



Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 11 December 2018

Dear Councillor

CABINET

You are requested to attend a **Cabinet** meeting to be held at **Conference Room - Usk, NP15 1ADGA** on **Wednesday, 19th December, 2018, at 10.00 am.**

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. To consider the following reports (Copies attached):
 - i. **OPENING OF A POST OFFICE WITHIN USK COMMUNITY HUB** 1 - 14
Divisions/Wards affected: All

Purpose: To seek approval, subject to a successful application and planning permission, to create and operate a Post Office within Usk Community Hub following the announcement of the planned closure of the current facility on Bridge Street.

Author: Matthew Gatehouse, Head of Policy and Governance
Richard Drinkwater, Community Hub Manager (Caldicot, Chepstow & Usk)

Contact Details: matthewgatehouse@monmouthshire.gov.uk;
richarddrinkwater@monmouthshire.gov.uk
 - ii. **REVENUE & CAPITAL MONITORING 2018/19 OUTTURN STATEMENT** 15 - 48
Division/Wards Affected: All

Purpose: The purpose of this report is to provide Members with information on the revenue and capital outturn position of the Authority at the end of reporting period 2 which represents the financial outturn position for the 2018/19 financial year based on October inclusive activities.

This report will also be considered by Select Committees as part of their responsibility to,
 - assess whether effective budget monitoring is taking place,

- monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
- challenge the reasonableness of projected over or underspends, and
- monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

Author: Mark Howcroft – Assistant Head of Finance
Dave Jarrett – Senior Accountant Business Support

Contact Details: markhowcroft@monmouthshire.gov.uk

iii. **CAPITAL STRATEGY ASSESSMENT 2018-19 and DRAFT CAPITAL BUDGET PROPOSALS 2019-20 to 2022-23** 49 - 100

Division/Wards Affected: All

Purpose: Chartered institute of Public Finance and Accountancy (CIPFA) produced a revised regulatory Code in December 2017, which included a need for local authorities to produce a **Capital Strategy**. The requirements were staggered with an aim for reporting compliance during 2018/19 with a full **Capital Strategy** implemented for 2019/20. This report concentrates on the former in evaluating the governance, planning and priority setting involved in presenting 2019-20 capital budget proposals and the 3 years thereafter making up the collective capital medium term financial plan.

CIPFA report that a **Capital Strategy** should be tailored to individual circumstances and consequentially don't volunteer a prescriptive format. The overall intent is that any **Capital Strategy** should allow Members to understand how stewardship, value for money, prudence, sustainability and affordability will be secured. The overall purpose of a capital strategy being to provide opportunity for engagement with Full Council to ensure overall strategy, governance procedures and risk appetite are fully understood by all elected members

The code, in describing the **Capital Strategy**, reports it can be delegated to Cabinet (or similar body) with Full Council being responsible. MCC's approach is to report budget setting process through Cabinet, with consideration and approval of the future capital programmes resting with full Council. The Council's Constitution is consistent with compliance requirements. It is anticipated that the actual resulting capital strategy will be reconciled and consistent with a wider financial strategy and both available for consideration during Spring cycle of meetings.

Author: **Mark Howcroft – Assistant Head of Finance (Deputy S151 Officer)**

Contact Details: markhowcroft@monmouthshire.gov.uk

iv. **2019 DRAFT REVENUE BUDGET PROPOSALS 2019/20** 101 -
Divisions/Wards Affected: All 120

Purpose: To set out a budget proposal for financial year 2019/20.

To commence a period of consultation on the budget proposal that will remain open until 31 January 2019.

To consider the 2019/20 budget proposal within the context of the 4 year Medium Term Financial Plan (MTFP) and the Corporate Plan.

Author: Joy Robson – Head of Finance

Contact: joyrobson@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

| County Councillor | Area of Responsibility | Partnership and External Working | Ward |
|-------------------------------------|--|--|--------------|
| P.A. Fox (Leader) | Whole Authority Strategy & Direction CCR Joint Cabinet & Regional Development; Organisation overview; 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; Economy & Tourism; Town Centre Regeneration; Leisure; Cultural services; ADM development | WLGA Council Capital Region Tourism | Devauden |
| P. Jordan | Governance Council & Executive decision support; Scrutiny; Regulatory Committee standards; Community governance; Member support; Elections, Democracy promotion & engagement; Law, Ethics & Standards; Whole Authority performance; Whole Authority service planning & evaluation; Regulatory body liaison; Audit; Development control; Building control; Community Hubs inc Adult Education | | Cantref |
| R. John | Children & Young People School standards; School improvement; School governance; EAS overview; Early years; Additional Learning Needs; Inclusion; Youth Service; Extended curriculum; Outdoor education; 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 (children & adults); Disabilities; Mental Health; Public Health; Health liaison. | | Raglan |
| P. Murphy | Resources Finance; Information technology (SRS); Human Resources; Training; Health & Safety; Emergency planning; Procurement; 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 & biodiversity; Flood Risk. | SEWTA Prosiect Gwyrdd | Goytre Fawr |
| S. Jones | Social Justice & Community Development Community engagement; Deprivation & Isolation; Housing & Homelessness; 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.