

# Public Document Pack



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Dydd Llun, 17 Mai 2021

## Hysbysiad o gyfarfod

## Pwyllgor Craffu Oedolion

Dydd Mawrth, 25ain Mai, 2021 at 10.30 am  
Cyfarfod o Bell

### AGENDA

**BYDD CYFARFOD CYN I AELODAU'R PWYLLGOR 30 COFNODION CYN I'R  
CYCHWYN Y CYFARFOD**

Eitem ddim	Eitem	Tudalennau
1.	Nodi penodiad y Cynghorydd Sir S. Howarth fel Cadeirydd	
2.	Penodi Is-gadeirydd	
3.	Datganiadau o Fuddiant	
4.	Fforwm Agored i'r Cyhoedd	
5.	Cynllun Trawsnewid Digartrefedd: Adroddiad cynnydd ar yr hyn yr ydym yn ei wneud i fynd i'r afael â digartrefedd.	1 - 22
6.	Blaenraglen Waith y Pwyllgor Dethol Oedolion	23 - 24
7.	Blaengynllun y Cabinet, y Cyngor ac ICMD	25 - 40
8.	Cadarnhau cofnodion y cyfarfod blaenorol	41 - 48
9.	I gadarnhau dyddiad y cyfarfod nesaf fel 22ain Mehefin 2021	
10.	Ymddiheuriadau am absenoldeb	

**Paul Matthews**

**Prif Weithredwr**

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## CYNGOR SIR FYNWY

### MAE CYFANSODDIAD Y PWYLLGOR FEL SY'N DILYN:

Cynghorwyr Sir:

L.Brown  
R. Edwards  
M.Groucutt  
R. Harris  
S. Howarth  
M. Powell  
S. Woodhouse  
C. Bowie  
T. Crowhurst

## Gwybodaeth Gyhoeddus

### **Mynediad i gopiâu papur o agendâu ac adroddiadau**

Gellir darparu copi o'r agenda hwn ac adroddiadau perthnasol i aelodau'r cyhoedd sy'n mynychu cyfarfod drwy ofyn am gopi gan Gwasanaethau Democrataidd ar 01633 644219. Dylid nodi fod yn rhaid i ni dderbyn 24 awr o hysbysiad cyn y cyfarfod er mwyn darparu copi caled o'r agenda hwn i chi.

### **Edrych ar y cyfarfod ar-lein**

Gellir gweld y cyfarfod ar-lein yn fyw neu'n dilyn y cyfarfod drwy fynd i [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk) neu drwy ymweld â'n tudalen Youtube drwy chwilio am MonmouthshireCC. Drwy fynd i mewn i'r ystafell gyfarfod, fel aelod o'r cyhoedd neu i gymryd rhan yn y cyfarfod, rydych yn caniatáu i gael eich ffilmio ac i ddefnydd posibl y delweddau a'r recordiadau sain hynny gan y Cyngor.

### **Y Gymraeg**

Mae'r Cyngor yn croesawu cyfraniadau gan aelodau'r cyhoedd drwy gyfrwng y Gymraeg neu'r Saesneg. Gofynnwn gyda dyledus barch i chi roi 5 diwrnod o hysbysiad cyn y cyfarfod os dymunwch siarad yn Gymraeg fel y gallwn ddarparu ar gyfer eich anghenion.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

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

#### Pobl yn hyderus, galluog ac yn cymryd rhan

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

#### Ein sir yn ffynnu

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

### Ein blaenoriaethau

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

### Ein gwerthoedd

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

**SUBJECT: HOMELESS TRANSITION PLAN – PROGRESS UPDATE**  
**MEETING: ADULT SELECT COMMITTEE**  
**DATE: 25<sup>TH</sup> MAY 2021**  
**DIVISION/WARDS AFFECTED: ALL**

**1. PURPOSE:**

- 1.1 To provide an update on the current homeless position in the County and progress with the Homeless Transition Plan as agreed by Cabinet in March 2021 as part of the adoption of the Social Justice Strategy.

**2. RECOMMENDATIONS:**

- 2.1 To consider the current risks, pressures and challenges relating to meeting local homeless need and providing accommodation for homeless applicants.
- 2.2 To consider and comment on the progress with implementing the Homeless Transition Plan.
- 2.3 Adult Select Committee to scrutinise progress by receiving a further update in six month's time.

**3. KEY ISSUES:**

- 3.1 Due to the Covid-19 pandemic, the Council has experienced a significant increase in demand for homelessness accommodation, as Welsh Government guidance required the Council to ensure nobody had to sleep rough or was at risk of sleeping rough. This issue has been exacerbated due to citizens not being able to stay with family or friends.
- 3.2 Welsh Government subsequently issued **Phase 2 Planning Guidance for Homelessness & Housing Related Support** setting out future homeless policy requiring the Council to:
- Continue to support all current and future accommodation placements;
  - Improve the quality and availability of all types of homeless accommodation; and to
  - Produce a Homeless Transition Plan setting out the provision of more sustainable accommodation (the Plan was adopted by the Council in March 2021).
- 3.3 Future policy seeks to transform Council homeless services, working to a 'New Norm' of:

- Homeless prevention to be the priority but where not achievable, homelessness to be 'Brief and Non-repeated;'
- Councils needs to work towards 'Rapid Rehousing' and to provide long-term accommodation with support if needed, to help people retain it and to thrive.

3.4 The current homelessness situation in Monmouthshire continues to be extremely challenging due to the lack of temporary and permanent accommodation and the continuing level of need for homeless support. The situation is broadly consistent with the position [statement](#) provided to Cabinet in March 2021. The headline overview is:

- Placements in temporary accommodation and B & B are not declining yet and the average stay in temporary accommodation is longer than normal due a lack of suitable alternative accommodation move on accommodation e.g. existing temporary accommodation is at capacity and the supply of permanent accommodation vacancies is insufficient to meet demand.
- Social letting vacancies were lower for 20/21 due to tenants not being able to move, thereby impacting on property turnover
- There continues to be a significant proportion of applicants who need specialist accommodation and specialist/intensive housing support; and
- The management of temporary accommodation continues to be intensive.

3.5 The table below provides a summary contextual overview:

Indicator		2018/19 Actual	2019/20 Actual	2020/21 Actual	01.02.21	11.05.21
Cumulative No. of individual homeless contacts		835	783	619	-	-
No. in temporary accommodation		21	-	144	130	146
No. in B & B		0	10	59	73	76
No. of B & B Placements		36	57	389	-	44
% of households threatened with homelessness, successfully prevented.		67%	Not recorded	35%	-	-
Total Homesearch Lettings (includes OAP lettings)		471	461	371	-	-
Total Homesearch General Need Lettings		-	-	246	-	-

Total 1 Bed Lettings		-	-	86	-	-
% of Homesearch properties allocated to homelessness		16.1%	21.3%	37.8%	-	-

3.6 Although the current position as at 17<sup>th</sup> May 2021, continues to be challenging, the Council is making positive and tangible progress in terms of delivering the Homeless Transition Plan and increasing both accommodation and housing support options. Key areas of achievements include:

### 3.7 Homeless Staffing

- Additional funding was approved by Cabinet in March 2021 as part of the MTFP, to increase the Homelessness budget in order to provide additional staffing to strengthen homeless prevention, accommodation acquisition and management. Recruitment is currently being undertaken with completion anticipated by August 2021.

### 3.8 Homeless Accommodation – Temporary & Permanent

- Table One below provides an overview of the current profile of homeless accommodation availability and a net gain of additional units secured during 2020/21. The table below includes four units of newly developed self-contained emergency family accommodation for the South of the County by Monmouthshire Housing.

**Table One: Homeless Accommodation Availability**

Type	Ownership	Units	Change in Units 20/21
Interim Multiple Needs (Former family hostel)	MCC	4	-1
Private leased scheme (including new emergency family accommodation)	Private Landlords or RSL's	56	+12
Shared housing - leased	Private Landlords & RSL's	70	+14
Managed	Private Landlords	33	No change
Low-cost homeownership	MCC	1	No change
Supported lodgings	Private landlord	1	No change
Young Persons Accommodation	Pobl	21	No change
Housing First	Pobl	3	+3
Social Housing - Permanent	RSL's	37.8%	+16%

In addition to the above the following accommodation is pending:

Type	Ownership	Units
Shared emergency family accommodation – south. Leased	MHA	6 Persons
Housing First	Pobl	1 unit
1 bed flats - low needs	Melin	8 units
1 bed flat – low need	Pobl	1 unit
1bed flat – low need	Private L/L	1 unit
Private leased	Private L/L x 2	2 units
Re-modelling of existing young person's accommodation – low to high needs	Pobl	

### 3.9

#### Housing Support

Through re-modelling and additional funding from Welsh Government, the Council's Housing Support Grant programme is delivering the following additional provision:

- Dedicated Temporary & Resettlement Accommodation Support to specific premises and to enable continuity of support in accommodation- Pobl;
- Substance Misuse Assertive Outreach Worker – Gwent Drug & Alcohol Service working in partnership with providers whose clients have complex needs which includes alcohol and/or drugs dependencies.
- Mental Health Social Work role - this is a new role which will be integral to the work of HSG to ensure that individuals with complex needs, who do not meet the threshold for statutory intervention, have appropriate services and support that will reduce the need for a higher tier of intervention at a later stage. This will also strengthen how early intervention and prevention services (universal and tiers 1 & 2) can be better supported by a Mental Health Social Work professional to continue providing support to clients who are extremely chaotic and complex with challenging behaviour. The Mental Health Social work role will sit in the Community & Partnerships Development Team structure, as part of the HSG team, and will focus on working with a wide range of service providers and communities to keep service users well and thriving in a place and out of statutory services where possible. It also anticipated that this role will also identify when a service user requires statutory intervention and will ensure that they get the right help at the right time by the right agency, very much 'bridging the gap' between non-statutory and statutory services to ensure timely and appropriate help and support is provided to the most vulnerable individuals. [This isn't operational as yet]
- Assertive Outreach Workers x 2 which also incorporates rough sleepers- Llamau;



- Mental Health Support Worker – this role will work closely with the Mental Health Social Worker and HSG/Gateway to support individuals referred via the Gateway with mental health issues in order to help them maintain their accommodation and prevent these individuals moving into a crisis situation; [Not operational as yet]
- Cyfannol – Additional support provided for the dispersed housing in relation to individuals who are or have suffered domestic violence and/or abuse;
- Housing First- this initiative which has been proven in other areas of Wales and will now support up to 5 individuals who have very complex needs where other services have struggled to meet their individual needs across the county of Monmouthshire
- Young Persons Supported Housing (Low to High Need) – Pobl
  - Following a robust evaluation and needs analysis the existing provision has been restructured to allow young people with High, medium, and low needs to be accommodated and supported without having to move out of county and B&B.
  - A joint scheme with Children's Services due to come online with effect from June 2021;
- Housing Intervention Panel (HIP)- this partnership of multi-agency professionals has continued to go from strength to strength, this has been embraced by the fact that there is now a full-time coordinator in place and a recent review showed positives outcomes for individuals as a direct result of this multi-agency group and the subsequent actions that were identified. This function is integral in the ongoing work to ensure that both Housing Support Grant and Children's and Communities Grant (Early Help Panel) are integrated and their work supports each of the grant streams rather than working in isolation.

3.9

Whilst the Council has made positive progress, the following are key priorities of the Transition Plan that still need attention:

- **Homeless Prevention** – there is an on-going need to review procedures and support staff to ensure that every opportunity is taken to prevent homelessness and minimise the need for accommodation;
- **Multiple Needs Accommodation** - the proposal to develop the Council's hostel accommodation needs to be reviewed due to a proposed property purchase falling through. Discussions have started with a housing association. Also, there is currently insufficient Housing Support Grant available to fund the necessary support;
- **Self-Contained Family Accommodation North** – the Council is currently working with a Melin Homes in respect of a proposed development;
- **Low Needs Single Persons Accommodation** – exploring all options for increasing provision is on-going, including housing associations being asked to consider house share schemes and potentially, the Council using its development ambitions to build homeless accommodation;
- **Monmouthshire Lettings Service** – continuing to develop the arms-length branding to increase private sector opportunities, is linked to the recruitment of a dedicated MLS Negotiator;

- **Empty Properties** - the Council is shortly due to undertake surveys of the High Streets to identify possible empty space above shops. An Empty Homes trial is also pending as a 'learning exercise', with the aim of targeting 3 long-term empty properties;
- **Buying Properties for Homelessness** - this is an emerging proposal that the Council is currently seeking to determine whether this presents an additional option to increase accommodation provision. This will be the subject of further reports;
- **Trauma Informed Service Delivery** - as yet it hasn't been possible to give this the required consideration;
- **Mental Health** – there is a need to continue to strengthen provision for accommodation and support due to the high level of mental health need.

#### 4. **EQUALITY AND FUTURE GENERATIONS EVALUATION (INCLUDES SOCIAL JUSTICE, SAFEGUARDING AND CORPORATE PARENTING):**

- 4.1 There are no negative implications with the implementation of the Homeless Transition Plan. The implementation of the Transition Plan strengthens the Council's ability to support safeguarding and corporate parent responsibilities. **See Appendix One.**

#### 5. **OPTIONS APPRAISAL**

- 5.1 As this report essentially provides an information update, an options appraisal is not applicable.

#### 6. **REASONS:**

- 6.1 The Council has a duty to prevent and respond to homelessness under the Housing (Wales) Act 2014 and to work to the Phase 2 Planning Guidance for Homelessness & Housing Related Support.
- 6.2 The Homeless Transition Plan contributes to the aim of the Social Justice Strategy '*To put Social Justice at the heart of what we do.*' The proposal gives homeless residents of Monmouthshire an increased opportunity to secure good quality homeless accommodation.

#### 7 **RESOURCE IMPLICATIONS:**

- 7.1 Additional funding has been provided in 21/22 as part of the MTFP – the Homelessness budget has been increased to cover additional staffing requirements (£191,000) and additional unit leasing costs (£33,000). The authority is still relying on the Welsh Government Covid Hardship fund to cover the costs associated with the provision of concierge arrangements at temporary accommodation, dedicated Accommodation Assistant supporting the management of B & B's and securing the availability of B & B's. The annual cost of this support in 2021/22 was identified at the budget setting stage as £750,000, Welsh Government has only committed to funding these costs until 30th September 2021. Therefore, unless further funding is made available then there is a potential financial risk to the authority of £375,000 if our Homeless provision remains the same.

7.2 If use of B & B continues into 2021/22 at a similar level, there will be a continued pressure for the Housing Benefit Budget. By the end of 2020/21 the Housing Benefit budget had incurred additional costs of £471,906, as a result of these placements. This represents the additional costs that the Council cannot claim through the Housing Benefit Subsidy mechanism. The Council was, however, able to recover these costs in full through the Covid Hardship fund. As advised in 7.1, Welsh Government have confirmed that this scheme will continue until 30<sup>th</sup> September 2021. Therefore, there will be a financial risk to the Council if Welsh Government remove the Hardship Fund and the current level of B & B use continues.

**8. CONSULTEES:**

8.1 Chief Officer Enterprise; Head of Enterprise and Community Animation, Enterprise DMT, Housing Options Team Manager; Flexible Funding Strategic Manager; Finance Manager; Estates Manager; Assistant Head of Finance – Revenue.

**9. BACKGROUND PAPERS:** Welsh Government Phase 2 Planning Guidance for Homelessness & Housing Related Support;

**10. AUTHOR:** Ian Bakewell, Housing & Communities Manager

**11. CONTACT DETAILS:** Ian Bakewell **Tel:** 01633 644479 **E-mail:**  
[ianbakewell@monmouthshire.gov.uk](mailto:ianbakewell@monmouthshire.gov.uk)



## APPENDIX 2



## Equality and Future Generations Evaluation

<b>Name of the Officer</b> completing the evaluation Ian Bakewell  <b>Phone no:</b> 01633 644479 <b>E-mail:</b> ianbakewell@monmouthshire.gov.uk	<b>Please give a brief description of the aims of the proposal</b>  Homeless Transition Plan
<b>Name of Service area</b> Housing & Communities	<b>Date</b> 14.03.21

1. **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, particularly to applicants 16+	There are no negative impacts in relation to this proposal	N/A
Disability	The service will be available for those with disabilities and will increase provision	Ditto	Ditto
Gender reassignment	The service will contribute positively	Ditto	Ditto

<b>Protected Characteristics</b>	<b>Describe any positive impacts your proposal has on the protected characteristic</b>	<b>Describe any negative impacts your proposal has on the protected characteristic</b>	<b>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?</b>
Marriage or civil partnership	Ditto	Ditto	Ditto
Pregnancy or maternity	Ditto	Ditto	Ditto
Race	Ditto	Ditto	Ditto
Religion or Belief	Ditto	Ditto	Ditto
Sex	Ditto	Ditto	Ditto
Sexual Orientation	Ditto	Ditto	Ditto

### **1. The Socio-economic Duty and Social Justice**

The Socio-economic Duty requires public bodies to have due regard to the need to reduce inequalities of outcome which result from socio-economic disadvantage when taking key decisions This duty aligns with our commitment as an authority to Social Justice.

	<b>Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage</b>	<b>Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.</b>	<b>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?</b>

<p><b>Socio-economic Duty and Social Justice</b></p>	<p>The Homeless Transition Plan aims to mitigate inequality. It is recognised that the homeless need in Monmouthshire is characterised by issues such as low income creating affordability, impact of child-hood trauma, substance misuse, accessing employment and training and barriers to accessing, mental health and lack of independent living skills.</p> <p>The Plan seeks to mitigate and tackle such disadvantage by increasing increasing homeless accommodation options; improving the quality of accommodation; increasing housing support availability and strengthening homeless staffing.</p> <p>The Plan is informed particularly by evidence such as homeless and housing support grant statistics/data and at a higher level, evidence such as the Local Housing Market Assessment .</p> <p>The Plan is about:</p> <ul style="list-style-type: none"> <li>○ Homelessness should be <b>brief</b> and <b>non-recurring</b></li> </ul>	<p><i>Describe any negative impacts that your proposal/s will have on people or groups of people who suffer socio-economic disadvantage.</i></p> <p>There are no negative impacts with the Homeless Transition Plan</p> <p>The Homeless Transition Plan focuses on increasing homeless accommodation options; improving the quality; increasing housing support availability and strengthening homeless staffing</p> <p>For children it helps avoid the need for families being displaced from their home communities and supports maintaining continuity of schooling.</p>	<p><i>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts in relation to the Socio- economic disadvantage.</i></p> <p>The Transition Plan explicitly impacts positively in relation to socio-economic disadvantage.</p> <p>Housing and homelessness is a cross cutting priority of the Social Justice Strategy with a multi-agency involvement.</p> <p>It will be an on-going action to identify opportunities to strengthen homeless prevention, improve homeless provision and support homeless actions through social poverty actions and partnership arrangements.</p> <p>The Plan mitigates against chaotic lifestyles by seeking to provide safe and secure provision through which lives can be rebuilt</p>
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	<ul style="list-style-type: none"> <li>Core of WG Policy - <b>Rapid Re-Housing</b> has been introduced</li> <li><b>Temporary ‘Homes’</b> – Not bare necessities; safe &amp; secure; where lives can be re-built</li> </ul>		
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## 2. Policy making and the Welsh language.

How does your proposal impact on the following aspects of the Council's Welsh Language Standards:	Describe the positive impacts of this proposal	Describe the negative impacts of this proposal	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts
<b>Policy Making</b> Effects on the use of the Welsh language, Promoting Welsh language Treating the Welsh language no less favourably	<p><i>1. When considering a new proposal you must factor in the potential effect on the Welsh Language whether it be positive or negative. 2. Every opportunity must be taken to inform the public that they can communicate with us through the medium of Welsh. 3. We must do everything to the same standard in both languages and not treat the Welsh Language less favourably.</i></p> <p>The Homeless Transition Plan provides increased opportunities for promoting the Welsh Language</p>	<p>To ensure any potentially negative impacts are mitigated the team will ensure that all activity will comply with the Welsh Language Act and the Council's Welsh Language Standards.</p>	<p>Every opportunity will be taken to increase the use of the Welsh language where appropriate eg a pending Welsh version of the Homeseach website which includes homeless information</p>



	through additional and improved information for applicants		
<b>Operational</b> Recruitment & Training of workforce	<p><i>If you are advertising new posts you must carefully consider whether these roles require the ability to communicate through Welsh and English (either desirable or essential). This is especially pertinent with front line roles as more than 10 % of the population of Monmouthshire speak Welsh. Also we need to consider additional training when appointing staff that have existing Welsh language skills.</i></p> <p>The Homeless Transition Plan includes actions for appointing additional staff. Whilst Welsh Language is not essential, there will be real benefits of identifying new staff who may be Welsh speakers which will be positively encouraged and promoted</p>	Additional posts will be advertised as a result of this proposal when consideration will be given to the need for an ability to communicate through the medium of Welsh.	As above
<b>Service delivery</b> Use of Welsh language in service delivery Promoting use of the language	<p>When advertising our services you must promote the fact that people can deal with the council in Welsh by phone, email, twitter, Facebook, letters, forms, website transactions etc.</p> <p>Having established a Homeless Transition Plan there will be increased activity promoting the availability of the service and how to access it. Every opportunity will be used to promote that the service can be accessed in Welsh</p>	Consideration will be given to the promotion of welsh language services during the delivery of existing and new services.	As above.



3. **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. There's no need to put something in every box if it is not relevant!



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?
<b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs	The Homeless Transition Plan supports increasing housing options in Monmouthshire, in respect of temporary and permanent accommodation together with improving the quality of the those options. This will be beneficial to as it will enable residents to access good quality and suitable accommodation. This supports people to rebuild their lives, have stable home environments and remain in their home communities, which for those of working ages helps reduce barriers to employment and training opportunities and strengthens potential employment links. Good quality accommodation also supports educational achievement for both adults and children	There are no negative impacts with the Homeless Transition Plan as it effectively increases provision.  The Council will continue to look for other more suitable types of accommodation. Homeless prevention work will continue  An example is the Llamau Emphasis project that will directly support young people in temporary accommodation.
<b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	N/A	N/A
<b>A healthier Wales</b> People's physical and mental wellbeing is maximised and health impacts are understood	The Plan and the individual activity eg good quality accommodation and housing support positively contributes to well-being	Housing & Communities continually seek to maximise the contribution of housing generally. Good quality housing options support well-being.


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
		<p>The Plan integrates the Housing Support Grant programme in order for residents to both access housing support but also helped to maintain their accommodation</p> <p>There will be increased availability of accommodation that supports those with physical disabilities</p>
<p><b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected</p>	<p>Housing activity contributes to cohesive communities. The additional accommodation planned supports creating more diverse housing options which help towards balanced communities and people to remain in their communities.</p>	<p>As above</p>
<p><b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The Plan provides additional opportunities for sustainable activity eg to support climate change</p>	<p>The Council's homeless service has been required to meet applicable requirements eg EPC standards for private sector accommodation.</p>
<p><b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>N/A</p>	<p>N/A</p>
<p><b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances</p>	<p>The Plan directly supports equality and protected and or disadvantaged groups through the delivery of service and increased service availability. For example, disabled people.</p>	<p>The Equality responsibilities were previously in place prior to the Plan, which strengthens the ability to reduce inequalities.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	<p>The Plan strengthens the provision of homeless accommodation and housing support as well as permanent accommodation. This helps to increase the stability in peoples lives improving opportunities in respect of personal finances, employment, training etc</p> <p>Some accommodation can be used as a stepping stone to move on to more permanent housing for and support strategies can be put in place.</p>	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The proposal through increased staffing seeks to create more sustainable living arrangements and reduces the need to use B &amp; B and or displace applicants, particularly families away from their home communities</p> <p>The service seeks to provide both short-term housing interventions and solutions but is under-pinned by rapid re-housing to long-term housing solutions. Some of the short-term options provide stability from which plans can be made for longer term housing needs to be met e.g. move on and permanent accommodation.</p> <p>The proposal is about sustainable solutions and minimising the potential to set people up to fail</p>	<p>The proposal continues to build on current homeless prevention activity.</p> <p>Other accommodation elsewhere in the County has been sourced and continues to be sourced.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>This proposal is all about working with Welsh Government to implement Welsh Government homeless policy.</p> <p>The proposal is very much about working in partnership with agencies and providers such as housing associations, housing support providers, private landlords; Gwent Community Psychology; Gwent Drug &amp; Alcohol Advisory service etc.</p> <p>Regional work with neighbouring Councils is also of relevance</p>	<p>Partnership arrangements already exist with housing associations and private landlords and links are in place with the Police and Probation.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Many of the individual proposals within the Plan will need to be specifically consulted upon both to meet regulatory requirements (eg Planning) but also to positively and proactively involve interested stakeholders to help shape and develop individual proposals.</p> <p>The proposal facilitates greater involvement with service development. For example, the proposal facilitates introducing a psychologically and trauma informed approach to service delivery. Involving service users and staff is a fundamental part of such an approach.</p>	<p>The Council already acquires client feedback for most Housing services.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Plan supports preventative activity e.g. homeless prevention.</p> <p>The Plan also supports problems reoccurring</p>	<p>Resources are already being directed towards mitigating against homelessness through homeless prevention and acquiring accommodation elsewhere in Monmouthshire.</p>

<b>Sustainable Development Principle</b>	<b>Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.</b>	<b>Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?</b>
 <p><b>Integration</b></p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The service positively impacts on any household threatened with homelessness or actually homeless</p> <p>It will also benefit local health services and agencies such as Social Care and the Police</p> <p>Through additional staffing the Plan supports increased access to good quality housing that is secure, warm, safe etc. supports all aspects of well-being e.g. physical health, medical health etc.</p> <p>The direct benefits this has for the service uses is that accommodation supports the priorities of wider agencies such as health services</p>	<p>The Plan builds upon existing services that support we-being e.g. disabled adaptations; Caroline; homelessness etc.</p>

**5. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: Corporate Parenting and Safeguarding. Are your proposals going to affect any of these responsibilities?**

	<b>Describe any positive impacts your proposal has</b>	<b>Describe any negative impacts your proposal has</b>	<b>What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?</b>
Safeguarding	None.	None.	N/A.
Corporate Parenting	The provision of safe and secure affordable housing, together with the Council's Homeseach Allocations Policy which affords a level of housing priority to care leavers, will assist in ensuring increased opportunities for looked after children to remain living in the County when they reach adulthood.	None.	N/A.

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

Housing & Communities homeless performance management and service activity data 2019/20 and 2020/21.

Home search data 2020/21

Homeless Strategy Review data.

## 3. 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 main benefits of the Homeless Transition Plan are that it will:

- Increase and strengthen staffing to support the delivery of homeless services;
- Homeless prevention will be strengthened;
- Access will be increased to the number and range of temporary and permanent homeless accommodation
- Access will be increased to a
- Priority is being given to homeless staffing, young people and availability and housing support.

## 4. 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
Recruit to the new vacant positions	This has started. Completion anticipated around Aug 21	Ian Bakewell, Housing & Communities Manager; Jane Oates, Options Team Manager &
Develop and implement a programme of staff homeless related training	This has started. A training plan will be completed Aug 21	



Engaging with housing associations	This has started and is on-going through the Strategy & Policy Officer – Affordable Housing	Sarah Turvey-Barber, Strategy & Sustainable Living Manager; Sally Meyrick, Strategy & Policy Officer – Affordable Housing; Steve Griffiths, Strategy & Policy Officer - Homelessness
Engaging with private sector landlords	On-going through the Snr Accommodation Officer, although the approach will be refreshed on the appointment of the MLS Negotiator, anticipated by August 21	
Engage with Housing Support Grant Programme	This has started and is on-going in order to reconfigure existing services and develop new services. Working towards proposed re-commissioning of HSG Services will also be of relevance on the run up to April 2023.	

- 5. VERSION CONTROL:** The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.	Social Justice Report to Cabinet	03.03.21	Transition Plan approved and adopted as part of Social Justice Strategy
2	Report to Enterprise DMT	26.04.21	The initial draft report has been updated to reflect staff consultation following a joint staff meeting on 15.03.21
3	Report to Enterprise DMT	17.05.21	To consider an update on implementation progress.
4	Report to Adults Select	25.05.21	To consider an update on implementation progress

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## Monmouthshire's Scrutiny Forward Work Programme 2021

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
25 <sup>th</sup> May 2021	Homelessness Transition Plan	Progress report on what are we doing to address homelessness.	Ian Bakewell	Policy Development
To be confirmed	Workshop Gypsy and Travellers Needs Assessment	To consider the way forward following a review of needs.	Stephen Griffiths Mark Hand Ian Bakewell	Policy Development
22 <sup>nd</sup> June 2021	Performance Reporting	Report on the performance against the 5 goals	Richard Jones Julie Boothroyd	Performance Monitoring
	Possible Annual Report of the Chief Officer for Social Services	TBC	Julie Boothroyd	Performance Monitoring
27 <sup>th</sup> July 2021				

### Future Agreed Work Programme Items: Dates to be determined

- ✓ **Mental Health Services** ~ Jointly with Children and Young People's Select Committee (ABUHB and Eve Parkinson)
- ✓ **Market place for social care** ~ better understanding of services, play space community staff, integrated workspace, hub services, Turning the world upside down. Housing element.
- ✓ **Performance reporting** (normal plus other things Homefirst)
- ✓ **Housing register allocations policy**
- ✓ **Housing Support Grant** ~ replaces the supporting people grant (children and communities grant ~ Sharran Lloyd) ~ how is the money used (homeless prevention ~ difficult places) ~ homelessness ~ late autumn (discussion with Sharran Lloyd)
- ✓ **Adults Carers Strategy**

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## Cabinet, Council and Individual Cabinet Member Decisions (ICMD) Forward Plan

Monmouthshire County Council is required to publish a forward plan of all key decisions to be taken. Council and Cabinet items will only be considered for decision if they have been included on the planner no later than the month preceding the meeting, unless the item is considered urgent.

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Council	01/10/23	LDP for Adoption		Mark Hand	23/01/20	
Council	01/02/23	LDP submission for examination		Mark Hand	23/01/20	
Council	01/07/22	LDP Deposit Plan endorsement for consultation	Endorsement of Deposit Plan	Mark Hand	23/01/20	
Cabinet	06/04/22	Welsh Church Fund Working Group - meeting 9 held on 10th March 2022		Dave Jarrett	27/04/21	
Council	10/03/22	2022/23 Treasury Policy		Jon Davies	07/05/21	
Council	10/03/22	2022/23 Final Budget sign off including Council Tax Resolution		Peter Davies	07/05/21	
Cabinet	02/03/22	Welsh Church Fund Working Group - meeting 8 held on 27th January 2022		Dave Jarrett	27/04/21	
Cabinet	02/03/22	2022/23 WCF/Treasury Fund Investments		Dave Jarrett	27/04/21	

Cabinet	16/02/22	2022/23 Final Revenue and Capital Budget Proposals		Peter Davies	27/04/21	
Cabinet	16/02/22	2021/2 Revenue and Capital Monitoring report - month 9		Jon Davies	27/04/21	
Council	27/01/22	Council Tax Reduction Scheme		Ruth Donovan	07/05/21	
IMCD	12/01/22	2022/23 Community Council and Police Precepts - final		Jon Davies	07/05/21	
Cabinet	05/01/22	Welsh Church Fund Working Group - meeting 7 held on 16th December 2021		Dave Jarrett	27/04/21	
Cabinet	05/01/22	2021/2 Revenue and Capital Monitoring report - month 7		Peter Davies/Jon Davies	27/04/21	
IMCD	18/12/21	2022/23 Community Council and Police Precepts draft		Jon Davies	07/05/21	
Cabinet	15/12/21	2022/23 Draft Revenue and Capital Budget Proposals		Peter Davies	27/04/21	
IMCD	08/12/21	Council Tax Base and associated matters		Ruth Donovan	07/05/21	
Cabinet	01/12/21	Review of Monmouthshire's Destination Management Plan 2017-2020	Purpose: to approve the revised Destination Development Plan	Matthew Lewis	22/09/20	

Cabinet	01/12/21	Welsh Church Fund Working group - meeting 6 held on 4th November 2021		Dave Jarrett	27/04/21	
Council	04/11/21	ISA260 - MCC Accounts				
Council	04/11/2021	Final Statement of Accounts		Peter Davies	07/05/21	
Cabinet	03/11/21	2021/22 Revenue and Capital Monitoring report - month 5		Peter Davies/Jon Davies	27/04/21	
Cabinet	06/10/21	Welsh Church Fund Working Group - meeting 5 held on 23rd September 2021		Dave Jarrett	27/04/21	
Cabinet	06/10/21	Revenue and Capital MTFP update and process		Peter Davies	27/04/21	
Cabinet	01/09/21	Welsh Church Fund Working group - meeting 4 held on 22nd July 2021		Dave Jarrett	27/04/21	
Cabinet	01/09/21	LDP Preferred Strategy endorsement post consultation		Mark Hand	20/05/20	
Cabinet	28/07/21	2021/22 Revenue and Capital Monitoring report		Peter Davies/Jon Davies	27/04/21	
Cabinet	07/07/21	Welsh Church Fund Working Group - meeting 3 held on 24th June 2021		Dave Jarrett	27/04/21	

Cabinet	07/07/21	Active Travel Network Maps		Paul Sullivan	13/11/20	
Council	24/06/21	LDP Preferred Strategy endorsement for consultation		Mark Hand	21/09/20	
Cabinet	09/06/21	2020/21 Revenue and Capital Monitoring outturn	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2020/21 financial year	Peter Davies/Jon Davies	27/04/21	
Cabinet	09/06/21	Welsh Church Fund Working Group - meeting 1 held on 15th April 2021 and meeting 2 held on 13th May 2021		Dave Jarrett	27/04/21	
Cabinet	07/07/21	Gilwern Site Developments		Marie Bartlett	23/05/21	
Cabinet	09/06/21	Digital and Data	To seek approval for the creation of a new Digital Design and Innovation Team, to strengthen our information governance arrangements and to broaden the remit of the existing performance team to include data analytics'.	Emma Jackson	13/05/21	
Cabinet	09/06/21	Shire Hall / Monmouth Museum – to consider the outcome of the feasibility study		Matthew Lewis/Ian Saunders	05/02/21	
Cabinet	09/06/21	Abergavenny CRC (Racecourse Farm)	CM	Mike Moran	14/10/20	
Council	13/05/21	Outside Bodies		John Pearson		
Council	13/05/21	Appointment to Committees		John Pearson		



Council	13/05/21	Political Balance		Matt Phillips		
Council	13/05/21	Freedom of the Borough		Joe Skidmore	22/04/21	
Council	13/05/21	Climate and Decarbonisation Strategy and Action Plan		Hazel Clatworthy	14/04/21	
ICMD	12/05/21	A Nation of Sanctuary - Asylum Dispersal Scheme - Moved to Cabinet	To provide Council with an progress update on the Climate and Decarbonisation Strategy and Action Plan which was developed following the passing of a motion to declare a climate emergency.	Matt Gatehouse	19/04/21	
ICMD	12/05/21	Play Action Plan	Cabinet Member Richard John Report originally on Cabi	hew Lewis/Mike Moran/Ian Saun	16/03/21	
Cabinet	14/04/21	Leisure Centre Investments		Marie Bartlett	22/03/21	
Cabinet	14/04/21	Statutory Consultation to establish 4-19 school in Abergavenny		Cath Saunders	03/03/21	
Cabinet	14/04/21	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 6 held on 11th March 2021	Dave Jarrett	02/04/20	
Cabinet	14/04/21	Whole Authority Strategic Risk Assessment		Richard Jones	02/03/21	
ICMD	07/04/21	Strategic Procurement		Cath Fallon/P Murphy	09/03/21	

ICMD	24/03/21	SPG S106 Supplementary Planning Guidance	To Clarify how S106 contributions are calculated/ <b>deferred from 13/1/21 and 24/02/21</b> <b>deferred UFN</b>	Phil Thomas/Mark Hand	01/05/19	
Council	11/03/21	Appointments to outside bodies	To appoint a representative to the Wye Navigation Advisory Committee	Matt Gatehouse	08/02/21	
Council	11/03/21	Council Tax Resolution Report		Ruth Donovan	02/04/20	
Council	11/03/21	Treasury Strategy report		Jon Davies	15/12/20	
Council	11/03/21	Constitution Review		Matt Phillips	14/08/19	
Council	11/03/21	The Annual Pay Policy		Sally Thomas	11/02/21	
ICMD	10/03/21	disposal of land for consideration	Awaiting notification re inclusion DEFERRED UFN	by Cllr Murphy/ Ben Thorpe	09/02/21	
ICMD	10/03/21	Wye Valley AONB Management Plan 2021-26		Matthew Lewis/Richard John	10/02/21	
Cabinet	03/03/21	•EAS Business Plan		Sharon Randall Smith	21/09/20	
Cabinet	03/03/21	Final revenue and capital budget proposals		Peter Davies	21/09/20	

Cabinet	03/03/21	Social Justice Strategy Update		Cath Fallon	17/09/20	
Cabinet	03/02/21	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 5 held on 14th January 2021	Dave Jarrett	02/04/20	
Cabinet	03/02/21	Apprenticeship Pay Rates		Gareth James	08/01/21	
Cabinet	03/02/21	Outdoor Adventure Provision at Gilwern		Marie Bartlett	30/11/20	30/11/20
Cabinet	03/02/21	Proposed Disposal of MCC Cottages		Nicola Howells	15/12/20	
ICMD	27/01/21	Approval on Local Government (Wales) Act 1994 - The Local Authorities (Precepts) (Wales) Regulations 1995	Deferred from 13/1 to 27/1	Jon Davies		
Cabinet	20/01/21	•Draft revenue and capital budget proposals for consultation		Peter Davies	21/09/20	
Cabinet	20/01/21	Chippenham Mead Play Area, Monmouth		Mike Moran	15/12/20	
Cabinet	20/01/21	Play Area Assessments and Future Play Area Policy	to advise members of play area assessments carried out last year and suggest a rationalisation of provision	Matthew Lewis	22/09/20	
Cabinet	20/01/21	BUS EMERGENCY SCHEME (BES) – REQUEST TO ALL COUNCILS TO SIGN UP TO THE BES2 SCHEME		Roger Hoggins	24/12/20	

Council	14/01/21	Council Diary 2021/22		Nicola Perry		
Council	14/01/21	Council Tax Reduction Scheme		Ruth Donovan	07/04/20	
Council	14/01/21	Annual Safeguarding Report		Jane Rodgers	21/09/20	
ICMD	13/01/21	Minerals Regional Technical Statement Second Revision (RTS2)		Rachel Lewis	17/12/20	
ICMD	13/01/21	Museum Service Collection Review	To propose the deaccessioning of and disposal actions for the proposed items in line with Section 4 of the Museums Association Disposal Toolkit	Matthew Lewis/Rachael Rogers	22/09/20	
ICMD	13/01/21	Minimum Energy Efficiency Standards in the Private Rented Sector		Gareth Walters	15/12/21	
ICMD	13/01/21	Staffing Changes: Business Support	To seek approval for the voluntary redundancy of the Chief Executive's Personal Assistant, reducing the cost of administrative support arrangements for the senior management team and contribute to budget savings during the 2021-22 financial year./Paul Jordan	Matt Gatehouse	15/12/21	
Cabinet	06/01/21	Budget Monitoring Report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2020/21 financial year.	Peter Davies/Jon Davies	02/04/20	
Cabinet	06/01/21	RIPA Policy		Matt Phillips	21/10/20	
Cabinet	06/01/21	Gypsy Traveller Accommodation Assessment 2020		Mark Hand	23/06/20	

ICMD	23/12/20	Wye Valley AONB Management Plan 2020-2025	To approve the review of the Wye Valley AONB Management Plan 2020-2025 <b>Deferred awaiting new date</b>	Matthew Lewis	22/09/2020/	
Cabinet	16/12/20	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 7 held on 3rd December 2020	Dave Jarrett	02/04/20	
Cabinet	16/12/20	Proposal to pause work on a proposed Development Company		Deb Hill Howells	21/10/20	
Cabinet	16/12/20	Local Housing Market Assessment Update		Mark Hand	04/11/20	
Cabinet	16/12/20	Growth Options to Cabinet for endorsement for non-statutory consultation		Mark Hand	21/09/20	
Cabinet	16/12/20	Review of school places in Caldicot town		Matthew Jones	21/10/20	
ICMD	09/12/20	Shire Hall/Monmouth Museum	Paul Jordan	Matthew Lewis	deferred from 11/11	
IMCD	09/12/20	Consultation on Local Government (Wales) Act 1994 - The Local Authorities (Precepts) (Wales) Regulations 1995	To seek Member approval of the proposals for consultation purposes regarding payments to precepting authorities during the 2021/22 financial year as required by statute.	Jon Davies		
IMCD	09/12/20	Council Tax base and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2021/22 and to make other necessary related statutory decisions	Ruth Donovan	02/04/20	
Council	03/12/20	Corporate Joint Committee: Consultation Response'	To discuss and endorse a council response to consultation about draft regulations which will create four regional Corporate Joint Committees. These are a statutory mechanism for regional collaboration by local government.	Matt Gatehouse	16/10/20	

Council	03/12/20	Updated Asset Investment Policy		Peter Davies	21/09/20	
Council	03/12/20	Statutory Director of Social Services annual report		Julie Boothroyd	14/08/20	
Cabinet	02/12/20	InFuSe		Cath Fallon	10/11/20	
Cabinet	02/12/20	Clydach Ironworks Enhancement Scheme Revision/S106 Funding, Cae Meldon		Matthew Lewis	22/09/20	
ICMD	25/11/20	Homeseach Allocations Policy and Amendments	INCLUDED ON 11/11 AGENDA	Louise Corbett	22/10/20	
ICMD	11/11/20	WELSH LANGUAGE COMMISSIONER'S MONITORING WORK 2019-20		Matt Gatehouse		
ICMD	11/11/20	LDP Annual Monitoring Report/ and Annual Performance Report for Planning Service		Rachel Lewis/Phil Thomas	19/10/20	
ICMD	11/11/20	Housing Register Review		Mark Hand	23/06/20	
Cabinet	04/11/20	Outdoor Adventure Service		Marie Bartlett/Ian Saunders	13/10/20	
Cabinet	04/11/20	Public Service Ombudsman's annual letter	To provide Cabinet with a copy of the Public Service Ombudsman's annual letter to inform understanding of the council's performance in handling complaints	Matt Gatehouse	09/09/20	

Cabinet	04/11/20	Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 4 held on 22nd October 2020	Dave Jarrett	02/04/20	
Cabinet	04/11/20	Three Fields Site Magor – Lease Arrangements		Mike Moran	14/10/20	
Cabinet	04/11/20	Coronavirus Strategic Aims: Progress and Next Steps	To provide an overview of progress against the strategic aims set by Cabinet in July, and communicate an updated version of the plan on a page	Matt Gatehouse	26/08/20	
Cabinet	04/11/20	Section 106 Funding – The Hill, Abergavenny		Mike Moran	20/02/19	
Council	22/10/20	Corporate Plan Annual Report 2019/20		Richard Jones	25/08/20	
Council	22/10/20	MCC Audited Accounts (formal approval)	To notify Council of completed Audit process and resultant accounts - To go to Audit Committee	Peter Davies/Jon Davies	02/04/20	
Council	22/10/20	ISA 260 report - MCC Accounts - attachment above	Deferred from september	Peter Davies/Jon Davies	02/04/20	
Council	22/10/20	Future Data Hall and Data Hosting Arrangements		Peter Davies	16/09/20	
Council	22/10/20	LDP revised Delivery Agreement including LDP timetable and community involvement strategy		Craig O'Connor	03/07/20	
Cabinet	21/10/20	Revenue and Capital Monitoring 2020/21 Forecast Outturn Statement – Month 5		Peter Davies	16/09/20	

Cabinet	21/10/20	MTFP and Budget Process 2021/22 to 2024/25		Peter Davies	16/09/20	
Cabinet	21/10/20	Review of Garden Waste Service		Laura Carter	23/07/20	
ICMD	14/10/20	PUBLIC TOILET PROVISION - GRANTS TO LOCAL COUNCILS AND FUTURE PROVISION IN ABERGAVENNY	DEFERRED	Roger Hoggins	25/09/20	
ICMD	14/10/20	Closure of Capita Gwent Consultancy and distribution of Reserves		Roger Hoggins	25/09/20	
ICMD	14/10/20	Extension of PSPO	To seek approval to extend three Public Spaces Protection Orders (PSPO) in respect of Bailey Park,	Andrew Mason	23/09/20	
Cabinet	07/10/20	Future Data Hall and Data Hosting Arrangements		Peter Davies	16/09/20	
Cabinet	07/10/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 2 held on 28th July 2020 and meeting 3 held on 10th September 2020.	Dave Jarrett	02/04/20	
Cabinet	07/10/20	Future Provision of HWRCs including the closure of Usk recycling centre		Carl Touhig	14/09/20	
ICMD	23/09/20	SCM Collaboration with TCBC Heritage Services		Amy Longford	24/08/20	
ICMD	23/09/20	SCM Collaboration with TCBC Heritage Services		Amy Longford	24/08/20	



Council	10/09/20	Audit Committee Annual Report		Philip White	11/08/20	
Cabinet	29/07/20	Digital Infrastructure Action Plan		Cath Fallon	08/07/20	
Cabinet	29/07/20	'Revenue and Capital Monitoring 2020/21 Forecast Outturn Statement – Month 2		Jonathan S Davies	12/06/20	
Cabinet	29/07/20	Coronavirus Risk Management Update'		Peter Davies	10/07/20	
Cabinet	29/07/20	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 1 held on 30th June 2020	Dave Jarrett	02/04/20	
Cabinet	29/07/20	Outdoor Education - Service Update		Marie Bartlett	09/07/20	
Cabinet	29/07/20	Public Toilets				
Cabinet	29/07/20	5G Rural test bed		Cath Fallon/Frances O'Brien		
Council	16/07/20	Climate Emergency Update		Hazel Clatworthy	10/06/20	
Council	16/07/20	CEx Report		Matt Phillips	18/06/20	

Council	16/07/20	Cabinet decision re Gilwern		Matt Phillips	27/05/20	
ICMD	08/07/20	Archaeology Planning Advice	Adoption post-guidance	Mark Hand	19/09/19	Deferred
Cabinet	01/07/20	COVID-19 Evaluation of Recovery Phase and Establishing Aims for Response Stage			17/06/20	
Cabinet	01/07/20	Home to School Transport Policy	Deferred		20/05/20	
Cabinet	01/07/20	Household Waste Recycling Centres	Deferred		20/05/20	
Cabinet	17/06/20	Revenue and Capital Monitoring Outturn	To provide Members with information on the outturn position of the Authority for the financial year	Peter Davies/Jon Davies	02/02/20	
Council	04/06/20	Licensing Act Policy		Linda O'Gorman		
Council	04/06/20	Estyn Report		Will Mclean		
Council	04/06/20	Safeguarding Covid19 Position Statement		Julie Boothroyd		
Council	04/06/20	Chief Officer, CYP Annual Report'		Will Mclean	11/03/20	

Council	04/06/20	Refit Programme		Ian Hoccom	28/02/20	
Cabinet	27/05/20	Safeguarding		Julie Boothroyd		
Cabinet	27/05/20	Active Travel and Town Centres		Paul Sullivan		
Cabinet	06/05/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 1 held on 2nd April 2020	Dave Jarrett	02/04/20	

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## Monmouthshire Select Committee Minutes

**Meeting of Adults Select Committee held at Remote Meeting on Tuesday, 16th March, 2021 at 10.30 am**

### Councillors Present

County Councillor S. Howarth, (Chairman)  
County Councillor L.Brown, (Vice Chairman)

County Councillors: S. Howarth, L.Brown,  
M.Groucutt, R. Harris, M.Lane, P.Pavia,  
M. Powell, S. Woodhouse, T. Crowhurst and  
P. Jones

Also in attendance County Councillors: P. Jones ,  
Cabinet Member for Social Care, Safeguarding and  
Health

### Officers in Attendance

Eve Parkinson, Head of Adult Services  
Hazel Ilett, Scrutiny Manager  
Robert McGowan, Policy and Scrutiny Officer  
Cheryl Haskell, Community Hubs North & Libraries  
Strategic Lead Manager  
Richard Drinkwater, Community Hub Manager  
Gillian Dicken, Principal Environmental Health  
Officer (Commercial)  
Louise Driscoll, Specialist Environmental Health  
Officer

**APOLOGIES:** County Councillor R. Edwards

#### 1. Declarations of interest.

There were no declarations of interest.

#### 2. Public Open Forum.

No members of the public were present.

#### 3. Community Learning and Libraries - Discussion on how services evolved to ensure that adults in Monmouthshire continue to have access to books, learning and social connections while staying at home.

Before the item, a minute's silence was observed for Councillor David Dovey.

Richard Drinkwater and Cheryl Haskell presented the report and answered the members' questions.

##### **Challenge:**

*What is the precise shortfall in expenditure and staff employed? What could be done to make the service even better, if there were more money?*

The budgets were cut as part of a service reduction 4 years ago, in which the book budget was cut 50%. This is reflective of most of the local authorities in Wales. We try to circulate as much material as we can: previously, we might have bought several copies of a book per library but now we buy one or two copies and circulate them. We have become thrifter, therefore, but also more creative, and the customer doesn't miss out. If there is a specific request for a book, in most cases, we can obtain the book for them and then shelve it for other customers. With more

money, we would do so many things, so it is hard to be specific. We have invested more money each year into digital, reflecting the changing trends that we see.

In terms of staffing, the report marks us down because we are community hubs, not purely libraries, and Welsh Government doesn't count the council hours that our colleagues work – we can only count a portion of their time towards the library hours. That won't change as long as we are a community hub. Again, this is reflective of other local authorities. Abergavenny is a little different because the service is offered across two floors; therefore, the flow is different from what it would be in the other community hubs. But our colleagues all work through the services – we don't separate them into council and library.

*Has the initial advice to keep books quarantined for 72 hours been updated?*

The guidance remains that books should be quarantined for 72 hours. Books are issued via Requested and Collect. Customers return them to the hub or the One Stop shop in Abergavenny, where they are put in a box and taken out of circulation for 72 hours. Welsh Government is not advising anything different. It hasn't caused us any difficulty throughout the pandemic, and customers have been very understanding.

*Could the charging structure be explained further, specifically regarding Digital?*

It would be more constructive to send the figures out to members after the meeting.

*Those who are more housebound, and are receiving book deliveries, are presumably less able to complete the census?*

Currently, Abergavenny, Usk and Chepstow are Census Support centres. On an appointment basis, we are able to support users over the phone to fill in their census paper. Matthew Gatehouse has asked the company if we can do some support face-to-face, as this is what some people prefer; our hubs are set up very safely for this to happen. We hope to have an answer to that later today. The number for people to call is the usual contact centre number. We have two Welsh speakers, if the customer would prefer to speak in Welsh.

*One of the key issues for disabled people is digital exclusion. How has this been overcome in the libraries, including relating to the pre-pandemic use of hubs for training?*

Digital exclusion has been on our radar for a long time. Monmouthshire has suffered from being – until this academic year – one of the poorest funded areas in Wales, regarding provision of community education. This year, due to a new funding structure within Welsh Government, our funding for community education for our direct delivery has skyrocketed from just over £2k to over £55,000k, allowing us to bid for further funding, partly to address digital exclusion in the county. Previously, due to the level of funding we had, we were excluded from applying for more. We were awarded £15k this year. Part of the grant application process, we have worked with colleagues in Newport to map where digital exclusion exists in Monmouthshire. It has highlighted areas like the Magor-Caldicot corridor, and some outlying areas of Abergavenny. We used that intelligence to prioritise where/how to spend the £15k. We suffer from poor connectivity in Monmouthshire, so we largely invested the grant in My-Fi devices, which are – essentially – standalone broadband emitters.

A key thing is also digital competency – we need to tutor people to use the devices, which has created its own set of problems. Through some work with Coleg Gwent, we have set up digital mentors in each of the counties in the five counties partnership, who set up socially distanced teaching aids and walkthrough guides. We recognise that this doesn't necessarily replace what someone would get from attending a class in person – they can engage over a digital platform

but it's not quite the same as being in a room with other people. We see it as a small step towards digital enablement and arresting social isolation.

*The lift to the first floor in the Abergavenny hub is a problem for many disabled people because of fire risks.*

We are not aware that there will be any alterations made in Abergavenny. The point about accessibility is certainly noted. The space that we now have, and the facilities we can offer, far exceed what we offered in the previous location in Baker Street. It might not be perfect but it is a great improvement: there is more room to manoeuvre, better toilet facilities, etc. There was a question a little while ago about scooter access in the lift – we worked with someone who uses a scooter, who came to try it for us. They thought that everything was well set up, and we have acquired our own scooter for the first floor for anyone who needs it. We are open to further suggestions but we don't envisage making any further additions at this time.

*How well are the other hubs adapted to disabled access, particularly in Chepstow?*

In 2020, just prior to lockdown, the ground floor disabled toilets in Chepstow hub were completely refurbished. We are happy that all facilities there are open access to all. We also have disabled facilities on the first floor and a DDA (Disability Discrimination Act) compliant lift.

*£15k doesn't seem like a lot to get people online – what is that money able to pay for?*

We use scale of markets for our purchasing. We also looked at a lower monetary value per unit for devices. Working initially with Welsh Government, we sourced 30 devices but there were supply chain issues, so we went to market and obtained 32 Netbooks (of which 20 are now out in the community) and the 18 My-Fi devices. We also purchased and refreshed 11 iPads for our digital classes in the hubs, and bought 4 Facebook Portal devices. These look like tablets but have a fish eye lens and run with Zoom, which we use for digital delivery to communities. We have been able to lend these out to our tutors for delivery of, for example, parent and child cookery classes. The tutor puts the portal on the kitchen worktop; those dialling in from home have a very clear picture of the preparation and cooking via the fish eye lens, and can participate in the session almost as if they were there in person. This has allowed us to transcend geographical problems. Covid has encouraged us to accelerate some of our wishes using digital means.

Cheryl and Fiona Ashley in the Library Service successfully bid for £15k from Welsh Government for all digital tech to go out to our communities. Also, we are currently working with Miranda Thomason from GAVO, who is heading up a partnership – they have successfully bid for £30k, with which we are creating a digital loaning library. Between us, we therefore have quite good resources going into digital equipment – we are going out now to purchase that equipment.

### **Chair's Summary:**

The members commended the team for its work, and the quality of services in the hubs.

Tony Crowhurst noted that the designs for the new Abergavenny Hub were perhaps made before the Equality Impact Assessment was done – this should therefore be a lesson to the council for future planning.

Councillor Brown suggested that isolated constituents be targeted on a proactive basis when it comes to the census, to ensure that they are fully engaged.

Cheryl Haskell will send figures relating to the charging structure to the members after the meeting.

#### **4. Verbal update regarding the current position for Adults Services in respect of Covid-19 pressures.**

Eve Parkinson spoke to the members.

PPE first started delivering in April 2020. We deliver approximately 360,000 pieces of PPE every two weeks – we provide to our own services and the independent sector. At the start of this month, Lateral Flow Tests were included in that delivery; we have given people 3 months' supply. Residential settings have been a very challenging area. We have worked very closely with providers, holding regular meetings to go through guidance and offer support. We have also provided support on an individual basis, when needed, included how to claim via the Hardship fund.

We have worked very closely with colleagues in Environmental Health, the Health Board and Public Health Wales, supporting homes with outbreaks. December and January were the worst months for this – in some cases, staff providing support didn't go home for several weeks. The introduction of LFTs means there is a lot of additional work for the homes to do. We are now supporting homes with how they will implement the recent announcement that visits can resume.

Provision of domiciliary care has been a challenge, at times. We have had staff shortages, due to isolating and shielding, etc. The independent sector has tended to have a period of time in which they aren't able to meet their demand; we have had to support them, but on a few rare occasions, we haven't had the capacity to do so, and have brought in outside agencies. Overall, our staff across the sector have been 'all hands on deck.'

Reablement work has carried on throughout the pandemic. Some of it has been virtual. The effect of lockdown has been significant: people talk of becoming 'deconditioned', whereby they have become more frail and dependent. So we have seen a rise in some of the referrals. Social work has also carried on, with some visits in person and some virtually.

Safeguarding: there has been an increase in referrals in some areas, around people being very stressed, domestic violence, mental health, alcohol misuse, pressures in provision of care, etc. Vaccinations have been very challenging at times: we were responsible for submitting the names of frontline staff across in-house and independent sectors, amounting to thousands of names. Vaccination take-up has been very good. All of our homes have had their first dose, with the second booked in.

We have had Chromebooks from Welsh Government, which were given to young carers so that they can work remotely and link with each other. Some have found actually remote working better. Day services have carried on, but differently, doing things on more of an individual basis. When not in Level 4, we have continued home visits as needed, while wearing all of the appropriate PPE.

Respite has been quite challenging, particularly around the ability to go in somewhere on a short-term basis. Many people have been provided respite in their home on a 24-hour basis. We've used a flat in Lavender Gardens as a respite base for a few people. Emergency respite has been challenging – not necessarily about the availability, but about the fact that if people are going into respite, they have to have had a swab within 48 hours, which has not always been easy to access. Also, if someone goes into a residential setting for respite, they have to be



isolated for 14 days, which can have a big impact on that person, especially if they don't fully understand why.

**Chair's Summary:**

There were no questions. Councillor Penny Jones and the committee gave its appreciation to the team for going above and beyond in their hard work, especially given the considerable challenges they faced.

**5. Track, Trace and Protect - Verbal update on the current situation and service provision.**

Gill Dicken and Louise Driscoll spoke to the members and answered their questions.

The team last updated the committee in July. In September, we started to pick up on cases. The environmental health team was doing the tracking and tracing in that period, and there was the advisors' team under Richard Drinkwater. We started to pick up Track & Trace for Caerphilly and north Wales. In October, all of the Track & Trace team came under Public Health and Environmental Protection. We added structure to the advisors and developed the team. In November, the team was in a good place. The numbers were increasing. By December, we hit very high numbers but we were taking on people from around the council – redeployment, from MonLife, volunteers etc., – and we handpicked people with environmental health or medical backgrounds, giving us the ability to respond to cases and clusters very quickly. When the firebreak started, we were confident that we could keep the lid on clusters. By February, numbers were coming down, so we were able to begin scaling the team down. We now wait to see what happens in the next few weeks with schools due to go back, LFT testing going on, and lockdown measures gradually easing. We know now that we can flex the team up and down when needed.

We are now down to 15 tracers, working 8 til 8, 7 days a week. Numbers are declining, so lockdown has very much worked in Monmouthshire, alongside the vaccines. Since we started tracing in June, we have had 4,174 cases in Monmouthshire; out of those, we have responded to 99.7% within a 48-hour period across Gwent (with Monmouthshire stats at the top of the leaderboard). It is a success story in Wales. From those 4,174 cases, we generated over 6,000 contacts. We also work closely, and have daily meetings, with our other partners in Gwent. We have very good communication to enable us to react to any workplaces that might see a cluster of cases. We review that data daily, and report weekly to PHW and Welsh Government on our cases and any spikes. The team has a good link with workplaces, which was established prior to Covid.

Also, we have done a lot of work with schools, which are now rolling out the LFT testing, which gives a result in a few minutes. All staff have been issued with these kits. We have regular meetings with our headteachers, who have been superb in working with us. We have had low numbers, compared with the rest of Gwent, because headteachers have done a brilliant job in getting bubbles to isolate. Whereas, previously, we would isolate the whole year group, now we go back and track and trace to limit as much as possible the amount of staff and children affected. We work very closely with Will McLean and his team. Some of our tracers are ex-teachers, so they understand the culture of the schools. We have been working with care homes and the commissioning team as well.

We have done studies on those who are isolating, working with the Partnerships team, and supporting residents in isolation. Back tracing has been a new introduction. Monmouthshire is alone on this in Gwent. We have done it from the beginning, always going back further than 48 hours, encouraging premises and workplaces to have everyone who had visited contact us, and advise them to get tested. There has been good compliance. Now, all of Wales is doing 14-day backward tracing. They don't have to isolate if they are out of the 48-hours infectious period but are all advised to get tested – so, hopefully, we can find those asymptomatic people out in the community. And, Welsh Government has now released guidance on anyone who has been a direct contact in their infectious period to be tested twice within the first 8 days. We had 200+ cases per week in January and now are down to 25 in the last 7 days. We expect some increase with restrictions being lifted but are being proactive in our approach with businesses, schools, etc.

**Challenge:**

*When someone has to self-isolate, do we check that they are doing so?*

For a positive case, the tracer call is backed up with a letter or SMS message. Then the people in that household are classed as a close contact, and contacted daily for 10 days. They can opt for SMS but we prefer to call and have an actual conversation. We track that they are isolating but also if they are well, and whether they should go for a test. This has changed in the last week: we now say to isolate and also get a test. It's different in England as it is run by a private company; they don't contact all of their positive cases, but send e-forms. We tried e-forms for a week at Christmas time and they didn't work.

*Although we are further ahead of the European countries with immunisations, what has been said about preparing for a third wave, and would the nature of it be different?*

Welsh Government has said there will be funding for Track & Trace until September. We will therefore retain a core team of tracers. It has always been the environmental health officers that have started it. We are best placed to do it because we have the local connections, and understand the area. That's why we feel it has worked very well. Welsh Government is predicting a third wave for around May, so the contracts and TTP will continue. Public Health Wales is predicting a third wave but not at the same scale as before. In Track & Trace, we are now monitoring the positive cases who have had the vaccine – this will probably be the basis of the next study. We have weekly updates from PHW and are involved in any decisions that occur.

*How useful has the NHS app been?*

The app isn't linked to TTP. The app tells the user to isolate but it is a guide –someone officially only needs to isolate if they are contacted by TTP. We didn't have any input to the app or its implementation. A tracing interview by phone can take up to two hours and is not related to the app at all.

*How reliable are the kits – are they giving out slightly different results?*

If someone receives a positive from the kit then they are advised to go and get an official test. We've been using the kits in our schools and early years, and have had only 1 case from the LFT tests. If someone has symptoms, we recommend that they don't use the kit but go to a testing centre.

**Chair's Summary:**

Many thanks from the committee to the team for their hard work. Councillor Groucott noted that Wales has dealt with T&T via local authorities, which has been much more successful than in England.

**6. Adults Select Committee Forward Work Programme.**

Councillor Pavia would like to look at the Plan On A Page, the Council's forward focus for the remainder of this administration. A workshop on the Gypsy and Traveller's Needs Assessment needs to be arranged. Councillor Brown proposed a daytime slot for this.

**7. Council and Cabinet Forward Work Plan.**

**8. To confirm the minutes of the previous meeting.**

The minutes from 26<sup>th</sup> January 2021 were confirmed and signed as an accurate record. Proposed by Councillor Woodhouse and seconded by Councillor Brown.

**9. Next Meeting: Tuesday 27th April 2021 at 10.30am.**

Councillor Powell questioned whether a 10.00am start would give members more time between meetings, if they have another in the afternoon. 10.30am was agreed at the end of 2020 to assist some members with the school run, etc.; the committee agreed to continue with this time for now.

The meeting ended at **12.01 pm**

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