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County Hall
Rhadyr
Usk
NP15 1GA

Friday 27th August 2021

Notice of meeting

Economy and Development Select Committee

Tuesday, 7th September, 2021 at 10.00 am

County Hall, Usk - Remote Attendance

AGENDA

THERE WILL BE A PRE MEETING FOR MEMBERS OF THE COMMITTEE 30 MINUTES PRIOR TO THE START OF THE MEETING

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.	

	<p>The deadline for submitting representations to the Council is 5pm three clear working days in advance of the meeting.</p> <p>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.</p> <p>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</p>	
4.	Scrutiny of the Borough Theatre Refurbishment Proposal.	1 - 32
5.	Scrutiny of the proposed Regeneration Projects and Placemaking Grants Submission.	33 - 64
6.	Employment and Skills - To scrutinise progress of the employment, skills and apprenticeship programmes.	65 - 104
7.	Economy and Development Select Committee Forward Work Plan.	105 - 108
8.	Council and Cabinet Work Planner.	109 - 120
9.	To confirm the following minutes:	
9.1.	Economy and Development Select Committee dated 15th July 2021.	121 - 130
9.2.	Special Meeting - Economy and Development Select Committee dated 26th July 2021.	131 - 134
10.	Next Meeting: Thursday 21st October 2021 at 10.00am.	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillor Debby Blakebrough	Trellech United;	Independent Group
County Councillor Jeremy Becker	St. Mary's;	Liberal Democrats
County Councillor Alan Davies	Green Lane;	Independent
County Councillor David Evans	West End;	Welsh Labour/Llafur Cymru
County Councillor Mat Feakins	Drybridge;	Welsh Conservative Party
County Councillor Giles Howard	Llanfoist Fawr;	Welsh Conservative Party
County Councillor Paul Jordan	Cantref;	Welsh Conservative Party
County Councillor Richard Roden	Dixton with Osbaston;	Welsh Conservative Party
County Councillor Brian Strong	Usk;	Welsh Conservative Party

Public Information

Access to paper copies of agendas and reports

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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: BOROUGH THEATRE, ABERGAVENNY– REFURBISHMENT PROGRAMME

MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE

DATE: 7TH SEPTEMBER 2021

DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To offer scrutiny on the proposed investment at the Borough Theatre, Abergavenny to ensure that the theatre remains fit for purpose for future generations and attractive to existing user groups and theatre goers.

2. RECOMMENDATIONS:

- 2.1 To provide comments to Cabinet to help inform their decision for Executive endorsement of the proposal on the 15th of September prior to full presentation to Council for decision on 23rd September 2021.

3. KEY ISSUES:

- 3.1 The Borough Theatre is located on the second floor of the Grade II listed Abergavenny Town Hall building. Since it's opening, the Theatre has been, for the majority of its life, owned and managed by Monmouthshire County Council (MCC), save for its recent history when it was taken over by a Charitable Trust in 2013 however following Cabinet approval, ownership returned to MCC in February 2018, following the surrender of the lease.
- 3.2 In making its decision, the Council agreed to review all operations of the Theatre over a six-month period and, following a situation analysis and options appraisal, in July 2018, [Cabinet](#) approved the recruitment of a full time Theatre Manager, with supporting Front of House Supervisors, in order to put the Theatre on a more stable footing and determine the medium/longer term future for the Theatre.
- 3.3 Since then, the Theatre Team have been working with the Arts Council of Wales to develop a long-term plan for the Theatre which has included an approved funding application for the refurbishment of the theatre which has been largely untouched since an investment by Monmouth Borough Council in 1991.

3.4 Situational Analysis

Since returning to MCC, all the Theatre's operations have been aligned with the Council's systems, policies and procedures, addressing previous concerns raised by Internal Audit. Table One below details a current SWOT analysis of the Theatre for the benefit of Members:

Table One: SWOT Analysis of the Theatre

Strengths	Weaknesses
<ul style="list-style-type: none"> • Long established and high-profile Theatre venue; • Located in an Iconic Grade II Listed building; • Well established and loyal audience; • Committed and knowledgeable staff team; 	<ul style="list-style-type: none"> • Overall state of the building. The current offer is tired i.e., building, and physical layout with limited accessibility, leading to reduced income generation opportunities; • Poor state of customer facilities (toilets/bar/seating/carpets/etc.);

<ul style="list-style-type: none"> • Energetic and creative Theatre Manager appointed to take the theatre forward; • Strong, skilled, committed, and growing volunteer base; • Patronised by an energetic local amateur dramatic arts sector; • Arts Council for Wales grant funding to replace ageing lighting and sound equipment; • Long established support and fundraising group, A4B; • A varied and established programme of events. 	<ul style="list-style-type: none"> • Staff team have been disjointed due to differing work locations leading to communication failures and are also frustrated due to management changes over the last few years; • Limited digital marketing activity leading to increased traditional marketing costs i.e., direct mailing of hard copy brochures; • Due to the nature of the industry, grant support funding will always be required. • Venue under-utilised during periods of time particularly daytime.
Opportunities	Threats
<ul style="list-style-type: none"> • MCC's capital improvement plans of the Town Hall/Market/Library "The HUB" with improved visitor accessibility; • New energetic and creative Theatre Manager appointed; • Revitalised Patrons Scheme; • Corporate sponsorship and public sector funding opportunities e.g., Arts Council for Wales (ACW), CADW; • Income generation via hire agreements; • Ability to deliver on ACW funding priorities – Creative Learning, Youth Engagement etc. 	<ul style="list-style-type: none"> • Reducing public sector funding budgets; • Current closure due to Covid 19 and whilst capital improvement works were being undertaken in the Town Hall leading to loss in income; • Growing competition from theatre and arts venues in the town and wider environs e.g., Monmouth, Newport, Cardiff

3.5 Proposed Refurbishment Programme

3.5.1 The Capital development plans for the Borough Theatre are designed to support and enhance the five key goals of its business plan:

- To be an open, efficient, effective, and sustainable operation that looks outward for best practice and shares its stories of success;
- To provide a premier quality of customer service and experience whether presenting international performers, local community groups or a primary school celebration;
- To be a venue where the amateur, non-specialist, student, apprentice or curious can become involved in presenting theatre and performing arts exploring professional practice and approaches in a safe and well facilitated environment;
- To be flexible to the needs of our community of audiences, visitors, and performers to enjoy performances, participatory arts sessions, and arts encounters in a number of different ways and to recognise their different needs, challenges, and aspirations;
- To present a programme of events that draws from the local to global and celebrates, entertains, challenges, and engages our community and those who come to visit us.

3.5.2 The proposed works will address many of the issues detailed in the SWOT in Table One above and will include the following:

Item	Rationale	Risks/Mitigation
Replacement of old, tired fixed seating with retractable seating	<ul style="list-style-type: none"> • Conforms to latest H & S requirements. • Comfortable, stable, carpeted – can be retracted effortlessly and quickly. 	<ul style="list-style-type: none"> • Risk: Retractable seating results in fewer seats 275 compared to 327 previously. • Mitigation: Over a 12-month cycle financial model will not lead to loss in revenue due to the new

	<ul style="list-style-type: none"> • Offers flexibility of space to hirers that fixed seating does not e.g., catwalk, Cabaret style seating, standing venue; • Greater opportunity for additional performances, a more diverse programme, increased customer base and access to additional funding and income streams. 	<p>opportunities offered by the flexible space.</p> <ul style="list-style-type: none"> • Risk: Smaller orchestra pit will result in changes to visiting orchestra's configurations. • Mitigation: Task and Finish User Group to identify alternative configurations for space.
Replacement combined Heating and Cooling System	<ul style="list-style-type: none"> • Current heating system ineffective leading to inconsistent temperatures. • Air conditioning units difficult to maintain. • Unacceptable noise levels. • Compromises visual aspect of Grade I listed carved wooden beams in ceiling. • Existing system slow to respond leading to customer complaints. 	<ul style="list-style-type: none"> • Risk: Current system recycles existing air so is not Covid compliant. • Mitigation: Replace existing system with efficient fresh air system.
Replacement Wire Tension Lighting Grid	<ul style="list-style-type: none"> • Current system difficult to access resulting in H & S risk to technicians. • Installation of wire tension grid over floor area, accessed safely from the lighting box; • Grid to enable lone focusing of the lights by venue staff and for non-specialists to set up lighting under the supervision and tutorage of the staff; • Visual impact would be minimal and, combined with replacement Heating and Cooling System, enables improved architectural lighting of beams and ceiling for certain events; • Removal of middle stage baffle, fitting of mechanical onstage lighting bar and a manual scenery bar for optional masking. 	<ul style="list-style-type: none"> • Risk: Current system is a safety risk to staff • Mitigation: Replacement grid to improve access, reduce safety risk and enable involvement of non-specialist staff thus reducing resource costs.
Improved Foyer	<ul style="list-style-type: none"> • Current area unwelcoming to guests 	<p>Risk: If left as it is, opportunity lost and reduces impact of other works</p> <p>Mitigation: Remodeling of area to one bar will lead to better ambience,</p>

	<ul style="list-style-type: none"> Bar area split into two resulting in queues and loss of sales and additional resource costs. 	increase in bar sales and income generation opportunities through secondary spend, reduced staffing costs.
Increase in number of toilets	<ul style="list-style-type: none"> Current toilets unfit for purpose, tired, limited disabled facilities. 	<p>Risk: Insufficient toilets for audience figures which do not meet current standards.</p> <p>Mitigation: Replace and increase toilets to be gender interchangeable according to event needs.</p>
Move Box Office to shared space with TIC	<ul style="list-style-type: none"> Previous Box Office area now providing space for replacement customer lift 	<p>Risk: Lack of Box Office will lead to a failure to meet service requirements and a loss in ticket sales</p> <p>Mitigation: Move Box Office into shared space with Tourist Information Centre to reduce costs and increase visitor footfall and sales.</p>
Refresh the backstage area, dressing rooms and Corn Exchange	<ul style="list-style-type: none"> Currently these areas are tired and shabby 	<p>Risk: Failure to address will lead to an income opportunity lost.</p> <p>Mitigation: Refresh i.e., repairs and painting, replacement kitchen to Coal Exchange to maximise income opportunities.</p>

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

4.1 The assessment of Equality and Future Generations Evaluation (Appendix A) is summarised below for Members' consideration:

This proposal seeks to undertake a significant refurbishment of the Borough Theatre that will re-establish the venue as a key cultural asset to the County, providing an opportunity to develop a sustainable service offer that is fit for future purpose and relevant for future generations.

5. OPTIONS APPRAISAL

5.1 Table Two below provides an options appraisal of the proposal:

Table Two: Options Appraisal

Options	Benefits	Risks	Comments/Mitigation
Close the Theatre and mothball the space	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> Loss of iconic cultural venue in the town Loss of funding secured to date Loss of Professional Arts programme 	<ul style="list-style-type: none"> Undermines the Council's commitment to safeguard the venue for future generations and one of the Council's five key policy priorities i.e., C: Maximise the potential of the natural and built environment - <i>We will continue to recognise the value of our culture and heritage in enhancing the liveability of our County.</i>

<p>Make safe the venue as it stands i.e., with old seating removed</p>	<ul style="list-style-type: none"> • Flat floor, community space for hire • Minimal staff resource required 	<ul style="list-style-type: none"> • Loss of funding secured to date • Limited revenue generation potential • Loss of professional Arts Programme • Limited facilities offer 	
<p>Phased Approach to refurbishment</p>	<ul style="list-style-type: none"> • Phased funding requirement 	<ul style="list-style-type: none"> • Theatre unable to operate fully until all phases complete • Costs likely to rise and income generation potential limited until works are complete • Losses likely to outweigh benefits 	
<p>Preferred Option: Identify funding and proceed</p>	<ul style="list-style-type: none"> • Provide a fit for future purpose cultural arts facility in the county • Refurbished theatre will enable the team to build a sustainable business model • Detailed plans and arrangements are in situ and ready to go • Potential for borrowing and making repayments on some of the required funds is a realistic option 	<ul style="list-style-type: none"> • Capital funding request will be denied • Project will be stalled, and funding lost 	

6. REASONS:

- 6.1 The Borough Theatre, Abergavenny is a much loved and utilised cultural, community and civic asset. In its current state it is tired and shabby with fittings that are well beyond their service life. In addition, the current décor, signage and operation is separate from the rest of the Market Hall building detracting from the fact that the theatre provides an integral service to the local community and attracts visitors to the town.
- 6.2 This project seeks to capitalise opportunities presented by the recent works carried out to the Market Hall and Town Hall by the Council, to present a refreshed, professional theatre which will be equipped to continue to provide a space for the professional, the amateur, the regular or the newcomer to enjoy and experience high quality cultural experiences. The project will ensure the Theatre is an accessible, professional, artistic resource that alongside the library, community learning space and market, provides North Monmouthshire and the wider County, with an exciting cultural resource.

7. RESOURCE IMPLICATIONS:

7.1 The tables below detail the expenditure to date and the current costs of the proposed refurbishment programme alongside the proposed funding options that are currently being considered:

7.2 **Table Three:** Expenditure to date

Table Three below provides an analysis of the detailed design and survey activity that has already been undertaken to minimise future financial risks once the construction work commences:

Details	Forecast Expenditure £
Construction/Investigation and enabling Costs	62,500
Professional Fees	63,129
Internal project management costs	68,632
Planning and building control costs	3,048
Total Project Expenditure to date	£197,309
Funding Drawn down	
Arts Council for Wales Grant	12,136
Abergavenny Town Council	50,000
MCC Capital Budget	135,173
Total Funding Confirmed	£197,309

7.3 **Table Four:** Refurbishment Costs and funding options

Table four below outlines the current financial position of the project. The estimated outstanding cost of the refurbishment is £1,042,624 (this is on top of the £197k already incurred), current available budget stands at £309,624 so there is a £728,943 shortfall to be managed. The bottom half of the table identifies how Officers intend to fund the shortfall, currently £450k of funding has been secured via WG Transforming Towns grant and MCC grant match funding leaving £278k still to be found. A £107k contingency figure of circa 10% has been built into the cost model, this is standard practice and will be held outside of the contract, it will be used to cover any additional costs that may arise that have not been identified as part of the surveys. The Council's Property Service team will also continue to investigate opportunities to value engineer the project in order to reduce the costs.

Details	Forecast Expenditure £
Construction Costs	918,848
Professional Fees	16,673
Contingency	107,103
Total Project Expenditure	1,042,624
Funding Confirmed	
Arts Council for Wales Grant	198,854
ACW Additional Award	50,000
MCC Capital Budget	60,635
Total Funding Confirmed	309,489
Funding To be Confirmed	
Total	728,943
WG Transforming Towns	175,000*
MCC Match Funding Transforming Towns	175,000
MCC Access for All	100,000
Resource still being determined	278,943
Total	728,943

*Endorsed by Welsh Government Senior Official, awaiting final sign off

- 7.4 An Extra Ordinary meeting is being held with Abergavenny Town Council on the 15th September to discuss the extended refurbishment project and the funding shortfall that is still be addressed. The Council consider the Town Council to be a key stakeholder and are appreciative of the financial support offered to date and hope that they will consider this proposal favourably.
- 8. CONSULTEES:**
Senior Leadership Team;
Cabinet;
User Stakeholder Group;
Economy and Development Select Committee
Abergavenny Town Council
- 9. BACKGROUND PAPERS:**
Service Business Plan – Appendix B
- 10. AUTHOR:**
Cath Fallon (Head of Enterprise and Community Animation)
- 11. CONTACT DETAILS: E-mail: cathfallon@monmouthshire.gov.uk Tel: 07557 190969**

Future Generations Evaluation (includes Equalities and Sustainability Impact)

<p>Name of the Officer Cath Fallon</p> <p>Phone no:07557 190969 E-mail: cathfallon@monmouthshire.gov.uk</p>	<p>Borough Theatre Refurbishment</p>
<p>Name of Service: Enterprise and Community Animation</p>	<p>Date: Future Generations Evaluation 30th July 2021</p>

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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.

1. 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	Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any group.	The proposal seeks to address the negative issues that currently prevent the Theatre from offering an equitable service to all users.	The refurbishment proposal seeks to provide a fit for future purpose professional theatre which is accessible to all, regardless of their age, disability or any other protected characteristic.
Disability	Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any group,	As above	As above

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Gender reassignment	Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any group,	As above	Positive impacts of the proposal will be addressed on an on-going basis.
Marriage or civil partnership	Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any group,	As above	As above
Pregnancy or maternity	<i>Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any particular group,</i>	As above	As above
Race	<i>Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any particular group,</i>	As above	As above
Religion or Belief	<i>Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any particular group,</i>	As above	As above
Sex	<i>Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any particular group,</i>	As above	As above
Sexual Orientation	<i>Each new proposal will need to be assessed individually to consider if it impacts disproportionately on any particular group,</i>	As above	As above

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	<p><i>Socio-economic disadvantage can be defined as living in less favourable social and economic circumstances than others in society. Social justice is about reducing inequalities in society by working towards more equal distribution of wealth and opportunities so everyone can achieve their full potential. What evidence do you have about socio-economic disadvantage and inequalities of outcome in relation to this proposal? Will it impact disproportionately on certain groups? Can the proposals be improved to reduce inequalities of outcome?</i></p>	<p><i>Describe any negative impacts that your proposal/s will have on people or groups of people who suffer socio-economic disadvantage.</i></p> <p><i>None identified</i></p>	<p><i>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts in relation to the Socio- economic disadvantage.</i></p> <p>The refurbishment project contractors will be using local employees and suppliers which will have a positive impact on the local supply chain.</p> <p>We will be broadening our volunteer programme to provide opportunities for people to gain new work skills.</p> <p>The Team will also continue to develop the work with young people with experience of the care system, creative work around food poverty and work for young families.</p>

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
<p>Policy Making</p> <p>Effects on the use of the Welsh language,</p> <p>Promoting Welsh language</p> <p>Treating the Welsh language, no less favourably</p>	<p><i>1. When considering a new proposal, you must factor in the potential effect on the Welsh Language whether it be positive or negative. 2. Every opportunity must be taken to inform the public that they can communicate with us through the medium of Welsh. 3. We must do everything to the same standard in both languages and not treat the Welsh Language less favourably.</i></p>	<p>To ensure any potentially negative impacts are mitigated the team will ensure that all procurement and promotional exercises comply with the Welsh Language Act and the Council's Welsh Language Standards.</p>	<p>Every opportunity will be taken to increase the use of the Welsh language where appropriate.</p>
<p>Operational</p> <p>Recruitment & Training of workforce</p>	<p><i>If you are advertising new posts, you must carefully consider whether these roles require the ability to communicate through Welsh and English (either desirable or essential). This is especially pertinent with front line roles as more than 10 % of the population of Monmouthshire speak Welsh. Also, we need to consider additional training when appointing staff that have existing Welsh language skills.</i></p>	<p>As additional posts become available within the Theatre Team consideration will be given to the need for an ability to communicate through the medium of Welsh.</p>	<p>As above</p>
<p>Service delivery</p> <p>Use of Welsh language in service delivery</p> <p>Promoting use of the language</p>	<p>When advertising our services, you must promote the fact that people can deal with the council in Welsh by phone, email, twitter, Facebook, letters, forms, website transactions etc.</p>	<p>Consideration will be given to the promotion of welsh language services during the procurement process and during the day-to-day delivery of the Theatre service.</p>	<p>As above.</p>

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	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>	<ul style="list-style-type: none"> • We will continue to provide wider activities, training and events to support our volunteers beyond their activities in the theatre and during the refurbishment process. • We will look at what qualifications and benefits such as time credits that may be appropriate to our volunteers. • We will identify what different kinds of volunteering opportunities we can offer and identify partners such as the local schools or Abergavenny Community Centre who may support us in this goal. 	<p>Robust monitoring arrangements will be put in place to ensure that the mutually beneficial arrangements comply with legislative requirements particularly regarding contributions to the Well Being goals.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<ul style="list-style-type: none"> • Work to establish an outreach programme working with partners both within Monmouthshire County Council and beyond to particularly but not restricted to continue and develop the work with young people with experience of the care system, creative work around food poverty and work for young families. 	<p>As above</p>





Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<ul style="list-style-type: none"> As the Theatre re-opens following the refurbishment, we will work with our colleagues in the Community Learning team, Youth Employment and skills team and Library service to maximise opportunities for learning created by the programme and activities of the theatre. We will continue to find ways to present performative and creative "moments" around the Market Hall and town centre. We recognise the anxiety and worry that venturing out for essential shopping and for many people who have been particularly isolated this will continue to an extent as restrictions are lifted. We found that the gentle cultural interventions presented bring a calmness and joy to the public realm that has been missing without creating crowding or inappropriate risk. 	As above
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<ul style="list-style-type: none"> We will proactively seek to present authentic work and artists from cultures that are less prominent or visible in Abergavenny and North Monmouthshire as part of our programme mix. We will mount a series of open stakeholder events in different formats and contexts to engage with a variety of voices and communities to test and explore the services the theatre offers. 	Where opportunities arise more specific details regarding contributions to the wellbeing goals will be identified through regular reviews of activities.
<p>A globally responsible Wales Taking account of impact on global well-being when considering local</p>	<ul style="list-style-type: none"> We are rolling out e-tickets to reduce the use of paper and energy use in the production, distribution and collection of paper tickets. 	As above

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	<ul style="list-style-type: none"> • Our current refurbishment is bringing improvements to the energy efficiency of our heating and cooling and the general energy efficiency of the heating, cooling and lighting of the space. • We have increased the use of digital marketing materials and e-lists to reduce use of paper brochures and posters. • We have moved to compostable cups in our bar to replace single use plastic and will investigate the introduction of offering customers reusable cups and providing facilities for customers to refill their own water bottles. • We are committed to stocking local produce where possible. For rider and function catering we look to work with food suppliers from the market we share a building with to reduce food miles. • We have streamlined the product lines to reduce wastage and reduce the amount of stock needed to be kept chilled. • We have been steadily increasing the use of LED and energy efficient lighting in the theatre and the wider building and our refurbishment will accelerate this. 	
A Wales of vibrant culture and thriving Welsh language	<ul style="list-style-type: none"> • The team will continue to develop the website and digital channels content ensuring that it has the 	n/a

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	<p>relevant information needed and it is accessible and bilingual.</p> <ul style="list-style-type: none"> The Team will continue to develop a full, cultural arts programme that supports and promotes the use of the Welsh Language. 	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<ul style="list-style-type: none"> We will look at the diversity of our catchment area compared to the postal codes who have historically attended our shows. We will then devise specific strategies to engage and build audiences in these 'not' or 'cold' spots. We will develop a clear written programming strategy articulating our priorities and intentions. 	Where opportunities arise more specific details regarding contributions to the Well Being goals will be identified through regular reviews of activities.

5. 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>Long Term</p>	This proposal seeks to transform the existing Theatre into a fully functional professional Theatre that is suitable for the needs of future generations.	New activities associated with this proposal will be expected to produce a Future Generations Evaluation when they are brought to Cabinet or council for a decision.

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>This proposal seeks to actively engage with local stakeholders and user groups.</p>	<p>New activities associated with this proposal will be expected to produce a Future Generations Evaluation when they are brought to Cabinet or council for a decision.</p>
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>Stakeholder engagements events have been held to seek views regarding the proposed refurbishment programme.</p>	
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>The Theatre in its current state is tired and shabby with fittings that are well beyond their service life. This refurbishment programme has been extensively investigated to ensure that the interventions proposed will prepare the service so it is fit for future purpose.</p>	<p>New activities associated with this proposal will be expected to produce a Future Generations Evaluation when they are brought to Cabinet or council for a decision</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	<p>The Theatre Team continue to work with the Arts Council for Wales and Creu Cymru to develop sustainable relationships to benefit Monmouthshire's artistic and cultural community.</p>	<p>As above</p>

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<i>During the delivery of the programme of activities associated with the proposal, safeguarding will be at the forefront to ensure that any future service delivery promotes the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	The purpose of this proposal is to be inclusive to all therefore no negative impacts are anticipated in relation to this particular activity.	Where any negative impacts are identified the team will seek to address them by taking an inclusive approach.
Corporate Parenting	n/a	As above	As above

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

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This policy is founded upon the following:

- The Wellbeing of Future Generations Act;
- Prosperity for All;
- Welsh Language Act;
- Socio-Economic Duty;
- The Well-being Assessment and the Population Needs Assessment;
- Equality Act 2010;
- The Equality and Human Rights Commission’s “Is Wales Fairer 2018” report;

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?

This proposal seeks to undertake a significant refurbishment of the Borough Theatre that will re-establish the venue as a key cultural asset to the County, providing an opportunity to develop a sustainable service offer that is fit for future purpose and relevant for future generations.

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	Progress
---------------------------------	-------------------------------------	---------------------------	-----------------

Seek considered views of the proposal	Economy and Development Select Committee – September	Cath Fallon	
Cabinet	15 th September 2021	Cath Fallon	

10. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	<i>Scrutiny</i>	<i>September 2021</i>	
3	<i>Cabinet</i>	<i>15th September 2021</i>	

SERVICE BUSINESS PLAN 2021 - 2024

SERVICE:

Manager: David Baxter

Directorate: Enterprise

Head of Service: Cath Fallon

Date of most recent update: Wednesday, 1 September 2021

OUR VALUES

- Teamwork
- Openness
- Fairness
- Flexibility

OUR SERVICE AIM

"We operate a **theatre** in the heart of Abergavenny where we promote **community, enjoyment, discussion, inspiration, education and joy** by providing a **stimulating, suitable, safe, and supportive** physical space where **artists, philosophers, orators, poets, academics, teachers, civic leaders, experts and enthusiasts** can **share stories, sounds, ideas, insight, opinions and passions** with their **peers, the local community and the wider world.**"

RESOURCES

Staffing

- We currently have 5.3 Full Time Equivalent Posts. (This includes casual posts)
- Professional staff have significant expertise and training and there is a well-motivated volunteer base.

Facilities

- The refurbishment and internal improvements will create an attractive and high-quality facility.

Audience/Customer Base and data

WHAT DO WE WANT TO ACHIEVE

Operational

1. To refurbish and upgrade the theatre so that it meets contemporary standards of safety, operation, and comfort.
2. To ensure we have fit for purpose processes and procedures to ensure the safe and efficient operation of the theatre that meets industry norms and standards.
3. To ensure we have the appropriately staff and volunteer resources and structures to be able to operate efficiently and effectively and be a place for learning and development.

Artistic

4. To present a balanced programme of events and activities that are financially sustainable.
5. To be a suitable space for local productions, events and creative ambition.
6. To support Abergavenny and the wider area as an attractive place to live, work and visit by developing events and cultural series of interest beyond our borders.
7. To be a leader for the development of cultural activities that promote the economic and social wellbeing of Abergavenny and the surrounding area.

Marketing and Sales

8. Develop our website and digital channels content ensuring that it has the relevant information needed and it is accessible and bilingual.
9. Investigate, develop, and instigate a "Friends" scheme and an "adopt a seat" scheme.
10. Look to maximise customer spend through up-selling at point of sales, looking at branded merchandise and identifying and exploiting promotional channels.
11. Utilise our marketing and sales systems to create regular customer analytics to grow our audience and their attendance frequency.

Business and administration.

12. To create a comprehensive 5-year business plan that reflects the opportunities and possibilities of the refurbishment.
13. To identify and install a new Bar Point of Sale system

MEASURES/MILESTONES

1. Refurbishment of the theatre auditorium, bar, and toilets alongside the installation of a new heating cooling system and wire tension grid.
2. Completion of the new Box office area.
3. Completion of the inhouse improvements to the backstage areas.
4. Completion of "Operating handbook"
5. Completion of review of staffing levels.
6. Completion of our service "offer" document.
7. Completion of our sales and marketing plan.
8. Completion of 5yr Business Plan.
9. Hitting our retained income, attendance, and events target.

KEY RISKS

1. Public funding for non-saturary services face significant pressure.
2. Available financial resources don't allow us to deliver the vision that will allow us to become more sustainable and cost effective in the medium term.
3. The refurbishment work has faced significant challenges and delays and this causes concerns and friction with the wider public.
4. The current human resources are based on a historical model and struggles to support the expected level of activities without significant additional overtime.
5. This could mean available staff and volunteers too insufficient to deliver service .
6. Activities and operations of other services in the building impact on the succesful delivery of the theatre's service and vice versa.
7. Audience and public attendance habits are unknown post Covid-19.



- There is a wide audience base, and our box office system has significant analysis tools that with trained staff resource can be utilised to better target sales.

Revenue Budget

- Retained income (the money retained by the theatre after the deduction of production costs/fees/promoter share and royalties etc)

Other Resources

- We receive funding and support from the Arts Council of Wales, and this is a key relationship as is Creu Cymru the network for theatre in Wales which provides training and networking opportunities in addition to some funding.

Income Growth

- Through a strong brand, cultural offer, and quality service we are looking to grow our retained income, secondary spend (bars, merchandising), service income (marketing and box office), sponsorship and external funding.

8. Resistance to changes to hire arrangements – challenge of setting sustainable charges that are affordable to the theatre and the hirers/users.



TRACK, ASSESS & PROCEED

RAG
key:

Progressing
well



Progressing but not on
target



Attention needed



Our Actions	Who & When	Alignment: Objective & Plan	What have we done	RAG	What impact is this action having?	How we can evidence this?	What next?
			<i>Section Completed Quarterly</i>		<i>Section Completed Annually</i>	<i>Section Completed Annually</i>	<i>Section Completed Annually</i>
Refurbishment of the theatre auditorium, bar, and toilets alongside the installation of a new heating cooling system and wire tension grid.		Maximise the potential of the Natural and Built environment.		A			
Appoint Principal contractor for refurbishment	Theatre refurbishment team – Q1	Maximise the potential of the Natural and Built environment.	Completed design work and started the procurement process	G			
Identify any budget shortfall and secure additional funds needed to complete project	Q1	Maximise the potential of the Natural and Built environment.	Costs clearer through procurement process, details being drafted to discuss internally and with Arts Council Wales.	R			

To ensure we have fit for purpose processes and procedures to ensure the safe and efficient operation of the theatre that meets industry norms and standards.				
Implementation of YesPlan System customised to Borough Theatre	Ongoing	Future-Focused council	System set up as a diary and contact manger. Corn Exchange hire forms created. Production sheets and main contracting in process.	G
Completion of "Operating handbook" -.		Future-Focused council		G
Listing of key processes.	Q1	Future-Focused council		G
Produce Process maps for each process.	Q2	Future-Focused council		G
Completion of review of staffing and volunteer levels.	Q2	Future-Focused council		G
Create an indicative events schedule and rota to access typical staffing levels over a four-week period.	Q2	Future-Focused council		G
Identify a training curriculum, plan and schedule for staff and volunteers	Q3	Future-Focused council		G

Completion of our service “offer” document.		Future-Focused council		G			
Create menu of services	Q2	Future-Focused council		G			
Create price list		Future-Focused council		G			
Finalise Terms and Conditions.		Future-Focused council		G			
Completion of our sales and marketing plan.		Future-Focused council		G			
Develop our website and digital channels content ensuring that it has the relevant information needed and it is accessible and bilingual.	Q1	Future-Focused council		G			
Investigate, develop, and instigate a “Friends” scheme	Q2	Future-Focused council		G			
Produce quarterly customer analytics reports.	Q3	Future-Focused council		G			
Completion of 5yr Business Plan. Hitting our retained income, attendance, and events target.		Future-Focused council		G			
Completion of programme strategy	Q2	Lifelong well-being & Best Possible Start in Life		G			

Development plan for local users	Q2	Lifelong well-being		G
Create working group for development of an Abergavenny "Folk" Festival	Q3	Lifelong well-being		G

How does our work contribute to the seven national wellbeing goals?

Section Completed Annually

A Wales of vibrant Culture and thriving Welsh Language

- We will present Welsh language and bilingual theatre and music events and examine how events can serve Welsh speakers and support Welsh learners.
- We will work with partners to find ways to promote the Welsh language.
- We will treat the Welsh and English languages equally in our print and digital communications.

A Globally responsible Wales

- We are rolling out e-tickets to reduce the use of paper and energy use in the production, distribution and collection of paper tickets.
- We have increased the use of digital marketing materials and e-lists to reduce use of paper brochures and posters.
- We have moved to compostable cups in our bar to replace single use plastic and will investigate the introduction of offering customers reusable cups and providing facilities for customers to refill their own water bottles.
- We are committed to stocking local produce where possible. For rider and function catering we look to work with food suppliers from the market we share a building with to reduce food miles.

- We have streamlined the product lines to reduce wastage and reduce the amount of stock needed to be kept chilled.
- We have been steadily increasing the use of LED and energy efficient lighting in the theatre and the wider building and our refurbishment will accelerate this.
- Our current refurbishment is bringing improvements to the energy efficiency of our heating and cooling and the general energy efficiency of the heating, cooling and lighting of the space.

A Prosperous Wales

- We will continue to provide wider activities, training and events to support our volunteers beyond their activities in the theatre.
- We will look at what qualifications and benefits such as time credits that may be appropriate to our volunteers.
- We will identify what different kinds of volunteering opportunities we can offer and identify partners such as the local schools or Abergavenny Community Centre who may support us in this goal.

A resilient Wales

- Work to establish an outreach programme working with partners both within Monmouthshire County Council and beyond to particularly but not restricted to continue and develop the work with young people with experience of the care system, creative work around food poverty and work for young families

A healthier Wales

- As we open, we will work with our colleagues in the Community Learning team, Youth Employment and skills team and Library service to maximise opportunities for learning created by the programme and activities of the theatre.
- We will continue to find ways to present performative and creative “moments” around the Market Hall and town centre. We recognise the anxiety and worry that venturing out for essential

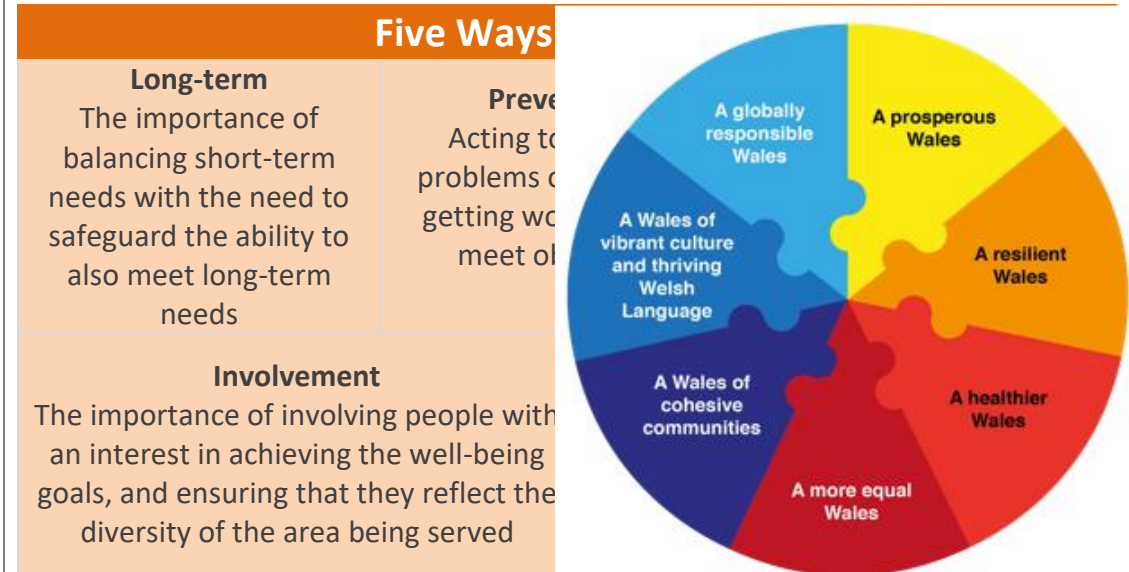
shopping and for many people who have been particularly isolated this will continue to an extent as restrictions are lifted. We found that the gentle cultural interventions presented bring a calmness and joy to the public realm that has been missing without creating crowding or inappropriate risk.

A more equal Wales

- We will look at the diversity of our catchment area compared to the postal codes who have historically attended our shows. We will then devise specific strategies to engage and build audiences in these 'not' or 'cold' spots.
- We will develop a clear written programming strategy articulating our priorities and intentions.

A Wales of cohesive communities

- We will proactively present authentic work and artists from cultures that are less prominent or visible in Abergavenny and North Monmouthshire as part of our programme mix.
- We will mount a series of open stakeholder events in different formats and contexts to engage with a variety of voices and communities to test and explore the services the theatre offers.



Measures / Milestones	Previous (Year)	Target	Current	Comments	RAG
<i>Section Completed Quarterly</i>					
<i>Standard Measures</i>					
Average days lost to sickness absence per FTE employee					Green
Percentage of employees who leave the department					Green
Percentage of staff that received a performance review					Green
Percentage of staff who are trained to the appropriate safeguarding level					Green
Forecast overspend or underspend each quarter					Green
Number of complaints received					Green
Number of compliments received					Green
<i>Service area-specific measures</i>					
Refurbishment of the theatre auditorium, bar, and toilets alongside the installation of a new heating cooling system and wire tension grid.				All planned work completed and building open to the public.	Green
Completion of the new Box office area.				New fittings and furniture and screens in window.	Green
Completion of the inhouse improvements to the backstage areas.				Redecorating and refreshing of dressing room and backstage door areas by in -house team.	Green
Completion of "Operating handbook"				Document issued.	Green
Completion of review of staffing levels.				Report containing scenarios and numbers completed.	Green
Completion of our service "offer" document.				Hire packs and online brochure and booking system live and in place.	Green
Completion of our sales and marketing plan.				Marketing plan for 21-24 completed.	Green
Completion of 5yr Business Plan.				Detailed Business plan for 21-24 issued.	Green
Annual retained income target.				Targets to be set post Covid and refurbishment.	Red



the medium term.							
The refurbishment work has faced significant challenges and delays and this causes concerns and friction with the wider public.	Likely	Substantial	Medium	Secure clear timetable and communicate clearly to manage expectations. Communicate and promote the benefits.	Possible	Moderate	Low
The current human resources are based on a historical model and struggles to support the expected level of activities without significant additional overtime.	Almost Certain	Major	High	Identify actual and specific need based on data and relate resource costs to events. Identify and implement solutions.	Unlikely	Minor	Low
This could mean available staff and volunteers too insufficient to deliver service .	Likely	Major	High	Based on need identify necessary, staff, volunteer and agency numbers ensure human resources in place	Unlikely	Minor	Low



				along with systems to manage them.			
Activities and operations of other services in the building impact on the successful delivery of the theatre's service and vice versa.	Likely	Substantial	Medium	Ensure close liaison and communications between services under same roof. Use Yes Plan system to issue precise schedule and details around activities.	Possible	Moderate	Low
Audience and public attendance habits are unknown post Covid-19.	Possible	Moderate	Low	Monitor sector trends through professional networks. Monitor impact of promotions and reach of audience against historical data	Unlikely	Minor	Low
Restistance to changes to hire arrangements – challenge of setting sustaible charges that are affordable to the theatre and the hirers/users	Possible	Substantial	Medium	Create a clear and justifiable offer with comprehensive Terms and conditions and work with users to precisely communicate and justify the T&C's.	Possible	Moderate	Low

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SUBJECT: REGENERATION PROJECTS AND PLACEMAKING GRANT SUBMISSION

MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE

DATE: 7th September 2021

DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To allow the Economy and Development Select Committee the opportunity to scrutinise the proposed submission for the 2021/22 Welsh Government Transforming Towns Placemaking programme and associated funding opportunities, the indicative submission for the 2022/23 Placemaking programme, and the proposed use of Experimental Traffic Orders to extend the temporary trial re-opening towns measures, while long-term options are designed up and consulted upon.

2. RECOMMENDATIONS:

- 2.1 To endorse the prioritisation of regeneration activity throughout the County, the proposed Placemaking Grant submission for 2021/22 of £791,429 made under the Welsh Government Transforming Towns funding, and the indicative programme for 2022/23, and the Transforming Town revenue grant and business fund submissions, noting that the projects and funding balance may change due to prioritisation and deliverability. This proposal is being reported to Cabinet on 15th September 2021.
- 2.2 To endorse the proposal that the temporary trial re-opening towns measures listed in paragraph 3.11 remain in place for up to 18 months while long-term options are designed up and consulted upon. To continue to authorise the Chief Officer Enterprise to make any adjustments to the temporary trial measures deemed necessary, in consultation with the relevant Cabinet Member(s) and Ward Member(s), in response to stakeholder feedback. This proposal is being reported to Cabinet on 15th September 2021.

3. KEY ISSUES:

Placemaking Grant

- 3.1 The Council has secured an equal one-tenth share of a Welsh Government Transforming Towns 'Placemaking' grant awarded to the Cardiff Capital Region and administered by RCT Council. Monmouthshire's share for 2021/22 is £554,000 which together with the required match funding from MCC of £237,429, provides a total fund of £791,429.
- 3.2 Appendix 1 sets out the grant categories and criteria that have been set by Welsh Government.
- 3.3 Appendix 2 sets out the proposed allocation of grant funding for 2021/22 and an indicative funding allocation for 2022/23. The proposed grant submission is informed by ideas arising from the reopening towns work and suggestions from Elected Members, Town

Councillors and business representatives provided during the review of the re-opening towns meetings. Although there is currently no guarantee that funding will be available in 2022/23, the Welsh Government's commitment to placemaking and town centre regeneration make it highly likely that such a funding stream will continue. The two-year approach set out in this report enables officers to establish a forward work programme as well as give the potential to bid for additional in-year money should it become available.

- 3.4 The proposals have been sifted by compatibility with the grant criteria, deliverability (the 2021/22 projects must be concluded in this financial year) and impact/outcomes. Due to these criteria, not all towns will benefit equally, with some towns benefitting only from the 'all towns' funds. Villages and local centres are not eligible for this grant funding. Magor is currently not defined as a town but it would be able to benefit from the 'all towns' funds should it become a town as a result of the Boundary Commission proposals (there may also be funding available under the GI category).
- 3.5 The project list is subject to change as certainty of deliverability evolves.

Transforming Towns Revenue Funding

- 3.6 In addition to the above funding proposals, in 2021/22 WG has made available revenue funding through their Transforming Towns programme with £75k nominally allocated to each local authority, with an element of match funding expected. Funding is available for:
- Master plans or placemaking plans;
 - Green infrastructure audits;
 - Project feasibility and specialist consultancy; and
 - Consultancy work associated with the planning and reconfiguration of town centres as a result of Covid-19.
- As with the Transforming Towns Placemaking grant, the revenue funding has a town-centre focus.
- 3.7 To this end, MCC has bid for funding to commission a masterplan for Chepstow. This has been proposed for a number of reasons. The masterplan would pull together the various ongoing plans that impact on Chepstow town centre (e.g. the Transport Study, Town Council Place Plan and tourism via the Wye Valley Villages project) offering the necessary overarching strategic vision, co-ordination and governance. It would be the mechanism for consultation on the long-term future of the High Street and would have a focus on support to businesses and destination marketing including Chepstow as a destination 'arts' town. These cumulative proposals seek to enhance the long-term vitality and viability of the town. Should the bid be successful, we would seek to work with Chepstow County Councillors and Town Council in the preparation of the brief.
- 3.8 Should additional WG revenue funding be made available in the very near future, MCC would seek to commission a masterplan for Monmouth. However, the money is to be spent in 2021/22 so timescales are tight. The WG expectation for future capital funding is that it forms part of a town-based strategy or masterplan, hence the focus on securing funding for masterplans via this revenue grant opportunity. Of the three towns without a current masterplan or strategy, Chepstow and Monmouth are considered to be in greatest need. Future funding will be sought for Abergavenny.

Transforming Towns Business Fund

- 3.9 The following bids have been submitted under the Transforming Towns Business Fund. The proposals were prepared in conjunction with business groups and Town Councils insofar as this was possible during a very tight bidding period during August:
- Shop Local – Countdown to Christmas - MCC led project £18,000
 - Virtual High Street pilot and digital skills training package - MCC led project £55,000
 - Town Council led projects £15,000
 - Croeso – Y Fenni Business Community led project £2,550

Longer term regeneration priorities

- 3.10 The 2021/22 Placemaking Grant bid submission and 2022/23 proposal are a reflection of known deliverable projects that meet the grant criteria. They have been shaped by stakeholder engagement via the re-opening towns review meetings held in June 2021, Business Resilience Forum meetings and the multidisciplinary officer working group. The grant criteria mean the funding cannot simply be distributed evenly amongst each of our towns, nor would doing so result in meaningful outcomes. The recent review of the re-opening towns pandemic response trials identified a clear, shared ambition for regeneration in each of our towns, subject to further engagement and consultation on any proposed permanent changes. Delivering on this ambition will require the coordination, sequencing and prioritisation of projects, which will be the subject of a future Cabinet report to shape the Council's regeneration strategy going forwards.
- 3.11 One clear limitation at present is the absence of an overarching vision or strategy for Chepstow, Monmouth and Abergavenny, which would inform future priorities and grant submissions. The revenue grant bid for Chepstow, and provisional bid for Monmouth, go some way to help address this. A summary of the feedback received for each town from the stakeholder sessions is given below:

Abergavenny

Although involving difficult decisions at the time, it was universally agreed that the pedestrianisation of much of Abergavenny's town centre in recent years has been a success. The temporary trial measures proposed for retention for a further period of up to 18 months are the part-time pedestrianisation of Cross Street; the provision of planters, pods, parklets and outdoor trading space in Cross Street, Frogmore Street and St John's Square; the provision of a contraflow cycle lane on Lion Street; and infrastructure to support and promote active travel. A number of smaller scale interventions have been suggested for coming years relating to the trial measures, but Abergavenny would benefit from an overarching strategy and vision for the town to coordinate various projects and future potential.

Caldicot

The recent Cabinet decision to support the Levelling Up Fund submission for the Newport East constituency for Caldicot builds upon the previous Cabinet decision for Caldicot to be the focus for Targeted Regeneration Investment (TRI) grant funding, which itself builds on the 2014 Town Vision and 2016 Strategy and Action Plan and recent Active Travel investment. These decisions provide a clear and relevant framework to inform future work in Caldicot. Caldicot town centre is already pedestrianised so the main temporary trial

measures proposed for retention for a further period of up to 18 months are the provision of planters, pods, parklets and outdoor trading space; and infrastructure to support and promote active travel.

Chepstow

As stated in para 3.7 of this report, a £75k bid has been submitted seeking Welsh Government revenue funding for an overarching strategy to coordinate and inform future work and priorities, coordinating with the Town Council's emerging Place Plan. The temporary trial measures proposed for retention for a further period of up to 18 months are the part-time closure of High Street to vehicular traffic other than blue badge holders accessing the disabled person parking bays on Bank Street; changes to the crossing areas on Moor Street/Welsh Street and at Beaufort Square; the provision of planters, pods, parklets and outdoor trading space; and infrastructure to support and promote active travel. In response to stakeholder feedback, a zebra crossing is to be provided at Beaufort Square, and additional disabled person parking provided on Upper Nelson Street to ensure access for all during festivals and events.

Monmouth

Active Travel funding has been secured for this financial year (2021/22) to consider options for permanent changes to Monnow Street to create a more people-friendly environment that supports and promotes active travel. As with Chepstow, an overarching strategy is needed to draw together and coordinate various projects and proposals and to shape the future regeneration priorities. Should additional WG revenue grant become available early enough this financial year, a bid will be submitted for this work. Earlier this year, Cabinet approved the Levelling Up Fund submission for the Monmouthshire constituency, which focuses on regenerating Monmouth. The temporary trial measures proposed for retention for a further period of up to 18 months are the widened pavements to Monnow Street and the associated provision of planters, pods, parklets and outdoor trading space in Monnow Street and Agincourt Square; and infrastructure to support and promote active travel.

Usk

Usk benefits from a masterplan commissioned jointly by Monmouthshire County Council, Usk Town Council and Llanbadoc Community Council. It is proposed that this is adopted by MCC to inform and guide future decision-making, and this will be subject to a separate Member report. The temporary trial measures proposed for retention for a further period of up to 18 months are the provision of planters, pods, parklets and outdoor trading space around the town centre. The temporary traffic lights on Bridge Street were removed in May 2021.

Interim Arrangements

- 3.12 The current temporary trial re-opening towns measures are underpinned by emergency Traffic Orders, which expire after 18 months (January 2022). The associated street café licences were issued for a temporary period until September 2021, and so a decision is needed on whether or not to review each licence, which in turn requires certainty about the extension of the trial of the temporary measures. It is recommended to Cabinet that the trial measures outlined in paragraph 3.11 be allowed to remain in place for up to a further 18 months, providing an interim period during which permanent measures are considered,

designed and consulted upon. An Experimental Traffic Order can allow the trial measures to remain in place for up to another 18 months. This would allow the trial measures to continue to be tested, with adjustments made as necessary in response to Member and community feedback, which can be provided via our website, contact centre or email to the Regeneration Officer lead for the town in question (see para 3.16 below). Cabinet approval is sought to continue to authorise the Chief Officer Enterprise to make adjustments to trial measures in consultation with the relevant Cabinet Member(s) and Ward Member(s). In some instances, such as Chepstow, Experimental Orders could allow different trial measures to be considered, utilising feedback from the re-opening towns review meeting and discussions with other stakeholders including a newly forming disability action group.

- 3.13 Although Magor is currently out of scope for the Placemaking grant, due to it not being a town at present, if Cabinet approves the use of Experimental Traffic Orders to retain the temporary measures for up to another 18 months, it is proposed that this applies to Magor too. The temporary trial measures in question comprise the partial closure of Magor Square to vehicular traffic including some on-street parking bays, the provision of space for outdoor trading, planters, and active travel improvements. Further community consultation is proposed to identify which, if any, of these changes might become permanent.
- 3.14 In terms of the other villages, the only trial measures for potential retention in Raglan and Tintern are the 20mph speed limits. Subject to consultation with the Ward Member and Community Council, it is proposed that consultation is undertaken to make these speed limit changes permanent.

Programme Management Arrangements

- 3.15 An increasing level of project work due to the increasing array of grants available requires effective programme and project management arrangements for the newly formed Regeneration team. This operational project management will oversee 'live' projects within the Enterprise directorate and will develop a pipeline of 'shovel ready' projects to maximise future grant opportunities.
- 3.16 The programme management arrangements will be led by the Head of Placemaking, Regeneration, Highways and Flooding and include relevant officers who undertake the role of project managers or project sponsors.

Multidisciplinary Officer Meeting

- 3.17 Now that the town centre work is moving from covid response to future-looking regeneration, it is proposed to replace the monthly re-opening town meetings with a quarterly multidisciplinary officer meeting focused on future regeneration opportunities. This will be a forum to bring together colleagues from various services to ensure everyone is aware of current workstreams and project progress, and to share ideas for the future pipeline of projects, knowledge of local issues and awareness of new funding opportunities.

Place-based Project Management

- 3.18 Following the appointment of two project managers into the Regeneration team, they will be allocated across the County as town regeneration leads as follows:

Abergavenny

Daniel Fordham

Caldicot	Daniel Fordham
Chepstow	Jane Lee
Magor	Jane Lee
Monmouth	Daniel Fordham
Usk	Jane Lee
Wye Valley Villages	Jane Lee

This will be reviewed as necessary, for example if the LUF bids are successful. Roger Hoggins continues to support these workstreams as Head of Strategic Projects.

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

4.1 A Wellbeing of Future Generations Equalities Impact Appraisal has been completed in relation to the interim retention of the trial re-opening towns measures. There are no corporate parenting of safeguarding concerns, nor issues in relation to our economic impact duty. Amendments, where needed, provide mitigation in relation to impacts on protected characteristics, specifically disability in relation to Chepstow in particular.

5. OPTIONS APPRAISAL

5.1 Table One below therefore provides an options appraisal of the proposal:

Options	Benefits	Risks	Comments/Mitigation
Do Nothing	No additional demand on colleague time and capacity	<ul style="list-style-type: none"> Allocated funding is lost and projects not implemented 	The grant funding will help support our town centres.
Proceed with the submission of the placemaking grant as set out in Appendix 2.	Projects are delivered, town centre vitality and viability are supported, funding is not lost,	<ul style="list-style-type: none"> Some towns may feel 'unloved' and projects not progressed in all towns 	The rationale behind the submission is sound, and future funding is expected to be available.
Put Experimental Traffic Orders in place as an interim measure to allow the trial measures to be thoroughly tested for up to 18 months while permanent solutions are identified, designed and consulted on. To continue to authorise the Chief Officer Enterprise to make adjustments to trial measures in consultation with the relevant Cabinet Member(s) and Ward Member(s).	<p>Temporary trial measures remain in place to support our town centres and to thoroughly test them.</p> <p>Businesses who have invested in outdoor trading spaces can continue to benefit, subject to an appropriate licence being in place.</p>	<ul style="list-style-type: none"> The trial measures might be perceived as having been made permanent without engagement The trial measures may become tired or worn 	<p>Clear communication will clarify that the measures remain trials during the interim period.</p> <p>The trial measures will continue to be adjusted as needed in response to Member and community feedback and can be removed if insurmountable problems arise.</p>

6. REASONS:

- 6.1 The proposed grant submission is informed by ideas arising from the re-opening towns work and suggestions from Elected Members, Town Councillors and business representatives provided during the review of the re-opening towns meetings, as well as feedback from the Business Resilience Forum and the officer working group.
- 6.2 Project work and funding opportunities are increasing. We need to ensure we can maximise the benefit of this funding to Monmouthshire's communities by successfully bidding and delivering on projects. The newly established physical regeneration team gives us an opportunity to review how we best do this, with new project management arrangements to ensure timely and effective project delivery and to develop a pipeline of 'shovel ready' projects to maximise future grant opportunities.
- 6.3 The Experimental Traffic Orders will allow the trial measures to continue to be tested, with adjustments as necessary, supporting businesses and communities while permanent changes are considered, designed and consulted upon. Cabinet is invited to continue to authorise the Chief Officer Enterprise to make adjustments to trial measures in consultation with the relevant Cabinet Member(s) and Ward Member(s).

7. RESOURCE IMPLICATIONS:

- 7.1 The match funding contribution for the Transforming Towns Placemaking grant has been allocated within the capital programme. This is approximately £238,000 per annum based on a 30% contribution.
- 7.2 Wherever possible and reasonable we will include regeneration and/or highway officer time for project management in future grant applications, to help financially support the teams' resource needs.
- 7.3 The Experimental Traffic Orders will be undertaken using existing staff resource and budget.

8. CONSULTEES:

Enterprise DMT

SLT

Economy and Development Select: At its meeting on 26th July 2021, the Economy and Development Select Committee considered a report reviewing the re-opening towns work and setting out the transition to future long-term regeneration proposals for each of our towns. The Committee noted that Members will be engaged on a town-by-town basis to help shape emerging proposals and to help inform and engage the local community. The Economy and Development Select Committee asked that regeneration projects relating to high streets periodically return to that forum for scrutiny.

Re-opening Towns Officer Working Group: supports the proposed bid, interim arrangements and project management arrangements.

9. BACKGROUND PAPERS:

None

10. AUTHOR:

Mark Hand (Head of Placemaking, Regeneration, Highways and Flooding)

11. CONTACT DETAILS:

E-mail: markhand@monmouthshire.gov.uk Tel: 07773 478579

Appendix 1: WG Placemaking Grant 2021-22 criteria

Appendix 2: Proposed WG Placemaking Grant 2021-22 submission and 2022/23 programme for Monmouthshire

Appendix 3: Wellbeing of Future Generations Assessment for interim retention of trial measures

Appendix 1: Transforming Towns Placemaking Grant criteria 2021/22

Place Making Intervention	Scheme Detail	Eligible Applicant	Maximum Allocation of grant
<p>Residential Units in Town Centres</p>	<p>To convert vacant floor-space on upper floors into new residential accommodation. The minimum requirement from each scheme is 1 x 1 bedroom self-contained flat.</p> <p>Schemes are expected to be a mix of one and two bedroom units with ratio determined by layout of building and planning consent.</p> <p>Schemes should comply to the minimum floor space as recommended in the most up to date Welsh Housing Quality Standards, currently this is:</p> <ol style="list-style-type: none"> 1. 46m² per one bedroom flat 2. 59m² per two bedroom flat <p>Student accommodation, bedsits and studios are not eligible for grant funding</p> <p>Where acceptable to Local Planning Authorities potential conversion of ground floor, as well as upper floors may be considered for areas not considered to be core retail, where no alternative commercial use can be found.</p>	<p>Occupiers or property owners of properties within town centres who either:</p> <ul style="list-style-type: none"> • Own the freehold, or • Hold a lease with a seven year minimum period remaining at the planned final grant payment date and who have secured their landlord's written consent to the proposed works. 	<p>Up to £250,000 per property</p>
<p>Commercial Property Improvement Grants</p>	<p>The Property Improvement Grant is available to commercial building occupiers and owners within town centres. Its purpose is to enhance building frontages together with the upgrade of vacant commercial floor space to bring it back into beneficial business use.</p> <p>New/ upgraded floor space must be for business use, with each scheme determined on its individual</p>	<p>Occupiers or property owners of commercial properties within the designated area who either:</p> <ul style="list-style-type: none"> • Own the freehold, or • Hold a lease with a seven year minimum period remaining at the planned final grant payment date and who have secured their landlord's written consent to the proposed works. 	<p>Up to £250,000 per property</p>

	<p>merits at the discretion of local officers, and then approved by local and regional project boards. In particular offices, independent leisure, retail, food and drink uses will be considered. Mixed-use schemes will also be considered, but private student lets, will not be considered.</p> <p>Offices or commercial premises above retail units will also be considered for support.</p> <p>WORKS</p> <p>External External works to the building can include work deemed necessary for the structural integrity of the property. Items might include:</p> <ul style="list-style-type: none"> • Shopfronts; • Signage; • Windows and doors; • External lighting; • Roofs and chimneys; • Rainwater goods (guttering and down pipes); • Rendering, stone cleaning and repairs, re-pointing; and • Structural works. <p>Internal Internal works to the building can include all work, visible or structural, necessary to complete the project to Building Regulations. This might include:</p> <ul style="list-style-type: none"> • Windows and doors; • Improved accessibility; • Walls, ceilings, lighting; 		
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Appendix 1: Transforming Towns Placemaking Grant criteria 2021/22

	<ul style="list-style-type: none"> • Energy Efficiency measures when included as part of the overall scheme; • Utilities and services, including heating; • Welfare facilities (e.g. essential washroom and cleansing facilities only); and • Structural work <p>New Build New build commercial floor-space could be eligible, where a local need for this has been identified.</p>		
Green Infrastructure	<p>The provision of Green Infrastructure and Biodiversity projects in town centres. Specifically but not exclusively:</p> <ul style="list-style-type: none"> • Green Walls • Green Roofs • Rain Gardens • Greening. • Pocket Parks <p>Other Green Infrastructure or general greening measures are eligible subject to approval of Welsh Government. Any intervention needs to be strategic and underpinned by a Town Centre Green Infrastructure Audit.</p> <p>This support will not contribute to ongoing maintenance costs in future financial years.</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Occupiers or property owners of commercial properties within the designated area who either: <ul style="list-style-type: none"> ○ Own the freehold, or ○ Hold a lease with a seven year minimum period remaining at the planned final grant payment date and who have secured their landlord's written consent to the proposed works. 	Up to £250,000 per project
Public Realm	The provision of small scale public realm enhancements where they are aligned with a natural	<ul style="list-style-type: none"> • Local Authorities. • Business Improvement Districts BIDs 	Up to £250,000 per scheme.

Appendix 1: Transforming Towns Placemaking Grant criteria 2021/22

	<p>clustering of regeneration activity in town centres. Where there is demonstrable social and economic impact. Specifically:</p> <ul style="list-style-type: none"> • The removal or dropping of curbs for access and egress; • The widening of pavement areas so as to provide outdoor seating and amenity areas; • Permanent planters and screening provision; • Enhancing features to a key project within the town or city centre; <p>Other measures may be eligible for support subject to approval of Welsh Government.</p>	<ul style="list-style-type: none"> • Town and Community Councils 	
<p>Strategic Acquisition</p>	<p>Acquisitions within town and city centres. This support should not be used to acquire properties that are subject to, or could benefit from planning enforcement measures. Specifically, this support could be used to:</p> <ul style="list-style-type: none"> • Acquire properties in order to complete land assembly for larger strategic proposals; • Acquire properties for demolition in order to deliver improved connectivity and permeability in centres; • The acquisition of properties in order to provide greenspace, play facilities or enhanced public realm. • Demolition costs are eligible. 	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Social Businesses and B – Corps 	<p>Up to £250,000 per acquisition.</p>
<p>Town Centre Markets</p>	<p>The delivery of the ‘Every Town a Market Town’ philosophy. The development and enabling of local markets for the provision of produce, craft, food and value added products. This capital only funding will deliver:</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts (BIDs) • Town and Community Councils • Social Businesses and B – Corps 	<p>Up to £250,000 per location.</p>

Appendix 1: Transforming Towns Placemaking Grant criteria 2021/22

	<ul style="list-style-type: none"> The provision of permanent electricity supplies to enable market trading; The acquisition of trading stalls, stands and platforms. <p>Works must conform and be aligned with the Welsh Government best practice guide for the establishment of local markets. This work should be aligned with any post Covid – 19 Town Centre works and planning.</p>		
Town Centre Meanwhile Uses	The establishment of temporary meanwhile or pop – up uses in currently vacant premises in town centres. The support should be wholly aligned with the Welsh Government Meanwhile Uses Best Practice Guide.	<ul style="list-style-type: none"> Local Authorities Business Improvement Districts BIDs Town and Community Councils Social Businesses and B – Corps 	Up to £250,000 per location.
Town Centre External Trading support.	The provision of outdoor seating, planters, coverings, servery areas and building canopies. This support is in line with the Covid – 19 response grant 2020/21.	<ul style="list-style-type: none"> Local Authorities Business Improvement Districts Town Centre Businesses BIDs Town and Community Councils 	
Shop Frontage Enveloping Schemes	External shop frontage enhancements whereby no internal modification or redevelopment is undertaken. Adjacent or closely situated properties need to be targeted in a given town so as to achieve a critical mass and greater impact. It is suggested that a minimum of 6 properties should sign up to this support.	<ul style="list-style-type: none"> Occupiers or property owners of commercial properties within the designated area who either: <ul style="list-style-type: none"> Own the freehold, or Hold a lease with a seven year minimum period remaining at the planned final grant payment date and who have secured their landlord's written consent to the proposed works. For projects that request less than £50k in grant a legal charge is not required so a lease with five years remaining at the final grant payment date is acceptable. 	Up to £250,000 per location.
Digital Towns	The furthering of the 'digital towns' agenda through the provision of capital items to support Wi-Fi analytics and Lora Wan networks.	<ul style="list-style-type: none"> Local Authorities Business Improvement Districts BIDs Town and Community Councils. 	Up to £250,000 per town centre.

150045

Appendix 1: Transforming Towns Placemaking Grant criteria 2021/22

<p>Active Travel</p>	<p>Provisions supporting or facilitating active travel routes in town centres where this cannot be funded through other means. Specifically the provision of bicycle storage, lockers and retrofit of show and hygiene facilities in commercial premises</p>	<ul style="list-style-type: none"> • Local Authorities • Business Improvement Districts BIDs • Town and Community Councils • Social Businesses and B – Corps • Private sector partners 	<p>Up to £250,000 per application.</p>
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Appendix 2: Transforming Towns Placemaking Grant submission 2021/22 and proposal for 2022/23

Transforming Towns Placemaking Grant allocation	70%	£554,000
MCC match funding (minimum requirement)	30%	£242,000
TOTAL	100%	£796,000

2021/22 Proposed indicative submission

Project	Placemaking Grant project category	Location	Priority	Estimated cost	Deliverability	Notes
43 Frogmore St - upper floor conversion to shared workspace	Commercial Property Improvement Grants	Abergavenny	1	£63,000		Cost based on 70% of total project cost. Space to be occupied/managed by Gwagle, who operate existing co-working space on Nevill Street.
Cross Street interventions leading to pedestrianisation - quick win projects	Public Realm	Abergavenny	1	£25,000		Cycle-friendly gates, signage at junction with Monk Street. Costs TBC.
Borough Theatre Refurbishment	Commercial Property Improvement Grants	Abergavenny	1	£250,000		Match funding. Dependent on timely award of Active Travel funding
Caldicot Goes Pop!	Town Centre Meanwhile Uses	Caldicot	1	£11,000		Upgrades to existing Town Team pop-up unit
Caldicot shop front improvements - continuation of 20/21 grants scheme	Shop Front Enveloping Schemes	Caldicot	1	£150,000		To include existing commitments and new projects. Funding allocation could be increased if other projects underspend.
Caldicot Town Team market gazebos	Town Centre Markets	Caldicot	1	£7,000		To support expansion of Town Team-managed market
Chepstow town centre public realm	Public Realm	Chepstow	1	£10,000		Funding for green roof shelter for trade waste bins and creation of seating area in Chepstow town centre.
Chepstow Green Wall	Green Infrastructure	Chepstow	1	£25,000		Issues around maintenance requirements which are apparently intensive/costly
Various projects generated through the GI Action Plan	Green Infrastructure	Abergavenny, Chepstow, Monmouth	1	£65,000		Cost is for delivery of GI Action Plan projects in town centres. Other deliverable projects available outside town centres. £80k if Magor Undy included

Appendix 2: Transforming Towns Placemaking Grant submission 2021/22 and proposal for 2022/23

Town centre outdoor adaptation grants - continuation of 20/21 grants scheme	Town Centre External Trading Support	All towns	1	£130,000		To include existing commitments and new projects. Funding allocation could be increased if other projects underspend.
Town centre wifi and Smart Town Data	Digital Towns	All towns	1	£60,000		To be delivered by Rural/Digital Programmes Team
TOTAL				£796,000	The indicative figures show an overspend of £4571	

Appendix 2: Transforming Towns Placemaking Grant submission 2021/22 and proposal for 2022/23

Assumed Transforming Towns Placemaking Grant allocation	70%	£556,500
MCC match funding (minimum requirement)	30%	£238,500
TOTAL	100%	£795,000

2022/23 Indicative proposal

Project	Placemaking Grant project category	Location	Priority	Estimated cost	Deliverability	Notes
Church Road, Caldicot Phase 2	Public Realm	Caldicot	2	£250,000		
Hanbury House - improvement to shopfront and lettable areas	Commercial Property Improvement Grants	Chepstow	2	£80,000		Costs TBC
Welsh Street car park - improve pedestrian environment at entrance	Public Realm	Chepstow	2	£110,000		Potential to improve disabled access to High Street.
20 Monnow Street	Commercial Property Improvement Grants	Monmouth	2	£75,000		Improvements/repairs pending redevelopment/refurbishment
Shopfront enveloping schemes	Shopfront enveloping	Abergavenny and Monmouth	2	£280,000		Locations tbc but likely to be Lower Cross Street in Abergavenny and Monnow Street and Church Street in Monmouth
TOTAL				£795,000		



Name of the Officer Mark Hand

Phone no: 07773 478579

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Please give a brief description of the aims of the proposal

Re-opening Monmouthshire's High Streets – extension of the temporary trial measures for up to an additional 18 months

In response to the Covid-19 pandemic, various temporary trial measures were introduced to our High Streets to enable people to safely return to support local businesses, creating more people-friendly environments and encouraging active travel. These measures were introduced via emergency Traffic Orders which expire after 18 months. It is therefore proposed to retain the temporary trial measures that are still in place for up to an additional 18 months using an Experimental Traffic Order. During this period, permanent changes can be designed up, consulted upon and, where applicable, funding sought.

This Assessment considers the equality and wellbeing and socio-economic implications of extending the temporary trial measures for up to an extra 18 months. During that period, alterations and changes can be made to the trial measures in response to stakeholder feedback.

Name of Service area: Placemaking, Regeneration, Highways and Flooding

Date 1st September 2021

1. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	<p>The temporary trial schemes were been developed through collaboration with County Councillors, Town and Community Councillors and business representaives on the Business Resillience Forum and in June 2021 were subject to a series of town-based review meetings.</p> <p>The original aim of the proposals was to ensure our High Streets are safe for shoppers to return and support local businesses during the pandemic. Pedestrian routes were widened where possible at pinch points to allow social distancing and queuing. Where kerblines were in the middle of widened footways, they were marked with re paint to highlight the level change. High Streets have since been enhanced with planters, parklets and outdoor trading spaces.</p> <p>As we emerge from the worst of the pandemic we are now considering what long-term changes should be made to support the regeneration and repurposing of our high streets.</p>	<p>Some on-street parking has been lost, either all the time such as in Monnow Street, Monmouth, or during part-time street closures such as in parts of Cross Street, Abergavenny, to pedestrianise areas or to provide parklets or seating areas for businesses to provide outdoor trading.</p>	<p>Live feedback will continue to be be invited so that temporary trial schemes can be tweaked, changed or removed as appropriate.</p> <p>We have mitigated the loss of parking bays by ensuring that accessible and convenient parking close to High Streets remains available in alternative locations.</p> <p>Most public toilets are managed by the Town or Community Council or Cadw. Where possible, they remain open for use with appropriate hygiene adaptations.</p> <p>Parklets and planters provide additional street seating allowing people with limited mobility to rest and people with no outdoor space at home a safe outdoor space to meet family and friends when lockdown rules permit.</p> <p>Individuals continue to be responsible for ensuring good personal hygiene and maintaining social distancing when legislation requires.</p>

<p>Disability</p>	<p>The temporary trial schemes were been developed through collaboration with County Councillors, Town and Community Councillors and business representaives on the Business Resillience Forum and in June 2021 were subject to a series of town-based review meetings.</p> <p>The original aim of the proposals was to ensure our High Streets are safe for shoppers to return and support local businesses during the pandemic. The proposals have allowed communities to safely access local shops, which has benefited those who are without internet access/capability to shop, or who are lonely. Pedestrian routes were widened where possible at pinch points to allow social distancing and queuing. Where kerblines were in the middle of widened footways, they were marked with re paint to highlight the level change to thise with visual impairments. High Streets have since been enhanced with planters, parklets and outdoor trading spaces. Parklets and planters provide additional street seating allowing people with limited mobility to rest and people with no outdoor space at home a safe outdoor space to meet family and friends when lockdown rules permit.</p> <p>As we emerge from the worst of the pandemic we are now considering what</p>	<p>Guide dogs are not trained to maintain social distancing and the widened footpaths into carriageways will not be understood by guide dogs who are trained to respond to kerblines.</p> <p>Some on-street parking has been lost, either all the time such as in Monnow Street, Monmouth, or during part-time street closures such as in parts of Cross Street, Abergavenny, to pedestrianise areas or to provide parklets or seating areas for businesses to provide outdoor trading.</p> <p>Planters, parklets and outdoor trading areas pose potential obstacles to those with visial impairments or mobility difficulties. Care has therefore been taken with the siting of these areas.</p>	<p>Live feedback continues to be invited so that schemes can be tweaked, changed or removed as appropriate.</p> <p>Most public toilets are managed by the Town or Community Council or Cadw. Where possible, they remain open for use with appropriate hygiene adaptations.</p> <p>Individuals will be responsible for ensuring good personal hygiene and maintaining social distancing.</p> <p>A net increase in disabled person parking bays is provided, with as many existing bays as possible retained. Audits have been undertaken taking into consideration potential increased distances and, in Chepstow, the difficult topography. This has resulted in the Bank Street spaces remaining available for use.</p> <p>In Abergavenny, access to 8 disabled parking bays at Cross Street is restricted by the barrier between 10am and 4pm Monday to Saturday, and many of these bays have been used to provide parklets or outdoor trading spaces for businesses or cycle parking. At</p>
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long-term changes should be made to support the regeneration and repurposing of our high streets. Some people with disabilities may continue to have increase vulnerability to coronavirus and/or be unable to be vaccinated, making social distancing important still.

present, if accessed before 10am, blue badge holders can park in the remaining bays all day and exit via Market Street. An additional 17 disabled parking bays have been provided at Tiverton Place. The disabled bays at the end of Frogmore Street remain available for use.

In Chepstow, 10 additional disabled person bays have been provided in Welsh Street car park. The disabled person bays on Bank Street remain available for use by allowing blue badge holders access into the road closure area although alternative options are being considered in response to feedback from stakeholders including people with disabilities.

In Monmouth, 12 additional disabled person spaces have been provided at Cornwall House car park. All but one disabled bay has been retained on Monnow Street and Blestium Street as part of the current temporary trial layout. Signing and lining has now been completed to allow for enforcement.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Gender reassignment	No impact		
Marriage or civil partnership	No impact		
Pregnancy or maternity	<p>The scheme widens the pedestrian areas which will assist parents using prams/pushchairs or pregnant people wishing to ensure social distancing.</p> <p>Parklets and planters provide additional street seating allowing people to rest and feed children.</p>	<p>Planters, parklets and outdoor trading areas pose potential obstacles to those with pushchairs or prams. Care has therefore been taken with the siting of these areas.</p>	<p>Most public toilets are managed by the Town or Community Council or Cadw. Where possible, they remain open for use with appropriate hygiene adaptations.</p> <p>Individuals remain responsible for ensuring good personal hygiene and maintaining distancing.</p>
Race	No impact		
Religion or Belief	No impact		
Sex	No impact		
Sexual Orientation	No impact		
Welsh Language	Signage is proportionate to avoid physical and visual clutter. Highway signs will be DfT approved and bilingual.		

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?
<p>Socio-economic Duty and Social Justice</p>	<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>People on low incomes or in poverty may not have internet access or be able to make non-cash payments. Supporting our High Streets will enable them to safely access a range of shops and services.</p> <p>Retail and hospitality businesses provide a significant number of valued job opportunities. Supporting people to shop locally and buy goods and services locally supports the retention of those jobs.</p>	<p>None</p>	<p>Parklets and planters provide additional street seating allowing people with no outdoor space at home a safe outdoor space to meet family and friends when lockdown rules permit.</p>




3. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal. There's no need to put something in every box if it is not relevant!


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The trial changes seek to create a safe and attractive environment for shoppers and visitors to support local businesses. Creating such an environment is widely used to support retail, services, hospitality outlets which in turn attracts businesses and subsequent employment whilst adding to the general appearance of prosperity and vitality in a town centre.</p>	<p>A marketing campaign has been run alongside the physical works. Live feedback continues to be sought on the trial changes, allowing for tweaks, changes, additions and removal as appropriate.</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>The trial changes seek to create a safer environment for pedestrians and cyclists and will hopefully encourage active travel instead of car use. The planters provide additional trees and flowers for pollinators.</p>	<p>WG funding bid has been secured for wider active travel improvements and for regeneration enhancements and grants to support local businesses.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The trial changes seek to prioritise pedestrians and cyclists as well as support businesses. Active travel is being promoted and supported by government as a way to engender a healthier lifestyle.</p>	<p>The proposals are trials and live feedback is welcomed to enable schemes to be tweaked, added to, changed or removed as appropriate. If measures are successful consideration can be given to making them permanent, following consultation.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>To be successful our High Streets need to be safe and attractive for residents and visitors. To achieve this there must be space to facilitate social distancing and the potential for licenced outdoor seating to cafés, bars and restaurants to appeal to a wide section of society with all generations being comfortable in the environment.</p>	
<p>A globally responsible Wales</p>	<p>The trial changes seek to support the economic health of our High Streets. Measures to ensure</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?
Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	pedestrian safety and to encourage active travel will encourage people to adopt a more healthy lifestyle through walking and cycling.	
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	Monmouthshire is a county of historic market towns blessed with high quality independent traders and tourism attractions. As such, it is important that our towns and villages are safe and attractive to visitors and tourism, being places where people are safe and confident visiting and spend some time.	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Monmouthshire has a greater proliferation of small businesses than any other county in Wales. Creating an environment to support those seeking to invest or expand in retail thereby adding to the prosperity of our towns benefit from this project	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	The trial measures have enabled visitors and shoppers to safely socially distance during the pandemic. The focus is now on longer term High Street regeneration and vitality and creating more people-friendly places. Retaining the temporary trial measures for the extended period will enable them to be thoroughly tested and for potential permanent changes to be designed up and consulted on.	Live feedback will continue to be sought to enable measures to be tweaked, added to, changed or scrapped as applicable.

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 have been drafted in collaboration with County Councillors, Town and Community Councils and business representatives sitting on the Business Resilience Forum.</p>	<p>A series of review meeting have been held to discuss how the measures are working and provide an update on feedback received and changes made in the interim.</p>
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>The proposals have been drafted in collaboration with County Councillors, Town and Community Councils and business representatives sitting on the Business Resilience Forum. A community survey received nearly 1500 responses which have helped shape the measures proposed. A further survey helped inform active travel proposals to support town centres. Review meetings were held in June 2021 with County Councillors, Town and Community Councillors and business representatives to reflect on what has worked, what hasn't, what lessons can be learnt going forwards, and which, if any, measures have potential to be considered as permanent changes, subject to further consultation.</p>	<p>Further feedback on successes and problems can be submitted via live feedback on the measures.</p>
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>The initial purpose of the proposals was to put physical measures in place to avoid health and/or economic problems occurring, i.e. communities are kept safe while businesses are supported. The focus is now on supporting our High Streets in a post-pandemic climate.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposals seek to balance the competing needs of shoppers, businesses, pedestrians, cyclists and drivers (given the rurality, topography and demographic of the county it is appreciated that car use will remain essential for some people).</p>	

5. 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?

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>People experiencing poverty may not have access to internet shopping or non-cash payment, so ensuring high streets are safe to return to will assist their opportunities to access goods and services, as lockdown easing allows businesses to trade. Data suggests that there is a link between poverty and vulnerability to coronavirus, so a safe environment that enables social distancing is particularly important. Many people rely on employment in retail and hospitality businesses and the success of our town centres is therefore essential to their financial stability and wellbeing.</p>	
Safeguarding	Not applicable	

Corporate Parenting	Not applicable		
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6. What evidence and data has informed the development of your proposal?

The proposals have been drafted in collaboration with County Councillors, Town and Community Councils and business representatives sitting on the Business Resilience Forum. A community survey received nearly 1500 responses which have helped shape the measure. A further survey helped inform active travel proposals to support town centres. The measures have been adjusted over the last 13 months in response to feedback. Review meetings were held in June 2021 with County Councillors, Town and Community Councillors and business representatives to reflect on what has worked, what hasn't, what lessons can be learnt going forwards, and which, if any, measures have potential to be considered as permanent changes, subject to further consultation

7. 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 aim of the temporary trial measures has been to support our High Streets and our local businesses through the pandemic. The trials have allowed brave decisions to be made to test different ideas and respond to feedback, and while the initial lack of community and wider business consultation has drawn some criticism, ongoing discussions and response to feedback has resulted in a set of trial measures that, at present, appear to be working well. The measures have sought to create people-friendly places that support local businesses and encourage walking and cycling. Outdoor trading, planters, parklets and banners have added to the vitality of our towns and anecdotal evidence suggests footfall has returned. The extension to the temporary trial measures will allow them to be fully tested and, where applicable, permanent changes to be designed, consulted upon and funding sought for delivery. Funding has been secured for footfall counter technology which will help monitor activity and success.

8. 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
Continue to review of measures via live feedback.	Ongoing	Regen Team

9. 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	Officer sign off of proposals, with agreement from Cabinet Member for Highways and Infrastructure and Cabinet Member for Enterprise and Land Use Planning	18 th June 2020	Amendments to proposals made during previous ten days from meetings with businesses and Town/Community representatives.
2	Project update as measures are amended and street furniture installed	18 th March 2021	Review of parking provision and accessibility
	Proposal to extend temporary trial measures for up to an additional 18 months	1 st September 2021	n/a

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SUBJECT: Employment and Skills Update

MEETING: Economy and Development Select Committee

DATE: 7th September 2021

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1 To present an update on the projects, programmes and other activities being delivered by the Employment and Skills Team including progress to date, performance against targets, finance and resource implications, success stories and challenges.
- 1.2 To scrutinise the community focussed draft Employment and Skills 'Plan on a Page' (Appendix 1) and proposals to re-develop the Team's web presence.

2. RECOMMENDATIONS:

- 2.1 To provide comments which will be considered when finalising the Employment and Skills 'Plan on a Page' and the re-development of the Employment and Skills Website.

3. KEY ISSUES:

3.1 Performance of current Programmes

- 3.1.1 The Employment and Skills Team has undergone a restructure (Appendix 2) and delivery now includes Kickstart, InFuSe and the extended Communities for Work Plus delivery team.
- 3.1.2 **Kickstart:** The team were successful in their bid to deliver Kickstart, a UK Employment programme developed in response to Covid 19. Kickstart is part of the UK Government's Covid response within their 'Plan for Jobs' and aims to create thousands of new, fully funded jobs across England, Scotland and Wales. This aligns with Welsh Government's Employability Plan in preparing for a radical shift in the world of work, responding to current and future skills gaps and providing a personalised approach to employability support. The Scheme aims to create fully subsidised, six-month work placements for individuals aged 16-24 who are claiming Universal Credit and are at risk of long-term unemployment.
- 3.1.3 **InFuSe:** the ESF funded public sector innovative future services programme will build skills and capacity for Innovation in public services across the Cardiff Capital Region. The programme commenced with Cohort Alpha, a provision testing cohort. The Cohort are now tackling a range of real-world local challenges including Decarbonisation of Council fleets; Home energy efficiency; Opportunities for energy using dog fouling; Maximising supply chains through procurement; and Asset Based Community Development. Cohort 1 will commence in October 2021 and will be driven by the biggest challenges faced by the region – particularly those linked to accelerating decarbonisation and developing supportive communities.
- 3.1.4 The Employment and Skills Team are leading on/delivering projects with an estimated value of £2.4m in the 2021-22 financial year in line with project targets and outcomes (Appendix 3) and has moved to a project-based approach, to ensure the effective management and monitoring of individual project performance, delivery, finances, risk, and impact.

- 3.1.5 Project/Programme performance has remained consistent, demonstrating strong performance across most projects (Appendix 3) which are performing either above target or within tolerance against profile. There has also been an upturn in performance over the last six months with projects that were impacted by Covid-19.
- 3.1.6 The Team has recently conducted a survey with local businesses, to assess the impact of Covid-19 which included an assessment of skills gaps from the business sector. The survey identified skills gaps which included Marketing and Online Sales; Management; Website Development; Business Systems Automation; Accountancy. These are specialist skills that sit outside of traditional scope of delivery for employability providers, we will explore specialist provision to address these skills gaps.
- 3.1.7 A subscription to the Evolutive Business Management System is currently being explored which will support business engagement activities in the future in order to achieve a wider reach. This is currently being assessed by the Team in terms of resource implications, efficiency savings and added value for the Authority.
- 3.1.8 Early work has started on the re-development of the Employment and Skills Teams digital presence, in particular the website, in order to deliver a more accessible, attractive, and user-friendly online service to Monmouthshire residents; widen the teams reach; and increase the number of engagements and enrolments achieved via digital mediums such as; website, e-forms, and social media.
- 3.1.9 The website re-development is based on the Cardiff City Council's [Intoworkcardiff](#) website, which will enable the Team to reach clients who may not normally engage with Job Centre Plus or statutory services. The website will act as a triage tool for self-referrals, promote the Team's qualifications centre, classroom, and online courses, and increase the Team's digital media reach.

3.2 Next Steps

- 3.2.1 Inspire2Achieve, Inspire2Work and Skills@Work ESF funded projects will end in December 2022 with the conclusion of this EU funding stream. This presents a challenge for the sustainability of the local authorities' NEET and unemployment figures. The loss of provision coupled with the experience, knowledge and skills set of these teams will negatively impact upon Monmouthshire residents.
- 3.2.2 To address this issue, Torfaen County Borough Council are leading on an Employability Paper (CELT – Connect, Engage, Listen, Transform) on behalf of the ten Local Authorities of the Cardiff Capital Region. This Paper sets out the region's future employment and skills demands and explores how the Shared Prosperity Fund can support this going forward. The paper has been approved by the CCR Strategic Board and will be taken through all the Local Authority's Cabinet Approval process once the final version has been signed off by Chief Officers.
- 3.2.3 In the interim, a regional Community Renewal Fund bid for CELT was submitted in June for short term funding from August 2021 to March 2022 in readiness for a subsequent bid to the UK Shared Prosperity Fund in 2022/23. The purpose of the bid is to enhance the current service by; Developing a Triage system – mechanism to ensure referrals to the right support; Employing a Wellbeing Engagement Worker; Enhancing our Digital and outreach engagement; Sourcing employment opportunities in Construction and Digital; and Targeting employment support for homeless/at risk of homelessness.

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

- 4.1 The Assessment (Appendix 4) demonstrates that the Employment and Skills programmes comply with the well-being five ways of working, supports the well-being goals and associated activities. This is expected to have a positive impact on all groups and people with protected characteristics however the assessment also acknowledges that due to mental health and wellbeing, social and educational barriers, not every person will progress into education, employment, and training.

5. OPTIONS APPRAISAL

- 5.1 An options appraisal has been undertaken in Table One below.

Table One: Options Appraisal

Option	Benefits	Risks
Do nothing – ‘Plan on a Page’ and website redevelopment	None identified	Failure to sustain or develop the Team’s community and digital engagement will result in a failure to reach out to the residents that need employment and skills support for a better future.
Implement ‘Plan on a Page’ and re-develop website	A blended and responsive approach to community and digital engagement	Information must be relevant, community friendly and attractive to ensure residents engage, feel valued and supported.

6. REASONS:

- 6.1 The Employment and Skills ‘Plan on a Page’ has been developed to provide a clear and concise overview of the Team’s purpose, offer and vision. The plan draws together the consistent aims and objectives from the Team’s diverse range of projects, programmes and activities whilst retaining the bespoke and specialist support provided through the individual projects.
- 6.2 The Team restructure has provided accessible and strong leadership and management to all staff and effective financial management of projects and programmes within the service area to ensure effective project performance and compliance with funding criteria and audit requirements.
- 6.3 The Team presently have limited resources and infrastructure for engaging and communicating with businesses in Monmouthshire in an effective manner. Subscription to the Evolutive Management system will:
- Serve as the primary local business information database for the Authority;
 - Improve efficiency and capacity when liaising with businesses;
 - Capture both business and participant information to enable a ‘job matching’ process.
- 6.4 The current website format on the Monmouthshire County Council website does not allow content such as events calendars, media, and videos. This limits information the Team can present and is currently not attractive and user friendly. A re-development of the Team’s website is essential to improve digital engagement, increase enrolments in qualifications and training and ultimately ensure the Team provide the most current employment and skills information.
- 6.5 The end of ESF presents local challenges, however this also presents the Team with an opportunity to reflect on what has worked well and what needs improvement going forward, when developing a first-class delivery programme. The team recognise the need to continue

to address individual and local need, through a regional approach in order to improve efficiency, sustainability and collaborative expertise and knowledge. The Team will be taking part in a series of regional workshops to illustrate the local picture ensuring the Team are equitably resourced for the future.

- 6.6 If successful, the CELT Community Renewal Fund bid will provide an entry into the UK Shared Prosperity Fund and will enhance the Team's offer to residents by centralising the triage role within the Team and providing additional wellbeing and support resources. It also strengthens the regional working practices of the team which aligns to both local and national priorities including Welsh Governments Employability Plan.

7. RESOURCE IMPLICATIONS:

- 7.1 Outline cost of £4,000 for redevelopment of the Employment and Skills Website including ongoing maintenance and hosting. This will be funded through existing project budgets.
- 7.2 Evolutive business management system will cost £4000 per annum for the base system with additional costs dependent on user requirements, to be funded through existing project budgets and service area collaboration.

8. CONSULTEES:

Economy and Development Select Committee
DMT – Enterprise
Frances O Brien – Chief Officer for Enterprise
Cath Fallon – Head of Enterprise and Community Animation

9. BACKGROUND PAPERS:

- *Draft Employment and Skills Plan on a page (Appendix 1)*
- *Employment and Skills Structure (Appendix 2)*
- *Project Update 2021-22 (Appendix 3)*
- *Future Generations Evaluation (Appendix 4)*
- *Employment and Skills Presentation (Appendix 5)*

10. AUTHOR:

Hannah Jones - Strategic Lead for Employment and Skills

11. CONTACT DETAILS:

Email: hannahjones@monmouthshire.gov.uk

Employment & Skills: Our Plan on a Page 2021

OUR PURPOSE

We want 'your' Monmouthshire to be a place where you feel supported, provided an opportunity to access the education, employment and skills you need to thrive throughout your working life.

OBJECTIVES

Our plan sets out how our Employment and Skills Team intend to support individuals of working age progress by gaining the skills our economy needs:

This will be achieved by:

- Being more creative with our Social Media making it easier more engaging for you
- Keeping active within the community through our employment programmes
- Actively seeking future funding opportunities to ensure we can provide the best possible services
- Continuing our work within schools supporting those who need it most ensuring they have the same learning opportunities as their peers and are not left behind
- Working to support Young People affected by Homelessness or at risk of becoming homeless
- Increasing the range of qualifications, we offer meeting local community and business needs
- Offering opportunities to up skill or retrain, tailoring to meet both yours, your employer and future employer expectations.
- Creating apprenticeship, graduate and internship posts to meet skills gaps within the local authority and surrounding business community.

OUR VISION

Through working with our communities, we will create an Employment and skills support network that will meet the expectations and needs that you and our local businesses deserve, further establishing Monmouthshire as one of the best places in the country to live, learn and work.

EMPLOYABILITY SUPPORT

- Address personal and social barriers to work
- Intensive tailored support
- Gain valuable job search and job applications support
- Building and improving CVs
- Improve interview techniques and mock interviews
- Support into work and in work

SKILLS AND TRAINING SUPPORT

- Re-train or upskill to match employment opportunities
- Gain transferable skills or re-skill
- Address Individual Skills
- Vocational training courses including Level 2 health and safety, food hygiene, personal license holders

SPECIALIST SUPPORT

- Individual mentoring, Advice and guidance
- Mental health and wellbeing support
- Advocacy support for 16 -25 year old at risk of becoming homeless
- Access to a range of specialist services

WHAT HAVE WE BEEN DOING?

To date, our Employment and Skills Team have engaged with 1,540 Monmouthshire Residents aged 11+.

Our employability projects have supported 214 participants aged 16+ into employment.

School based projects have supported 694 young people aged 11-18

Through our skills and qualification support for participants aged 16+, we have supported 168 participants.

Our Compass project, supports young people 11-25 facing difficulties with housing and homelessness, has supported 67 participants into more stable housing or specialist support services.

Additionally our Employment and Skills Team have worked to create opportunities within Monmouthshire County Council through the Apprenticeship Graduate and Internship (AGI) scheme.

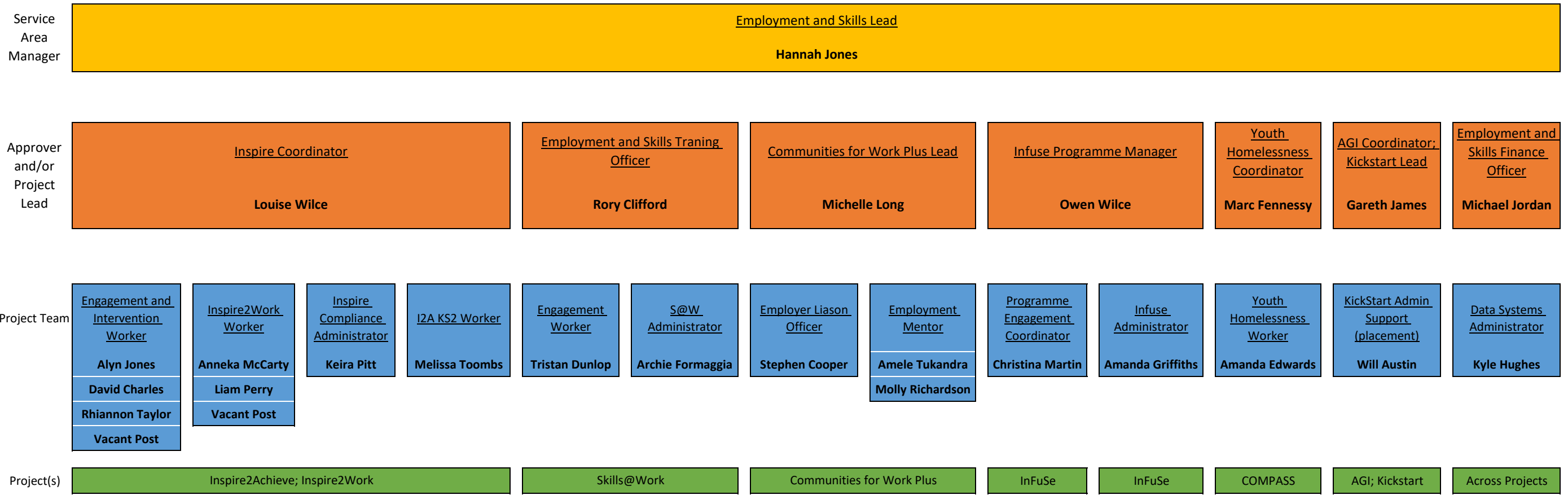
- Recruited 20 new Apprentices
- Approximately, 168 staff within MCC have signed up to apprenticeships to increase their qualifications/up-skill, 85 of these being higher level apprenticeships (Level 4/5).

Successful with a bid to deliver the UK Governments Kickstart Scheme creating 108 opportunities for participants 16 - 24 in receipt of Universal Credit

Click on the social media icons below for more information and updates:



EMPLOYMENT AND SKILLS TEAM STRUCTURE



Appendix 3 - Employment and Skills Project Update 2021-22

- Forecast project costs are inclusive of Grant Income and any associated Match Funding
- Total Project cost includes joint beneficiary costs where MCC is the lead
- FTE Staff based on all currently vacant posts being filled

Project	Purpose	Targets/Outputs	Progress to Date (from April 21)	Total Project Cost 2021-22 (Grant Funding Sources)
Infuse (EW and WWV)	To develop new innovation skills and capacity within the 10 local authorities in CCR by tackling regional public service challenges.	40 Participants enrolled on programme. 10 LA's Engaged. Peer network and community created. Case Studies produced. New methods explored.	19 Participants enrolled on programme 10LA's engaged Network created on Microsoft Teams 2 Case studies produced	£1,150,379 (European Social Fund) [Lead for Regional Operation]
Inspire2Achieve	To work with young people identified as most at risk of becoming NEET (not in education, employment or training).	180 participants enrolled 37 achieving a qualification 35 entering further education/training 54 at reduced risk of NEET	67 participants enrolled 43 achieving a qualification 0 entering further education/training 45 at reduced risk of NEET	£328,993 (European Social Fund, Youth Support Grant)
Inspire2Work	To work with young people 16-24 years old, who have been identified as not engaged in education, employment or training.	87 participants enrolled 24 achieving a qualification 8 entering further education/training 20 entering employment	16 participants enrolled 12 achieving a qualification 0 entering further education/training 19 entering employment	£248,506 (European Social Fund, Youth Support Grant)

Communities for Work Plus	Provide employability support to Monmouthshire residents at risk of poverty	150 participants enrolled 75 participants enter employment of 16hrs or more	<ul style="list-style-type: none"> • 41 clients enrolled • 21 job outcomes 16+ hrs • Elearning to 9 participants • Social media Video - "A Summer to remember" 	£150,000 (Children & Communities Grant) £114,366 (WG Additional CfW+ Allocation)
Skills@Work	Provide opportunities for those in work Monmouthshire residents who are looking to upskill, change career or after some general employability support	103 enrolled 120 to achieve qualifications	58 enrolled as of August 21 40 qualifications achieved as of August 21	£135,736 (European Social Fund)
Compass & Youth Support Grant Activity	Compass aims to identify and support young people aged 11-25 that are at risk of homelessness or have become homeless; to support each in achieving and maintaining a stable and safe home environment and sustainable level of independence.	25 X KS3-4 pupils identified and to receive support. 40 X 16–25-year-olds identified and to receive support. Staff Homeless Awareness Development & Training 5 X Training Opportunities to be offered to Partners Continued expansion of professional collaborations as required.	36 x KS3-4 pupils supported or still receiving support (36 Risk of Homelessness) 12 x 16-25s supported or still receiving support (11 Risk of Homelessness, 1 Homeless) 2 x Post 25s supported or still receiving support (1 Risk of Homelessness, 1 Homeless)	£150,000 approx.
KickStart	Provides funding to employers to create job placements for 16 to 24 year olds on Universal Credit.	Creation of 86 job placements (45 MCC; 41 external organisations) Additional applications for placements or to act as gateway	Job opportunities now created stands at 107 (although this figure changes regularly due to DWP attrition exercises and sometimes circumstances of employers). 14	£141,300 (DWP KickStart) [Gateway for 45 internal placements and 41 external]

		open until June 2022. Option to extend depending on internal and business community needs.	opportunities have been filled with several others pending. DWP will start to see relaxation in house now which means we may start to see our employability projects working more closely with participants at point of referral.	These numbers will increase as further work is progressed within the authority.
Non-project Staff	Employment and Skills Lead Apprentice Graduate and Intern Coordinator		Since April MCC has brought in 4 new apprentices, 3 new Kickstart placements and 1 new graduate into a range of different settings. For tracking and Monitoring purposes we have now arranged with Systems and Data for AGI's and Kickstart participants to have unique prefix's for ease of running reports: Apprentice – APP Graduate – GRD Kickstart – KSTART Reports will be run on a monthly basis.	-
Employment & Skills Total				£2,419,280

Appendix 4 - Future Generations Evaluation



monmouthshire
sir fynwy

Equality and Future Generations Evaluation

<p>Name of the Officer: Hannah Jones</p> <p>Phone no: 07738 340 418 E-mail: hannahjones@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <ul style="list-style-type: none"> To present an update on the projects, programmes and other activities being delivered by the Employment and Skills Team including progress to date, performance against targets, finance and resource implications, success stories and challenges. To consider the community focussed draft Employment and Skills 'Plan on a Page' (Appendix 1) and proposals to re-develop the Team's web presence.
<p>Name of Service area: Employment and Skills – Enterprise and Community Animation</p>	<p>Date: 7th September 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.

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	We will engage with all young people and adults	None identified	N/A
Disability	We will meet individual needs without discrimination.	None identified	N/A
Gender reassignment	We aim to be inclusive regardless of gender / non gender specific	None identified	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	We will ensure fairness and equity.	None identified	N/A
Pregnancy or maternity	Risk assessment will be in place for pregnant women ensures all health and safety measures have been addressed.	None identified	N/A
Race	We will ensure equity of opportunity regardless of race.	None identified	N/A
Religion or Belief	We will offer opportunities that will take into account peoples' religion and religious beliefs.	None identified	N/A
Sex	We will offer opportunities that will take into account individual needs regardless of sex.	None identified	N/A
Sexual Orientation	We will offer opportunities that will take into account individual needs regardless of sexual orientation.	None identified	N/A
Welsh Language	We will adhere to the Welsh Government Welsh Language Policy. We will aim to provide bilingual learning opportunities if there is a need.	None identified	N/A
Poverty	We will target people who are in work poverty or at risk of poverty for future apprenticeship opportunities	None identified	N/A





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>Employment and Skills continue to use resources in the best way to support young people and adults in achieving sustainable employment, improving skills levels and increasing earnings potential in the future. In terms of inward investment, Infuse will deliver a range of learning techniques and transferable skills to enable the local authority staff to identify, investigate and assess alternative solutions to the thematic challenges.</p>	<p>We will work with Managers to develop new higher-level apprentice and graduate opportunities and opportunities for existing staff.</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>We will strive to maintain biodiversity and ecosystems in our working environment such as waste, recycling, minimize energy usage and efficient use of such resources, whilst also raising awareness of environmental issues and healthy lifestyles.</p>	<p>Since March 2020, staff team have worked from home as much as possible therefore significantly reducing the carbon footprint</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized, and health impacts are understood</p>	<p>Young people and adults' physical and mental wellbeing can be a barrier to education training and employment. Our support continues to remain high and consistent. We refer clients to specialist support services at the point of concern and maintain contact through.</p>	
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>The website redevelopment will be community friendly, attractive and flexible to local need.</p> <p>Communities for Work Plus (CfW+) IT loan scheme has proved invaluable for training and employment support. All 10 chrome books have been loaned out and 3 job outcomes have been achieved from the scheme</p>	<p>To ensure the Employment and Skills team continue to focus on encouraging community cohesion as one of its social drivers.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The two shared priorities of the Infuse programme are Accelerating Decarbonisation and Supporting, Enhancing and Transforming Communities which will improve the local, social economic and environmental wellbeing across the Cardiff Capital Region</p>	<p>.Any decisions taken will take into global wellbeing as part of the day to day processes.</p>
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>All our marketing publications and printed literature will continue to be available bilingually where appropriate. We will conform to the Welsh Language Legislation Welsh Language Wales Measure 2011 and accompanying welsh language standards.</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>The Employment and Skills team will continue to effectively engage and provide support for young people and adults regardless of ethnic origin, gender, disability sexual orientation or religion to ensure all actively participate in and benefit from their apprenticeship opportunity.</p>	<p>All our policies and procedures are guided by the current local and national equal opportunities guidance and legislation.</p>

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 aligns with the Corporate priorities to reduce inequality and deliver a sustainable and resilient organisation.</p> <p>This will reduce the likelihood of future or continuing poverty.</p>	<p>The proposal seeks to continue to raise young people's and adults work aspirations for the future; increase skill levels and employment opportunities with the potential to earn a higher income.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p> <p>Collaboration</p>	<p>The Employment and Skills Team work with partners on a daily basis to achieve common goals.</p>	<p>The Employment and Skills Team offer services within the community working with partners to the benefit of our citizens.</p>
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>The plan on a page will provide community focussed information directing residents to our points of contact to access our support and to seek their views on individual and local employment and skills needs and respond accordingly.</p>	<p>We will be carrying out an evaluation of our ESF projects over the next 12 months as ESF draws to end to ensure our future delivery model is the best it can be for our young people and adults.</p>
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>This proposal will challenge behaviours, actions and attitudes, subsequently establishing firm foundations to respond and adapt to social and economic change in the development of a modern knowledge – based economy.</p>	<p>The Infuse programme will transform public sector services developing new techniques and approaches with a clear focus and alignment to national priorities.</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	<p>Employment and Skills contributes to the wellbeing goals and staff demonstrate and understand their input into the wellbeing goals whilst also considering the impact.</p>	<p>One of the key drivers of the offer is the promotion of future opportunities' and key developments will reflect that.</p>

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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?

	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	This proposal will reduce the number of residents that are living in poverty offering supportive measures to improve their future chances of securing higher earning employment, improve skills levels and sustaining employment.	None identified	N/A
Safeguarding	Safeguarding is a priority and we have an excellent relationship with children and adult services. All Employment and Skills staff and volunteers have completed the Safeguarding level 1.	None identified	N/A
Corporate Parenting	All Care Leavers have guaranteed interviews to all MCC vacancies including apprenticeships. We aim to provide a tailor package for Care Leavers which is flexible to their needs and circumstances.	None identified	N/A

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

This report is founded upon following:

- The team work to deliver the NEET (not in education, employment and training) agenda and the AGI (Apprentice Graduate and Intern) strategy at a local level, their work also aligns with the skills for the future agenda at a regional and national level.

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?

It is anticipated that this change will have a positive impact on peoples' social, emotional, health and wellbeing, education and skills. This will develop their resilience and improve their life chances. This proposal does acknowledge that due to personal, social and educational barriers, not every person will progress in their employment.

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
<ul style="list-style-type: none"> • To implement Employment and Skills plan on a page 	September 2021	Hannah Jones
<ul style="list-style-type: none"> • To re-develop and launch Employment and Skills website 	December 2021	Hannah Jones

8. 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	E & D Select committee	7 th September 2021	

Employment & Skills Update

E&D Select Committee

7th September 2021



Contents

- Purpose
- Project Update
- Business Engagement
- Apprentice Story
- Employment & Skills Successes
- Challenges
- Future Developments
- Employment & Skills Plan on a Page

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Employment & Skills Presenters

- Hannah Jones - Employment and Skills Strategic Lead
- Gareth James - AGI Coordinator
- Stephen Cooper - Employment Liaison Officer
- Archie Formaggia - Skills@Work Administration Apprentice
- Will Austin - Kickstart Administrator



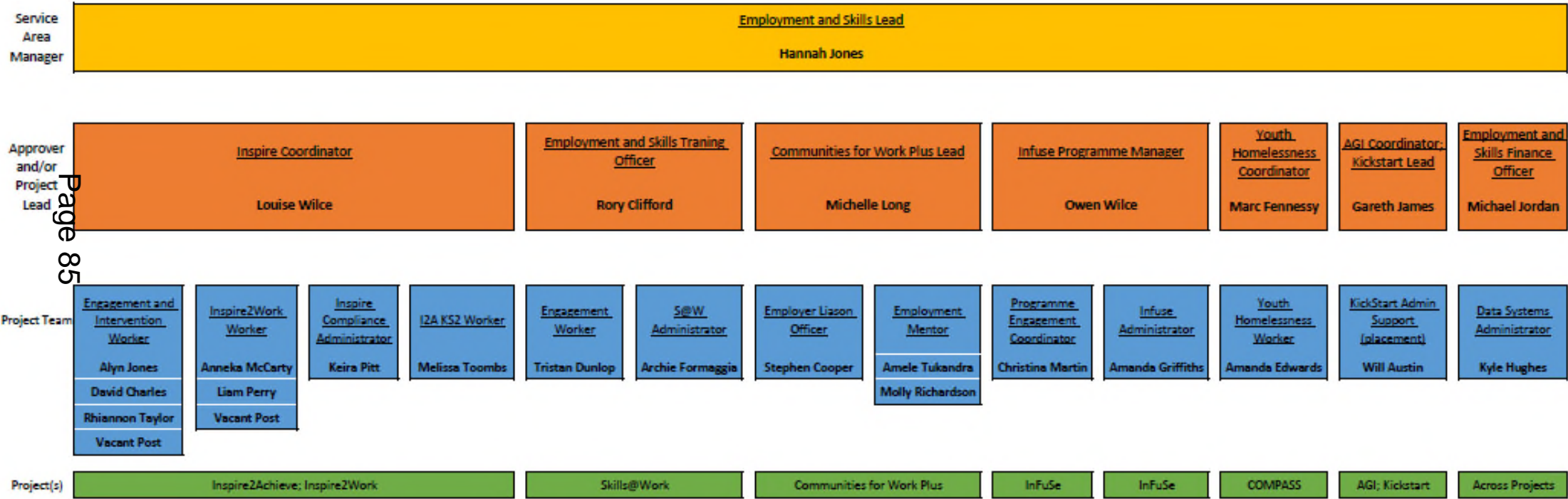
Employment & Skills Team

- Employment and Skills aims to support children, young people and adults to engage in education, training and employment.
- We will provide the opportunity to gain new skills, retrain, upskill and achieve the right qualifications for future career aspirations.
- We will develop and support apprenticeship, graduate jobs and internships across the authority.
- We will work with our most vulnerable offering appropriate interventions for a safe, prosperous and healthy life.
- We aim to work with our local businesses, employers and communities on a local and regional basis providing innovative pathways to thrive and succeed.



Employment & Skills Team Structure

EMPLOYMENT AND SKILLS TEAM STRUCTURE



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To support young people in Year 6 who are identified as at risk of becoming NEET from an early age by providing emotional and behavioural support .

Funded until **December 2022**

Page 18
Numbers of Year 6 into 7 children to be supported during transition this academic year 21/22.

Chepstow - 10

Caldicot - 42

King Henry VIII - 43

Monmouth - 36

KS2/3 Transition

Focus:

Early Intervention Tool

Needs led support

Attendance, Wellbeing and Behaviour improvement focus

Transition support through first term

ELSA/THRIVE Intervention

Networking

School Clusters

Early Help Panel

PRS

Multi-agency meetings.



Ysbrydoli Gyflawni Inspire Achieve

To support young people aged 8-18 who are identified as at risk of becoming NEET (not in education, employment or training (NEET) in Monmouthshire.

Funded until **December 2022**

Delivery Team :

- Louise Wilce (Co-ordinator)
- Rhianon Taylor (King Henry)
- Alyn Jones (Monmouth)
- Dave Charles (Caldicot)
- Melissa Toombs (KS2)
- Vacancy (Chepstow)
- Keira Pitt (Admin)

Enrolments & Outcomes

- Total Young People supported since Apr 2016 – 705 (745)
- Year 11's into Education/Training – 153 (64)
- Qualifications Achieved – 204 (174)
- Participants at Reduced Risk of NEET - 345 (358)

Focus:

- Needs led support
- Qualifications - BTEC Workskills/Personal & Social Development with Year 10/11
- Support to improve Attendance, Attainment, Behaviour, Wellbeing
- Support with Post 16 destination transition

College Course Uptake

Multi-Skills (Construction)

Childcare

Hair & Beauty

Animal Care

Health & Social



NEET Figures 2016-2020

	Year 11	Year 12	Year 13
2016	16 (2.0%)	6 (1.3%)	8 (1.9%)
2017	10 (1.4%)	7 (1.4%)	8 (2.1%)
2018	12 (1.6%)	2 (0.5%)	6 (1.4%)
2019	10 (1.3%)	4 (1.0%)	5 (1.3%)
2020	11 (1.4%)	7 (1.5%)	14 (3.9%)

Number of students
(Percentage of cohort)

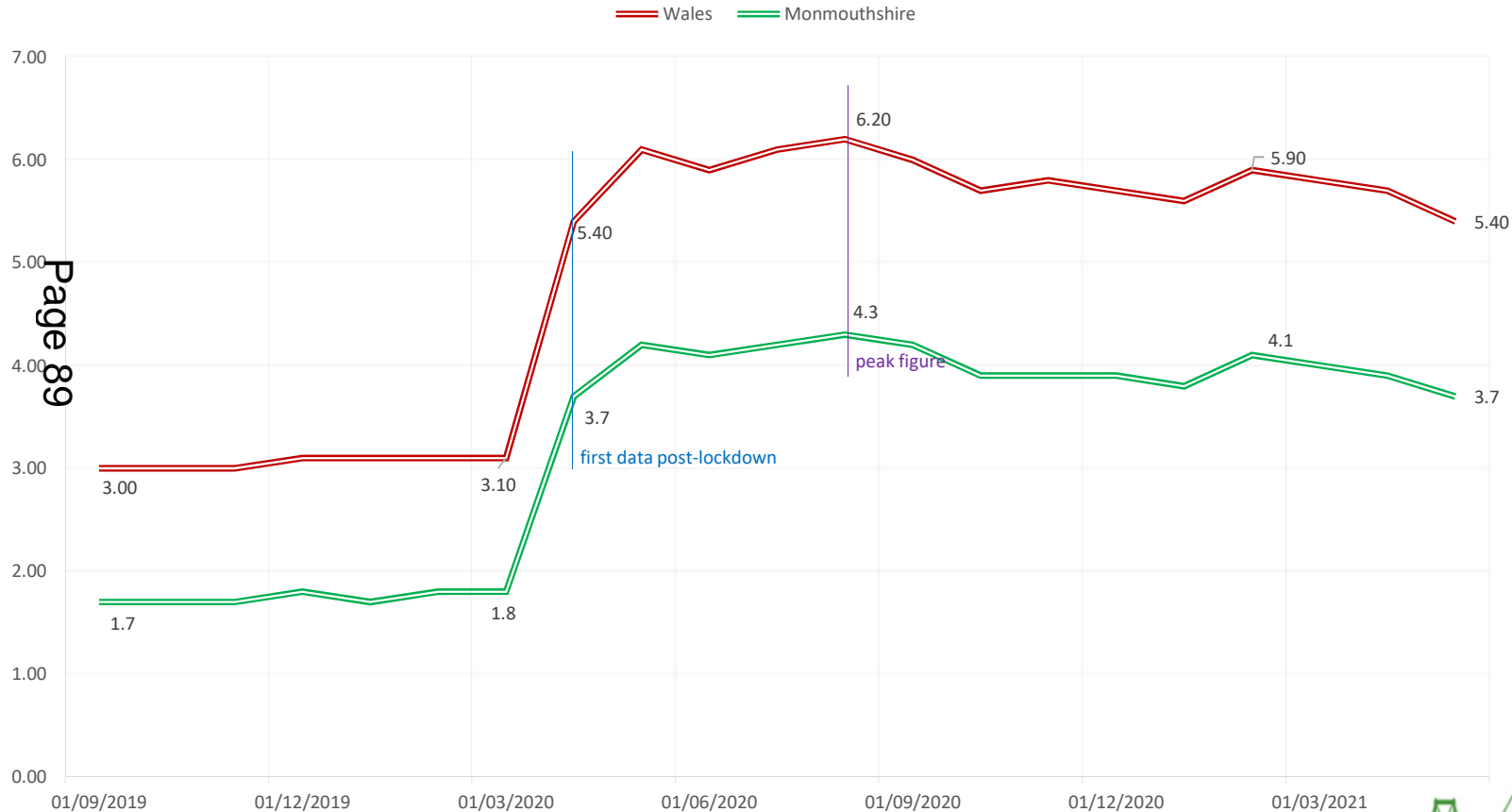
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Our NEET strategy currently under review with the following partners:
Careers Wales, EPC, Schools, CYP, PRS



Unemployment Stats

PERCENTAGE OF WORKING AGE PEOPLE WHO ARE CLAIMING JOB SEEKER'S ALLOWANCE OR UNIVERSAL CREDIT



The Claimant Count is a measure of the number of people *claiming benefits principally for the reason of being unemployed*. The Claimant Count does not attempt to measure unemployment. However, since the people claiming benefits are generally a particular subset of the unemployed, the Claimant Count can provide a useful indication of how unemployment is likely to vary between areas and over time.



To support young people aged 16-24 who are not in education, employment or training (NEET) in Monmouthshire.

Funded until **December 2022**

Delivery Team :

- Page 90
- Louise Wilce (Co-ordinator)
 - Anneka McCarty (Engagement)
 - Liam Perry (Engagement)
 - Keira Pitt (Admin)
 - Vacancy

Enrolments & Outcomes

- Total Young People supported since Apr 2017 – 306 (367)
- Participants into Education/Training – 41 (54)
- Qualifications Achieved – 64 (96)
- Participants into employment - 104 (102)

Focus:

- Needs led support
- Qualifications
- Employment Support – Job Search, CV/Job Applications
- Education/Training - College, Work Based Learning, Apprenticeship opportunities

Employment Sectors Entered

Business Admin	Labouring
Hospitality	Retail
Childcare	Logistics

Courses Entered

Multi-Skills	Animal Care
Childcare	Health & Social
Business Admin	Art & Creative Media



To support residents aged Aged 16 and over who live in Monmouthshire who are Unemployed/ on Zero hours and those Furthest from the labour market and in/on the edge of poverty.

Funded until **March 2022**

Delivery Team :

- Michelle Long (Lead Community & Employment Mentor)
- Amele Tukundra (South Mentor)
- Molly Richardson (North Mentor)
- Stephen Cooper (Employment Liaison Officer)

Enrolments & Outcomes

- Participants enrolled - 269 (275)
- Participants into work – 119 (122)

Focus:

- Needs led support
- Training (Face to Face/E-Learning)
- Employment Support – Job Search, CV/Job Applications, Interview skills.
- Self-Employment Support –Purchasing equipment, networking with other organisations.

Employment Sectors Entered

- | | |
|--------------|-----------------|
| Retail | Security |
| Hospitality | Self-Employment |
| Care | Logistics |
| Construction | Cleaning |



Sgiliau Skills @ Gweithle Work

Working to upskill those in employment who live and work in Monmouthshire.

Funded until **December 2022**

Delivery Team :

- Rory Clifford – Project Lead
- Tristan Dunlop – Engagement Worker
- Archie Formaggia – Admin Apprentice

Enrolments & Outcomes

- Participants enrolled - 183 (227)
- Participants gaining qualifications – 81 (90)

Focus:

- Needs led support
- Qualifications (Internal/External Delivery)
- Employment Support – Job Search, CV/Job Applications

Employment Sectors Supported

- Retail
- Hospitality
- Care
- Construction
- Leisure



Compass aims to identify and support young people aged 11-25 that are at risk of homelessness or have become homeless to support each in achieving and maintaining a stable and safe home environment a sustainable level of independence and personal wellbeing.

Funded until **June 2022**

Delivery Team :

- Marc Fennessy
- Amanda Edwards

Enrolments & Outcomes

- Total number of YP supported since April 2019 - 126
- 28 YP supported housed with supported accommodation
- 20 successfully referred to supporting agencies

Focus:

- Needs led support
- Prevention of homelessness aged 11-25
- Multi Agency Networking
- Advocating for young people

Working Alongside:

Social Services

Housing Options Team

Housing Authorities

Charities

Third Sector





Apprentice, Graduate and Intern Strategy Kickstart

AGI - The strategy sets out a clear direction required to deliver on the council's responsibility to provide apprentice, graduate and intern opportunities to grow the organisation's skills base

Outcomes:

- Currently 19 apprentices across MCC
- 3 graduate opportunities created
- Collaboration with ABUHB on Decarbonisation
- Successful bid to deliver DWP Kickstart programme
- Circa 168 existing staff undertaking apprenticeships
- 15 candidates started Kickstart opportunities

Kickstart - This is part of the UK Government's Covid response and in their 'Plan for Jobs' and aims to create thousands of new, fully funded jobs across England, Scotland and Wales

Lead – Gareth James



To build skills and capacity for Innovation in public services across the CCR.

Funded until **December 2023**

Regional Management Team :

- Owen Wilce
- Christina Martin
- Amanda Griffiths
- Michael Jordan

Engagements

- Cohort Alpha – 19 participants
- Forecast 50 participants for Cohort One

Focus:

- To make innovation and change instinctive in public services
- To teach and permit public service officers to innovate when faced with wicked challenges
- To support multiple layers of hierarchy to undergo Infuse for maximum lasting impact across the region
- To provide tools, methods, resources for adaptable continued use
- To create an alumni for future collaboration and shared learning

Challenges Cohort Alpha are working on:

- Decarbonisation of council fleets
- Home energy efficiency
- Opportunities for energy using dog fouling
- Maximising supply chains through procurement
- Asset Based Community Development



Business engagement

- Liaising with local businesses and employers for potential job opportunities for our clients.
- Understanding and responding to current and future labour market demands on a local and regional basis.
- Mobilising the needs of our clients and businesses across Gwent with our LAs CfW+ colleagues.
- Developing Evolutive. (Business Data Management System)
- Job matching – CSCS Labourers into Wilkinson in Magor
- Actively involved in the local business forum – attending Chambers of Commerce events.



Apprentice Story - Archie Formaggia



I applied for the role at Monmouthshire Council because I wanted to gain valuable experience of working in a local authority, while obtaining an accredited qualification that will enable me to continue my professional development.

I have thoroughly enjoyed my time at MCC so far. The Employment & Skills Team have been very welcoming and I have felt included right from the start.

The best part of my role is helping members of the public achieve one of our qualifications in order to help them find work or advance to higher roles in their work. One of the skills that I am developing in the role is my competency with marketing and social media. Prior to this role, I had no experience in this field. Since coming into the role, I have been very successful in using social media to promote our courses to Monmouthshire. For instance, I have generated 25 referrals for our projects via social media.

I hope to complete my qualification and then either continue on at MCC or look for further opportunities within the council or other public sector organisations in Wales.

Apprentice Story - Will Austin

Applied for the role of Employment & Skills Administration at MCC intent on learning new skills in a dynamic environment. I was keen to exercise what I had learned from my Modern History degree and adapt to new challenges to help promote my own development. I was inspired to get involved with MCC as I learned more about the vast scope of projects that they implement in schools and local businesses in the community.



Personal skills have benefited significantly from the demand to keep on top of the administration of Monmouthshire Kickstart schemes. What stands out most about the role is my responsibility to help coordinate several projects simultaneously, such as marketing for Compass, MCC's homelessness prevention programme. I am gaining excellent exposure to the array of community ventures at MCC, and on top of this, I am appreciating the feel of settling into an exceptionally welcoming and diverse work team.

I hope to pursue a career in finance. Currently, I am looking to gain as much new knowledge of the sector as possible, and to help this, the Skills@Work team have set me up on a remote learning course as an introduction to the world of financial services. I am extremely grateful for MCC's continued support with this course and I am thoroughly enjoying the learning process so far.

Employment & Skills Successes -

- Continuing to offer blended support through all projects alongside increased face to face engagement.
- Delivering regular work-related courses for S@W/CFW/I2W participants, which has helped people into work.
- Seen an increase in number of people into work over the last 6 months
- Establishing contacts with local employers to job match with project participants.
- Raised profile of Kickstart and created 108 opportunities for employment, 15 candidates have started to date. Engagement events planned at JCP to increase support
- Frequent community “pop-ups” leading to greater community engagement and increased referrals
- Infuse project delivery commenced May 2021 with ‘Cohort Alpha’ with participants now looking at real world challenges
- Working with 10 Local Authorities developing future employability and skills model.



Challenges

- Participant engagement
 - We have relied on traditional referral pathways (job centre, partners)
 - Develop alternative referral pathways (digital, social media, website)
 - Increased community based outreach
- Business Engagement
 - Reaching business in Monmouthshire
 - Developing a base of business contacts
 - Build relationships with businesses to create employment opportunities for clients/participants
 - Identifying skills gaps and skills needs
 - How can we meet local skills needs?
- Sustainability of funding
 - End of WEFO Funding / European Social Fund for Skills@Work, Inspire2Achieve and Inspire2Work in 2022 (approx. 350k per annum)
 - Annually awarded grants such as Communities for Work Plus (Children and Communities Grant), Compass (Youth Support Grant)
 - Exploring future funding opportunities under the Cardiff Capital Region (CELT, UK Prosperity Fund)
- Loss of expertise / specialist knowledge
 - Staff uncertainty around project renewal and end of fixed term contracts
 - Equipping staff with transferable skills and qualifications
 - Supporting staff to pursue their career ambitions
- Employment and skills opportunities for young people
 - Employing local young people for local jobs
 - Creating more opportunities within the local authority for apprentices, graduates and interns
- Future Economy
 - Understanding future skills needs within Monmouthshire and responding to those needs
 - Transport networks and decarb agenda



Employment & Skills Team

Our Vision : (FUTURE DEVELOPMENTS)

- Early intervention and prevention
- Delivering flexible employability support as close as possible to our citizens
- Supporting the current workforce to restart or reskill following unemployment or furlough
- Harnessing the potential of lifelong learning to grow our digital, advanced engineering and green skill base and support the foundational economy to thrive
- Driving opportunities for our young people to train, work and live in the county
- Understanding and responding to future skills needs
- Digital engagement, connection, inclusion and blended learning
- Regional and national collaboration – CCR/Regional Skills Partnership



Employment & Skills: Our Plan on a Page 2021

OUR PURPOSE

We want your Monmouthshire to be a place where you feel supported, provided an opportunity to access the education, employment and skills you need to thrive throughout your working life.

OBJECTIVES

Our plan sets out how our Employment and Skills Team intend to support individuals of working age progress by gaining the skills our economy needs:

This will be achieved by:

- Being more creative with our Social Media making it easier more engaging for you
- Keeping active within the community through our employment programmes
- Actively seeking future funding opportunities to ensure we can provide the best possible services
- Continuing our work within schools supporting those who need it most ensuring they have the same learning opportunities as their peers and are not left behind
- Working to support Young People affected by Homelessness or at risk of becoming homeless
- Increasing the range of qualifications, we offer meeting local community and business needs
- Offering opportunities to up skill or retrain, tailoring to meet both yours, your employer and future employer expectations.
- Creating apprenticeship, graduate and internship posts to meet skills gaps within the local authority and surrounding business community.

OUR VISION

Through working with our communities, we will create an Employment and skills support network that will meet the expectations and needs that you and our local businesses deserve, further establishing Monmouthshire as one of the best places in the country to live, learn and work.

EMPLOYABILITY SUPPORT

- Address personal and social barriers to work
- Intensive tailored support
- Gain valuable job search and job applications support
- Building and improving CVs
- Improve interview techniques and mock interviews
- Support into work and in work

SKILLS AND TRAINING SUPPORT

- Re-train or upskill to match employment opportunities
- Gain transferable skills or re-skill
- Address Individual Skills
- Vocational training courses including Level 2 health and safety, food hygiene, personal license holders

SPECIALIST SUPPORT

- Individual mentoring, Advice and guidance
- Mental health and wellbeing support
- Advocacy support for 16 -25 year old at risk of becoming homeless
- Access to a range of specialist services

WHAT HAVE WE BEEN DOING?

To date, our Employment and Skills Team have engaged with 1,540 Monmouthshire Residents aged 11+.

Our employability projects have supported 214 participants aged 16+ into employment.

School based projects have supported 694 young people aged 11-18

Through our skills and qualification support for participants aged 16+, we have supported 168 participants.

Our Compass project, supports young people 11-25 facing difficulties with housing and homelessness, has supported 67 participants into more stable housing or specialist support services.

Additionally our Employment and Skills Team have worked to create opportunities within Monmouthshire County Council through the Apprenticeship Graduate and Internship (AGI) scheme.

- Recruited 20 new Apprentices
- Approximately, 168 staff within MCC have signed up to apprenticeships to increase their qualifications/up-skill, 85 of these being higher level apprenticeships (Level 4/5).

Successful with a bid to deliver the UK Governments Kickstart Scheme creating 108 opportunities for participants 16 - 24 in receipt of Universal Credit

Click on the social media icons below for more information and updates:



Any questions?



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Monmouthshire's Scrutiny Forward Work Programme 2021

Economy Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
7 th September 2021	The Borough Theatre Refurbishment Proposal	Pre-decision scrutiny of a report on the Borough Theatre.	Cath Fallon	Pre-decision Scrutiny
	Proposed Regeneration Projects and Place-making Grants Submission	Pre-decision scrutiny of regeneration projects and place-making grants submission.	Mark Hand	Pre-decision Scrutiny
	Employment and Skills	To scrutinise the progress of employment, skills and apprenticeships programmes.	Hannah Jones Cath Fallon	Policy Development
TBC September 2021	Local Development Plan WORKSHOP	Landscape and natural environment – including: <ul style="list-style-type: none"> • GW /GB • GI 	Mark Hand Rachel Lewis Craig O'Connor	Scrutiny Workshop ~ Policy Development
TBC October 2021	Local Development Plan WORKSHOP	Affordable housing 2 – with viability evidence	Mark Hand Rachel Lewis Craig O'Connor	Scrutiny Workshop ~ Policy Development
1st October 2021	Strategic Procurement			
TBC November 2021	Local Development Plan WORKSHOP	Once Candidate Sites have been assessed: Site allocations (residential, employment, tourism, renewable energy)	Mark Hand Rachel Lewis Craig O'Connor	Scrutiny Workshop ~ Policy Development
9th December 2021				
TBC 2022	Local Development Plan WORKSHOP	Deposit Plan Member workshop	Mark Hand Rachel Lewis Craig O'Connor	Scrutiny Workshop ~ Policy Development
3rd February 2022				
17th March 2022				

Monmouthshire's Scrutiny Forward Work Programme 2021

28 th April 2022				
May 2022 TBC				

Future Meeting Items: Agreed Scrutiny Focus

- Affordable housing, transport and the LDP
- Tourism and enterprise
- Business and Enterprise Strategy

Items to diarise:

- Supplementary Planning Guidance on S106 Agreements
- Car Parking Review
- MonLife
-

Social justice ~ strong

Infrastructure ~ high streets, town centres, ev... wide ranging ~ Strong

Decarbonisation and climate change ~ Strong

Home to school transport ~ possibly CYP

POST EU funding ~ shared prosperity funding....

LDP and critical issues around phosphates....

Town plans/strategic plans

Reopening town centres

Housing agenda/affordable housing

Monmouthshire's Scrutiny Forward Work Programme 2021

Food development

Members top ones: Inward investment strategy.... How we build on regional assets.... And facilities, so we have the right ones.... And what type of businesses we would want to attract. LDP allocations. Also procurement.

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

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

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Council	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	
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	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	10/06/21	Abergavenny Velo Park	CM	Mike Moran	14/10/20	
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	
Council	23/09/21	Borough Theatre Funding Proposal		cath Fallon		

Council	23/09/21	Capital Strategy		Jon Davies	20/05/21	
Council	23/09/21	Corporate Plan Annual Report		Emma Davies	17/08/21	
Council	23/09/21	Review of Reserves and revised reserves & Capital receipts		Jon Davies	20/05/21	
Council	23/09/21	Audit Committee Annual Report		Phillip White	29/06/21	
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	hew Lewis/Mike Moran/Ian Saun	16/03/21	
Cabinet	14/04/21	Leisure Centre Investments		Marie Bartlett	22/03/21	
Cabinet	14/04/21	Statutory Consultation to establish 4-19 school in Abergavenny		Cath Saunders	03/03/21	
Cabinet	14/04/21	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 6 held on 11th March 2021	Dave Jarrett	02/04/20	

Cabinet	14/04/21	Whole Authority Strategic Risk Assessment		Richard Jones	02/03/21	
ICMD	07/04/21	Strategic Procurement		Cath Fallon/P Murphy	09/03/21	
ICMD	24/03/21	SPG S106 Supplementary Planning Guidance	To Clarify how S106 contributions are calculated/ 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 Economy and Development Select Committee held at County Hall, Usk with Remote Attendance on Thursday, 15th July, 2021 at 10.00 am

Councillors Present

County Councillor P. Jordan (Chairman)
County Councillor R.Roden (Vice Chairman)

County Councillors: J.Becker, A.Davies,
D. Evans, G. Howard, and B. Strong

Officers in Attendance

Frances O'Brien, Chief Officer, Enterprise
Matthew Gatehouse, Head of Policy and
Governance
Cath Fallon, Head of Economy and Enterprise
Hazel Ilett, Scrutiny Manager
Robert McGowan, Policy and Scrutiny Officer
Mark Hand, Head of Place-making, Housing,
Highways and Flood
Dave Loder, Finance Manager
Craig O'Connor, Head of Planning
Emma Davies, Performance Officer

APOLOGIES: None

1. Declarations of Interest.

Councillor Howard declared a non-prejudicial interest as a member of Abergavenny Civic Society. He was not involved in the representation in Item 3.

2. Public Open Forum.

REPRESENTATION ON ITEM 4

The Council's Preferred Strategy is not significantly different from that which the Council preferred in an Options consultation earlier this year. The views of many who questioned whether the planned level of growth will lead to 'sustainable and resilient' communities have been overruled.

More importantly, we have not been told whether the Welsh Government accepts the Council's opinion that their growth strategy conforms with the Government's Future Wales national plan, as required by statute. We know from Government officials' previous comments that there was concern that the Council's growth ambitions would not comply with the then draft national plan.

The Abergavenny Civic Society and other community groups do not believe that the Preferred Strategy does conform – that the growth goes well beyond Future Wales' expectations for supporting rural communities.

To avoid later conflict and delay, should not the Council seek to clarify this uncertainty NOW, perhaps with agreement of a provisional band of compromise to be given precision later in the process that will lead to the adoption of a new plan?

Dick Cole

Vice Chair, Abergavenny and District Civic Society

Mark Hand gave the following response:

On 18th July 2019, we received a letter from Welsh Government in response to the previous options. We didn't have a response at the start of this year when we consulted on the growth options again, following the data review. I'm not sure what the Civic Society is referring to – we haven't had any written response from Welsh Government that has commented on our growth level. The July 2019 response raised concerns about two of the growth options, for the specific reason that they included new settlements, which the national planning policy at the time discouraged, but didn't prohibit – we had proposed the potential for new settlements via two of the four growth options. That therefore changed when we consulted on new growth options in January/February. There was no comment from Welsh Government in that letter about the level of growth, nor that there was any problem with our direction of travel when we met with them subsequently to informally discuss how our LDP needs to comply with Future Wales 2040. We understand that we aren't in a regional growth area in FW 2040 but policies 4 and 5 of that make it very clear that we can and should meet our growth aspirations in the county e.g. for affordable housing and age-balanced communities. This is set out in Appendix 4. Therefore, we don't believe there is a problem, and haven't received any correspondence from Welsh Government to say that our growth level is out of kilter with Future Wales 2040. If the Civic Society has received something though, we would be happy to view it and then discuss it further.

3. Local Development Plan - Scrutiny of the Preferred Strategy.

Craig O'Connor and Mark Hand presented the report and answered the members' questions.

Challenge:

Jez: What are we doing to bring the sort of house builders we want to the county? Do we have preferential treatment for those building the sort of houses that we want, or plans to make our county more attractive to them?

This is a very good point. There are several aspects to it. One is the detailed policies that will be in the deposit plan that will set out what's required. With private land, we can't control whom they might be engaging with but we could try to make some of those contacts and connections. We have met with Zero Homes to understand what they are doing in Tonypany and Cardiff. Councillor Becker has highlighted to us several companies that do housing in a different way, which we would like to pursue further. If the planning authority allocates any council land in the plan, then the council – as landowner – can consider whom it partners with or sells land to, to bring forward something that meets our wider aspirations. How we go about making connections could do with further discussion.

Our climate change note seeks to go higher than Welsh Government's current target, so order to raise the bar for the climate change agenda and low carbon, it isn't just a case of looking to sustainable housebuilders but also of pushing the 'big five' on sustainable homes. This is what we seek as part of the LDP.

Average house prices are surely high because we have a large number of larger houses, compared with other counties. The cost of new houses across various neighbouring counties

seem to be equivalent with Monmouthshire. Is the notion of particularly high prices in Monmouthshire therefore flawed?

We don't suggest that if more houses are built then the prices will fall. However, if we have a very low level of growth it will force prices up, because there is demand and the supply will then be stripped. Most importantly, we would then deliver very little affordable housing, when we know that we have 2000 homes on our waiting list. This then links into demography. With affordability, the housing mix policy is key to control the footprint of the property. Ensuring we have the right proportion of smaller properties will have an effect on affordability, as it will offer choice to the citizens.

The presentation mentions that we hope to create 7,215 jobs. Who are they for? We have very little control over employment levers.

We certainly don't hold all the levers regarding where people can live and work. The RLDP is a land use document, so we need to ensure that we have the employment land/commercial space in the right location. This entails having conversations with indigenous businesses and those that want to come into Monmouthshire, and providing opportunities for our citizens by having the right land allocated in the right place. In terms of home working, Covid has shown us that it perhaps doesn't matter where someone's base of work is. Many are now working from home, despite their base being far away, thus reducing their carbon footprint and using local areas a lot more – we can capitalise on this, by ensuring that we have self-sufficient settlements. We have the potential to have the perfect '20-minute neighbourhoods.' We need to have flexible policies to support tourism, and ensure we have enough land for renewable energy schemes.

SE Wales is a relatively small, dense and well connected area, overall. Does it really matter, given the work and leisure connections, that we have disparities between older and younger people?

Covid has taught us a lot about sustainable communities. Younger people have been caring for older people and the most vulnerable; projecting that forward, if we imagine going through this in 10 or 15 years, looking at what the demographic charts show we would be in a dire situation without our communities being mixed and having social and economic stability. It is one of our objectives but is ultimately the council's plan. Should the younger generation wish to live where they grew up, it is incumbent on us to help them to do so, where we can.

Is there not a dichotomy between MCC declaring a climate emergency, building all these homes, and creating these jobs?

This is an important question but the answer is no. 3% of the county is currently defined as 'built urban', and the growth that we are discussing would only take it to 3.4%. It comes back to the matter of building the right things in the right places: 20-minute neighbourhoods, amenities, public transport, active travel, etc. It is a matter of the right places but also people being able to behave in different ways e.g. work from home or hubs, if applicable, and the standard of what is built. The two concepts aren't in opposition. The homes that we want to build for people are the most sustainable that we have ever built. We are pushing the bar in terms of the decarbonisation agenda by ensuring that they are fit for purpose. The people who live in them will have reduced fuel bills, thereby addressing energy poverty. Inclusion of other elements such as electric car charging, pedestrian and cycle links, along with consideration of home working, are critical for addressing climate change. We are also working with the Carbon Trust to look at renewable energy sites.

We're looking to find 43 hectares of commercial land. Do we have the appropriate compulsory purchase powers to enable us to find that land in the areas where we want the jobs to be created?

The issue of whether we have the right employment land in the right places is very much the purpose of the new RLDP: having a mix of sites, identifying needs, and where we can supply. We're currently out for consultation and a call for candidate sites – so we would urge anyone with land suitable for employment purposes to come forward. We've had several very promising meetings in the past fortnight. To stress: we're talking in the preferred consultation about strategic options for the growth of the three main towns, which is about employment as well as housing growth. We do have compulsory purchase (CPO) powers. Regarding this plan and delivery of affordable housing, we might need to use them.

Is there nothing in the strategy catering to restrictions on housing? Section 1.7 of The Housing Act 1985 helps local people to purchase local properties, used extensively in Devon, Cornwall, etc. Have we considered adopting this policy in this scheme?

We can look into this when we get to the detailed policy stage. We're looking at what Gwynedd is doing, to see if there are policy approaches that we can take, although their primary issue is second home ownership. Welsh Government is doing detailed work now that is primarily about Welsh language matters but does include policy approaches and pilots for ways of ensuring homes for local people – so we will work with them on that as well. We have a register that allocates affordable houses to local people, and we're looking to see if there are wider policies that we can tie to it.

I'm very concerned about phosphates and nitrates going into the Usk and Wye. What is being done in relation to this, and what confidence do we have that it won't affect our plans?

This is a significant issue and is having an effect on development proposals and planning applications – basically, on any development that would increase wastewater. There is a risk assessment in the appendix of the papers for the preferred strategy, concerning how we move forward. We want to ensure that this development doesn't have an adverse impact on the water quality in our rivers. We need to find infrastructure solutions to how we deliver this level of growth and ensure we don't harm the water quality. We are in significant conversations with Welsh Water, Welsh Government and Natural Resources Wales to resolve the matter. There aren't definitive solutions at this stage. However, in Monmouthshire, the key aspect of this is that we don't have the phosphate stripping capability in some of our most sustainable settlements, namely Abergavenny and Llanfoist and Monmouth and Wyesham (Raglan has Phosphate stripping capability; the South of the county is not affected.) We are discussing with Welsh Water the possibility of enhancing the infrastructure within their Asset Management Programme 2025-30. We're also reviewing whether we can address any ecological solutions; we are speaking to consultants about what is needed. Given this issue, we consider in the appendix whether to pause or stop, but it's clear that doing so would risk us not addressing problems concerning affordability and the economic challenges.

Does affordable housing funding affect market prices in the same settlements?

Affordable housing is delivered in several ways but the primary one for us currently is via the Planning system. There isn't any evidence that it affects the price of market housing *per se*, but it's undeniably an issue in terms of the viability of developments. Developers look at land

purchase costs, build costs and their sales values, so they lose a market sale on each plot where there is an affordable home, and they say that it changes their costs i.e. from a loss of 'hope value.' However, if we were to introduce a policy of not building any affordable homes, the builders wouldn't reduce their prices. Welsh Government funding plays a role via the social housing grant. There are no firm proposals at the moment but the Future Wales document talks about 48% affordable homes in SE Wales in the first five years. Given that that growth is intended to be focussed on Cardiff, Newport and the Valleys, one imagines that there will be significant public subsidy sitting alongside, to ensure that it is delivered.

How much does phosphate-stripping cost?

To add it to one of the existing wastewater treatment plants is several million. We have 34 plants throughout the county, only one of which, Raglan, currently has the technology. We don't have the problem in the south of the county as it goes out into the tidal area of the Usk. Our key discussion is trying to get Wastewater to bring forward their Asset Management Plan proposals for some key sites that will support this growth. Conversations have been very positive so far.

Our 8000 houses, if delivered, would represent 22% of the regional housing requirement in Future Wales – Welsh Government wants 48% affordable housing in the first 5 years of the plan. How can we possibly get to 48% in the first five years?

If there are additional costs of affordable housing or energy efficiency measures, they come either out of the developers' profits or out of the land value, or they will try to negotiate it from other contribution packages that we ask for via Section 106. It therefore needs a lot of extra work. We need to gather that information upfront from developers so that by the time we are at deposit plan we have a clear idea of viability and deliverability. It is easy to argue that we should shave it off the land value, and the land becomes cheaper; the counterargument from developers is that people will then not bring forward their land. The message we need to put out is that if we aren't delivering affordable housing, and not delivering on climate emergency requirements, then this level of growth doesn't work. There are certainly robust discussions to be had but we need to set down a new level of ambition; this happens to align with Welsh Government's new policies around 'placemaking', so as not to be so developer-led.

In the preferred strategy, there are around 2500 affordable homes out of 8000, which is well below the 48%, but part of the new homes required for the preferred strategy are already built because the plan starts in 2018. So there are existing completions and consents in the pipeline. And there are smaller windfall sites: with these, we get on-site affordable housing if it's more than 3 homes or a commuted sum if it's fewer than 3. How that policy approach happens in the future remains to be seen. Not factored into the numbers are the commuted sums that we put together to buy affordable properties in other locations. The proportion of new allocations that will be affordable is about 41%. This is based on some assumptions: we don't currently know what the proportion of affordable homes will be on most of the sites but we are looking to put in 50% affordable housing sites as an affordable-led arm of the strategy.

As the cost of phosphate stripping is enormous, has Welsh Government given any indication about funding those upgrades?

Those conversations haven't taken place, at this stage. We have spoken to Welsh Water, in terms of when they are expecting to address phosphate-stripping capability in Monmouthshire. This is affecting development proposals and economic prosperity in Monmouthshire now, so we need a solution. It is a wider problem than development proposals – it is also about agricultural

practices and land maintenance. Improving our existing infrastructure to treat phosphate is paramount. There are very early discussions with Welsh Government about whether there can be exceptions for certain types of development e.g. affordable housing.

It is proposed that 240 houses be built in the Usk-Raglan area. In Usk, we are down to 1 doctors' surgery, the school is at full capacity, there is the road problem, and we now have no banks. Will this all be taken into account?

Yes, we will. There is a sustainable settlements appraisal that looks at things like amenities and connectivity. We did a re-survey of the amenities and sent it to the town and community councils, who agreed that we had included everything that was needed – that will be informed about those changes. We also had a good session recently with health board and GP practice representatives, in which they explained their challenges and how we can build on the infrastructure through the planning process. They were keen on the preferred strategy, in terms of sustaining services and balancing demography.

A number of engagement events are taking place, which started 5th July. There is information in the planning policy section of the website, under preferred strategy consultation. A good place to start is the Easy Read guides. We have held one virtual session, with another to come – details for how to get involved and/or ask questions are on the website. We are also now able to do face-to-face drop-in sessions: we've had two or three already, with another this afternoon and more planned. For comments to be formally considered they must be in writing, preferably via the system online.

Chair's Summary:

Thank you to officers. We have had an in-depth discussion. A further point to consider is that if we introduce a firm policy saying that a certain percentage of affordable housing must be provided on each site, then when the developer is in negotiation with the landowner, the developer will know the base cost of each unit, so they might then factor in that they are going to make that provision.

In addition, we hope to build 8,366 houses and create 7,215 jobs, while Welsh Government expects 30% to work from home – therefore, the size of homes such that they can include home offices might need consideration.

4. Performance Monitoring - Report on the performance against the five goals.

Emma Davies presented the report. Frances O'Brien, Mark Hand and Cath Fallon answered the members' questions.

Challenge:

Where have the most and least progress been, and in the latter case, what will you do to get it back on track?

This is hard to answer, given the spectrum of priorities and actions. Taking the effect of Covid into consideration, the department has made significant progress where possible, across the objectives that are set. For example, the progress made with procurement, which has been rapid in a short period, despite the impact of Covid.

Are there specific areas in which there is difficulty making progress, from reasons other than Covid?

From an Enterprise and Community Animation perspective, there are two main areas to consider. One is broadband redeployment, which has slowed further than we had hoped. We were successful in obtaining funding through Welsh Government's local broadband fund to undertake works in the Llanthony valley, for example. There are issues there generally, aside from the effect of Covid. Through our Strategic Broadband Infrastructure group, we are looking to address works to lay cables etc. We are also deploying a wider network that is 5G carrier grade – again, that has not moved as fast we had hoped. Therefore, the digital deprivation rates are likely to be less than the 12.5% currently in the report; we are awaiting the accurate figure. We are also addressing the distinct lack of skills and increase in vacancy rates, relating to our hospitality industry: as hospitality has reopened, there is a desperate need for staff but they aren't coming forward, or they're finding it a challenging area in which to work, and moving on. We have a major campaign over the summer period, with the Deputy Leader, to encourage people to come forward. Our Employment Skills team will help people to write CVs and submit applications. Many of those issues were raised in our Business Resilience forum, which enables us to understand the issues that businesses are facing on a daily basis.

A few other items are worth mentioning. For example, the report cites the Chepstow study: this has now been received, and we have arranged a meeting with Chepstow members and stakeholders across the border to brief them on it. This has also been delayed somewhat but is progressing. There is a current suspension from Welsh Government in road building so we will think through how that might affect things. Improvements and re-surfacing in the Highways programme were delayed, but that was due to funding uncertainty: until we had confirmation that floods relief funding to reinstate roads damaged in the 19/20 floods would be carried forward into this financial year, we didn't know our budget for normal road repairs. That confirmation came a few months ago, so we can now roll this out. The replacement local development plan was affected by Covid and the new population projections from Welsh Government, but it gave us the opportunity to refresh our view of the plan's elements.

On a positive note, the re-opening towns measures have opened up many potential opportunities; these will be considered in a separate meeting of this committee later in the month. It has given us chances to look at how we generate our towns in different ways and trial different measures. We are now at the point of considering what measures could become long-term changes.

The 'commitment to action' states the purpose of promoting development of suitable sites and premises, yet we have none – why is that?

There are still over 40 hectares of employment land available in the county, identified in the current LDP. There is an issue with the spatial distribution of that: it is primarily in a couple of large sites in the south of the county. One of our challenges is having that land supply in Monmouth and Abergavenny, where we have interest from businesses that we struggle to accommodate. The planning policies currently in place will support employment uses within settlements or, potentially, adjacent to them. The replacement LDP will provide us with those new sites and the range of locations to support those areas. We have very good intelligence about what's needed as we move forward. If sites come forward that are adjacent to the settlement boundary then that is something that we can consider. Abergavenny, for example, is constrained due to the national park and flood plains, so we need to think carefully about the next steps.

Regarding the Apprentice Scheme, what is the council's position when it comes to offering apprenticeships in areas other than Health & Social Care?

The social care apprenticeships were funded by the foundational economy challenge fund, so there were 6 apprentices in H&SC funded specifically through that model. In addition, there are 20 apprentices throughout our organisation, which we wish to increase. Some of those have completed their study and moved into new posts, and the additional staff members are undertaking additional apprenticeships. We're also working closely with businesses to help them with apprentice recruitment – it's a wide-ranging scheme.

Have we looked at the link between people's homes, where they live and their patterns of travel to work in relation to existing businesses, so that we can see where people travel to and from?

We don't have this survey information at present. It is certainly something that would be good to do. The west of England is doing a survey of its businesses to understand how future working practices might change, regarding agile or home working. We're looking to commission a similar survey in order to understand how those different patterns might emerge in the future. This will go out mid-September, jointly with our colleagues in Tourism, in terms of the business development management plan. It is important for us to understand where employees are working and what they might need regarding co-working spaces – part of the Levelling Up fund bid that we submitted for Monmouth was provision for co-working space. Welsh Government carried out a survey in this vein but we want to build on that locally. We will also work with our private sector colleagues as, for example, there is a private working space in Abergavenny – so we need to ensure we are covering the need for provision.

Is it correct that Capita is undertaking a survey of the relationship between employment and home locations?

Yes, this is part of the same conversation relating to both the Local Transport Plan and Replacement Local Development Plan.

There are over 4000+ FTE MCC employees but we don't have many new apprentices (i.e. not already employed by us) – how many do we hope to have by the end of next year?

We don't have that figure to hand but we are working with individual departments on a daily basis to look at their recruitment requirements, and working with the Cardiff Capital Region graduate scheme. We have a new marketing graduate who started 6 weeks ago in that team, so we are looking to recruit as we go forward, and the picture should be very different next year.

Chair's Summary:

Thank you to officers. Bearing in mind the pandemic and surrounding circumstances, the progress valuation of 'adequate' is perhaps as good as we could get this year.

5. Scrutiny of the Revenue and Capital Outturn reports for 2020-2021.

Dave Loder presented the report and answered the members' questions.

Challenge:

We have a commercial and corporate landlord services underspend of £852k. As we don't have any available commercial accommodation currently, could that shortfall be spent on making shovel-ready accommodation for businesses to move into the county?

Unfortunately, this is a service-specific query and can't be answered today. I will have to check this particular figure, and will go back to the relevant officers for comment and a subsequent response.

There is a shortfall of £22k in Estates, due to staff shortages. We have a significant issue in shifting our commercial property, currently lying idle. If they were utilised more profitably, would the underspend be more significant i.e. we could get revenue from those unoccupied units?

Answer as above.

6. Economy and Development Select Committee Forward Work Plan.

Special committee on 26th July regarding town centre regeneration.

7. Council and Cabinet Work Planner.

8. To confirm the minutes of the previous meeting.

The minutes were confirmed and signed as an accurate record, confirmed by Councillor Jordan and seconded by Councillor Roden.

9. To confirm the date and time of the next meeting: Thursday 16th September 2021 at 10.00am.

The meeting ended at **12.00 pm**

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Monmouthshire Select Committee Minutes

Meeting of Economy and Development Select Committee held at County Hall, Usk - Remote Attendance on Monday, 26th July, 2021 at 2.00 pm

Councillors Present

County Councillor P. Jordan (Chairman)
County Councillor R. Roden (Vice Chairman)

County Councillors: G. Howard, B. Strong, A. Easson, R. Edwards, L. Brown, P. Clarke, C. Edwards, P. Murphy, M. Powell, J. Pratt and J. Treharne

Officers in Attendance

Hazel Ilett, Scrutiny Manager
Robert McGowan, Policy and Scrutiny Officer
Mark Hand, Head of Place-making, Housing, Highways and Flood
Daniel Fordham, Project Manager
Jane Lee, project Manager, Regeneration and Placemaking
Paul Keeble, Group Engineer (Highways and Flood Management)
Matthew Lewis (Countryside), Interim Performance, Evaluation and Programme Development Lead for MonLife
Carl Touhig, Head of Neighbourhood Services

APOLOGIES: Councillors D. Evans and M. Feakins

1. Declarations of Interest

The committee agreed to record any declarations of interest as and when appropriate in discussing the reports.

2. Town Centre Regeneration: To review the re-opening towns adjustments made in response to the covid-19 pandemic and to consider future regeneration and placed based approaches

The Senior Officer introduced the topic by explaining that following the covid 19 pandemic, there is a need to consider future regeneration of town centres and placed based approaches, whilst maintaining some of the adjustments made in response to the covid-19 pandemic. He explained that we have the opportunity to conduct a review after approximately a year of having instigated changes in town centres to consider what has worked well and how best to support businesses. There may be grant funding streams to be explored and discussions needing to be held with businesses on new projects. The officer led members through a presentation/series of slides in which he explained some of the adventurous steps taken to support social distancing in each of the towns. The report also provided a detailed account of the engagement that took place with businesses and the council's response to changes announced by Welsh Government with very short notice. The various initiatives to restrict traffic, widen footpaths, install planting and barriers to support social distancing and banners to encourage the 'shop local' campaign were discussed in detail. The officer confirmed that whilst there are things we could do differently if we had to do this again, overall, the measures implemented were very successful. The chair thanked the officer for the

comprehensive explanation of the measures taken in the different towns and invited members to ask questions.

Member Challenge:

- In the report, you have referred to projects that may be subject to grants, who decided which would go ahead and how are the finances of those scrutinised?

This would be a decision delegated to the Chief Officer, but we would engage with scrutiny members on the progress annually. One of the key factors for us to consider is the deliverability of the projects within specific timescales.

- I can recall the closure of Cross Street in Abergavenny many years ago, which left the area quite deserted so my concern is relating to how we can encourage people when the weather isn't favourable.

Electric heating and canopies for the outdoor seating is something we would need to consider and the maintenance of this. Feedback has suggested people would use these outdoor spaces if they are dry and warm. Also, there's the ongoing maintenance of the planters and the town council has been very helpful in terms of maintaining these and watering.

- Are the shelters on Cross Street permanent or temporary and please can you ensure ward members are involved in discussions in addition to town and community councils so that we are briefed when asked.

Yes, we can improve our engagement with members on this and will do so from hereon. The shelters are temporary and no decision has been made on those at the moment, but we will be engaging on it and so far feedback has been overwhelmingly positive in relation to Cross Street and also Frogmore Street.

- You have done a fantastic job over a long period of time and I want to acknowledge that. I'm curious as to how you analyse the requirements for each town. Is there a model for this?

No, we have had to implement different approaches due to the typography and physical nature of the places.

- It would be helpful if we had some data on car parking usage and the number of cyclist so that we can inform our decisions. There is a general feeling that there are insufficient car parking spaces until we have viable alternatives in place.

Yes, we could certainly look to evidence this in future. In terms of the access to car parks, it has been difficult because some of the pathways to parking are quite narrow and wouldn't support social distancing. We have projects on a reserve list that we can consider, mainly due to the timescale for completion, linking to my earlier point about deliverability.

- In terms of the resurfacing of Maryport Street Carpark in Usk, please could you confirm when the works will take place. The Town Council would like to discuss some of the highways proposals for Usk with you, such as the yellow lines and Speedwatch.

I can confirm our operations team will be beginning the works to resurface Maryport Street car park mid-September and the lines on Castle Street will be done at approximately the same time. In terms of speeding and Speedwatch, we are monitoring this at the moment to inform our plans going forward. Speedwatch is delivered by Go Safe and I know that Lorry Watch has had many volunteers.

- In relation to Chepstow, the report refers to the need for a zebra crossing at the bottom of the town and I wanted to ask about the timescales for this.

We are in discussions with the traffic engineers this week but I would think it would be October before we could look at changing the arrangement at the bottom of the town.

- I was quite happy with the one-way system in Usk, but as the traffic crosses the bridge, motorists are speeding as they pass through Llanbadoc and it is dangerous for residents. The community council are asking for speeding indicator signs there and I want to check this is on your radar.

Yes it is, we have had difficulty in obtaining these during the pandemic due to supply issues, but to reassure you, we are progressing this.

The Chair asked the officer to make any closing comments. The Senior Officer advised that it has been difficult to collate the positive feedback received, whereas negative is played out on social media, however there did appear to be overwhelming support for the changes that have been made. There has been a significant amount of work to be undertaken, with major impacts on residents and we are grateful for everyone's input and look forward to exciting opportunities going forward.

Chair's Conclusion:

We note your phrase about 'slow and traditional approaches' needing to be expedited during this time. I want to thank officers for all their hard work during unprecedented times. We recognised that a major positive factor has been the engagement with town and community councils and we therefore hope to continue this journey, effectively engaging with them to revitalise the towns.

Thank you for your input this morning.

3. To confirm the date and time of the next meeting as 16th September 2021

The meeting ended at 3.05 pm.

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