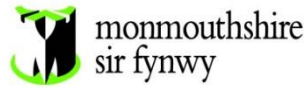


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 13 September 2021

Notice of meeting

Adults Select Committee

Tuesday, 21st September, 2021 at 10.00 am
County Hall, Usk - Remote Attendance

Please note that a pre meeting will be held 30 minutes prior to the start of the meeting for members of the committee.

AGENDA

Item No	Item	Pages
1.	Apologies for absence.	
2.	Declarations of interest.	
3.	Public Open Forum. Select Committee Public Open Forum ~ Guidance Our Select Committee meetings are live streamed and a link to the live stream will be available on the meeting page of the Monmouthshire County Council website If you would like to share your thoughts on any proposals being discussed by Select Committees, you can submit your representation via this form Please share your views by uploading a video or audio file (maximum of 4 minutes) or; Please submit a written representation (via Microsoft Word, maximum of 500 words) You will need to register for a My Monmouthshire account in order to submit the representation or use your log in, if you have registered previously. The deadline for submitting representations to the Council is 5pm three clear working days in advance of the meeting.	

If representations received exceed 30 minutes, a selection of these based on theme will be shared at the Select Committee meeting. All representations received will be made available to councillors prior to the meeting.

If you would like to suggest future topics for scrutiny by one of our Select Committees, please do so by emailing Scrutiny@monmouthshire.gov.uk

- | | | |
|------------|--|----------------|
| 4. | Gypsy and Travellers Needs Assessment - To consider the way forward following a review of needs. | 1 - 16 |
| 5. | Affordable Housing - To scrutinise the Local Authority Prospectus, which summarises the demand for affordable housing within Monmouthshire prior to submission to Welsh Government. | 17 - 34 |
| 6. | Revenue and Capital Monitoring 2021/22 Forecast Outturn Statement Month 2 - Scrutiny of the budgetary position for services falling within the Committee's remit at Month 2. | 35 - 74 |
| 7. | Adults Select Committee Forward Work Programme. | 75 - 76 |
| 8. | Cabinet and Council Forward Plan. | 77 - 88 |
| 9. | To confirm the minutes of the previous meeting. | 89 - 94 |
| 10. | Next Meeting: Tuesday 9th November 2021 at 10.00am. | |

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillor Louise Brown	Shirenewton;	Welsh Conservative Party
County Councillor Ruth Edwards	Llantilio	Welsh Conservative Party
	Crossenny;	
County Councillor Martyn Groucutt	Lansdown;	Welsh Labour/Llafur Cymru
County Councillor Roger Harris	Croesonen;	Welsh Labour/Llafur Cymru
County Councillor Simon Howarth	Llanelly Hill;	Independent Group
County Councillor Maureen Powell	Castle;	Welsh Conservative Party
County Councillor Sheila Woodhouse	Grofield;	Welsh Conservative Party
County Councillor Malcolm Lane	Mardy;	Welsh Conservative Party
Chris Bowie		
Tony Crowhurst		

Public Information

Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting www.monmouthshire.gov.uk or by visiting our Youtube page by searching MonmouthshireCC.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

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.

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

1. Why is the Committee scrutinising this? (background, key issues)
2. What is the Committee's role and what outcome do Members want to achieve?
3. Is there sufficient information to achieve this? If not, who could provide this?
 - Agree the order of questioning and which Members will lead
 - Agree questions for officers and questions for the Cabinet Member

Questions for the Meeting

Scrutinising Performance

1. How does performance compare with previous years? Is it better/worse? Why?
2. How does performance compare with other councils/other service providers? Is it better/worse? Why?
3. How does performance compare with set targets? Is it better/worse? Why?
4. How were performance targets set? Are they challenging enough/realistic?
5. How do service users/the public/partners view the performance of the service?
6. Have there been any recent audit and inspections? What were the findings?
7. How does the service contribute to the achievement of corporate objectives?
8. Is improvement/decline in performance linked to an increase/reduction in resource? What capacity is there to improve?

Scrutinising Policy

1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?
2. What is the view of service users/stakeholders? Do they believe it will achieve the desired outcome?
3. What is the view of the community as a whole - the 'taxpayer' perspective?
4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?
5. What practice and options have been considered in developing/reviewing this policy? What evidence is there to inform what works?
6. Does this policy align to our corporate objectives, as defined in our corporate plan?
7. Have all relevant sustainable development, equalities and safeguarding implications been taken into consideration? For example, what are *the procedures that need to be in place to protect children?*
8. How much will this cost to implement and what funding source has been identified?
9. How will performance of the policy be measured and the impact evaluated.

Questions for the Committee to conclude...

Do we have the necessary information to form conclusions/make recommendations to the executive, council, other partners? If not, do we need to:

- (i) Investigate the issue in more detail?
- (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...
- (iii) Agree further actions to be undertaken within a timescale/future monitoring report...

General Questions....

Empowering Communities

- How are we involving local communities and empowering them to design and deliver services to suit local need?
- Do we have regular discussions with communities about service priorities and what level of service the council can afford to provide in the future?

Service Demands

- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?

Financial Planning

- Do we have robust medium and long-term financial plans in place?
- Are we linking budgets to plans and outcomes and reporting effectively on these?

Making savings and generating income

- Do we have the right structures in place to ensure that our efficiency, improvement and transformational approaches are working together to maximise savings?
- How are we maximising income? Have we compared other council's policies to maximise income and fully considered the implications on service users?
- Do we have a workforce plan that takes into account capacity, costs, and skills of the actual versus desired workforce?

SUBJECT:	GYPSY & TRAVELLER UPDATE – MEETING IDENTIFIED PITCH NEEDS
MEETING:	ADULT SELECT COMMITTEE
DATE:	21ST SEPTEMBER 2021
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1 To update Members regarding the facilitation of pitch requirements as identified by the Council's Gypsy & Traveller Assessment 2020.

2. RECOMMENDATIONS:

- 2.1 To remind the Committee of the need identified by the Gypsy & Traveller Assessment, adopted by Cabinet in January 2021.
- 2.2 To consider the legal responsibilities of the Council and the steps being taken to meet the responsibilities according to the identified pitch need for Monmouthshire.
- 2.3 To consider the steps required to identify pitch provision in order to meet the identified need and to agree to receive a further Committee report on 9th November 2021, which will detail a short-list of potential sites. This has been submitted to Welsh Government and their approval is awaited.
- 2.4 To agree the continuation of Scrutiny Workshops which will engage members in potential site assessment and evaluation.
- 2.5 To consider and comment on proposed Site Evaluation Criteria.

3. KEY ISSUES:

- 3.1 The Council has a legal duty under Part 3, Housing (Wales) Act 2014 to undertake a Gypsy & Traveller Assessment every five years and where assessments identify an unmet need for mobile home pitches, Councils must make the necessary pitch provision. The most recent Assessment was adopted by Cabinet on 6th January 2021.
- 3.2 The Assessment was undertaken independently on a sub-regional basis, on behalf of Monmouthshire, Blaenau Gwent and Torfaen County Borough Council's.
- 3.3 The summary conclusions of the most recent Assessment are:
- There is an unmet need for nine pitches for the assessment period 2020 to 2025;
 - Beyond 2025, there is a further unmet need of four pitches over the remaining length of the Replacement Local Development Plan (2026-33).
- 3.4 Of the above thirteen, it may be possible to accommodate one family's need for an additional pitch within their current privately owned site, subject to acquiring planning permission for an additional pitch. Officers will shortly visit this household to discuss the situation. If this idea is workable and planning permission is granted, this effectively reduces the pitch requirement to 12.
- 3.5 The Council is required to meet this identified pitch need, which is being factored into the Replacement Local Development Plan. This unmet need can be met either by

facilitating households (who possibly may own or wish to purchase land to meet their own needs) through planning permission. Or alternatively, through the provision of public Council owned site(s).

3.6 The Council is adopting the following approach in making provision for the unmet need for mobile home pitches:

- An officer Gypsy & Traveller Working Group has been established which includes officers from Housing & Communities, Planning and Estates. Scrutiny Workshops have also been established under the leadership of the Adult Select Committee and are open to all elected members. For the purpose of continuity, members are being asked to review and agree their terms of reference: **See Appendix One**
- Officers are currently undertaking a 'sifting' exercise to review and appraise all Council owned land to identify the potential for use as Gypsy & Traveller sites. **See Appendix Two** which details the Evaluation Criteria
- As the next stage of evaluating potential sites, officers to convene a Scrutiny Workshop in October 2021 to share and discuss an initial short-list of possible sites.
- Although the site identification process isn't at this stage, but there may possibly a need to also consider leasing or purchasing land in order to meet the responsibility.
- For the Adult Select Committee to receive and consider the findings of the site identification exercise on 9th November 2021 and to make recommendations to Cabinet.
- The identified sites could then be included in the Deposit LDP for consultation alongside all other proposed allocations for development.

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

4.1 There are no negative implications with this proposal. **See Appendix Three**

5. OPTIONS APPRAISAL

5.1 An appraisal of the options is not relevant to this report as the Council has a legal duty to undertake this exercise.

6. REASONS:

6.1 Under Part 3, Housing (Wales) Act 2014, the Council is required to undertake a Gypsy and Traveller accommodation assessment and to make provision for sites where the assessment identifies an unmet need for mobile home pitches.

6.2 Whilst not directly applicable to this report, it is appropriate that the Committee is also aware that the Housing (Wales) Act 2014 homeless legislation places statutory duties on Local Authorities in respect of homeless Gypsy & Traveller households or those threatened with homelessness.

7 RESOURCE IMPLICATIONS:

7.1 There are no specific resource implications relating to this status report.

7.2 There will, however, be resource implications associated with any public site provision. For example, this could include foregoing a capital receipt, design costs, construction and maintenance of a potential site in order to address the current unmet needs. Welsh Government capital funding is available for actual site development only, which would

need to be applied for. Resource implications will therefore need to be considered on a site by site basis in due course.

8. CONSULTEES:

Cabinet Member for Community Wellbeing and Social Justice; Enterprise DMT; Team Manager – Travelling Ahead Gypsy, Roma, and Traveller Advice & Advocacy Service

9. BACKGROUND PAPERS: None

10. AUTHOR: Ian Bakewell, Housing & Communities Manager

11. CONTACT DETAILS: Ian Bakewell **Tel:** 01633 644479 **E-mail:** ianbakewell@monmouthshire.gov.uk

Appendix One

Gypsy & Traveller Scrutiny Workshops

Terms of Reference:

To support the Council to meet its responsibilities under Part 3, Housing (Wales) Act 2014 in making provision for sites where the Council's Gypsy & Traveller Assessment identifies an unmet need for mobile home pitches.

Working Arrangements:

1. Scrutiny Workshops are established by members and officers in agreement and have clear terms of reference. Topics chosen must add to the strategic direction of the council and deliver added value.
2. Workshops enable the review and development of council policy, allowing elected members to set the direction and officers to deliver the actions.
3. Scrutiny Workshops to be chaired by the Select Committee Chair.
4. The Scrutiny Workshops are open to all elected members.
5. Workshops are convened as necessary, with a specific theme for each session. Each workshop will have a clear objective and a clear outcome.

Key Actions:

6. To liaise with officers implementing Welsh Government Guidance:
 - Undertaking Gypsy & Traveller Accommodation Assessments
 - Designing Gypsy and Traveller Sites
7. To contribute to the development of site identification criteria for the Council in liaison with officers.
8. To implement the site identification criteria in discussion with officers.
9. To consider any feedback and information that may be available from Gypsy & Traveller households or Gypsy & Traveller Advocates eg Travelling Ahead.
10. To have regard to Welsh Government related Gypsy & Traveller Guidance
11. To provide feedback and comments to Adults Select Committee to enable the Committee to make a recommendation on potential sites to Cabinet.

Appendix Two

Gypsy and Traveller Site Criteria - 2021-08-19

WG Designing G&T sites guidance May 2015

- Line of best fit (may be that no sites fit the guidance)
- Access – public roads and footpath, access to public transport ideal
- Suitability – site surveys of drainage, flooding (C2 and greenfield C1 ruled out due to justification test), contamination (is remediation work viable?)
- Services – reasonable distance education, shops, and services. Learner Travel (Wales Measure) 2008.
- Environment – away from hazards e.g., river, canal unless mitigation measures; industry and major roads needs careful consideration re noise and air quality – may need mitigation
- Utilities – water, electricity, sewage, refuse etc all required.
- Sustainability – long term (21 years) use

MCC guidance for last Local Development Plan

- Suitable for bricks and mortar residence
- Access to services
- Opportunity to mix cohesively with neighbouring communities
- High health needs of G&T families
- Opportunities to grow
- Site and Access – amenity blocks, parking provision, pedestrian access, drainage, utilities, fire safety (spacing), play area
- Greenfield/brownfield
- Access to shops, education, public transport

Revised Criteria for 2021:

Initial Sift Criteria:

- 1) Site size (below 500sqm per pitch)
- 2) Flooding – C2 or greenfield C1
- 3) Existing playspace – play area or sports pitch
- 4) Topography

Other criteria:

- 1) Access (hazardous access that cannot be overcome is a deal breaker) (site specific checks later)
- 2) School proximity (state distance to nearest primary and secondary schools)
- 3) Medical facility proximity (state distance to nearest GP surgery)
- 4) Other amenities (e.g., shops) proximity (state distance to nearest Main Town, Severnside Settlement or Rural secondary Settlement as identified in Sustainable Settlements RLDP Paper)
- 5) Public transport proximity and frequency (state)
- 6) Greenfield/brownfield (state)
- 7) Phosphates and drainage (state if in phosphate problem catchment area)
- 8) Heritage designations (LB, Con Area, Historic Park & Garden, ASA and SAMs) (state if within and what the designation is, state what is within 500 metres of the site)
- 9) Landscape designation (e.g., NP, AONB)
- 10) Landscape sensitivity (state classification on Landscape Sensitivity Study)
- 11) Ecology (state if within SSSI or SINC or SAC or RAMSAR or National/Local Nature Reserve, note if within 500 metres of one of these designations)
- 12) Other recreation/amenity designation (state if within retained DES2 land, current green wedge, likely greenbelt)
- 13) Mineral safeguarding (state if within current safeguarding area)

- 14) Occupier amenity – away from bad neighbours (distance from dual carriageway road, trunk road, motorway, railway, industrial estate)
- 15) Contamination (viability of remediation) (state from MonMaps)
- 16) Ability to provide utility infrastructure (complete later)
- 17) Permanency (21 years+) (later)
- 18) Scope for future expansion if needed (later)

APPENDIX 4



monmouthshire
sir fynwy

Equality and Future Generations Evaluation

<p>Name of the Officer completing the evaluation Ian Bakewell</p> <p>Phone no: 01633 644479 E-mail: ianbakewell@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Meeting The Unmet Pitch Needs of the Gypsy & Traveller Assessment Jan 21</p>
<p>Name of Service area</p> <p>Housing & Communities</p>	<p>Date</p> <p>31.08.21</p>

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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	The Council has and will continue to do so, engage with the Travelling Ahead advocacy service
Disability	Ditto	Ditto	Ditto
Gender reassignment	Ditto	Ditto	Ditto

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?
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
Welsh Language	No impact	Ditto	Ditto
Poverty	Positive – all Housing activity helps to mitigate against poverty.	Ditto	Ditto


2. 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?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Meeting the pitch needs of Gypsy & Traveller households creates stability for households and enables them to establish firm links with local communities eg schools, employment.</p> <p>It reduces the likelihood of unauthorized encampments and the associated resource implications of dealing with such.</p>	<p>We will involve and liaise with Travelling Ahead G & T advocates</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>There may be a possible opportunity to give consideration to this in respect of the design of a possible public provision</p>	<p>N/A</p>
<p>A healthier Wales People's physical and mental wellbeing is maximised and health impacts are understood</p>	<p>Facilitating pitch provision supports good quality accommodation for G & T households which is conducive to good health and well-being.</p> <p>It also supports households being able to access health services eg GP's, dentists, opticians etc</p>	<p>N/A</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Good pitch provision remain living at home and within their home communities. It eliminates the need for G & T to b</p>	<p>A pitch waiting list policy is already in place</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local</p>	<p>N/A</p>	<p>N/A</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?
social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Public pitches provide the opportunity to promote the Welsh Language	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The proposals directly supports equality and protected and or disadvantaged groups.	Ditto

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	<p>The proposal is informed by a Gypsy & Traveller Assessment Jan 21, which makes population projections up to 2033.</p> <p>Planning for pitch provision helps to reduce the likelihood of unauthorised encampments. If the resulting outcome to meet need is public provision, households will be able to apply to live there</p>	The continued engagement with Travelling Ahead advocacy service

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p> <p>Collaboration</p>	<p>The proposals will be developed with Welsh Government and Gypsy & Traveller advocates including a Travelling Ahead and potentially a specialist planning consultant.</p> <p>Although not applicable at present, but there could be scope to include other organisations eg RSL's, although no decision has been made at present,</p>	N/A
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>The proposal facilitates greater involvement with local G & T households.</p> <p>There is a particular opportunity for involving families in the design of new sites</p>	N/A
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>The proposal supports preventative activity from the perspective of households having a stable homes (eg pitches) enabling them to better access facilities eg employment, education, health etc and community links</p>	N/A

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>Through additional staffing the proposal supports increased access to good quality housing that is secure, warm, safe etc supports all aspects of well-being eg physical health, medical health etc</p> <p>The direct benefits this has for the service users is that accommodation supports the priorities of wider agencies such as health services</p>	<p>The proposal will build upon existing services that support we-being eg disabled adaptations; Careline; homelessness etc</p>

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

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	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	<p>The Social Justice strategy focuses on three main areas: tackling loneliness and isolation; tackling poverty and promoting equitable economic prosperity; and giving children the best start in life.</p> <p>This proposal supports tackling of potential poverty in terms of providing stable living and the ability to better access employment and/or support.</p> <p>For children it helps avoid the need for families being displaced from their home communities and supports maintaining continuity of schooling.</p>	None.	<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>

Safeguarding	Ditto	None.	N/A.
Corporate Parenting	None	None.	N/A.

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

Gypsy & Traveller Assessment January 2021

Feedback from advocacy support services

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

2020/2021

The main benefits of the proposal are:

- It seeks to address unmet pitch need identified by the Gypsy & Traveller Assessment Jan '21
- The Council will be meeting its legal responsibilities under Part 3, Housing (Wales) Act 2014
- It supports the Gypsy & Traveller requirement relating to the development of the replacement Local Development Plan

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
Officer Meeting – Site identification	13 th Aug 21 – completed	Mark Hand,
Officer Meeting – Site identification	19 th Aug 21 - completed	Mark Hand

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SUBJECT:	AFFORDABLE HOUSING: LOCAL AUTHORITY PROSPECTUS
MEETING:	ADULT SELECT COMMITTEE
DATE:	21st SEPTEMBER 2021
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1 To consider and approve the Local Authority Prospectus (Appendix One) that has been prepared by the Affordable Housing Strategy Officer following guidance issued by Welsh Government.

2. RECOMMENDATIONS:

- 2.1 To agree the Local Authority Prospectus prepared by the Affordable Housing Strategy Officer.

3. KEY ISSUES:

- 3.1 Welsh Government have set a challenging target to deliver 20,000 new low carbon homes for rent within the social sector during this government term. The Social Housing Grant (SHG) budget has been set to £250m for 2021-22 to help to achieve this target. Monmouthshire has an allocation of £7,522,704, a considerable increase on the previous year's budget of £2,930,000.
- 3.2 Along with the increase in budget there have been some changes to the SHG programme. Local Authorities are now able to access funding towards in-house developments, however SHG can no longer be used for Homebuy properties, a form of Low-Cost Home Ownership where the RSL provides an interest free equity loan.
- 3.3 All local authorities have been tasked with preparing a short document that summarises the housing need and priorities for their area and sets out clearly and concisely how the SHG programme will be managed. This 'Local Authority Prospectus' is essential to gain WG approval for the allocation of funding as schemes will have to meet the priorities and need as identified in the document. The prospectus should identify:
 - i. the strategic housing priorities for the Local Authority
 - ii. the local need and demand for affordable housing, including existing stock and gaps in provision
 - iii. how schemes will be considered for Social Housing Grant (SHG) and included in the Programme Development Plan (PDP)
 - iv. monitoring and governance of the SHG programme
- 3.4 A first draft of the prospectus was submitted to Welsh Government on 6th August 2021 and circulated within partner RSLs and internal stakeholders for feedback and comments. The final version will be submitted to WG once approved by Enterprise DMT and Adult Select Committee.

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

- 4.1 The following is an overview of the evaluation, a more detailed breakdown can be found at **Appendix 2**: There are no negative impacts associated with the proposal, in fact there are significant positive impacts especially around health and wellbeing goals by contributing to "a healthier Wales" and "a Wales of cohesive communities". The proposal meets the sustainability goal by its contribution to the following principles: "Balancing short term need with long term and planning for the future"; "Working together with other partners to deliver

objectives”; and “Positively impacting on people, economy and environment and trying to benefit all three”.

5. OPTIONS APPRAISAL:

5.1 The following options are available:

Option	Benefit	Risk	Comment
<p>Option 1: The <u>recommended option</u> is to agree the final version of the LA Prospectus so this can be submitted to WG and applied to future developments</p>	<p>A document that summarises the need and demand for affordable housing within Monmouthshire and clearly sets out how the SHG programme will be managed.</p> <p>A document that sets out the Council’s strategic housing priorities and provides up to date information about the housing market in Monmouthshire.</p>	<p>There are no risks to this proposal.</p>	<p>This LA prospectus has been developed using information from the LHMA carried out in 2020, current waiting list data and through consultation with internal and external stakeholders.</p> <p>The Prospectus is essential to gain WG approval for the allocation of funding.</p>
<p>Option 2: LA prospectus is not agreed and the SHG programme is managed in the same way</p>	<p>There are no perceived benefits to this proposal</p>	<p>Housing priorities and the management of the SHG programme are not set out in a concise document to be clearly communicated to the developing LA and partner RSLs.</p> <p>Funding is not approved by WG.</p>	<p>This proposal does not comply with WG requirements</p>

6. REASONS:

6.1 The Council is required to provide a Local Authority Prospectus in line with guidance from Welsh Government.

7. RESOURCE IMPLICATIONS:

7.1 There are no resource implications associated with this proposal.

8. CONSULTEES:

Enterprise DMT: Housing & Communities Manager; Strategy and Sustainable Living Manager, RSLs

9. BACKGROUND PAPERS:

Local Housing Market Assessment 2020-25

Local Authority Prospectus: Welsh Government Guidance

10. **AUTHOR:** Sally Meyrick, Strategy & Policy Officer

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Introduction

This document provides a summary of the strategic housing priorities and identifies the demand for affordable housing within Monmouthshire. This prospectus sets out how the Social Housing Grant programme will be managed within Monmouthshire including how schemes are considered and approved for funding.

Section 1 – Strategic Housing Priorities

The Local Housing Market Assessment (LHMA) carried out in 2020 highlighted a considerable shortage of affordable housing within Monmouthshire, estimating a need for 468 additional affordable homes per year. As of June 2021, there were approximately 2400 people registered on Monmouthshire’s housing waiting list with a recognised housing need and significant numbers of homeless households in temporary accommodation.

Monmouthshire County Council’s Strategic Housing Development priorities are:

- To deliver high quality, energy-efficient affordable homes that build sustainable and resilient communities;
- To respond to increasing levels of homelessness and contribute towards rapid rehousing ambitions;
- To provide a range of supported housing options to meet the requirements of individuals with support needs;
- To address the housing needs of health and social care clients including those with specialist housing requirements; and
- To progress ambitions to set up an in-house development company.

Bringing empty properties back into use, the regeneration of town centres and offering sanctuary to asylum seekers fleeing persecution are also high strategic priorities for Monmouthshire County Council.

Issues affecting viability and deliverability

There are significant factors affecting the ability to deliver additional affordable housing in Monmouthshire. Firstly, due to high levels of phosphates in parts of the River Wye and the River Usk all new developments in affected areas must demonstrate phosphate levels will be neutral or will improve as a result of development. This is currently preventing any new developments in the northern part of the county (i.e., Abergavenny, Monmouth and Usk). Secondly, limited land available for development means that competition for land coming forward is high. Thirdly, high land values and an increase in the cost and availability of building materials in recent months is impacting on viability and deliverability. Fourthly, opportunities to deliver affordable housing within town centres are limited due to heritage requirements, the cost and extent of renovation works often required and significant flood risks.

Section 2 – Housing Need, Demand and Priorities

2.1 Monmouthshire’s Housing Market

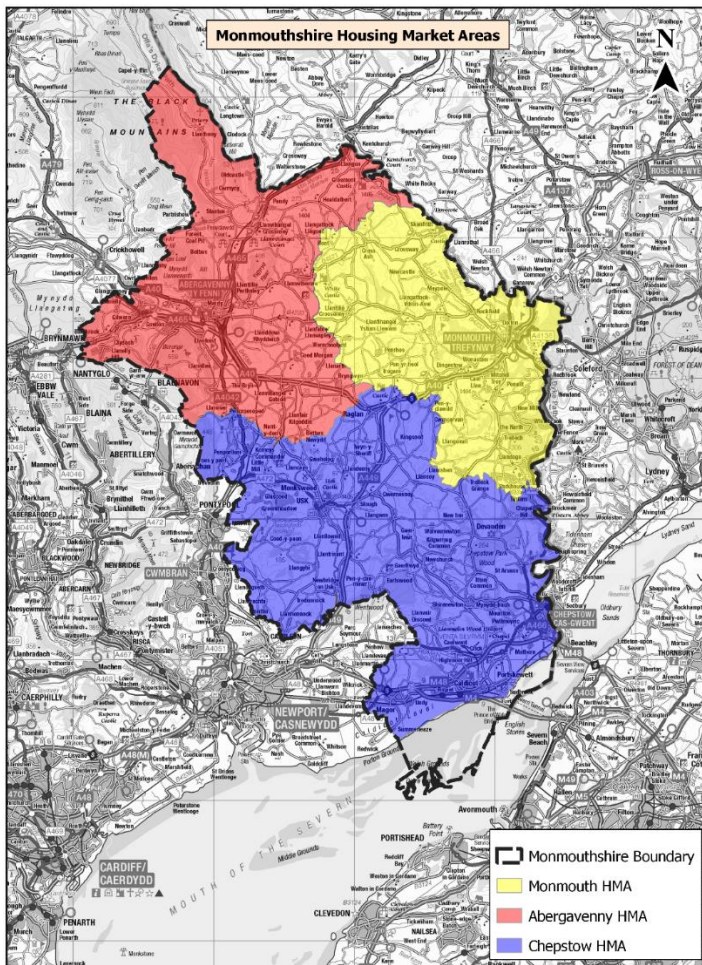
Monmouthshire is a predominantly rural county and is noted for its rich and diverse landscape. It covers an area of approximately 88,000 hectares and shares a border with the neighbouring counties of Newport, Torfaen, Blaenau Gwent and Powys in Wales and Gloucestershire and Herefordshire in England. The estimated population is 94,950 (Source: ONS, April 2020). The main towns in the county are Abergavenny, Monmouth, Chepstow and Caldicot.

Housing Market Areas

It is possible to split Monmouthshire into 3 distinct housing market areas following the 2011 census travel to work areas as detailed in Figure One below:

- Chepstow Housing Market Area (Newport Travel to Work Area);
- Monmouth Housing Market Area (Cinderford and Ross-on-Wye Travel to Work Area);
- Abergavenny Housing Market Area (Merthyr Tydfil Travel to Work Area)

Figure One: Monmouthshire Travel to Work Areas



Geography & Technology, Welsh Government 057.20-21
 © Crown Copyright and database right 2020. Ordnance Survey 100021874.

Housing Market Analysis

Data obtained from Hometrack (August 2021) shows the current average price of a home in Monmouthshire is £359,159, based on sales and valuations up to June 2021, compared to £336,760 up to September 2020 as identified in the Local Housing Market Analysis (LHMA), 2020. The rise in house prices is likely due to increased demand as households look to move to larger properties in more rural areas, influenced by the increased ability to work from home due to COVID-19. There is an indication that prices have recently started to plateau, likely due to rising inflation rates and the suggestion that interest rates may rise. Another relevant factor is the Land Transaction Tax reduction which ended on 30 June 2021. Monmouthshire house prices are much higher than the average for Wales which stands at £216,152.

Although nearly all homes put up for sale this year have sales agreed, sales are taking a long time to complete with only 400 up to August 2021 compared to 1,242 in total for 2019 and 909 in total for 2020. In terms of affordability, the house price to income ratio for Monmouthshire is 8:1 but levels vary across the county, the rural north between Abergavenny and Monmouth has the highest ratio at 11.5:1 (source: Hometrack).

Private rent sector

As of July 2020, there were 3,200 landlords registered with Rent Smart Wales representing 4,817 properties throughout Monmouthshire. The LHMA summarises the findings from a desk top study carried out in July 2020 of the residential rental market. Although data on private rental information is not as reliable or robust due to a lack of data currently available, the study indicated that the rental market contracted by almost 50% between 2010-2019 (illustrated in Figure Two) and that only 5.75% of properties rented came within the corresponding Local

Housing Allowance rate. This shows that the private rental market is highly unlikely to be a viable option for those in receipt of local housing allowance.

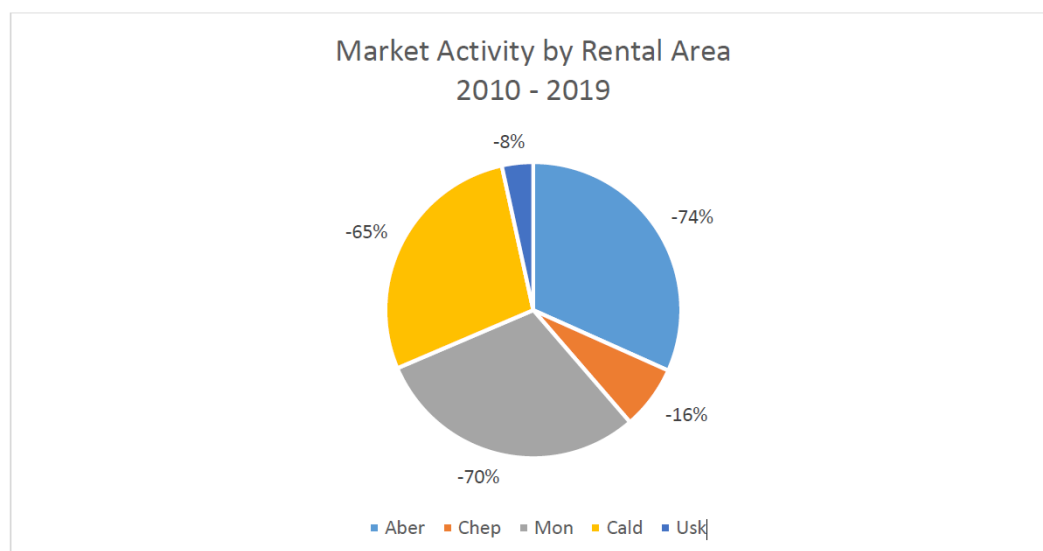


Figure Two Market Activity by Rental Area

The difficulties in accessing open market housing (both as owner-occupied and private rented) create a large demand for affordable housing within Monmouthshire. It is recognised that a mix of affordable and open market housing is often needed in order to deliver sustainable and resilient communities.

2.2 Existing Social Housing Stock

Monmouthshire Housing Association, Melin Homes and Pobl own and manage the majority of affordable housing stock. There are around 5700 units of affordable housing across Monmouthshire (LHMA, 2020) as detailed in Tables One and Two below:

Table One: Existing Housing Stock – General Needs

Submarket Area	1 bed	2 bed	3 bed	4 bed	5 bed	6 bed	8 bed	Total
Abergavenny	354	463	621	59	2	0	0	1,499
Chepstow	536	788	861	69	1	1	0	2,256
Monmouth	158	257	322	17	0	0	1	755
Total	1,048	1,508	1,804	145	3	1	1	4,510

Table Two: Existing Housing Stock – Older Person’s Housing

Submarket Area	Bedsit	1 bed	2 bed	3 bed	4 bed	Total
Abergavenny	20	289	148	9	0	466
Chepstow	0	322	156	2	1	481
Monmouth	0	208	54	2	0	264
Total	20	819	358	13	1	1,211

Temporary accommodation

As of August 2021, there were 147 households in temporary accommodation, including 73 households in bed and breakfast accommodation. Many of these are single homeless people with multiple support needs (60 people at time of writing). There are also a number of homeless families in temporary accommodation necessitating a particular need for self-contained emergency family accommodation in the north of the county.

Supported Housing

There is currently limited provision for supported accommodation within Monmouthshire:

- High support accommodation is available for young people in Chepstow and Abergavenny;

- Low support accommodation is available for people with mental health needs in Caldicot and Abergavenny; and
- Step down accommodation for young people is currently under construction and is due for completion towards the end of 2021

1301 people were referred for housing-related support during the year April 2020-March 2021 via Monmouthshire’s Housing Support Gateway. Although only a small proportion of these will require supported housing this, along with the support needs of households in temporary accommodation, demonstrates the requirement for a wider range of supported accommodation.

Rural Housing

Approximately 15% of existing stock of affordable housing is located in rural areas, this equates to around 870 units. However, the majority of these properties do not benefit local communities as they are not covered by the rural allocation policy that requires people to demonstrate a local connection to that community. Additional affordable housing is needed in these rural areas to enable people to remain in their local communities, particularly younger households and first-time buyers who are often priced out of the open market and have to move away to access housing.

2.3 Housing need and demand

The LHMA carried out in 2020 estimated a shortfall of 468 affordable homes per annum between 2020-2025 with the majority to be provided as Social Rent (68%), followed by Low Cost Home Ownership (25%) and finally Intermediate Rent (7%). Further analysis of the data allows for the shortfall to be broken down across the three housing market areas, as shown below.

Table Three: Affordable housing need and tenure per housing market area per annum

Area	Social Rent	LCHO	IR	Total
Abergavenny	94	39	13	146
Chepstow	183	59	17	259
Monmouth	43	17	3	63
Total	320 (68%)	115 (25%)	33 (7%)	468

Figures Three – Five provide a snapshot of households currently registered on Monmouthshire’s housing waiting list with a recognised housing need (May 2021). Of the 2440 households the largest demand is for one bedroom accommodation, particularly in the Chepstow Housing Market Area.

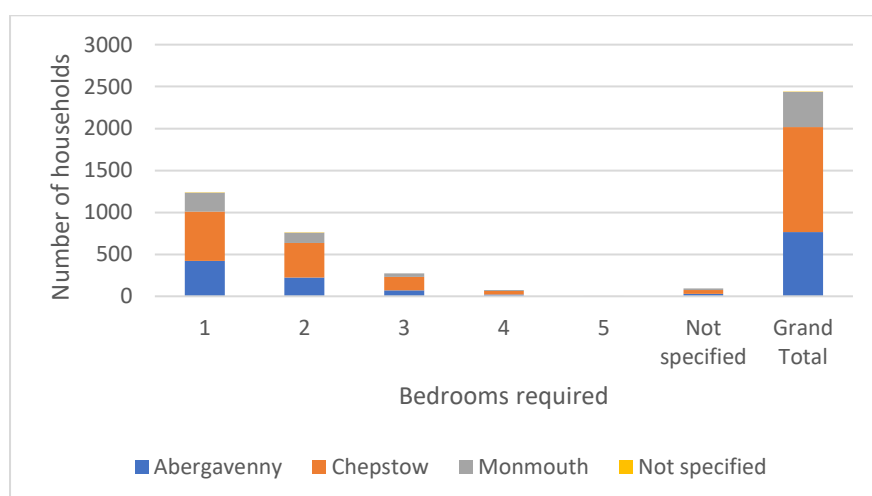


Figure Three: Bedrooms required per Housing Market Area

New developments should generally reflect the proportions of tenures and sizes highlighted above, however there may be circumstances where this is not appropriate due to the location or size of the development or to meet a specific need. The preference is to keep communal spaces and service charges within affordable housing developments to a minimum.

There are indications that there has been an increase in demand for Low Cost Home Ownership since the last LHMA was undertaken. Monmouthshire preference is for equity share Homebuy as this offers a more affordable option for home ownership. Recycled Capital Grant, where available, can be accessed to support the development of Homebuy schemes.

Older persons housing (55+)

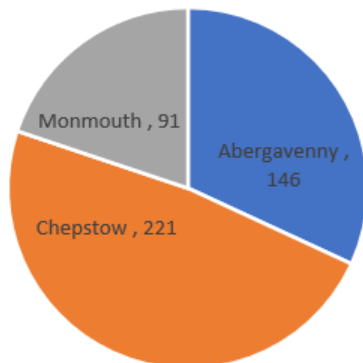


Figure Four: Households eligible for older person's housing per Housing Market Area

Adapted accommodation

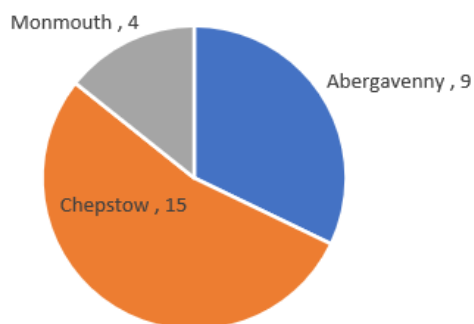


Figure Five: Households requiring accessible accommodation per Housing Market Area

Health and Social Care requirements

It is of strategic importance to support Health and Social Care to meet the housing needs of their clients, both in terms of meeting individual and specialised housing needs and providing long term cost savings for the council. Schemes have previously been supported via Social Housing Grant, most recently a five-bedroom supported scheme for people with mental health needs/learning difficulties in Abergavenny.

It is anticipated there will be a future need for additional supported accommodation including:

- Hub and spoke model comprising two schemes within the same site: one offering high support for people with physical needs and care and support needs; one offering low support self-contained accommodation with staff providing outreach support
- Sheltered accommodation for people of all ages with support needs providing on-site 24-hour warden-type staffing. Those with higher support needs could also be accommodated here with individual care and support packages
- Supported living scheme offering various levels of support, ranging from high support on the ground floor to lower support on higher floors

A full needs assessment is due to be undertaken to evidence this need and assess the level of demand. Requirements for bespoke accommodation will be discussed with RSLs as they arise.

Section 3 – Programme Development Plan Schemes

The development of the Programme Development Plan (PDP) should be open and inclusive and involve all RSL's operating within Monmouthshire, all relevant departments within the Council and other relevant local partner organisations and stakeholders.

Regional zoning has now been introduced by Welsh Government. Any new RSL wishing to operate within Monmouthshire will need to meet with the Affordable Housing Strategy Officer to discuss objectives, agree requirements for accessing Social Housing Grant and confirm that they have received approval from their board to operate in Monmouthshire. New RSLs should be able to offer additional opportunities for development, the Council does not wish to encourage unnecessary competition between RSLs.

All opportunities for development should be discussed with the Affordable Housing Strategy Officer as soon as possible. Social Housing Grant funding will be considered based on the following criteria:

- Local housing need – the scheme must meet the local housing need as identified in the LHMA/LA Prospectus or from housing list data, consideration may also be given the existing level of social housing in the area;
- Planning obligations – consideration will be given to whether the proposed development is likely to meet planning regulations and may be discussed with the planning department;
- Building sustainable and resilient communities;
- Viability and deliverability; and
- Strategic housing priorities.

Section 4 – Monitoring and Governance

The aim is for main schemes within the PDP to account for Monmouthshire's full allocation of Social Housing Grant and to have a number of reserve and potential schemes in the pipeline. However, this may not always be realistic due to issues in land supply and deliverability and viability of developments.

Schemes can be put forward for consideration at any time and will be allocated to the relevant status in the PDP depending on the criteria identified in Section 3. The PDP will be reviewed on a regular basis, schemes may need to be moved around within the programme as and when necessary, this will be done in discussion with RSLs/the Council.

The Affordable Housing Strategy Officer will meet individually with all partner RSLs on a regular basis to discuss schemes already in the PDP and new/potential opportunities for development. In addition, all RSLs operating in Monmouthshire will be invited to attend a joint strategic housing meeting on a quarterly basis.

This prospectus will need revisiting on a regular basis, annually as a minimum, to reflect fluctuations in housing need, demand, and the local housing market, particularly as it is difficult to predict the ongoing impact of COVID-19.



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer: Sally Meyrick</p> <p>Phone no: 07970 957039</p> <p>E-mail: sallymeyrick@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To consider and approve the Local Authority Prospectus that has been prepared by the Affordable Housing Strategy Officer following guidance issued by Welsh Government.</p>
<p>Name of Service</p> <p>Housing & Communities</p>	<p>Date Future Generations Evaluation form completed</p> <p>31st August 2021</p>

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.

Page 25

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 Prospectus provides an assessment of housing need for older people and supports the delivery of affordable housing for people of all ages	Neutral	N/A
Disability	The prospectus provides an assessment of housing need for households with disabilities and supports the delivery of adapted housing, supported housing and bespoke accommodation for people with specialist housing needs.	Neutral	N/A
Gender reassignment	Neutral	Neutral	N/A

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?
Marriage or civil partnership	Neutral	Neutral	N/A
Pregnancy or maternity	Neutral	Neutral	N/A
Race	Neutral	Neutral	N/A
Religion or Belief	Neutral	Neutral	N/A
Sex	Neutral	Neutral	N/A
Sexual Orientation	Neutral	Neutral	N/A

2. 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.

	Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage	Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Socio-economic Duty and Social Justice	It is recognised that the homeless/affordable housing need in Monmouthshire is often characterised by issues such as: low income; affordability; impact of childhood trauma; substance misuse; accessing employment / training opportunities; barriers to accessing mental health and lack of independent living skills.	There are no negative impacts with this proposal	Housing and homelessness are a cross cutting priority of the Social Justice Strategy with a multi-agency involvement. It will be an on-going action to identify opportunities to strengthen homeless prevention, improve affordable housing provision and support homeless actions through

Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. Good quality affordable accommodation also supports wider priorities such as health and well-being, poverty, employment opportunities etc.

The allocation of affordable housing seeks to support those in housing need and vulnerable households, the housing application assessment considers a range of needs including medical and welfare needs, and banding is awarded in line with someone's circumstances. An allocation of affordable housing is often a betterment to an individual's circumstances. RSL partners offer a range support to their tenants such as financial inclusion, advice in relation to fuel poverty/energy efficiency or advice around education and employment all of which help the individual as well as the economy and environment.

social poverty actions and partnership arrangements.

The proposal mitigates against chaotic lifestyles by seeking to provide safe and secure provision through which lives can be rebuilt.

3. 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
Policy Making Effects on the use of the Welsh language, Promoting Welsh language Treating the Welsh language, no less favourably	The prospectus will be available in both Welsh and English	N/A	N/A
Operational Recruitment & Training of workforce	Neutral	Neutral	N/A
Service delivery Use of Welsh language in service delivery Promoting use of the language	Neutral	Neutral	N/A


4. 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	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 prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Positive: The LA Prospectus identifies the affordable housing need and demand across Monmouthshire and identifies how Social Housing Grant (SHG) will be allocated.	Schemes that receive funding will have to contribute towards the Council's strategic housing priorities and provide accommodation where there is evidenced need.


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?
	Affordable housing helps the overall prosperity of neighbourhoods and residents (e.g., a stable home to access employment) and contributes towards balanced and resilient communities that are sustainable.	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g., climate change)</p>	<p>Positive: All schemes receiving funding will have to meet the new Welsh Development Quality Requirements from 1st October 2021 (WDQR 2021). These new standards emphasise considerations to contribute towards a decarbonised and circular built economy and meet energy efficiency standards (achieving EPC A).</p>	N/A
<p>Page 29</p> <p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive: The provision of suitable affordable housing assists in promoting good health, independence, and well-being. The prospectus provides an assessment of housing need for households with disabilities and supports the delivery of adapted housing, supported housing and bespoke accommodation for people with specialist housing needs. In line with WDQR 2021 homes will need to be flexible and able to adapt to the changing needs of the households e.g., ground floor bathrooms can easily be adapted to level-access showers, stairs allow for a future stair lift to be installed.</p>	N/A
<p>A Wales of cohesive communities Communities are attractive, viable, safe, and well connected</p>	<p>Positive: Affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people can afford to</p>	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?
	live in and helps to mitigate against the need to move away.	
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	Positive: In some instances, priority for the accommodation will be awarded to people from the local and surrounding communities. This contributes to and supports the heritage and culture of our rural communities. The prospectus will be available in Welsh.	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	N/A	N/A

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	<p>The Prospectus provides an assessment of the current housing market and the need for all types of affordable housing. The document also assesses housing need against the committed supply of affordable housing over the next 5 years. Information contained in the prospectus will contribute towards the evidence base for a range of housing related plans and policies.</p>	<p>The Prospectus will be reviewed on a regular basis to reflect changes to housing need and to the housing market.</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>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The LA Prospectus contribute to negotiations with RSL's and private developers to ensure the right type of affordable housing is delivered in the right location.</p>	<p>The Prospectus will be reviewed on a regular basis to reflect changes to housing need and to the housing market.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The draft version of the Prospectus has been shared with internal and external stakeholders and feedback/comments reflected in the final version.</p>	<p>Future amendments will be shared with stakeholders.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Prospectus helps to identify emerging trends in house prices together with the current and future housing needs of Monmouthshire households and will be used as part of the evidence base for a range of housing related plans and strategies.</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="141 555 282 587">Integration</p> <p data-bbox="129 619 230 651">bodies</p> <p data-bbox="331 312 510 611">Considering impact on all wellbeing goals together and on other</p>	<p data-bbox="544 196 1330 762">Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. The allocation of affordable housing seeks to support those in housing need and vulnerable households, the housing application assessment considers a range of needs including medical and welfare needs, and banding is awarded in line with someone's circumstances. An allocation of affordable housing is often a betterment to an individual's circumstances. RSL partners offer a range support to their tenants such as financial inclusion, advice in relation to fuel poverty/energy efficiency or advice around education and employment all of which help the individual as well as the economy and environment.</p>	<p data-bbox="1375 196 1435 228">N/A</p>

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?

	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 prospectus provides an assessment of housing need for households with disabilities and supports the delivery of adapted housing, supported housing and bespoke accommodation for people with specialist housing needs.	Neutral	N/A
Corporate Parenting	The Prospectus supports corporate parenting as accommodation is available for care leavers and child in need cases.	Neutral	N/A

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

A number of data sources were used in the preparation of the Prospectus including:

- CACI Paycheck Data
- Hometrack (Housing Intelligence) Data
- Monmouthshire's Common Housing Register
- LHMA 2020-25
- Office for National Statistics

The legislation and good practice which have informed the proposal are

- Local Housing Market Assessment 2020-25
- Local Authority Prospectus: Welsh Government Guidance

8. 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 positive benefits are to:

- Provide a summary of the strategic housing priorities for the Council and an assessment of affordable housing need to inform the development of grant funded affordable housing
- Provide up to date information about the current housing market
- Support sustainable and resilient communities and the prevention of homelessness
- Be able to update the document on a regular basis to reflect changes to housing need or the housing market

9. 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

10. 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.	Report to Enterprise DMT	6.9.21	Recommendation to circulate more widely including to health and social care colleagues to obtain further comments
2.	Report to Adult Select Committee	21.9.21	

SUBJECT:	REVENUE & CAPITAL MONITORING 2021/22 FORECAST OUTTURN STATEMENT – MONTH 2
MEETING:	Adults Select Committee
DATE:	21st September 2021
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1 The purpose of this report is to provide Select Members with information on the forecast revenue and capital outturn position of the Authority, accommodating capital slippage and approved reserve usage.
- 1.2 The financial information appropriate to this Select Committee is outlined in **Appendix 5**, with the remainder of this report being included for completeness, and following the format presented to Cabinet on the 28th July 2021.
- 1.3 This report is also to 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

2. RECOMMENDATIONS (TO CABINET):

- 2.1 That Cabinet recognises an overall net revenue forecast deficit at month 2 of £9.02m, which can be attributed to forecast deficit of £6.48m that is directly associated with the extraordinary financial pressures attached to Covid-19, with a further £2.53m relating to the pressures on the Council's core service delivery.
- 2.2 That the forecast deficit on core service delivery of £2.53m is managed through an immediate budget recovery plan recognising the risk that targeted and planned cost reductions will be challenging in the current operating environment and given that the Council will as always look to minimise impact on service delivery.
- 2.3 That Cabinet can be reasonably assured based on continued dialogue with Welsh Government and the funding received since the outbreak of the pandemic, that all Covid-19 associated cost pressures and income losses eligible to be met by the Welsh Government Covid-19 Hardship fund will be funded to the end of September 2021.

- 2.4 That Cabinet note that there remains significant Covid-19 related cost pressures and income losses forecast after the end of September 2021 of approximately £2.5m which presently have no funding commitment from Welsh Government. The Council prudently set aside reserve funding at the end of 2019/20 and 2020/21 totalling £2.6m for specific Covid-19 related pressures which were yet to materialise and in the event that funding commitments from Welsh Government fall short of meeting the additional expenditure and income losses incurred. Given the Councils comparatively low level of reserve cover, and the financial challenges over the medium term and beyond, recourse to this funding should be seen as an absolute last resort after exhausting all other alternative possibilities.
- 2.5 Whilst the Council is grateful for the funding commitments made to date by Welsh Government through the Covid-19 Hardship fund to the end of September 2021, Cabinet will look to make strong representations to Welsh Government for further clarity on funding for the ongoing pressures post September both in the form of continuing to respond to the direct impact of the pandemic but just as importantly, the wider and longer lasting indirect impact of the pandemic on Council services, particularly where this is now becoming evident in the areas of Homelessness, Children's services, Adult social care and Children's additional learning needs.
- 2.6 That Cabinet recognise the ongoing risk of the awaited outcome of pay negotiations for both teaching and non-teaching staff and that this will present a further pressure if pay awards are over and above the 1% budgeted for. Current indications are that we will see at the very least a 1.75% increase in pay for teachers with effect from September 2021, and a full year effect of at least a 1.5% increase in non-teaching staff. Welsh Government have been clear that no compensating funding is anticipated and given that the Minister confirmed via the final settlement that this already took into account any subsequent pay award.
- 2.7 Cabinet recognises the extraordinary nature of the current Council operating environment as a result of the pandemic and accepts that it will be some time until the wider and lasting impact on service delivery fully establishes itself.
- 2.8 That Members note the forecast 95% delivery of the budgeted mandated savings as detailed in **appendix 3** and as agreed by full Council previously and the implicit remedial action/savings included in the financial outturn to compensate for circa 5% savings (£229k) reported as delayed or unachievable by service managers.
- 2.9 Cabinet notes the extent of forecast movements in Schools reserve usage contained in **appendix 1** which is informed and driven by the school investment plans that were supported by the significant and unprecedented late grant support provided by Welsh Government to schools at the end of 2020/21.
- 2.10 Cabinet considers the forecast capital outturn spend of £79.2m as outlined in **appendix 1**, noting the difficulties in forecasting capital expenditure plans so early in the financial year and the probability that slippage will materialise as the year progresses due to the ongoing restrictions and impact in relation to Covid-19.

2.11 That Cabinet approve the Capital budget revisions as listed in **appendix 4** to this report resulting from the notification of external capital grant awards to the value of £3.58m.

3. KEY ISSUES:

3.1 Assessing the financial impact of the pandemic on the Council

3.2 The 2021/22 budget was set against the backdrop of an unprecedented period of uncertainty, both in Local Government and in the wider context. The Covid-19 pandemic continues to have a major impact on all local authorities and wider public services across Wales. From a financial perspective, the response to the pandemic has required the Council to incur significant additional expenditure, for example, costs relating to infection control measures, safeguarding the public and employees and support for elderly and vulnerable residents. In addition, income losses have also been substantial, during the period where services either have been closed or have experienced significant reductions in demand or footfall due to restrictions in place.

3.3 The Council has been given clear commitments of the proposed Welsh Government support to meet the Covid-19 pressures and significantly the announcement of further funding for local authorities via the Local Government Covid-19 hardship fund to the end of September 2021. Cabinet can be reasonably assured that all such Covid-19 related pressures will be funded during this period.

3.4 **Table 1** below indicates a total forecast net over spend for the Council at year end of £9.02m and how this variance is broken down into that due to core service delivery and that relating directly to the response to the pandemic.

Table 1: Council Fund 2021/22 Outturn Forecast as at Month 2

Directorate	Total forecast variance at Month 2	Of which due to core service delivery:	Of which due to Covid-19 Expenditure Increase:	Of which due to Covid-19 Income Loss:
Children & Young People	832	832	0	0
Social Care, Health & Safeguarding	1,665	1,665	0	0
Enterprise	2,469	267	1,248	954
Monlife	3,010	0	0	3,010
Chief Executives Unit	52	52	0	0
People & Governance	(7)	(7)	0	0
Resources	1,108	208	628	272
Corporate Costs & Levies	21	21	0	0
Appropriations	0	0	0	0
Financing	(130)	(500)	370	0
Total forecast	9,020	2,538	2,246	4,236
WG funding expected to end of Sep-21 but not included above	(3,916)		(1,057)	(2,859)

Pressure to be managed for the year based on current WG C-19 funding commitments	5,104	2,538	1,189	1,377
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- 3.5 The forecast comprises expected additional costs of £2.246m and income losses of £4.236m directly related to the impact of Covid-19 on the Council, alongside a forecast 2.538m forecast over spend on core Council service delivery.
- 3.6 It is important to note that the combined forecast overspend of £6.482m relating specifically to the Covid-19 impact is presented on a prudent basis in so much that it displays a worst case scenario that does not take into account any of the further Welsh Government Hardship funding anticipated to partially meet the additional costs or reimbursement of income losses that have equally resulted.
- 3.7 The Council can be reasonably assured based on continued dialogue with Welsh Government and their current funding commitments, that all Covid-19 associated cost pressures and income losses eligible to be met by the Welsh Government Covid-19 Hardship fund will be funded to the end of September 2021. This would represent further funding of circa £3.916m, meaning a risk that a forecast sum of £2.566m would potentially need to be met by core Council funding if, as expected, Covid-19 related costs and income losses continue during the second half of the financial year.

Table 2: Projected shortfall in income to fund Covid-19 pressures

	£000
Forecast expenditure directly attributable to Covid- 19 for 2021/22	2,246
Forecast shortfall in income due to Covid-19 impact for 2021/22	4,236
Total forecast pressure due to Covid-19 impact for 2021/22	6,482
Expected funding from WG Hardship fund to end of September 2021	(3,916)
Projected shortfall in funding to meet Covid-19 pressures	2,566

- 3.8 Whilst the Council is grateful for the funding commitments made to date by Welsh Government through the Covid-19 Hardship fund, it is imperative that the Council will look to make strong representations for further clarity on funding for the ongoing Covid-19 pressures post September 2021. As Covid-19 restrictions continue to ease some of these pressures are expected to fall away quickly, others will take some time to unwind and stabilise, whilst others will be of a more permanent nature brought about by strategic policy change enacted by Welsh Government.
- 3.9 The Council prudently set aside reserve funding at the end of 2019/20 and 2020/21 totalling £2.6m for specific Covid-19 related pressures which were yet to materialise, and in the event that funding commitments from Welsh Government fall short of meeting the additional expenditure and income losses incurred post September, this reserve funding will be available to mitigate the impact. Given the Councils comparatively low level of

reserve cover, and the financial challenges over the medium term and beyond, recourse to this funding should be seen as an absolute last resort after exhausting all other alternative possibilities. Therefore, it remains of critical importance that services manage budgets and expenditure tightly and take all opportunities to maximise income generation and bear down on cost. It is important that services do not become reliant upon WG support and develop strategies that allow them to emerge from the pandemic on a firm financial footing.

3.10 Just as importantly as managing the direct impacts of the pandemic on the Council, the wider and longer lasting indirect impact on Council services need to be considered, particularly in the areas of Homelessness, Children's services, Adult social care and Children's additional learning needs. There remains significant latent demand in these areas as a result of the ongoing societal impacts of the Covid-19 response and restrictions, and some of these impacts will take a significant period of time to unwind and the Council therefore needs to engage in careful discussions with Welsh Government around the management of this in the medium term. Alongside this Council services need to prepare to be adaptable and innovative in their response to these pressures materialising and not simply rely on traditional methods of mitigation or solely place reliance on further funding coming forward.

3.11 **Financial assessment of core service delivery**

3.12 As the Council continues to transition from the response phase of the pandemic it is important that Cabinet is kept informed as impacts are being assessed. The Council had already faced significant financial challenges in setting a balanced budget for 2021/22 and the pandemic has only accentuated the challenge. The budget round saw £10.3m of budget pressures accommodated, notably:

- In full, all pay and pension-related spending pressures in our schooling system;
- The increasing demand placed on children's social care services, adult social care and our children with additional learning needs budgets;
- Significant service pressures within the passenger transport unit and within recycling and waste and that look to ensure that the Council supports and sustains key service delivery;
- Investment that ensures that homeless people are provided adequate support, advice and accommodation in their time of need;
- An ongoing commitment to recognise and value the contribution made by the workforce and ensuring that local government staff are paid no less than the minimum wage set by the Living Wage Foundation. And that as a result of the Cabinet decision in January 2021 is also extended to apprenticeship roles within the Council.

3.13 Despite accommodating the above pressures into the 2021/22 budget, at month 2 there are already significant in year core service pressures forecast of £2.54m, with many of these pressures developing in the same key areas that have been provided additional support in the budget. The principal pressures are within the areas of:

- **Children’s services £1,127k** – Despite stabilisation in Children looked after numbers, new children have required high cost residential placements, as opposed to those leaving which have been more in the lower cost fostering/kinship/family placements. A recent legal case has also led to the need to pay kinship carers in line with foster carer rates, along with the increase in payment to foster carers due to increasing skills training.
- **Adults Services £536k** – largely as a result of additional carer recruitment to our in house care at home service, and increased care packages in the South of the County.
- **Transport & Passenger Transport Unit (PTU) £470k** - The cost of maintaining the authority’s fleet has exceeded available budget and within PTU pressures remain that continue to be worked on as part of the PTU review and where implementation has been impacted by the pandemic.
- **Additional Learning Needs £830k** – primarily due to a reduction in income from other LAs (£197k), additional support for pupils attending our own schools (£223k), and placement costs outside of our own schools (£373k).
- **Landlord services £158k** - a shortfall against additional commercial income targets as an indirect consequence of the impact of Covid-19 and the current level of market and economic uncertainty.

These pressures are in part mitigated by out-performance of budgeted Council tax collection of £500k and importantly the overall outturn position continues to be supported by £2.2m of identified eligible expenditure to be funded from capital receipts under the flexible use of capital receipts directive. Reliance on these mitigations is a short term measure only and is clearly not sustainable over the medium term.

- 3.14 As the financial year progresses there will inevitably be further forecast budget savings identified and added to the budget forecast to mitigate those pressures outlined above. **Appendix 2** provides an analysis of both the significant forecast pressures and savings already identified at month 2.
- 3.15 It is important to note that the majority of the savings identified during the year to assist the in-year budget recovery are one-off savings and will not bring any further benefit to future year’s budgets. Conversely, the majority of those pressures highlighted above are recurrent pressures and will need to be considered as part of the wider budget process for 2022/23 and beyond.
- 3.16 As we look to the remainder of the financial year, the key financial risk and uncertainty continues to be the amount of compensatory Welsh Government funding that the Council will receive for Covid-19 pressures. However, alongside this the outcome of pay negotiations for both teaching and non-teaching staff are awaited and will present a further pressure if pay awards are over and above the 1% budgeted for. Current indications are that we will see at the very least a 1.75% increase in pay for teachers with effect from September 2021 and a full year effect of at least a 1.5% increase in non-teaching staff. Welsh Government have been clear that no compensating funding is anticipated and given

that the Minister confirmed via the final settlement that this already took into account any subsequent pay award.

3.17 To that end the Senior Leadership Team will immediately look to implement a budget recovery plan recognising the risk that targeted and planned cost reductions will be challenging in the current operating environment and given that the Council will as always look to minimise impact on service delivery. As such, the early implementation of the recovery plan will be critical in enabling the Council to reduce the overall forecast deficit especially in light of the challenging budgetary position it finds itself in leading into 2022/23.

3.18 Progress against mandated savings

3.19 The 2021/22 budget included mandated savings totalling £4.734m and the progress against these is summarised in **table 3** below and in more detail in **appendix 3**.

Table 3: Progress against mandated savings

Directorate	2021/22 Budgeted Savings £0	Saving achieved £0	Delayed Savings £0	Savings Unachievable £0	% Achieved
Children & Young People	(1,510)	(1,313)	(197)	0	87%
Social Care & Health	(874)	(874)	0	0	100%
Enterprise	(821)	(821)	0	0	100%
Monlife	(100)	(80)	0	(20)	80%
Resources	(165)	(165)	0	0	100%
Chief Executives Unit	(32)	(20)	(12)	0	63%
Corporate Costs & Levies	(1,508)	(1,508)	0	0	100%
Appropriations	275	275	0	0	100%
Total	(4,734)	(4,506)	(209)	(20)	95%

3.20 It is pleasing to note the forecast 95% delivery of mandated savings, especially in light of the ongoing challenges faced by services in the current operating conditions. Finance officers will continue to work with services to ensure that these savings are fully delivered as the year progresses and to look at options for delivering on savings indicated as delayed.

3.21 School balances

3.22 From a financial perspective, 2020/21 was an unprecedented year for schools who received several significant Welsh Government grants to support them and their pupils during a period of significant disruption to learning, and alongside this sustained periods of enforced closure during the financial year resulted in spending on core budgets being significantly curtailed. This resulted in the majority of schools bringing forward significant surplus balances into the 2021/22 financial year.

3.23 The Authority required schools carrying significant surplus balances that were above levels guided by Welsh Government (£50k for a Primary, £100k for a Secondary) to provide investment plans setting out how they intended to spend the significant balances being held. These plans have subsequently been completed and assessed and has informed the budget monitoring process for month 2, with schools forecasting to draw on £1.782m of balances during the year, as shown in **table 4** below.

Table 4: Forecast movement school balances for 2021/22

Draft Council Fund Outturn 2021/22 – School Balances Summary outturn position at Month 2	Opening Reserves (Surplus) / Deficit Position 2021/22 £000's	Draw / (Contribution) from / (to) School Balances @ Month 2 £'000	Forecast Reserve Balances at 2021/22 Outturn £'000
Cluster			
Abergavenny	(1,158)	309	(849)
Caldicot	(1,091)	539	(552)
Chepstow	(349)	516	167
Monmouth	(794)	457	(338)
Special	(26)	(39)	(65)
Total	(3,418)	1,782	(1,636)

3.24 Irrespective of the significant one-off funding given to schools at the end of 2020/21, it is clear that the inherent structural budget deficits that have led to a significant number of schools being in deficit over the past few years remain and these will require resolution regardless. It is expected that the additional funding made available to those schools will allow a period of transition and as to allow those underlying budgetary issues to be rectified without impacting on educational standards.

3.25 Capital outturn forecast

3.26 The capital expenditure outturn detailed in **appendix 1** shows a balanced budget with currently no under or over spends being forecast mainly due to expenditure plans still needing to be refined given the early stage in the financial year. Given the significant budget of £79.2m there is clearly a risk of slippage in the programme as the year progresses. This risk is enhanced by a change in Senior Management positions within the Property Management structure and continuing delays in contracting work due to Covid-19 restrictions which are expected to have an impact on investment plans during the year, however this will take some time to become apparent.

3.27 The forecast movement in capital receipts balances for the year is shown below. Whilst overall balances on the face of it are healthy, there remains the risk that forecast receipts

for 2022/23 onwards are at comparatively low levels, and combined with the fact that receipts are continuing to be used to subsidise the revenue budget through capitalisation direction means that the scope for further capital investment will be limited.

Table 5: Forecast movement in capital receipt balances

	2021/22	2022/23	2023/24	2024/25	2025/26
	£000	£000	£000	£000	£000
Balance as at 1st April	9,581	15,550	15,162	14,076	12,989
Capital receipts used for financing	(2,059)	(684)	(684)	(684)	(684)
Capital receipts used to support capitalisation direction	(2,208)	(2,208)	(507)	(507)	(507)
Capital receipts Received or Forecast	10,236	2,504	104	104	104
Forecast Balance as at 31st March	15,550	15,162	14,076	12,989	11,902

4 OPTIONS APPRAISAL

- 4.1 This report provides an update on the current financial situation and the challenges facing the Council now and over the medium term. It has been prepared at a time of great uncertainty as the Council still transitions from the emergency response phase of the Covid-19 pandemic towards a period of recovery.
- 4.1 The outturn forecast that has been prepared for consideration is predicated on assumptions that have been independently assessed by budget holders and subsequently reviewed as part of the budget monitoring process. These assumptions don't look to represent a policy position that Cabinet is looking to take on when services are re-opening, either fully or in a more limited capacity, or how services are looking to respond to the changing demands. Rather they represent a reasoned assessment of the impact on services in year based on known information, anticipated future changes and estimates.
- 4.2 By far the greatest uncertainty that exists is the level of Welsh Government funding to be received to offset additional costs incurred in responding to the Covid-19 emergency response and the significant income losses that have resulted where services have ceased as a result of the lockdown restrictions in place. Current funding commitments from Welsh Government are due end in September 2021 and the council will continue to will look to make strong representations for further clarity on funding for the ongoing Covid-19 pressures for the remainder of the financial year.

5 EVALUATION CRITERIA

- 5.1 This forecast outturn report represents an assessment of the forecast for the 2021/22 financial year based on only two months of data. More so than ever the combination of the impact of the Covid-19 pandemic and the fact that it is only part way through the financial year, and combined with the uncertainties on the level of Welsh Government funding support, means that a level of risk uncertainty should be attributed to the forecast.

- 5.2 There is an increased level of comfort that Welsh Government funding will meet additional costs and losses of income brought about by the response to and the impact of the pandemic to the end of September 2021. However, this continues to represent a risk that will only be mitigated by monthly and quarterly submissions to Welsh Government being agreed. And furthermore and beyond those impacts resulting from Covid-19 there exists a number of significant cost pressures that need to be managed regardless.
- 5.3 The Council has traditionally maintained formal reporting to Cabinet at month 2, month 5 and outturn, with more frequent budget monitoring information being undertaken at a departmental level and reported to management and the Strategic Leadership Team. More regular formal reporting to Cabinet is considered necessary only where circumstances necessitate it. Therefore, and as a result of the continuing significant financial challenges facing the Council as a result of the pandemic, there will be more frequent reporting of the in-year revenue and capital outturn forecast. Formal reporting will take place at months 2, 5, 7, 9 and outturn. There will be no formal reporting of the month 11 outturn forecast as the financial year-end will have already taken place by the time the report has been prepared.
- 5.4 The update of the Medium Term Financial Plan (MTFP) and the development of the budget proposals for 2022/23 and the medium term are expected to be significantly challenging. There remains funding uncertainty given that the UK Government has only undertaken a one-year Comprehensive Spending Review which consequently does not enable Welsh Government to provide any additional certainty around indicative budget settlements for Welsh local authorities in future years.
- 5.5 The Council will also need to consider the wider and longer lasting indirect impact on Council services, particularly in the areas of Homelessness, Children's services, Adult social care and Children's additional learning needs. There remains significant latent demand in these areas as a result of the ongoing societal impacts of the Covid-19 response and restrictions, and some of these impacts will take a significant period of time to unwind and the Council therefore needs to engage in careful discussions with Welsh Government around the management of this in the medium term.

6 REASONS:

- 6.1 To ensure that the gravity of the financial challenges facing the Council are understood and that reasonable actions are being taken to safeguard the ongoing financial sustainability of the Council.
- 6.2 To provide a timely update on the current financial circumstances and challenges resulting from the Covid-19 pandemic and that will in turn lead to the Council needing to plan and plot a revised course to ensure it remains financially sustainable into the future.

7 RESOURCE IMPLICATIONS:

- 7.1 The resource implications of the current in-year forecast outturn are contained in this report and the attached appendices. At its worst the forecast outturn exhibits an over spend of £9.02m. However Welsh Government Covid-19 support funding is expected to cover a significant amount of this although it remains unclear as to how far that will extend.

- 7.2 The financial challenges facing the Council and resulting from the Covid-19 pandemic are significant in the current year and will undoubtedly be a feature of the next 4 years of the MTFP. Not just for this Council but all councils across Wales and the UK. The Council is having to incur significant costs in its response effort and this will continue as it transitions towards recovery. Furthermore and resulting from the restrictions that UK Government and Welsh Government have had to put in place to contain the spread of the virus we are suffering significant shortfalls in our income levels. Some of these will return more quickly than others as services are able to be safely turned back on.
- 7.3 In terms of how the Council will respond to the challenges faced in the current year and over the medium term this will very much depend on the level of compensating funding received from Welsh Government and the flexibilities afforded to Welsh local authorities to spread the impact over more than one financial year.
- 7.4 The Council is working on the basis that it will be fully funded by Welsh Government. However, there is clearly a risk that this will not happen and beyond this there are significant non Covid-19 pressures being managed.
- 7.5 The more immediate step will be to engage a budget recovery plan recognising the risk that targeted and planned cost reductions will be challenging in the current operating environment and given that the Council will as always look to minimise impact on service delivery. As such, the early implementation of the recovery plan will be critical in enabling the Council to reduce the overall forecast deficit especially in light of the challenging budgetary position it finds itself in leading into 2022/23.
- 7.6 There are resultant consequences for the MTFP and the budget process for 2022/23 and these will be developed in parallel and feed into the normal budget cycle and process.

8 EQUALITY AND FUTURE GENERATIONS EVALUATION (INCLUDES SOCIAL JUSTICE, SAFEGUARDING AND CORPORATE PARENTING):

- 8.1 This report provides Members with information on the forecast revenue and capital outturn position of the Authority and carries no decisions. There are therefore no equality of future generations' implications directly arising from this report.
- 8.2 Any such impacts will be fully considered subsequently when Council receives details the budget recovery plan and revised budget proposals.

9 CONSULTEES:

Senior Leadership Team
Cabinet

10 BACKGROUND PAPERS:

Appendix 1 – Detailed revenue and capital forecast outturn statement – month 2

Appendix 2 – Service variance analysis

Appendix 3 – Progress against budgeted savings

Appendix 4 – Capital external financing budget revisions

Appendix 5 – Select Committee summary

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Council Fund 2021/22 ADULT Select Month 2 Detailed Statement

Overall Revenue Position

Table 1: Council Fund 2021/22 Outturn Forecast Summary Statement at Month 2

Service Area	Original Budget 2021/22	Budget Adjustments Months 1-2	Revised Annual Budget	Forecast Outturn	Forecast (Under) / Over Spend @ M2
	'000's	'000's	'000's	'000's	'000's
Social Care, Health & Safeguarding	52,825	(182)	52,643	54,308	1,665
Children & Young People	56,526	23	56,549	57,381	832
Enterprise	21,852	(206)	21,646	24,115	2,469
MonLife	3,951	17	3,968	6,978	3,010
Chief Executives Unit	2,745	(105)	2,640	2,692	52
People & Governance	3,359	(11)	3,348	3,341	(7)
Resources	7,457	(453)	7,004	8,112	1,108
Corporate Costs & Levies	23,415	823	24,238	24,259	21
Net Cost of Services	172,130	(94)	172,036	181,186	9,150
Appropriations	5,836	94	5,930	5,930	0
Expenditure to be Financed	177,966	0	177,966	187,116	9,150
Financing	(177,966)	0	(177,966)	(178,096)	(130)
Net General Fund (Surplus) / Deficit	0	0	0	9,020	9,020

Table 2: Council Fund 2021/22 Outturn Forecast Detailed Statement at Month 2

Service Area	Original Budget 2021/22	Budget Adjustments Months 1-2	Revised Annual Budget	Forecast Outturn	Forecast (Under) / Over Spend @ M2
	'000's	'000's	'000's	'000's	'000's
Adult Services	8,341	(34)	8,307	8,596	289
Children Services	16,147	(138)	16,009	17,136	1,127
Community Care	24,386	(73)	24,313	24,711	398
Commissioning	1,431	(2)	1,429	1,295	(134)
Partnerships	436	0	436	436	0
Public Protection	1,524	18	1,542	1,543	1
Resources & Performance	560	47	607	591	(16)
Social Care, Health & Safeguarding	52,825	(182)	52,643	54,308	1,665

Service Area	Original Budget 2021/22	Budget Adjustments Months 1-2	Revised Annual Budget	Forecast Outturn	Forecast (Under) / Over Spend @ M2
Individual Schools Budget	46,488	43	46,531	46,531	0
Resources	1,167	(21)	1,146	1,149	3
Standards	8,871	1	8,872	9,701	829
Children & Young People	56,526	23	56,549	57,381	832
Enterprise & Community Animation	2,837	72	2,909	4,052	1,143
Facilities & Fleet Management	5,487	(54)	5,433	5,984	551
Neighbourhood Services	11,233	(180)	11,053	11,398	345
Placemaking, Highways & Flood	2,295	(44)	2,251	2,681	430
Enterprise	21,852	(206)	21,646	24,115	2,469
Countryside & Culture	1,422	0	1,422	1,476	54
Finance & Business Development	1,735	(1)	1,734	1,734	0
Leisure, Youth & Outdoor Adventure	794	18	812	3,768	2,956
MonLife	3,951	17	3,968	6,978	3,010
Policy, Scrutiny & Customer Service	2,745	(105)	2,640	2,692	52
Chief Executives	2,745	(105)	2,640	2,692	52
People & Governance	3,359	(11)	3,348	3,341	(7)
People & Governance	3,359	(11)	3,348	3,341	(7)
Finance	3,526	(130)	3,396	4,152	756
Information, Communication Technology	3,136	(387)	2,749	2,749	0
Commercial & Corporate Landlord	795	64	859	1,211	352
Resources	7,457	(453)	7,004	8,112	1,108
Precepts & Levies	21,362	0	21,362	21,375	13
Coroner's	147	0	147	147	0
Archives	182	0	182	182	0
Corporate Management	339	0	339	315	(24)
Non Distributed Costs (NDC)	643	0	643	675	32
Strategic Initiatives	(836)	823	(13)	(13)	0
Insurance	1,578	0	1,578	1,578	0
Corporate Costs & Levies	23,415	823	24,238	24,259	21

Service Area	Original Budget 2021/22	Budget Adjustments Months 1-2	Revised Annual Budget	Forecast Outturn	Forecast (Under) / Over Spend @ M2
Net Cost of Services	172,130	(94)	172,036	181,186	9,150
Fixed Asset Disposal Costs	30	0	30	30	0
Interest & Investment Income	(134)	0	(134)	(134)	0
Interest Payable & Similar Charges	3,736	0	3,736	3,736	0
Charges Required under Regulation	6,404	0	6,404	6,404	0
Other Investment Income	0	0	0	0	0
Borrowing Cost Recoupment	(3,619)	0	(3,619)	(3,619)	0
Contributions to Reserves	163	0	163	163	0
Contributions from reserves	(744)	94	(650)	(650)	0
Appropriations	5,836	94	5,930	5,930	0
Expenditure to be Financed	177,966	0	177,966	187,116	9,150
General Government Grants	(69,465)	0	(69,465)	(69,465)	0
Non Domestic Rates	(32,017)	0	(32,017)	(32,017)	0
Council tax	(83,636)	0	(83,636)	(84,136)	(500)
Council Tax Benefit Support	7,152	0	7,152	7,522	370
Financing	(177,966)	0	(177,966)	(178,096)	(130)
Net General Fund (Surplus) / Deficit	0	0	0	9,020	9,020

DIRECTORATE – DIVISION VARIANCE COMMENTS

SOCIAL CARE, HEALTH & SAFEGUARDING	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	1,665	0	0	0	

SOCIAL CARE, HEALTH & SAFEGUARDING DIRECTOR'S COMMENTARY:

The month 2 directorate outturn for 2021/22 is, at this early stage in the financial year, an over spend of £1.665m. The overspend would be £1.75M higher if not assisted by the Social Care Workforce and Sustainability Grant from Welsh Government of £1.242m and £500k of Intermediate Care Funding (ICF) and Discharge to Reassess monies from Health.

The Adult Services division at month 2 has a predicted overspend of £536k, largely as a result of additional carer recruitment to our in house care at home service, and increased care packages in the South of the County. This area of the directorate is benefitting from the Social Care Workforce and Sustainability (SCWS) grant of £1.242m, plus ICF and Discharge to Reassess funding from Health totalling £150k, with ICF scheduled to terminate at 31st March 2022.

Children's Services has a forecast overspend of £1.127m. At the end of 2019/20 CLA numbers stood at 213 and remain the same at the end of the first 2 months of this year, which is a positive outcome. However, new children have required high cost residential placements, as opposed to those leaving which have been more in the lower cost fostering/kinship/family placements, accounting for £500k of the overspend. A recent legal case has led to the need for the directorate to pay kinship carers in line with foster carer rates, along with the increase in payment to foster carers due to increasing skills training, producing £272k of the overspend. Legal costs associated with court proceedings accounting for £238K of the over spend, with the remaining £117k due to continued use of agency staffing. This element of the directorate has also benefitted from ICF funding of £350K.

Public Protection continues to strive to remain within its budget and early prediction is a slight overspend of £2k, with plans being looked at to hopefully curtail this as we move through the financial year.

ADULT SERVICES

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	289	0	0	0	0

Additional recruitment of carers, over and above budget, into our in house care at home service to facility additional packages of care.

CHILDREN SERVICES

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	1,127	0	0	0	0

Even with reducing CLA numbers, new children have required high cost residential placements as a result of increased complexity, as opposed to those leaving which have been more in the lower cost fostering/kinship/family placements, accounting for £500k of the overspend. A recent legal case has led to the need for the directorate to pay kinship carers in line with foster carer rates, along with the

increase in payment to foster carers due to increasing skills training, producing £272k of the overspend. Legal costs associated with court proceedings accounting for £238k of the over spend, with the remaining £117k due to continued use of agency staffing.

COMMUNITY CARE

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	397	0	0	0	0

The over spend in in the South of the County in our Chepstow Integrated team resulting from increased care packages.

COMMISSIONING

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'s	(134)	0	0	0	0

Ongoing vacant Commissioning Officer post and due to the continued closure of day facilities transport costs are lower than budget.

PARTNERSHIPS

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	0	0	0	0	0

No variances

RESOURCES & PERFORMANCE

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	(16)	0	0	0	0

Vacant posts within the Finance team which have recently been appointed too.

ENTERPRISE	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	2,470	0	0	0	

ENTERPRISE DIRECTOR'S COMMENTARY:

The Enterprise Directorate is forecasting a £2.47m adverse variance at month 2. The impacts of COVID are still having a pronounced effect upon the services provided within Enterprise along with increased demand for services across the portfolio. Both a projected loss of income and additional costs incurred continue to feature at this time and are currently forecast at £2.2m.

Each service area sets out the detail behind these projections within the next sections of the report and the key financial issues, risks and implications are described.

Across all Service Area's we are looking to ensure that all eligible additional costs and income losses will be claimed against any Welsh Government funding being made available.

ENTERPRISE & COMMUNITY ANIMATION

Outturn Forecast	Month 2	Month 5	Month 7	Month 9	Outturn
Deficit / (Surplus) £'000s	1,041	0	0	0	0

Enterprise & Community Animation is forecasting a £1.041m overspend, this is mainly due to :-

- **Housing** - £1.041m overspend, this can be broken down into 4 main areas :-
 - **Homelessness** – If levels remain the same for rest of year then we are expecting a pressure of £977k split between B&B costs of £301k and hostel security costs of £676k. We anticipate that the first 6 months will be funded by WG Covid-19 grant but if this does end in September than there is a potential impact on budget of £505k.
 - **Sewage Treatment Plants** - £27k overspend – Delays in NRW decision to approve a replacement system at Shirenewton has meant that the plant still needs to be-emptied on a regular basis to avoid leaks.
 - **Social Housing Grant** - £73k overspend – Change in grant T&Cs has meant that core staff costs are no longer claimable causing a budget pressure.
 - **Shared Housing & Private Leasing** - £50k underspend - It is very early in the year for an accurate forecast for this service due to the volatility in rental payments, but if levels remain the same as last year then net income will be enough to return an underspend against budget.

CAPITAL OUTTURN

The summary forecast Capital position at Month 2 is as follows:

Forecast Capital Outturn Position 2021/22 at Month 2

Select Portfolio	Slippage B/F	Original Budget	Budget Adjustments	Provisional Slippage	Revised Budget 2021/22	Forecast	Variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Expenditure							
Children & Young People	15,381	14,423	1,261	0	31,065	31,065	0
Economic & Development	19,244	546	606	0	20,396	20,396	0
Adult	5,964	0	0	0	5,964	5,964	0
Strong Communities	8,554	11,545	1,708	0	21,807	21,807	0
Total Expenditure	49,143	26,514	3,575	0	79,232	79,232	0
Financing							
Supported Borrowing	0	(2,431)	0	0	(2,431)	(2,431)	0
General Capital Grant	0	(2,438)	0	0	(2,438)	(2,438)	0
Grants and Contributions	(19,096)	(13,160)	(3,575)	0	(35,831)	(35,831)	0
S106 Contributions	(711)	0	0	0	(711)	(711)	0
Unsupported Borrowing	(27,031)	(4,094)	0	0	(31,125)	(31,125)	0
Earmarked Reserve & Revenue Funding	(241)	0	0	0	(241)	(241)	0
Capital Receipts	(2,064)	(2,891)	0	0	(4,955)	(4,955)	0
Leasing	0	(1,500)	0	0	(1,500)	(1,500)	0
Total Financing	(49,143)	(26,514)	(3,575)	0	(79,232)	(79,232)	0

The capital expenditure forecast outturn at month 2 shows a balanced budget as currently no under or over spends are being forecast mainly due to expenditure plans still needing to be refined given the early stage in the financial year. A change in Senior Management positions within the Property Management structure and continuing delays in contracting work due to Covid-19 restrictions are expected to have an impact during the year, however this will take some time to become clear.

Useable Capital Receipts Available

In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments are illustrated.

	2021/22	2022/23	2023/24	2024/25	2025/26
	£000	£000	£000	£000	£000
Balance as at 1st April	9,581	15,550	15,162	14,076	12,989
Capital receipts used for financing	(2,059)	(684)	(684)	(684)	(684)
Capital receipts used to support capitalisation direction	(2,208)	(2,208)	(507)	(507)	(507)
Capital receipts Received or Forecast	10,236	2,504	104	104	104
Forecast Balance as at 31st March	15,550	15,162	14,076	12,989	11,902

Authority Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				Potential Covid Pressure Qtr3 & 4
Directorate	Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	
Enterprise	267	1,248	954	0	2,469	864
Monlife	0	0	3,010	0	3,010	940
People & Governance	(7)	0	0	0	(7)	0
Resources	208	628	272	0	1,108	392
Chief Executive Unit	52	0	0	0	52	0
Children & Young People	832	0	0	0	832	0
Social Care, Health & Safeguarding	1,665	0	0	0	1,665	0
Corporate	21	0	0	0	21	0
Appropriations	0	0	0	0	0	0
Financing	(500)	370	0	0	(130)	185
	2,538	2,246	4,236	0	9,020	2,381

ENTERPRISE Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
DIVISION	Net Service Pressures not related to Covid-19 (£000)					
Enterprise & Community Animation	66	1,010	66	0	1,142	505
Facilities & Fleet	470	0	81	0	551	0
Neighbourhood Services	0	238	108	0	346	0
Placemaking, Highways & Flood	(269)	0	699	0	430	359
	267	1,248	954	0	2,469	864

ENTERPRISE Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
	Service Pressures not related to Covid-19 (£000)					
Enterprise & Community Animation						
Borough Theatre - Loss of income due to closure due to Covid and then refurb	30		66		96	
Communications - Increase in Software Costs	7				7	
Homelessness - Increase in B&B costs, security costs due to Covid	(34)	1,010			976	505
Sewage Treatment Costs - Shirenewton waste removal to avoid leaks.	27				27	
Housing Grant - Staff costs no longer covered by grant T&Cs	74				74	
Shared Housing & Private Leasing	(50)				(50)	
Housing Associations - Mortgage costs	8				8	
Strategic Services - Photocopying & Software increases	4				4	

Total	66	1,010	66	0	1,142	505
Facilities & Fleet						
Schools Catering - Loss of income/FSM increase	0	0	81		81	
Building Cleaning - Essential equipment repair & replacement.	25	0	0		25	
PTU - Vehicle Financing Costs	57	0	0		57	
PTU - Increased Staff Costs	12				12	
PTU - Reduction in Concessionary Fare and Private Hire income	69				69	
PTU Commissioning - Increase in contract costs.	43	0			43	
Transport - Green car scheme loss £6k, increased repair costs for additional vehicles taken on for covid.	264	0			264	
Total	470	0	81	0	551	0
Neighbourhood Services						
Waste - Increased vehicle Hire & Running Costs due to Covid social distancing requirements.		238			238	
Waste - External Trade Income			108		108	
Total	0	238	108	0	346	0
Placemaking, Highways & Flood						
Planning - Reduction in planning fees, inability to make vacancy factor savings	25	0	29		54	
LDP - Consultant Uspend	(200)				(200)	
Car Parking & CPE - Software, premises and transport overspend	49		0		49	
Car Parking & CPE Income down	0	0	670		670	359
Highway Dev & Flooding - Staff uspend & improved income.	(143)				(143)	
Total	(269)	0	699	0	430	359
TOTAL ENTERPRISE	267	1,248	954	0	2,469	864

Monlife Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				Potential Covid Pressure Qtr3 & 4
DIVISION	Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	
Countryside & Culture	0	0	54	0	54	10
Finance & Business Development	0	0	0	0	0	0
Leisure, Youth & Outdoor Adventure	0	0	2,956	0	2,956	930
	0	0	3,010	0	3,010	940

Monlife Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				
	Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	Potential Covid Pressure Qtr3 & 4
Countryside & Culture						
Countryside & Culture - Income Loss			54		54	10
Total	0	0	54	0	54	10
Finance & Business Development						
					0	
Total	0	0	0	0	0	0
Leisure, Youth & Outdoor Adventure						
Leisure, Youth & Outdoor Adventure - Loss of leisure centre & outdoor ed income			2,956		2,956	930
Total	0	0	2,956	0	2,956	930
TOTAL MONLIFE	0	0	3,010	0	3,010	940

People & Governance Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)		
DIVISION						
People & Governance	(7)	0	0	0	(7)	0
	(7)	0	0	0	(7)	0

People & Governance Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)		
People & Governance						
Democratic Services - Inability to meet staff vacancy savings	4				4	
Land Charges - Vacant Post	(11)				(11)	
Total	(7)	0	0	0	(7)	0
TOTAL P&G	(7)	0	0	0	(7)	0

RESOURCES Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
DIVISION	Net Service Pressures not related to Covid-19 (£000)					
Commercial, Corporate & landlord Services	158	0	193	0	351	78
Finance	50	628	79	0	757	314
Future Monmouthshire	0	0	0	0	0	0
Information Communication Technology	0	0	0	0	0	0
	208	628	272	0	1,108	392

RESOURCES Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
	Service Pressures not related to Covid-19 (£000)					
Commercial, Corporate & landlord Services						
Estates - Income loss from vacant office space in magor and loss of service charge, offset by staff savings	19		77		96	39
Commercial Investments - income shortfall NLP	12		38		50	
MCC Markets - Income Loss due to 50% charge due to refurb, £78k due to covid rules. £35k over on Refuse.	127		78		205	39
Total Commercial, Corporate & landlord Services	158	0	193	0	351	78
Finance						

Benefits - B&B HB claims increasing due to Covid, not all can be claimed against Housing benefit subsidy so pressure on budget.	128	628			756	314
Council Tax & NNDR - Shortfall in Summons income due to courts being closed and decision to halt recovery of Unpaid Council Tax & Business Rates. Salary overspend as budget moved as part of restructure that has not taken place yet.	67		79		146	
Charity Relief - Business Grants admin grant payment	(8)				(8)	
Debtors - Vacant post	(5)				(5)	
Finance & Imp - Senior staff vacancy saving	(121)				(121)	
Systems & Exchequer - Security carrier savings, system dev postponement savings.	(11)				(11)	
Total Finance	50	628	79	0	757	314
Future Monmouthshire						
					0	
Total Future Monmouthshire	0	0	0	0	0	0
ICT						
					0	
Total ICT	0	0	0	0	0	0
TOTAL RESOURCES	208	628	272	0	1,108	392

Chief Executive Unit Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)		
DIVISION						
Policy, Scrutiny & Customer Service	52	0	0	0	52	0
	52	0	0	0	52	0

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Chief Executive Unit Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)		
Policy, Scrutiny & Customer Service						
Community Hubs - Unachievable income budget.	22				22	
Contact Centre - Additional staff hours to cope with increase in call volume.	8				8	
Corporate CEO - Inability to meet vacancy factor and increase in licensing fees	10				10	
SLT Support - Increase in staff Costs	12				12	
Total Policy, Scrutiny & Customer Service	52	0	0	0	52	0
TOTAL CEO	52	0	0	0	52	0

Children & Young People Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				Potential Covid Pressure Qtr3 & 4
DIVISION	Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	
Individual Schools Budgets	0	0	0	0	0	0
Resources	3	0	0	0	3	0
Standards	829	0	0	0	829	0
	832	0	0	0	832	0

Children & Young People Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				
	Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	Potential Covid Pressure Qtr3 & 4
Individual Schools Budgets						
					0	
					0	
Total Individual Schools Budgets	0	0	0	0	0	0
Resources						
Other	3				3	
					0	
					0	
					0	
Total Resources	3	0	0	0	3	0
Standards						
Additional learning needs - placements, recoupment, support	826				826	
Other	3				3	

						0	
						0	
Total Standards	829	0	0	0	0	829	0
CYP	832	0	0	0	0	832	0

Social Care, Health & Safeguarding Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
DIVISION	Net Service Pressures not related to Covid-19 (£000)					
Adult Services	288	0	0	0	288	0
Children Services	1,128	0	0	0	1,128	0
Community Care	397	0	0	0	397	0
Commissioning	(133)	0	0	0	(133)	0
Partnerships	0	0	0	0	0	0
Public Protection	2	0	0	0	2	0
Resources & Performance	(17)	0	0	0	(17)	0
	1,665	0	0	0	1,665	0

Social Care, Health & Safeguarding Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
	Service Pressures not related to Covid-19 (£000)					
Adult Services						
Reduced capacity to offer services	(95)				(95)	
Additional care packages & recruitment	383				383	
Total Adult Services	288	0	0	0	288	0
Children Services						
Additional placement costs for LAC and non LAC population	617				617	
Legal case relating to rate historically paid to kinship carers	273				273	

Legal costs	238				238	
Total Children's Services	1,128	0	0	0	1,128	0
Community Care						
Increase in care packages	397				397	
Total Community Care	397	0	0	0	397	0
Commissioning						
Reduced travel costs in relation to reduced capacity to offer services	(58)				(58)	
Other	(17)					
Termination of the Usk Services contract	(58)				(58)	
Total Commissioning	(133)	0	0	0	(116)	0
Partnerships						
					0	
Total Partnerships	0	0	0	0	0	0
Public Protection						
Other	2				2	
Total Public Protection	2	0	0	0	2	0
Resources & Performance						
Other	(17)				(17)	
Total Resources & Performance	(17)	0	0	0	(17)	0
SCH	1,665	0	0	0	1,682	0

Corporate Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				Potential Covid Pressure Qtr3 & 4
DIVISION	Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	
Precepts & Levies	13	0	0	0	13	0
Coroner's	0	0	0	0	0	0
Corporate Management	(24)	0	0	0	(24)	0
Non Distributed Costs (NDC)	32	0	0	0	32	0
Strategic Initiatives	0	0	0	0	0	0
Insurance	0	0	0	0	0	0
	21	0	0	0	21	0

Corporate Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				
	Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	Potential Covid Pressure Qtr3 & 4
Precepts & Levies						
National parks levy	13				13	
					0	
Total	13	0	0	0	13	0
Coroner's						
					0	
					0	
Total	0	0	0	0	0	0
Corporate Management						
Unbudgeted income	(24)				(24)	
					0	

						0	
Total	(24)	0	0	0	0	(24)	0
Non Distributed Costs (NDC)							
Pension strain costs	32					32	
						0	
Total	32	0	0	0	0	32	0
Strategic Initiatives							
						0	
						0	
Total	0	0	0	0	0	0	0
Insurance							
						0	
						0	
Total	0	0	0	0	0	0	0
Total	21	0	0	0	0	21	0

Appropriations Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				Potential Covid Pressure Qtr3 & 4
DIVISION	Net Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	
Fixed Asset Disposal Costs	0	0	0	0	0	0
Interest & Investment Income	0	0	0	0	0	0
Interest Payable & Similar Charges	0	0	0	0	0	0
Charges Required under Regulation	0	0	0	0	0	0
Other Investment Income	0	0	0	0	0	0
Borrowing Cost Recoupment	0	0	0	0	0	0
	0	0	0	0	0	0

Appropriations Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES				
	Service Pressures not related to Covid-19 (£000)	Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)	Total	Potential Covid Pressure Qtr3 & 4
Fixed Asset Disposal Costs						
					0	
					0	
Total	0	0	0	0	0	0
Interest & Investment Income						
					0	
					0	
Total	0	0	0	0	0	0
Interest Payable & Similar Charges						
					0	
					0	

						0	
Total	0	0	0	0	0	0	0
Charges Required under Regulation							
						0	
						0	
Total	0	0	0	0	0	0	0
Other Investment Income							
						0	
						0	
Total	0	0	0	0	0	0	0
Borrowing Cost Recoupment							
						0	
						0	
Total	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0






Financing Summary	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
DIVISION	Net Service Pressures not related to Covid-19 (£000)					
Council Tax	(500)	0	0	0	(500)	0
Council Tax Reduction Scheme	0	370	0	0	370	185
	(500)	370	0	0	(130)	185

Financing Detailed	Non Covid-19 Pressures	COVID- 19 Specific PRESSURES			Total	Potential Covid Pressure Qtr3 & 4
		Expenditure directly attributable to Covid- 19 (£000)	Shortfall /Loss of Income due to Covid-19 (£000)	Costs incurred due to changes in service delivery (£000)		
	Service Pressures not related to Covid-19 (£000)					
Council Tax						
Increase in base, reductions in exemptions, collection rate remaining healthy	(500)				(500)	
					0	
Total	(500)	0	0	0	(500)	0
Council Tax Reduction Scheme						
CTRS		370			370	185
					0	
Total	0	370	0	0	370	185
Total	(500)	370	0	0	(130)	185

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(SELECT)	REF.	Disinvestment 2021-22	2021/22 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Delayed Savings £000	Savings deemed Unachievable YTD £000	% Forecast M2
		Children & Young People	(1,510)	(1,313)	(197)	0	87.0%
		Social Care & Health	(874)	(874)	0	0	100.0%
		Enterprise	(821)	(821)	0	0	99.9%
		MonLife	(100)	(80)	0	(20)	80.0%
		Resources	(165)	(165)	0	0	100.0%
		Chief Executives Units	(32)	(20)	(12)	0	62.5%
		Corporate Costs & Levies	(1,508)	(1,508)	0	0	100.0%
		Appropriations	275	275	0	0	100.0%
		Totals Disinvestments by Directorate	(4,734)	(4,506)	(209)	(20)	95.2%

Page 73		Children & Young People Select Committee	(1,510)	(1,313)	(197)	0	87.0%
		Adult Select Committee	(874)	(874)	0	0	100.0%
		Economic & Development Select Committee	(62)	(62)	0	0	99.6%
		Strong Communities Select Committee	(2,288)	(2,257)	(12)	(20)	98.6%
		Totals Disinvestments by Select	(4,734)	(4,506)	(209)	(20)	95.2%

		Children & Young People	2021/22 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment	ASSESSMENT of Progress	Risk of current forecast saving NOT being achieved (High / Medium / Low)
CYP	CYP 1	Mounton House closure impact on ISB	(1,258)	(1,258)	0	0		Achieved	Low
CYP	CYP 2	Additional recoupment income - mainstream	(252)	(55)	(197)	0		May achieve saving in the future, if out of county pupils transfer to a school within Monmouthshire	Medium
		Total Children & Young People	(1,510)	(1,313)	(197)	0			
		Social Care & Health							
ADULT	SCH 1	Fees & Charges 2021/22	(79)	(79)	0	0		Achieved	Low
ADULT	SCH 2	Increase in Social Care Workforce Development (SCWD) grant	(247)	(247)	0	0		Achieved	Low
ADULT	SCH 3	Removal of TWUD base budget	(548)	(548)	0	0		Achieved	Low

		Total Social Care & Health	(874)	(874)	0	0			
		Enterprise							
E&D	ENT	PLANHOUS - Staff Saving - 20-21 Staff Restructure Savings (£11,950) + £50k LDP senior officer saving, frozen until 23/24.	(62)	(62)	0	0		Achieved	Low
SCOMM	ENT	NEIGHBOURHOOD - Waste - Service Savings	(685)	(685)	0	0		Achieved	Low
SCOMM	ENT	NEIGHBOURHOOD - Grounds Maintenance - Remove Sweeper & Staff savings	(65)	(65)	0	0		Achieved	Low
SCOMM	ENT	Increase in discretionary Fees & Charges	(9)	(9)	0	0		Achieved	Low
		Total Enterprise	(821)	(821)	0	0			
		MonLife							
SCOMM	MonLife	MONLIFE - Removal of Events Co-ordinator Post	(25)	(25)	0	0		Achieved post has not been filled.	Low
SCOMM	MonLife	MONLIFE - Introduce Car Parking Charges at Caldicot Castle	(20)	0	0	(20)		Will not be achieved this financial year as charges are not being introduced.	High
SCOMM	MonLife	Increase in discretionary Fees & Charges	(55)	(55)	0	0		Increase has been implemented, any shortfall will be claimed from WG loss of income claims.	Low
		Total MonLife	(100)	(80)	0	(20)			
		Chief Executive's Unit							
SCOMM	CEO	GOVDEMSUP - Members Supplies & Services	(15)	(15)	0	0		Achieved	Low
SCOMM	CEO	GOVDEMSUP - Staff Vacancy Saving	(17)	(5)	(12)	0		Increased staff hours have partly offset saving	Low
		Total Chief Executive's Unit	(32)	(20)	(12)	0			
		Resources							
SCOMM	RES	CORPLORD - Property Accommodation Savings.	(50)	(50)	0	0		Achieved	Low
SCOMM	RES	FUTUREMON - Mileage Savings	(71)	(71)	0	0		Achieved	Low
SCOMM	RES	FUTUREMON - Staff Secondment Savings	(44)	(44)	0	0		Achieved	Low
		Total Resources	(165)	(165)	0	0			
		Corporate Costs & Levies							
SCOMM	COL001	Capitalisation directive	(1,508)	(1,508)	0	0		Likely to be taken in full	Low
		Total Corporate Costs & Levies	(1,508)	(1,508)	0	0			
		Appropriations							
SCOMM	APP001	Net Minimum Revenue Provision (MRP) increase based on additional activity	275	275	0	0		Included in overall MRP charge for year	Low
		Total Appropriations	275	275	0	0			

Monmouthshire's Scrutiny Forward Work Programme 2021

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
21 st September 2021	Gypsy and Travellers Needs Assessment	To consider the way forward following a review of needs.	Stephen Griffiths Mark Hand Ian Bakewell	Policy Development
	Affordable Housing	To scrutinise the Local Authority Prospectus, which summarises the demand for affordable housing within Monmouthshire prior to submission to Welsh Government.	Sally Meyrick	Policy Development
	Budget Monitoring	Scrutiny of the budgetary position (revenue and capital) for services falling within the committee's remit at Month 2.	Jonathon Davies Tyrone Stokes	Budget Monitoring
9 th November 2021	Homelessness	To scrutinise a performance report on addressing homelessness ~ update.	Ian Bakewell	Policy Development/Performance Monitoring
	Budget Monitoring	Scrutiny of the budgetary position (revenue and capital) for services falling within the committee's remit at Month 5.	Jonathon Davies Tyrone Stokes	Budget Monitoring
14 th December 2021	TBC			
11 th January 2022	Budget Monitoring	Scrutiny of the budgetary position (revenue and capital) for services falling within the committee's remit at Month 7.	Jonathon Davies Tyrone Stokes	Budget Monitoring
15 th February 2022	TBC			
29 th March 2022	Budget Monitoring	Scrutiny of the budgetary position (revenue and capital) for services falling within the committee's remit at Month 9.	Jonathon Davies Tyrone Stokes	Budget Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2021

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Mid May 2022				
End June 2022	Budget Monitoring	Scrutiny of the budgetary position (revenue and capital) for services falling within the committee's remit at Outturn position.	Jonathon Davies Tyrone Stokes	Budget Monitoring

Future Agreed Work Programme Items: Dates to be determined

- ✓ **Homelessness** ~ To scrutinise the findings of the Audit Wales Review on the Council's response to an increased demand for homelessness services during the pandemic and plans to develop. Audit Review taking place Autumn 2021, scrutiny early 2022)
- ✓ **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 (plus 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**

Audit Wales National Reporting:

- Care Home Commissioning ~ anticipated publication August 2021
- Warm Homes Programme ~ anticipated publication September 2021
- Unscheduled Care ~ Autumn 2021

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	04/11//2021	Final Statement of Accounts		Peter Davies	07/05/21	
Council	01/12/2022	RLDP Deposit Plan for submission to WG for examination	Approval of Deposit Plan post-consultation for submission to WG for independent examination	Mark Hand / Craig O'Connor	30/07/21	
Council	01/10/23	RLDP for Adoption		Mark Hand	23/01/20	
Council	01/02/23	LDP submission for examination		Mark Hand	23/01/20	
Council	01/07/22	RLDP 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	
Council	16/12/21	Capital Strategy		Jon Davies	20/05/21	

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	Consultation on the proposals to establish an all-through school, Abergavenny.	Cabinet to receive objection report and decide whether to proceed with the proposal.	Debbie Graves	26/05/21	
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	
ICMD	24/11/21	SPG S106 Supplementary Planning Guidance	Adoption of SPG clarifying how S106 contributions are calculated following consultation	Mark Hand / Phillip Thomas	26/04/21	
Council	04/11/21	Climate and Decarbonisation Strategy	To endorse an updated climate strategy and action plan which will introduce new programmes of activity to achieve the council's clear policy commitment to reduce carbon emissions.	Matthew Gatehouse / Hazel Clatworthy	19/05/21	
Council	04/11/21	RLDP Preferred Strategy endorsement post consultation	Endorsement of preferred strategy to inform deposit plan	Mark Hand / Craig O'Connor	20/05/20	
Council	04/11/21	Corporate Parenting Strategy		Jane Rodgers	20/07/21	
Council	04/11/21	ISA260 - MCC Accounts				

Council	04/11/21	LDP Preferred Strategy endorsement post consultation		Mark Hand	20/05/20	
Cabinet	03/11/21	Active Travel Plan		Paul Sullivan	05/08/21	
Cabinet	03/11/21	2021/22 Revenue and Capital Monitoring report - month 5		Peter Davies/Jon Davies	27/04/21	
ICMD	27/10/21	Museum object disposal		Rachael Rogers	09/06/21	
ICMD	13/10/21	'Leave Averaging & Holiday Pay		Katherine Cameron		
ICMD	13/10/21	LDP Annual Monitoring Report and Development Management Annual Performance Report	Endorsements of reports for submission to WG	Mark Hand / Craig O'Connor	26/04/21	
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	06/10/21	Active Travel Network Maps		Paul Sullivan	13/11/20	
Cabinet	06/10/21	Consultation on the proposals to establish an all-through school, Abergavenny.	Cabinet to receive the consultation report and consider recommendations on proposed way forward / whether to publish statutory notices.	Debbie Graves	26/05/21	

Cabinet	06/10/21	Abergavenny Velo Park	CM	Mike Moran	14/10/20	
Council	23/09/21	Director of Social Services Annual Report		Julie Boothroyd		
Council	23/09/21	Borough Theatre Funding Proposal		cath Fallon		
Council	23/09/21	Corporate Plan Annual Report		Emma Davies	17/08/21	
Council	23/09/21	Audit Committee Annual Report		Phillip White	29/06/21	
ICMD	22/09/21	Leave Averaging & Holiday Pay	Deferred to 13th October	Katherine Cameron		
Cabinet	15/09/21	Placemaking Charter	Council signs up to the Placemaking Charter	Mark Hand / Craig O'Connor	28/04/21	
Cabinet	15/09/21	Borough Theatre Funding Proposal	Needs to go 15 th Sept as won't be ready for 1 st Sept – Cabinet want to endorse this before it goes to Council for funding to be secured on 23 rd Sept	Cath Fallon		
Cabinet	15/09/21	Code of Corporate Governance		Andrew Wathan	20/07/2021	
Cabinet	15/09/21	Welsh Church Fund Working group - meeting 4 held on 22nd July 2021		Dave Jarrett	27/04/21	

Cabinet	15/09/21	Regeneration projects and Placemaking grant submission	To endorse the indicative Placemaking Grant submission for £791,429 made under the Welsh Government Transforming Towns funding	Mark Hand	29/07/21	
Cabinet	15/09/21	Afghan National Relocation Scheme	To re-state Cabinet's commitment to continued participation in the Home Office Afghan National Relocation scheme in line with the desire for Monmouthshire to be a county of sanctuary for those fleeing persecution.	Lisa Dymock/Matt Gatehouse	6/2021 - amended 20/8/21	
ICMD	08/09/21	Abergavenny Town Floodlights		Mike Moran	26/06/21	
ICMD	18/08/21	Consultation on the review of school places in Caldicot town		Matthew Jones	21/07/21	
ICMD	18/08/21	SPG S106 Supplementary Planning Guidance		Matk Hand / Phillip Thomas	01/05/21	23/06/21
ICMD	18/08/21	Procurement of PaybyPhone as an additional payment service for our car parks (Jane Pratt)	Agree to procure PaybyPhone	Mark Hand	29/07/21	
ICMD	04/08/21	Planning Policy discretionary service charges (Bob Greenland)	Agree Candidate Site assessment charges	Rachel Lewis	29/07/21	
Cabinet	28/07/21	Securing resources for ICT resilience	To provide appropriate investment for security resilience in ICT systems	Sian Hayward	30/06/21	
Cabinet	28/07/21	Regional Collaboration: Gwent Public Service Board		Richard Jones	14/07/21	
Cabinet	28/07/21	2021/22 Revenue and Capital Monitoring report		Peter Davies/Jon Davies	27/04/21	

Council	22/07/21	investments in Leisure Centres		Marie Bartlett / Ian Saunders		
ICMD	14/07/21	Museum object Disposal		Rachael Rogers/Lisa Dymock	19/05/21	
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	Capital Slippage		Jon Davies	11/06/22	
Cabinet	07/07/21	•Mutual Delegation of Strategic Procurement Services		Cath Fallon		
Council	24/06/21	Chief Officer's Report		Will Mclean	19/05/21	
Council	24/06/21	Shire Hall / Monmouth Museum		Matthew Lewis	24/05/21	
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	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	
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	Matthew 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/ deferred from 13/1/21 and 24/02/21 deferred UFN	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	

Monmouthshire Select Committee Minutes

Meeting of Adults Select Committee held at County Hall, Usk - Remote Attendance on Tuesday, 27th July, 2021 at 10.00 am

Councillors Present

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

County Councillors: R. Edwards, R. Harris,
M. Powell, S. Woodhouse, M. Lane

Also in attendance: C. Bowie and T. Crowhurst

Officers in Attendance

Julie Boothroyd, Chief Officer Social Care,
Safeguarding and Health
Eve Parkinson, Head of Adult Services
Hazel Ilett, Scrutiny Manager
Robert McGowan, Policy and Scrutiny Officer
Emma Davies, Performance Officer

APOLOGIES: None

1. Declarations of interest

Chris Bowie declared a non-prejudicial interest as Chief Exec of My Monmouthshire, as it receives financial assistance from the MCC funding stream.

2. Public Open Forum.

No members of the public were present.

3. Performance Reporting

Emma Davies presented the report and answered the members' questions with Julie Boothroyd and Eve Parkinson.

Challenge:

What is the position for vulnerable residents who have difficulty connecting? How do we deal with that?

Staff have supported those who need help or assistance to access the technology or get the right kit. There has been very high uptake, exceeding expectations. An unintended benefit has been that it has given people other skills: so, as well as meeting physically, there is now the ability to meet virtually. People have taken to everything really well.

Do we know the amount or percentage of people that haven't engaged or have lost patience?

We aren't aware of anyone who has said that that is an issue. If anyone has had difficulties, we have helped them through it. The technology really has been more of an enabler than a barrier for people.

Are there any plans that can be shared about the future of My Mates?

We are currently looking at what we should be doing next, by talking to people. We're finding that there is a lot of support for the newer ways of working. As well as virtual work, we've done many things physically, such as one-to-one visits and taking people out. Now, as restrictions are

easing, friends and groups are meeting. Things have been a lot more person-centred over the past year. A number of people and families say that they like this way better, which we are bearing in mind in discussions about how we will work in the future.

Many are still volunteering – could we hear more about that?

People have put in an amazing effort to this. From the perspective of health and social care, the joining of work with the community and partnerships team has been really helpful – the coordination has been very strong. A lot of very good work was going on in the volunteer sector pre-pandemic, so we were in a good position to build on that when the pandemic hit. The numbers have gone up and down, as expected, but there's a strong foundation in place. The network of health and social care, community and partnerships and third sector has bolstered that. An example is that we now have a social worker based in the community and partnerships team, which has added great depth to their ability to act across that sector. We have a strong, embedded infrastructure that should manage the peaks and troughs.

Could we have a comment on the percentages and targets in the summary table at the end regarding reablement after 6 months?

That is one of our national indicators, which we are requested to record for benchmarking purposes. We haven't done so this year because the information hasn't necessarily been robust enough for the local authorities in Wales to share – ordinarily, there would have been that comparison with other authorities. Regarding the change this year, it's one of the national measures that has been updated, so we've been asked to record it in that slightly re-worded way. We've included it so that you have the information but it doesn't necessarily compare with the way that the measure was recorded last year – the figures wouldn't necessarily lead on from each other. The reablement process aims to help people to become independent following a period of needing support, so it's a measure of how many people who have been through that system have gone on to independence.

How has Monmouthshire gone out of its way to capture disabled people who aren't on the radar of social services or leisure?

This is a very important point: not everyone is on our radar, or needs to be. One of our core principles is to help people to live their own lives. Over the years we've tried, at a grassroots level, to understand communities, and provide support where needed but not necessarily create dependence through service. Therefore, we don't actively seek people. If people move towards us, or if they are signposted to us from services such as leisure, we will help in a proportionate way. But we don't want to actively interfere in people's lives. The combined work with community and partnerships has allowed us to have many more 'eyes and ears' in the community, making it easier for people to be signposted to us. This will continue to be valuable going forward. Work such as street monitors has broadened our ability to be aware of those who might need help, and support them in more appropriate ways than solely going through the social services route.

It would be helpful to know – separate from the report – what the underlying problems are and how we can help as a committee.

The report in the next item will flesh out and describe these issues.

The next 5 year plan will be totally different – how will you judge that? What direction will it take? How much influence will Welsh Government have?

There are many factors for us to consider, such as the Wellbeing of Future Generations Act, the Local Government and Elections Act, etc. There is also a great deal of learning from the last 18 months to consider. We started a piece of work on this recently; much like the Corporate Plan annual update, we are putting together an annual review of the pandemic and its effects, our learning, and the changes it has wrought. This will all contribute to the review of the Corporate Plan – that review would happen now anyway, as it's due for renewal, but the pandemic ensures it will be a bigger and more far-reaching reconsideration. Some fundamental things will continue to be a focus.

Chair's summary:

The committee agreed to the recommendations.

4. Annual Report of the Chief Officer for Social Services

Julie Boothroyd presented the report and answered the members' questions with Eve Parkinson.

Challenge:

Has Social Services been badly affected by the 'Pingdemic' in recent weeks?

It's been more of a collateral problem. We've had some of it in our own parts of the business but not significantly. What has been challenging is when our commissioned providers have been affected by it, and then we have experienced – in the short term – challenges with handing back or packages not being able to be fulfilled by the independent sector. We have then had to support them, point them in the direction of other services that might be able to pick up, or we have incorporated those into our own.

What's happening with regard to, for example, someone needing to leave hospital and go into a care home – do they have to take a LFT before they go?

The care home sector has been incredible through this time. The process around hospital discharges is now very rigorous: everyone has to have a PCR within the 48 hours prior being moved to a residential setting, with a period of isolation once they've transferred over. The efficiency has improved markedly since the early days. Over the past year, we've consolidated some of the relationships with our providers, which includes weekly meetings with them. The guidance has sometimes been challenging, and it can change very quickly. We've given a lot of support and direction regarding the hardship fund. Generally, feedback from providers has been very positive. We are seeing a slight increase now in people going into placement. Regarding PPE, we've done a sterling job. No one has been left without. We have done regular deliveries to all of the sector (care home and residential). Also, if any of our commissioned providers has run short, we've stepped in and supported them. We deliver a huge amount of stuff around the patch regularly.

Are Care At Home providers still using masks and aprons, etc.?

There is no change: everyone is still wearing the same PPE as they have been throughout. Additionally, everyone now does twice-weekly lateral flow testing and weekly PCR, and the residential settings have regular whole-home testing. We have weekly meetings about the residential sector to identify if there have been any incidences, what tracking and tracing needs to do, if any support is needed around infection control, etc.

Who are the 'providers' described as the main source of reports in this period?

This is a term for anyone who delivers a service, so it could be independent sector, residential care homes, Llanarth Court (one of our main contributors to adult safeguarding referrals), etc.

There seems to be a discrepancy between some of the figures given. What about the 51% of enquiries dealt with in the first 7 days?

The figures aren't necessarily meant to total up in a way that is consistent, as some of the referrals into our system get screened out – but, yes, it would be useful for us to either take out the 'screened out' figures, or clarify the different numbers and percentages where they subsequently don't match. We will make that amendment. The 51% is one of those metrics where we need to satisfy a Welsh government target. We think it is an inappropriate one, as it depends on how the system is set up. In Monmouthshire, we have a central safeguarding team but each of our teams that run social work services also deal with safeguarding. Sometimes, pulling that data together to give a proper representative figure isn't quite recorded properly. Where it says that enquiries haven't been followed up within 7 days, they will have been after that time. The teams will have their safety plan in place. This is about metric reporting against a data point – each of those will be elaborated on and fully explained for the report to council.

Have we retained or increased recruitment? What are some of the issues?

The section on workforce is not complete but it will be in the subsequent main report. It will cover how many staff we employ, the issues we might have had and are facing now in this sector. The systems and processes that we have developed for recruitment over the past year have been really useful, especially regarding care at home. We have increased our care at home headcount significantly to manage some of the problems in the independent sector, and the demand. Despite recruiting constantly, we still can't fulfil 1100 hours per week. These are out to 'brokerage': people waiting for packages of support or care in reablement and care at home. Much of this is that the numbers have increased but also the complexity of the effect of lockdown on people has increased significantly, hence why we have declared 'red' in reablement since early in the year and now also from a care at home perspective. Though we are recruiting as fast as we can, the complexity and numbers grow every week. We have had temporary funding through various streams but our ability to recruit to those temporary posts have been very compromised, partly due to a shortage in the market for various professions and people not wanting to move to a temporary post, rather than a permanent one. We have therefore sometimes had to hand some of the money back and are in a more difficult situation now, in fact, than we were last year.

Does a new formula for recruitment need to be considered, therefore?

From a professional point of view, our retention is quite good. Our rurality and demography can add to the problems in Monmouthshire but shortages in certain occupations is a national problem. It is encouraging that we get interest in our permanent posts. A lot of work is going on into how we improve recruitment and retention, and problems that we have with care at home. One problem we have is with 'growing our own' i.e. staff come from outside the county, where it's cheaper to live. We are considering other options such as microcarers, how to improve the direct payment offer, etc. But it's hard to focus on how we promote and be proactive in our models and how we deliver when we are in the thick of the frontline.

On the Adults Safeguarding Report, what is the staffing blip in January 2021?

We will need to check this.

Chair's summary:

The committee agreed the recommendations, and added another to Cabinet: that council reports should include a one-page summary at the start, and provide numbers wherever percentages are given.

5. Adults Select Committee Forward Work Programme

A date for the Gypsy & Travellers workshop will be organised with officers.

6. Cabinet and Council Forward Plan

7. To confirm the minutes of the previous meeting

The minutes were confirmed and signed as an accurate record.

8. Next Meeting: 21st September 2021

The meeting ended at **11.42 am**

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