to cease, to carry on all or a substantial part of your business;
16. there is a change in your constitution, status, control or ownership and/or your external auditors resign;
17. there is a change in your shareholders, directors, trustees or partners;
18. any event occurs or circumstances arise which in our opinion gives reasonable grounds for believing that you may not, or may be unable, to perform or comply with any of your obligations under these Conditions.

**SCHEDULE 3
Payment Profile**

| Instalment Number | Amount of Instalment | Claim Period | Date of payment | Documents which must accompany claim proforma or have been submitted separately |
|--------------------------|-----------------------------|-------------------------------|------------------------|--|
| 1 | £509,793.75 | April 2018 to June 2018 | 31 July 2018 | <ul style="list-style-type: none"> • Spend plan for 2017/18 financial year (February 2018) • Annual Review Report on Commissioning Plan (30 June 2018) • Quarter 4 - Outturn Statement for 2016/17 (30 April 2018) • Outcomes Audit Certificate for April 17 to December 17 (31st May 2018) |
| 2 | £509,793.75 | July 2018 to September 2018 | 31 October 2018 | <ul style="list-style-type: none"> • Audit Certificate for 2017/18 financial year, in accordance with Schedule 4 (30 September 2018) |
| 3 | £509,793.75 | October 2018 to December 2018 | 31 January 2019 | <ul style="list-style-type: none"> • No documents required |
| 4 | £509,793.75 | January 2019 to March 2019 | 30 April 2019 | <ul style="list-style-type: none"> • Annual Outturn statement for 2018/19 (30 April 2019) |

SCHEDULE 4
Supporting People Programme - Finance Audit Certificate

| | |
|--|---|
| Grant reference number: | Name of organisation: |
| Project title: | |
| Project costs: £ | |
| Approved Grant Allocation: £ | For the Year: / |
| Total Income (e.g. from Partners): £ | Total Amount Paid as Grant: £ |
| Total Actual Net Expenditure £ (Including all Grant And Match-Funding) (Please add a monetary value for contributions in Kind) | Claim is hereby made for grant approved under the Welsh Government's Supporting People Programme Grant on the basis of net expenditure for the year ended 31 March 2019 |
| <p>I certify that:</p> <ol style="list-style-type: none"> a. The net expenditure set out above was incurred wholly and solely in financing the project described at 3 above to meet the aims and objectives set out in the application for funding; b. No further claim for grant in respect of expenditure in the said financial year on this project will be made against the Welsh Government; c. I undertake to repay any overpayment of grant; and d. The outcome information submitted has been validated and duplicates removed, and verified with Providers. e. Management charges for services are below 10% or we have received a written explanation for the reasons for an increased charge. f. To the best of my knowledge and belief the information contained in this form is accurate and, wherever amounts may differ from those shown in grant claim forms previously submitted in respect of the named project, the details shown above should be taken as correct. | |
| Signed: | Date: |
| Name in capitals: | |
| Position in organisation: | |

To be completed by Organisation's Internal Auditor or Chief Finance Officer:

| | |
|---|-------|
| <p>I certify that I have considered: The project's aims and objectives as set out in the application form; and The grant offer. I am of the opinion that the entries are fairly stated and that the expenditure has been properly incurred in accordance with the offer of grant.</p> | |
| Signed: | Date: |
| Name in capitals: | |
| Position in organisation: | |

Supporting People Programme - Outcomes Audit Certificate

| | |
|--|-------|
| Name of organisation: | |
| Project title: | |
| Total number of lead needs Outcomes verified and submitted to the Welsh Government: | |
| Period 1 2017 (January 2017 to June 2017) _____ | |
| Additional Figures | |
| Period 2 2017 (July 2017 – December 2017) _____ | |
| Additional Information _____ | |
| (the total figure for the outcomes should match column E34 of the outcome tab on the return each period, the total additional figures should match E22 of the Additional Figures tab each period) | |
| I certify that: | |
| <ul style="list-style-type: none"> a. The outcome information submitted has been checked and validated b. The outcome information has no duplicates c. The outcome information has been verified with providers d. The 'journey travelled' information has been checked and verified e. The additional information submitted has been checked and verified. | |
| Signed: | Date: |
| Name in capitals: | |
| Position in organisation: | |

To be completed by Organisation's Internal Auditor or Chief Finance Officer:

| | |
|--|-------|
| I certify that I have considered: | |
| The project's aims and objectives as set out in the application form; and the grant offer. I am of the opinion that the entries are fairly stated | |
| Signed: | Date: |
| Name in capitals: | |
| Position in organisation: | |

TWO SIGNATORIES ARE REQUIRED

We hereby accept the award of Funding Supporting People Programme Grant 2018/19 and the Conditions relating to the Funding

An authorised signatory of **Monmouthshire County Council** Signature

Name

Job Title

Date

An authorised signatory of **Monmouthshire County Council** Signature

Name

Job Title

Date

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Llywodraeth Cymru
Welsh Government

Flexible Funding

March 2018

This information sheet is aimed at local authority officials and staff in third sector organisations in Wales and will be updated to reflect the latest information.

What is flexible funding?

There are a number of funding programmes aimed at supporting vulnerable people or communities which have been established over the years by Welsh Government. Whilst these are aimed at tackling different issues such as domestic abuse, supporting families, housing related support or workless households, they do have a great deal in common.

They all seek to prevent or mitigate disadvantage, facilitate early intervention, provide support and to build resilience in individuals and communities. Each programme is underpinned by a specific grant with its own requirements and restrictions, and associated costs and administration.

Over the last few years, the Welsh Government has been working with local authorities to align various grants. The aim has been to enable service re-design, deliver sustainable improvements in outcomes for people across Wales and reduce unnecessary bureaucracy. We are now considering the creation of a single grant – the Early Intervention, Prevention and Support (EIPS) grant.

The greater financial freedom and flexibility this would facilitate is expected to enable local authorities to work differently, giving more scope to design services to support the Government's drive for more preventative, long-term approaches.

The Flexible Funding project aims to support and promote joint planning and commissioning and more effective use of funding in pursuit of the constituent programme aims and objectives. The extra freedom also aims to allow for a more strategic approach to delivering for the most vulnerable in society.

To help test if these benefits could be realised, Welsh Government has worked with stakeholders and partners to establish seven pathfinders of this new flexible approach across 10 grants and identify lessons to inform future policy decisions.

Whilst the pathfinders will operate this new approach in 2018-19, it is important to note that no decision has been made regarding the future creation of a single EIPS grant.

How will flexible funding work in 2018-19?

The seven pathfinder local authorities who are testing an approach in 2018-19 are Cardiff, Newport, Torfaen, Rhondda Cynon Taff and Merthyr as a Public Service Board, Conwy and Bridgend. These pathfinders will have 100% flexibility across 10 grants – see Table 1.

The remaining 15 local authorities will have enhanced flexibility of 15% movement across a smaller number of grants in 2018-19– see Table 1. This will support the start of their journey to more innovative thinking on service delivery.

Each pathfinder has submitted a single delivery plan to Welsh Government for flexible funding in 2018-19 which includes details of their vision, new approaches they will be taking to achieve better outcomes for people and any changes to the way the programmes are managed, what they are doing around partnership working and details of a number of individual programme plans.

Seven Pathfinder
Local Authorities

100%

flexibility across
10 grants



15 Non-Pathfinder
Local Authorities

15%

flexibility across
5 grants



Which grants are included in 2018-19?

Table 1: Grants included in flexible funding for 2018-19 for pathfinders and non-pathfinders



Pathfinders

- Supporting People*
- Flying Start
- Families First
- Legacy Fund
- Promoting Positive Engagement for Young People
- Childcare and Play (formerly Out of School Childcare)
- Homelessness Prevention
- Rent Smart Wales Enforcement (formerly Independent Living)
- St David's Day Fund
- Communities for Work Plus (formerly the Employability Grant)



Non-pathfinders

- Supporting People*
- Flying Start
- Families First
- Legacy Fund
- Communities for Work Plus (formerly the Employability Grant)

*It is Welsh Government's expectation that local authorities should allocate funding to the Supporting People programmes at least at the level of the Supporting People allocation unless they can demonstrate that they can be sure of delivering the same, or improved, services for less money as a result of efficiencies.

What's the aim of flexible funding?

The Flexible Funding project aims to offer opportunities for service improvements directly impacting citizens, including:

- Improving access and availability of services
- Reducing service gaps and improving pathways
- Increasing understanding of need/demand

What engagement is happening?

A small stakeholder group of all local authority pathfinders, Welsh Government, Welsh Local Government Association, Welsh Council for Voluntary Action and Cymorth Cymru has been meeting regularly since the end of 2017 to discuss and progress this work.

Welsh Government will be working with the pathfinders to streamline administration and over time reduce the burden of reporting output and activity data, focussing instead on moving towards outcomes.



As part of the engagement on the project, Welsh Government has also met with local Supporting People networks, Supporting People National Advisory Board, Distribution Sub-Group, Cymorth Cymru annual conference and pathfinder local authorities.

We also held network meetings in North and South Wales with non-pathfinder local authorities in March 2018 to support them around flexible funding. We are keen to continue the engagement, so please let us know if you'd like more information.

What next?

For 2019-20, we are considering creating a single Early Intervention, Prevention and Support Grant; no decision has yet been made on this.

The pathfinders are testing out a single grant approach in 2018-19 and Welsh Government will also be commissioning an independent evaluation in 2018-19 to inform a decision by Cabinet Secretaries and Ministers.

More detail will follow in future updates.

Contact

If you would like any more information, please contact



FlexibleFunding@gov.wales



0300 062 8125

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Complete the pale green area only. Fill with ONE ZERO "0" if there is no entry

| Spend Plan collection period | | | Local Authority Spend Plan 2018-19 | | | | | | | | | | | | Local Authority contribution | | Other income | Total Units (exc LA cont) | Total (exc LA cont) |
|---|---|--|------------------------------------|----------------|----------------|----------|----------------------------|----------|--------------------|----------------|----------------|------------------|----------------|----------------|------------------------------|--------------|---------------------------|---------------------------|---------------------|
| Regional Collaborative Committee: | | | Gwent | | | | | | | | | | | | | | | | |
| Local Authority: | | | Monmouthshire | | | | | | | | | | | | | | | | |
| SPPG Annual Allocation: | | | 2,039,175 | | | | | | | | | | | | | | | | |
| Client Spend Category (The category to which the service is primarily focused) | Previous year Total units from spend plan | Previous year Total cost from spend plan | Service Type | | | | | | | | | | | | Local Authority contribution | Other income | Total Units (exc LA cont) | Total (exc LA cont) | |
| | | | Fixed Site (Accommodation Based) | | | | Floating (Community Based) | | | | | | | | | | | | |
| | | | Less than 6 Months | | 6 to 24 Months | | 24 Months plus | | Less than 6 Months | | 6 to 24 Months | | 24 Months plus | | £ | £ | Numbers | £ | |
| Numbers | £ | Numbers | £ | Numbers | £ | Numbers | £ | Numbers | £ | Numbers | £ | Numbers | £ | £ | £ | Numbers | £ | | |
| Women experiencing Domestic Abuse | 30 | 224,995.00 | 5 | 102,960 | | | | | 25 | 122,135 | | | | 5,000 | | 30 | 225,095 | | |
| Men experiencing Domestic Abuse | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Learning Disabilities | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Mental health Issues | 50 | 300,600.00 | | | | | | | | | | 50 | 300,600 | | | 50 | 300,600 | | |
| People with Substance Misuse Issues (Alcohol) | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Substance Misuse Issues (Drugs and Volatile substances) | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Criminal Offending History | 1 | 6,670.00 | | | | | | | 1 | 6,670 | | | | | | 1 | 6,670 | | |
| People with Refugee Status | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Physical and/or Sensory Disabilities | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Developmental Disorders (i.e. Autism.) | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People with Chronic Illnesses (including HIV, Aids) | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| Young People who are Care Leavers | 2 | 31,053.00 | | | | | | | | | | 5 | 22,000 | | | 5 | 22,000 | | |
| Young People with Support Needs (16-24) | 42 | 250,376.00 | 21 | 178,775 | | | | | 21 | 71,601 | | | | | 42 | 250,376 | | | |
| Single parent Families with Support needs | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| Families with Support Needs | 2 | 27,000.00 | | | | | | | | | | 2 | 27,000 | | | 2 | 27,000 | | |
| Single people with Support Needs not listed above (25-54) | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| People over 55 years of age with Support needs (this category must be exclusive of alarm services). | 27 | 49,203.00 | | | | | | | | | | | | | | 26 | 48,000 | | |
| Generic Floating support to prevent homelessness (tenancy support services which cover a range of user needs but which must be exclusive of fixed site support) | 221 | 1,097,704.64 | | | | | | | 56 | 323,087 | 150 | 620,325 | 40 | 173,080 | | 246 | 1,116,492 | | |
| Alarm Services (including in sheltered/extra care) | 1,952 | 51,973.16 | | | | | | | | | | | 1,802 | 42,942 | | 1,802 | 42,942 | | |
| Expenditure which does not directly link to the spend plan categories above. (Explanation required in accompanying email). | 0 | 0.00 | | | | | | | | | | | | | | 0 | 0 | | |
| TOTALS | 2,327 | 2,039,174.80 | 26 | 281,735 | 0 | 0 | 0 | 0 | 82 | 451,892 | 228 | 1,041,526 | 1,868 | 264,022 | 5,000 | 2,204 | 2,039,175 | | |



| Does total match sum UNITS horizontal | Does total match sum £ horizontal | Per cent increase/decrease from previous year | >10 Per cent increase | <-10 Per cent decrease | 10% threshold vs. previous year £ | -10% threshold vs. previous year £ | 10% threshold vs. previous year Units | -10% threshold vs. previous year Units |
|---------------------------------------|-----------------------------------|---|-----------------------|------------------------|-----------------------------------|------------------------------------|---------------------------------------|--|
| ✓ | ✓ | 0.2 | ✓ | ✓ | 247,055 | 204,177 | 33 | 27 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 330,660 | 273,273 | 55 | 45 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 7,337 | 6,064 | 1 | 1 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | -29.2 | ✗ | ✗ | 34,158 | 28,230 | 2 | 2 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 275,414 | 227,615 | 46 | 36 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 29,700 | 24,545 | 2 | 2 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 54,123 | 44,730 | 30 | 25 |
| ✓ | ✓ | 1.7 | ✓ | ✓ | 1,207,475 | 997,913 | 243 | 201 |
| ✓ | ✓ | -17.4 | ✗ | ✗ | 67,170 | 47,248 | 2,147 | 1,775 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 0 | 0 | 0 | 0 |
| ✓ | ✓ | 0.0 | ✓ | ✓ | 2,243,092 | 1,853,795 | 2,560 | 2,115 |

Match totals vertical
Match Allocation
Count Blank

10% threshold
-10% threshold
Count of Zero

| Units vs. cost check (i.e. where there is a unit has a cost been allocated) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Women experiencing Domestic Abuse | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Men experiencing Domestic Abuse | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Learning Disabilities | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Mental health Issues | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Substance Misuse Issues (Alcohol) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Substance Misuse Issues (Drugs and Volatile substances) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Criminal Offending History | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Refugee Status | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Physical and/or Sensory Disabilities | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Developmental Disorders (i.e. Autism.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People with Chronic Illnesses (including HIV, Aids) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Young People who are Care Leavers | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Young People with Support Needs (16-24) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Single parent Families with Support needs | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Families with Support Needs | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Single people with Support Needs not listed above (25-54) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| People over 55 years of age with Support needs (this category must be exclusive of alarm services). | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Generic Floating support to prevent homelessness (tenancy support services which cover a range of user needs but which must be exclusive of fixed site support) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Alarm Services (including in sheltered/extra care) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Expenditure which does not directly link to the spend plan categories above. (Explanation required in accompanying email). | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

| | | |
|---|---|--|
| <p>Return to HOME page click here</p> <p>Certificate of Chief Financial Officer or authorised representative</p> <p>Summary declaration</p> <p>I certify that, to the best of my knowledge and belief, the information provided on this form is correct and consistent with the estimates and calculations made by my authority to calculate the budget and expenditure of the Supporting People programme.</p> <p>Name: <input type="text" value="Joy Robson"/> (Print name)</p> <p>Signature: <input type="text"/></p> <p>Date: <input type="text"/> (dd/mm/yyyy)</p> | <p>Certificate of Supporting People programme Co-ordinator</p> <p>Summary declaration</p> <p>I certify that, to the best of my knowledge and belief, the information provided on this form is correct and consistent with the estimates and calculations made by my authority to calculate the budget and expenditure of the Supporting People programme.</p> <p>Name: <input type="text" value="Chris Robinson"/> (Print name)</p> <p>Signature: <input type="text"/></p> <p>Date: <input type="text"/> (dd/mm/yyyy)</p> | <p>Certificate of Head of Finance, Supported Housing & Homelessness</p> <p>Summary declaration</p> <p>I certify that, to the best of my knowledge and belief, the information provided on this form has been checked against the criteria for the expenditure of the Supporting People programme.</p> <p>Name: <input type="text" value="Karen Tudor"/> (Print name)</p> <p>Signature: <input type="text"/></p> <p>Date: <input type="text"/> (dd/mm/yyyy)</p> |
|---|---|--|

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Blaenau Gwent Spend Plan Virement 2018/19

| Spend Plan Category | 2017/18 Grant | 2018/19 Grant | % Increase/ Decrease | Actual Increase/ decrease in funding | Reason |
|---------------------|---------------|---------------|-------------------------|---|--------|
| | | | #DIV/0! | £0.00 | |
| | | | #DIV/0! | £0.00 | |
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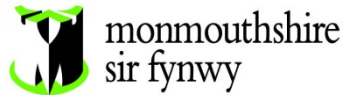
| Spend Plan Category | 2017/18 Grant | 2018/19 Grant | % Increase/ Decrease | Actual Increase/ decrease in funding | Reason |
|---------------------|---------------|---------------|----------------------|---|--------|
| | | | #DIV/0! | £0.00 | |
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| | | | #DIV/0! | £0.00 | |
| | | | #DIV/0! | £0.00 | |
| | | | 100.00% | £0.00 | |

| Spend Plan Category | 2017/18 Grant | 2018/19 Grant | % Increase/ Decrease | Actual Increase/ decrease in funding | Reason |
|-----------------------------------|------------------|------------------|----------------------------|---|--|
| Young People who are care leavers | £31,053.00 | £22,000.00 | -29% | £-9,053.00 | Delays in ending the Monmouthshire Housing Older People's floating support service meant that there was insufficient funding to start anew Young Person's Accommodation Officer role in 17/18. The role was piloted with alternative funding from Housing but only at 3 days per week. The reduced allocation reflects this reduced service which will effectively continue to be piloted in 18/19 |
| Alarm Services | £51,973.16 | £42,942.00 | -17% | £-9,031.16 | Two factors contribute to this reduction. Firstly the numbers of alarms being claimed for under our contracts has been reduced by providers, from 1952 to 1802 (many where the service user chooses not to fund their portion of the costs). Secondly, the weekly charge by one provider has been reduced following a value for money challenge (from £1.00 to £0.50 per week call centre charge) |

| Spend Plan Category | 2017/18 Grant | 2018/19 Grant | % Increase/ Decrease | Actual Increase/ decrease in funding | Reason |
|---------------------|---------------|---------------|-------------------------|---|--------|
| | | | #DIV/0! | £0.00 | |
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| | | | #DIV/0! | £0.00 | |

| Spend Plan Category | 2017/18 Grant | 2018/19 Grant | % Increase/ Decrease | Actual Increase/ decrease in funding | Reason |
|---------------------|---------------|---------------|-------------------------|---|--------|
| | | | #DIV/0! | £0.00 | |
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| | |
|---------------------------------|--|
| SUBJECT: | Re-Structure of Housing & Communities |
| MEETING: | Single Cabinet Member Decision |
| DATE: | 13th June 2018 |
| DIVISION/WARDS AFFECTED: | All |

1.0 PURPOSE

1.1 At the end of June 2018, the current Housing Renewal Manager will be retiring. This provides an opportunity to review the staffing re-structure. This report proposes a change to the structure, which essentially seeks to strengthen a number of functions and aims to increase resilience and flexibility.

2. RECOMMENDATIONS

2.1 To consider the issues and risks relating to the current structure.

2.2 To agree the proposed structure as detailed and to be implemented from 1st July 2018.

3. KEY ISSUES

3.1 The existing structure is well-established and broadly hasn't changed significantly over the last ten years. The majority of structural changes previously have been either 'tweaks' due to the need to make financial savings or in response to ring-fenced funding opportunities. Ring-fenced funding has and continues to influence the staff structure and impacts on the opportunities for change

3.2 The management and structure of the team is no longer considered fit for purpose and the pending retirement of the Housing Renewals Manager 0.5 creates an opportunity to review the structure. Key reasons and risks for proposing an alternative structure are listed in **Appendix 1**.

3.3 In addition the Senior Strategy & Policy Officer has also indicated the intention to retire in the relative near future. It is considered in principle that there is a need to train somebody up in respect of the strategic affordable housing function, due to the importance of this function to the Council.

3.4 Changes to the existing structure are, therefore, proposed. **See Appendix 2** for an overview of the proposed changes.

4. OPTIONS APPRAISAL

4.1 The following options, which are further evaluated in **Appendix 3**, are available:

- **Option 1** – Continue with the existing structure. This is considered a risk, particularly in the event of staffing problems. For example, in the event of sickness.
- **Option 2** – Implement the proposed structure detailed in **Appendix 2**
- **Option 3** - Over and above the proposal, further streamline the structure and management of the team by merging the Housing Options Team and the Housing Support Gateway. This option has been disregarded at this moment in time because such a merger would not only create a disproportionately large team but the multi-functional and diverse nature of the operation is considered complex to manage.

5. EVALUATION CRITERIA

5.1 Additional evaluation over and above that listed above is detailed in **Appendix 3**.

- 6. REASONS:**
- 6.1 The report seeks to minimise risk to the Council in terms of reductions or continuity of service provision, particularly in respect of functions that are statutory (such as disable facilities grants) and services that support safeguarding such as Careline.
- 7. RESOURCE IMPLICATIONS:**
- 7.1 The re-structure itself does not create resource implications. However, the proposal includes and reflects a Single Cabinet Member decision on 14th March 2018 to transfer the Melin Private Leasing Scheme back to the Council due to the ending of the contract on 7th June 2018. The transfer creates TUPE obligations for the Council and the need to TUPE transfer 1.6 staff to the Council. The costs associated with this are approximately £46,000. The Council would have incurred these costs regardless of this restructure proposal, but nevertheless it is relevant to reflect these costs in this report. These are known costs and will be covered by Welsh Government homeless grant.
- 8. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):**
- 8.1 It is considered that the proposed changes will impact positively on the Monmouthshire community through maintaining levels of service and reducing the risk of delays in the delivery of changes and improvements, including those with protected characteristics. **See Appendix 4.**
- 8.21 The proposed changes impacts positively on both safeguarding and corporate parenting through the additional resilience and flexibility that the new
- 9. CONSULTEES:** Chief Officer Enterprise; Cabinet Member for Enterprise; Head of Planning, Housing & Place-Shaping; Housing & Communities Accountant; Human Resources Advisor; Housing & Communities staff; Unison
- 9.1 Feedback received is reflected in **Appendix 5**
- 10. BACKGROUND PAPERS:** None
- 11. AUTHOR:** Ian Bakewell, Housing & Communities Manager
- 12. CONTACT DETAILS:** E-mail: ianbakewell@monmouthshire.gov.uk Telephone: 01633 644479

Appendix 1

Issues and Risks with Current Housing & Communities Structure

- There isn't a business support resource formally available across the team as a whole. There would be advantages of having an arrangement that offered a flexible resource across the whole service.
- The loss of Housing Renewal Manager reduces the teams technical capacity from 1.1 wte to 0.6 wte. This will reduce the capacity and resilience of technical know-how, particularly in the event of sickness and/or leave and in relation to the delivery of statutory DFG's and minimising DFG completion times.
- It is considered that the strategic capacity of the team is limited and there is scope for the strategic support to the operational teams to be strengthened.
- The Housing Options Team, responsible for a number of statutory functions, is the largest team with the largest range of functions, but doesn't have a full-time manager.
- The Careline Team is currently made up of 3 part-time posts. The existing staffing may not offer sufficient resilience, particularly in the event of needing to respond to emergencies and the implications periods of sickness and/or leave.
- The Housing Renewal Team is currently made up of 3 part-time posts. The existing staffing does not offer sufficient resilience, particularly in the event of needing to respond to emergencies and the implications of periods of sickness and/or leave.
- There is a need to strengthen succession planning.
- 1.6 wte staff are due to transfer under TUPE to the Council from Melin Homes in respect of the transfer private leasing scheme. These two new staff will become part of the Housing Options Team.
- There is scope for the existing members of the team to learn about other activities and new skills, which could mutually support personal development and contribute to succession planning.
- Due to the size and nature of the functions of the Housing Support Gateway, together with the expectations from Welsh Government and Supporting People Commissioning, there is a need for this team to have a dedicated manager, rather than rely on the current team leader type arrangement.

Appendix 3

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

| | |
|--------------------------------|--|
| Title of Report: | Re-Structure of Housing & Communities |
| Date decision was made: | |
| Report Author: | Ian Bakewell |

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

The proposed outcome is that the Council agrees to the number of teams within Housing & Communities being reduced through the merger of Strategy & Policy; Careline and Housing Renewals Team. The current Housing Renewals Manager 0.5 wte and the Careline Manager 0.75 wte will be deleted. The new merged team will be the Strategy & Sustainable Living Team and will be managed by a full-time Strategy & Sustainable Living Manager

12 month appraisal

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

The following benchmarks will be used to assess whether the decision has had a positive or negative effect:

- Continuity of service provision eg delays being minimised or eliminated
- Deadlines being met
- Complaints
- Staff feedback
- The level of emerging risks relating to staffing

12 month appraisal

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?

The proposed structure reflects the Single Member Decision on 14th March 2018 to transfer the private leased stock back to the Council from Melin Homes due to the end of the contract on 7th June 2018. This creates a TUPE requirement for the Council and 1.6 wte staff will be transferred to the Council. This will increase staffing expenditure by approximately £46,000.

This increase in expenditure has been accounted for in the Council's Medium Term Financial Plan and the projection for 2018/19.

This impending TUPE transfer would have happened regardless of the proposed re-structure. The re-structure, however, provides a timely opportunity to build these new posts into a new structure.

12 month appraisal

Any other comments

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Appendix 2

Housing & Communities

Proposed Staffing Re-Structure

May 2018

Proposed Changes to Be Implemented

The following changes are proposed:

- The part-time Housing Renewal Manager post and the part-time Careline Manager post be deleted.
- A new full-time Strategy & Sustainable Living Manager post be created.
- The Strategy, Careline and Housing Renewal Teams be merged under the leadership of the new Strategy & Sustainable Living Manager.
- The Strategy & Sustainable Living Team takes specific responsibility for the following technical functions including:
 - Disabled Adaptations
 - Careline & technology
 - Energy efficiency schemes
 - Home Improvement Loans & Empty Homes Finance

In addition and if required, assistance may be requested from the team in respect of temporary accommodation and sewage treatment works. Responsibility, however, will remain with the Housing Options Team and the Housing & Communities Manager respectively

- The current Housing Renewal Housing Support Officer 0.6 post will become part of the Strategy & Sustainable Living Team and will have responsibility to provide support, as necessary, for any Strategy & Sustainable Living Team functions. The post would also be available for assisting and supporting any arising wider team priorities.
- The scope and role of the current Housing Renewal Housing Support Officer be extended to include technical assistance to the Grants Surveyor.
- The Strategy & Policy Officers will be line managed by the Strategy & Sustainable Living Manager rather than the Housing & Communities Manager.
- An additional Strategy & Policy Officer post will be created, which will sit within the Strategy & Sustainable Living Team. The focus and aim of this post will be to be trained up to deliver the affordable housing and development function by the Senior Strategy & Policy Officer. Having three Strategy & Policy Officers will be a temporary arrangement until the existing Senior Strategy & Policy Officer retires by or before 1st May 2019. This post will then be deleted. This will be subject to and aligned with the current post-holders personal intentions. This will be funded from Welsh Government funding
- The Young Persons Accommodation Officer to be full-time. The post will be funded through the Supporting People programme
- The Senior Housing Support Officer post to be deleted
- The Senior Housing Support Officer post be replaced by a Housing Support Manager post.

- The Brokerage Assistant post be deleted and a new Administrative Assistant post be created with the same Grade. The new post will continue to provide support to the Housing Support Gateway but will also be available to provide support to the wider team. This will need to be fully defined.
- The Senior Strategy & Policy Officer will continue to be directly line managed by the Housing & Communities Manager until the point of retirement.
- A Leasing Assistant 0.6 wte and a Leasing Officer will be additional posts added to the Housing & Communities structure as part of the Housing Options Team.
- A temporary Housing Options Team Manager 0.4 wte will be created to job share with the current Housing Options Team Manager 0.6 wte. This will be funded through Welsh Government Grant..
- A temporary full-time Universal Credit Support Officer, to be funded through the Supporting People Programme, will be created and become part of the Housing Support Gateway Team.
- One of the temporary Accommodation Assistant posts (eg the first post created) to be made permanent.

Figure 1

Housing & Communities

Existing Structure & Functions – April 18

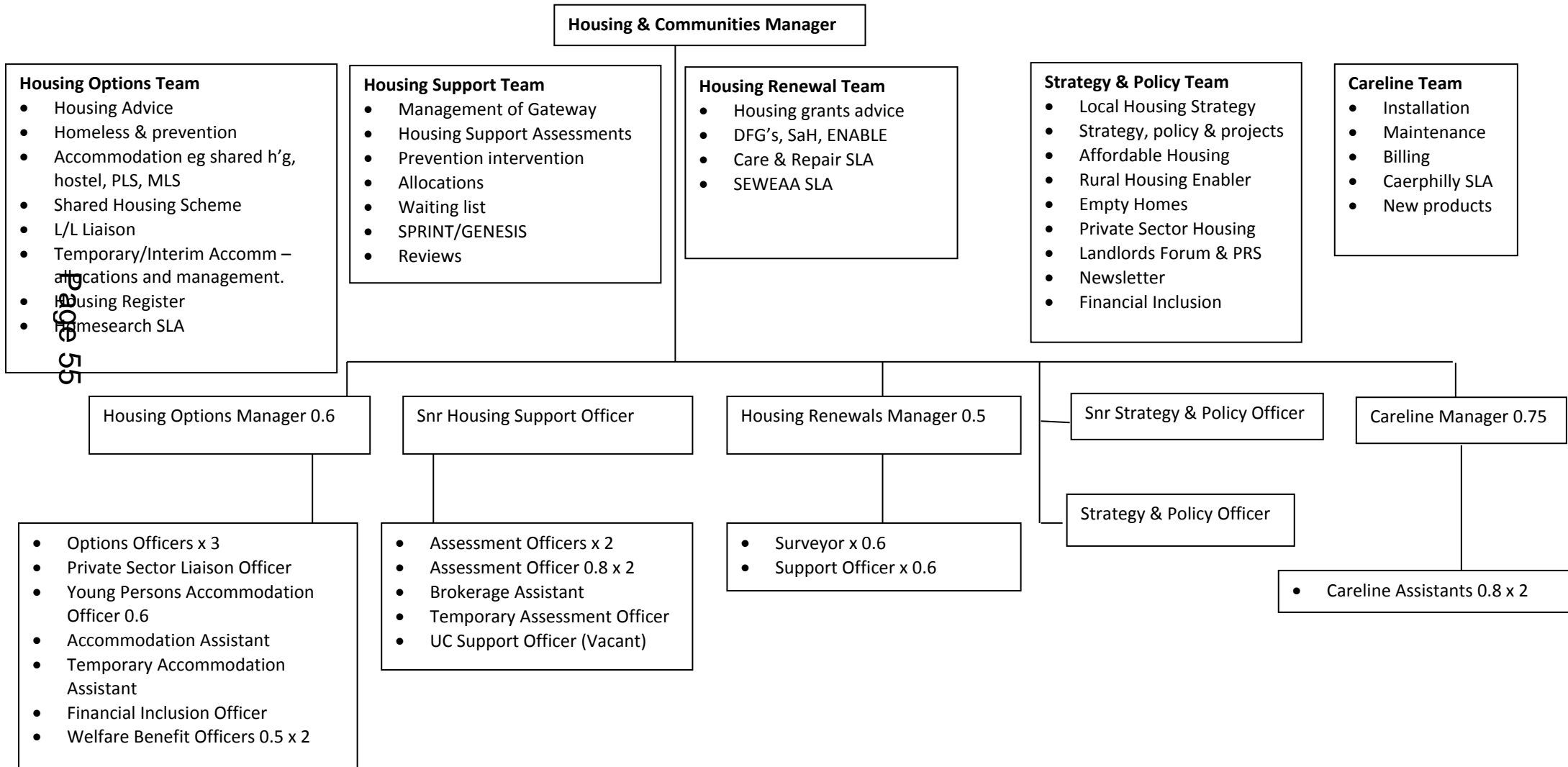
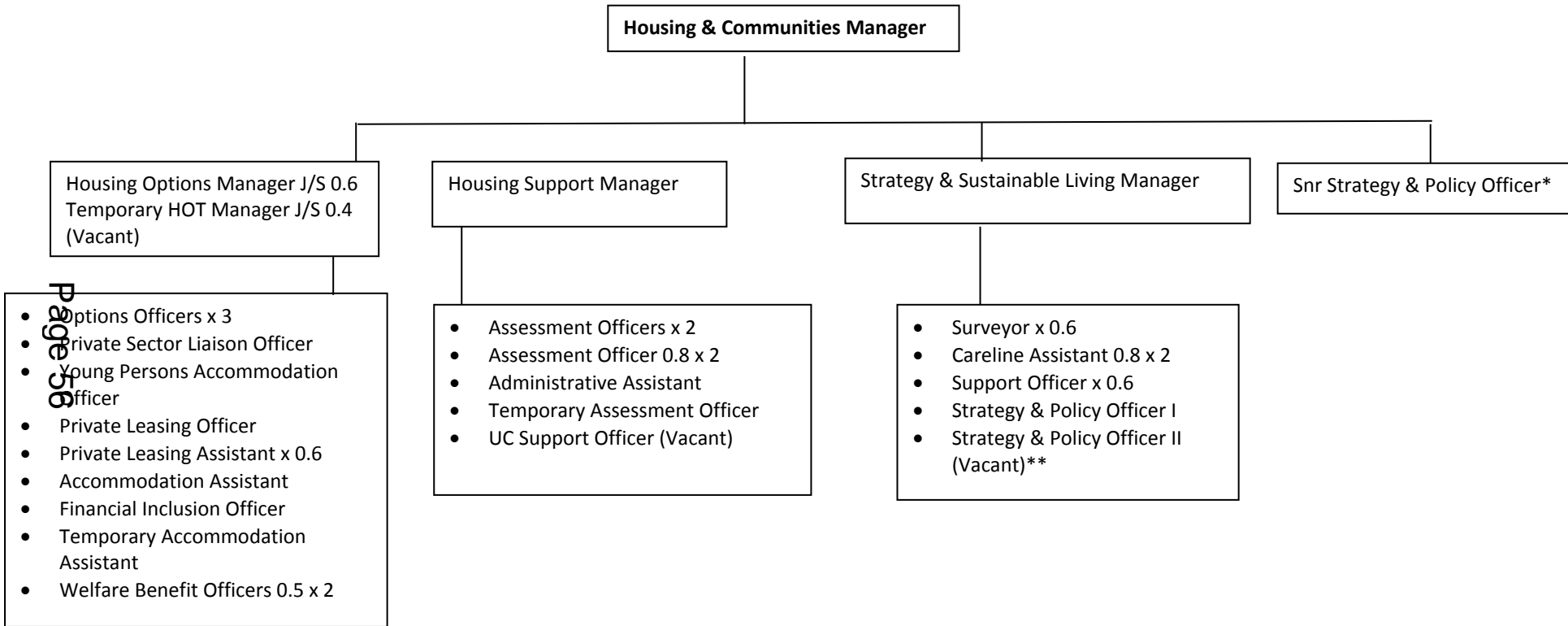


Figure 2

Housing & Communities

Proposed Re-Structure – April 18



*Assumes pending retirement

** Subject to Snr Strategy & Policy Officer retirement

Core Budget Salary Costs In Respect of Applicable Changes

| Current Structure | | | Proposed Structure | |
|-------------------------------|----------------|----------------------------|---------------------------------------|----------------|
| Post | Salary | | Post | Salary |
| | | New post | Strategy & Sustainable Living Manager | 54,382 |
| Housing Renewals Manager 0.5 | 26,637 | To be deleted | | |
| Careline Manager 0.75 | 39,975 | To be deleted | | |
| | | | | |
| Snr Housing Support Officer | 43,911 | To be deleted | Housing Support Manager | 54,382 |
| | | | | |
| Sub Total | 110,523 | | | |
| | | | | |
| Snr Strategy & Policy Officer | 54,382 | To be deleted by May 19 | | |
| | | New post | Strategy & Policy Officer | 49,287 |
| | | | | |
| Total | 164,905 | | | 158,051 |
| Saving | | | | 6,854* |
| | | | | |

*This saving will be used to support short-term temporary staffing adjustments in anticipation of arising and pending priorities

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

| | |
|---|---|
| <p>Name of the Officer Ian Bakewell</p> <p>Phone no: 01633 644455 E-mail: ianbakewell@monmouthshire.gov.uk</p> | <p>Please give a brief description of the aims of the proposal</p> <p>To introduce a revised staffing structure for Housing & Communities wef 1st July 2018</p> |
| <p>Name of Service</p> <p>Housing & Communities</p> | <p>Date Future Generations Evaluation</p> <p>1st March 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> | <p>The proposal will increase flexibility and resilience between teams and functions and will support the spread of knowledge between more people</p> | <p>Training and support will be provided to any individuals</p> |
| <p>A resilient Wales</p> | <p>N/A</p> | <p>N/A</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? |
|---|---|---|
| Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change) | | |
| A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood | The proposals support the delivery of key functions which include supporting people to access or remain in good quality accommodation or access alternative accommodation which contributes to health and well-being. | Training and support will be provided to any individuals |
| A Wales of cohesive communities Communities are attractive, viable, safe and well connected | Ditto | Ditto |
| A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing | N/A | 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 | N/A | 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 more equal Wales People can fulfil their potential no matter what their background or circumstances | The proposals indirectly support equality through the delivery of the service | Training and support will be provided to individuals |

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

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|---|---|--|
|  <p>Long-term Balancing short term need with long term and planning for the future</p> | <p>The proposal supports the short-term staffing needs of the service and will support work-force planning by more knowledge being spread across a greater number of staff.</p> | <p>N/A</p> |
|  <p>Collaboration Working together with other partners to deliver objectives</p> | <p>The proposal particularly will positively benefit partnership working because it strengthens the strategic function.</p> | <p>N/A</p> |

| Sustainable Development Principle | How does your proposal demonstrate you have met this principle? | What has been done to better to meet this principle? |
|---|---|--|
|  <p data-bbox="152 363 315 400">Involvement</p> <p data-bbox="338 233 517 432">Involving those with an interest and seeking their views</p> | <p data-bbox="544 233 1182 264">Staff have been consulted upon the proposal</p> | <p data-bbox="1350 233 1406 264">N/A</p> |
|  <p data-bbox="152 606 315 643">Prevention</p> <p data-bbox="338 475 517 722">Putting resources into preventing problems occurring or getting worse</p> | <p data-bbox="544 475 1171 507">Proposal has a neutral impact on prevention</p> | <p data-bbox="1350 475 1406 507">N/A</p> |
|  <p data-bbox="152 890 315 927">Integration</p> <p data-bbox="338 759 517 999">Positively impacting on people, economy and environment and trying to benefit all three</p> | <p data-bbox="544 759 611 791">Ditto</p> | <p data-bbox="1350 759 1406 791">N/A</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 service will positively contribute | There are no negative impacts in relation to this proposal | N/A |
| Disability | Ditto | Ditto | Ditto |
| Gender reassignment | Ditto | Ditto | Ditto |
| Marriage or civil partnership | Ditto | Ditto | Ditto |
| Race | Ditto | Ditto | Ditto |
| Religion or Belief | Ditto | Ditto | Ditto |
| Sex | Ditto | Ditto | Ditto |
| Sexual Orientation | Ditto | Ditto | Ditto |
| Welsh Language | Ditto | None | Bi-lingual information is being made available |

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 | The service provides an option that can contribute to Corporate Parenting and Safeguarding | None | Level 1 Training |
| Corporate Parenting | Ditto | None | The service can potentially be used to support cases identified by Social Care |

Page 6 of 7

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

Feedback from staff

Identified risks

Feedback from clients

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

- The proposal will enable Housing & Communities to be more resilient, to be more flexible and there is likelihood of dips in service continuity
- The negatives associated with the proposal mean that some members of staff have an increased level of responsibility in terms of functionality. However, staff will potentially benefit from learning new skills and gaining additional experience. Also, although the team as a whole may be more flexible, there may be times when implementing this flexibility may potentially impact negatively on a team or function due to a wider priority elsewhere. It is anticipated that this will be minimal over a typical year

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

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

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

| | |
|---|--|
| The impacts of this proposal will be evaluated on: | Will be reviewed on an on-going basis through the Housing Management Team, the Service Plan and quarterly performance monitoring |
|---|--|

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SUBJECT: Re:fit programme – utilisation of Local Partnerships energy framework

MEETING: Individual Cabinet Member

DATE: 13rd June 2018

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

To seek approval to enter into a contract with Local Partnerships to utilise their framework to access energy efficient technologies.

2. RECOMMENDATIONS:

- 2.1 To seek approval to enter into the Local Partnerships Access Arrangements
- 2.2 To seek approval to enter into the Refit Cymru Client Support Agreement
- 2.3 To delegate decision making and the management of this programme to the Chief Officer, Resources in consultation with the Cabinet Member Resources.

3. KEY ISSUES:

- 3.1 Re:fit is a procurement project that is designed to support public bodies procuring energy efficiency and generation measures, to reduce energy costs and resulting carbon footprint.
- 3.2 The concept is built around a procurement framework developed by the Greater London Authority in 2009 and works on the principle of loan funding for capital works which are paid back through guaranteed energy savings or generation over and agreed period of time.
- 3.3 The Re:fit Cymru Programme Implementation Unit (PIU) support public sector organisations in Wales through the Re:fit process, from initial benchmarking to determine viability, through engagement, contract and tender preparation, through to project delivery and monitoring.
- 3.4 Officers have been working with Local Partnerships to determine the viability of the proposition, opportunities and resources prior to implementing this approach. They have undertaken a benchmarking exercise which suggests that there is a potential aggregate value in excess of £1,000,000 with the cost of these works being met from resulting savings anticipated to be circa £150,000 (gross). The actual borrowing costs are yet to be determined.
- 3.5 Should approval be granted to proceed with the scheme, Local Partnerships would work with Officers to develop a tender, undertake a mini-competition and award the works. The

management of the resulting contract will be the responsibility of the Council. Local Partnerships require a £10,000 contribution to cover the costs incurred in supporting the Council and this will rise to £20,000 should the Council choose to withdraw from the scheme following the tender process. This however is not payable in advance and can be included within the capital scheme costs if we proceed. It will also place an additional burden on staff resources and it is anticipated that short term support will be needed for the initial phases.

- 3.6 Funding for the capital works will be determined when the viability of the schemes have been determined, however it is anticipated that it will be a blend of loan and capital programme funding. Loan funding is available from Welsh Government with schemes such as Salix and the capital programme funding will be from the property maintenance capital programme or form part of any refurbishment programmes where appropriate. Where funding is outside the approved capital programme, separate approval will be sought through the normal member approval process.
- 3.7 Work to date has focussed on the implementation of improvements to the energy infrastructure within Council owned properties, however the scheme also deals with energy generation via renewable technologies. This is an area that merits further work given the successful delivery of the solar farm at Oak Grove farm and will form phase 2 of this programme.
- 3.8 The Chief Officer, Resources will have delegated authority to approve the award of contracts for both energy reduction and regeneration contracts, in consultation with the Resources Cabinet Member.

4 OPTIONS APPRAISAL

| Option | Benefits | Risks | Comments |
|--|---|--|--|
| Do nothing | <ul style="list-style-type: none"> None | <ul style="list-style-type: none"> Energy bills will continue to increase increasing cost pressures Replacement of boilers etc will be funded through the planned maintenance programme reducing the funding available for other schemes | This would be the status quo option, but does nothing to reduce our carbon footprint, energy costs or consider our obligations of the Well being of Future Generations Act (WBFGA) |
| Work with Local Partnerships to implement the Re:fit programme | <ul style="list-style-type: none"> Expert support and advice available to implement the scheme The cost of the works will be cost neutral to the Council as the paybacks are guaranteed | <ul style="list-style-type: none"> Significant resources required to manage the project, which places a pressure against substantive duties The opportunities identified do not materialise | This provides an opportunity to draw down funding to improve the Council's estate with no impact on the Council's capital programme. It also brings expertise from |

| Option | Benefits | Risks | Comments |
|--------|---|---|--|
| | <ul style="list-style-type: none"> • Gives us the opportunity to consider additional renewable energy generation opportunities • Reduces our carbon footprint • Supports the WBFGA | <ul style="list-style-type: none"> • Initial cost of £10,000 payable to Local Partnerships to contribute to their costs, which escalates to £20,000 if we do not proceed post tender | Local Partnerships who have supported numerous other Councils through the implementation stage. This is the preferred option |

5. EVALUATION CRITERIA

See Appendix 1

6. REASONS:

- 6.1 This approach is based on an OJEU compliant framework, the support of an experienced team from Local Partnerships and a proven track record of successful implementation in other authorities.
- 6.2 The ability to include energy generation unlocks other potential income generating streams for the Council.
- 6.3 Utilising this scheme will enable the Council to address maintenance backlogs, reduce energy consumption and bills and our carbon footprint aligning with our Corporate Plan and the WBFGA principles.
- 6.4 The Re:fit process will provide a basis for identifying potential schemes which would be eligible for SALIX and Welsh Government Invest to Save funding, enabling access to other borrowing opportunities in addition to the Re:fit programme.

7. RESOURCE IMPLICATIONS:

- 7.1 An estimated cost of delivering the standard package of Re:fit PIU support for an organisation, is approximately £70-100k. However, the Welsh Government has secured European grant funding from ELENA to deliver this support with a significant subsidy. This will result in a net cost of £10,000 which will escalate to £20,000 should the Council choose not to proceed.
- 7.2 The £10,000 will form part of the capital programme costs should we proceed and will therefore be cost neutral. If the scheme fails to progress a potential £20k abortive commitment be afforded utilising the invest to redesign should the evaluation phase not indicate sufficient utility savings returns to afford both the borrowing costs associated with capital replacement and the £10k project subscription fee.
- 7.2 There will be a need to access additional resources to support the project management work during the initial phases which will be managed within existing budgets.

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

The proposal does not have any safeguarding or corporate parenting implications.

9. CONSULTEES:

SLT
Cabinet
Head of Legal Services
S151 Monitoring Officer

10. BACKGROUND PAPERS:

Appendix 1 Evaluation Criteria
Appendix 2 Management briefing paper from Re:fit Cymru

11. AUTHOR:

Debra Hill-Howells Head of Commercial and Integrated Landlord Services

12. CONTACT DETAILS:

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| | |
|--------------------------------|---|
| Title of Report: | Re:fit programme – utilisation of Local Partnerships energy framework |
| Date decision was made: | 13 th June 2018 |
| Report Author: | Debra Hill-Howells |

| | |
|---|--|
| What will happen as a result of this decision being approved by Cabinet or Council? | |
| The Council will work with Local Partnerships to develop a programme of works which will result in improvements to the Councils estate, reduction in energy consumption and or the increase of energy generation. | |
| 12 month appraisal | |

| | |
|--|--|
| What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented? | |
| Level of reduction in energy consumption Additional energy generated Proportion of cost of works met by payback or MWH generated | |
| 12 month appraisal | |
| <i>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.</i> | |

| | |
|---|--|
| 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? | |
| The scheme is intended to reduce energy costs, but the extent of which is yet to be defined. | |
| 12 month appraisal | |
| <i>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.</i> | |

| |
|--------------------|
| Any other comments |
|--------------------|



Re:fit Cymru (guaranteed energy efficiency)

Senior Management Briefing Note

Re:fit – delivering guaranteed energy efficiency for Monmouthshire County Council

Market analysis suggests that the cost of choosing to do nothing about managing energy means that costs will rise and is therefore no longer a viable option.

In addition there are a number of positive drivers for delivering energy efficiency:-

- increasing electricity bills
- carbon taxes and potentially forthcoming carbon budgeting
- the opportunity to generate revenue off your own estate
- the need to reduce operating and maintenance costs
- the chance to improve workplace environment and productivity
- Wellbeing of Future Generations Act with statutory obligations to plan for the long term
- Environment Act (part II) carbon budget obligations which require an 80% reduction in all (net) Wales emissions by 2050 (likely to be directly imposed on LAs and other Public Sector Clients)
- Corporate Social Responsibility reporting

Energy Performance Contracting – how does it work ?

Re:fit is a smart, cost effective and fast way for public sector bodies to improve the energy efficiency and generate revenue from their estate by retrofitting energy and water efficiency measures, energy generation systems or using optimisation services.

The Re:fit Cymru Programme Implementation Unit (PIU) has now been recruited by the Welsh Government and is assisting Public Sector Contracting Authorities with a review of their estate. This has commenced with an initial benchmarking exercise which compares building type, energy use and other factors against national buildings' benchmarks.

Your existing energy bill for gas, electric and water is over £2.3M and Re:fit typically delivers annual savings and revenue of around 18 – 25% across estates or portfolios.

Monmouthshire County Council, supported by the PIU, will be able to outline the broad performance parameters and project briefs that it wants to achieve. This might include parameters such as the required level of savings, revenue, payback period, capital spend, funding routes, carbon dioxide savings, levels of back log maintenance etc. Tender documentation (from standard Re:fit templates) is prepared and proposals are requested from the specialist service providers through a mini competition; the service providers have been pre-procured on the OJEU compliant Re:fit framework.

The service providers bid in the mini competition tender, offering a **guaranteed level of savings over a tranche of work**. They will be contractually obliged to reimburse any annual shortfall in savings and to investigate and rectify, at their own cost, any under performance. This occurrence rarely occurs on Re:fit projects as the service providers develop robust engineering solutions using engineering calculations to mitigate their risk. The cost of the works are paid back by savings guaranteed over the payback period; this is typically about 3 to 10 years on most projects, however, this can vary depending on the type of measures or equipment installed, or services provided (for instance, lighting or controls would have a shorter payback than photo-voltaic systems, District Heating, new boilers or Combined Heat & Power plant).

Re:fit projects are therefore budget neutral or positive over the payback period and many schemes are structured so that savings are larger than payments on an annual basis. The Re:fit approach does not need to impact on existing Facilities Management contracts or utilities procurement,

however, Re:fit can be combined with addressing back log maintenance issues and can include maintenance, operational and management contracts.

Re:fit Cymru is a Welsh Government initiative for the Welsh public sector, supported and funded by the European ELENA Fund (European Local Energy Assistance) and the Welsh Government. Since 2010, Re:fit within London and England has benefitted over 250 organisations, with £165m invested and £10m audited savings per annum; these programmes are managed by the GLA and Local Partnerships, respectively.

In April 2016, the Welsh Government created the Re:fit Cymru Programme Implementation Unit (PIU) to support Welsh public sector bodies through every stage of their Re:fit projects. This support is heavily subsidised – further improving the value-for-money for participating organisations.

The PIU is also able to support you with the review and decision on funding routes for the project, if applicable. This may include zero interest Salix Finance, the Welsh Government Invest-to-Save Grant opportunities, the Green Investment Bank or other commercial or private / service provider funded routes.

By taking early advantage of this opportunity, Monmouthshire County Council would start to make savings faster, and would receive publicity and profile from Welsh Government as a pathfinder.

This efficiency programme can elevate the work of the energy officers by offering pace and scale, and transfer of risk.

The support package you would receive includes:

Planning and preparation support:

- Engagement with your key senior executives and stakeholders (including legal, procurement, facilities/FM and IT)
- Explanation of all areas of the Re:fit programme and help developing key project requirements including targets, strategic aims, financial targets and business case
- Provision of a benchmarking assessment of buildings information and energy spend data to assess project potential and propose a scope for the project/tender
- Review potential funding options and arrange meetings with funding bodies
- Review and get agreement for the bidding options
- Programming support
- Undertaking of a market attractiveness test with service providers pre-tender

Contracting and tender support:

- Provide template legal contracts and guidance documents
- Coordinate with client legal team to outline Re:fit contracting approach
- Provide advice on tender evaluation
- Review final draft contract documents (for inclusion in ITT pre-launch)
- Undertake a formal review of the final draft ITT documents
- Provide advice and guidance on bidders day and site visits
- Support in the entire process leading to final tender

Solution development and project delivery support:

- Provide high level review of preferred bidders approach
- Support initial engagement with the selected Service Provider (attendance at meeting)
- Provide access to support during the savings delivery phase to resolve issues should they arise
- Quality Assurance

- Provide advice and measurement and verification (M&V) support
- Review the first annual savings report

Financial commitment

The capital cost of a Re:fit project can vary depending on organisation needs and ambition, however, it is usually greater than approximately £0.75m and typically delivers annual savings and revenue of around 15 – 25% across estates or portfolios.

An estimated cost of delivering the standard package of PIU Re:fit project support for an organisation, is approximately £70-100k. However, as the Welsh Government has secured European grant funding from ELENA, this support can be delivered to you with a significant subsidy. The support can therefore be provided to you for the reduced cost of £10k. This sum can also be capitalised within the project's funding, so it does not need to come out of a revenue budget.

If after signing the Re:fit Access Agreement and Client Support Agreement (formally commencing the Re:fit support) your organisation decides to withdraw, the Welsh Government reserves the right to recover partial costs, capped at £20k for the standard Re:fit support package. In other words, if you withdraw from the Re:fit process, your total exposure is £20k - subject to any additional project management support you have utilised to help deliver the project.

Further information can be provided by contacting:

The Welsh Government Programme Implementation Unit (PIU):

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