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Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 22 February 2017

Notice of meeting / Hysbysiad o gyfarfod:

Strong Communities Select Committee

**Thursday, 2nd March, 2017 at 9.45 am,
County Hall, The Rhadyr, Usk, NP15 1GA**

***Please note that a pre meeting will be held at 9.30am for
members of the committee.***

AGENDA

Item No	Item	Pages
PART A – SCRUTINY AND CRIME DISORDER MATTERS		
	No matters to discuss	
PART B – STRONG COMMUNITIES SELECT COMMITTEE		
1.	Apologies for absence	
2.	Declarations of Interest	
3.	Open Public Forum	
4.	To confirm minutes of the previous meeting 16 th Jan 2017 – Special Meeting 26 th Jan 2017	1 - 18
5.	Public Protection Report	19 - 38
6.	Castle Meadows	39 - 52
7.	Biodiversity	53 - 120
8.	Revenue and Capital Monitoring 2016/17 - Period 3 outturn forecast statement	121 - 148
9.	Verbal update on the household waste recycling contract	

10.	Action list	149 - 150
11.	Strong Communities forward work programme	151 - 152
12.	Cabinet & Council forward work programme	153 - 174
13.	Date and time of next meeting	
	6 th April 2017 10am (pre-meeting at 9.30am)	

Paul Matthews

Chief Executive / Prif Weithredwr

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. Howarth
V. Smith
D. Dovey
A. Easson
S. Jones
P. Jordan
A. Webb
S. White
P. Watts

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Welsh Language

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Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

Nodau a Gwerthoedd Cyngor Sir Fynwy

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

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

Pobl yn hyderus, galluog ac yn cymryd rhan

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

Ein sir yn ffynnu

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

Ein blaenoriaethau

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

Ein gwerthoedd

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

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Public Document Pack Agenda Item 4

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 16th January, 2017 at 2.00 pm

PRESENT: County Councillor S. Howarth (Chairman)
County Councillor A. Easson (Vice Chairman)

County Councillors: V. Smith and D. Dovey

Also in attendance County Councillor(s): D. Blakebrough, R. Chapman,
D. Edwards, R. Harris, S.B. Jones, P. Murphy and J. Prosser

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Wendy Barnard	Democratic Services Officer
Rachel Jowitt	Head of Waste and Street Services
Roger Hoggins	Head of Operations
Laura Carter	Technical and Policy Officer
Carl Touhig	Recycling and Business Strategy Officer

APOLOGIES:

County Councillors S. Jones, A. Webb, S. White and P. Watts.

1. Declarations of Interest

No declarations of interest were made by Members.

2. Review of Recycling

Context:

The purpose of the meeting is to provide Select Committee with the opportunity to scrutinise the final proposals for the future of recycling collections prior to submission to Cabinet in March 2017. All Members were invited to attend the meeting and were permitted to participate throughout the meeting.

Key Issues:

The proposals under consideration are:

- i. That the principles of the existing recycling service (red and purple bags collected weekly) be maintained;
- ii. That glass be collected fortnightly in a separate container (green box)
 - a) Where a residents raise concern over ability to carry a box the service will offer a green caddy (similar to the outside food waste caddy) and if needed further assistance;
- iii. Food and green waste will be collected separately as previously approved;
- iv. That grey bags are re-introduced for residual waste;
- v. That changes are introduced between April – July 2018;

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- vi. That revenue savings generated from the service change cover the cost of prudential borrowing to allow capital expenditure e.g. changes to the Transfer Stations, purchase of boxes etc.;
- vii. That Cabinet give approval so the procurement process for the new fleet and design and construction of the Transfer Stations can begin;
- viii. Delegate approval for decision making to the Head of Waste & Street Services in consultation with the Cabinet Member & S151 Officer on any technical details, subject to changes remaining within the existing funding envelope of the service; and
- ix. That Select Committee and Cabinet receive a report on implementation of the service changes after July 2018 quantifying the full benefits and cost incurred and modelled cost of the service for its proposed 7 year life.

Member Scrutiny:

In response to a query, it was confirmed that Welsh Government officials are in agreement with the proposed approach in recognising residents' views. The good response rates to the survey were acknowledged.

A question was asked and it was confirmed that the premises costs refer to business rates for depots, Usk and Civic Amenity sites, water and electricity.

It was queried and confirmed that the majority of Welsh Councils alter their collection dates for bank holidays.

A Member commented that 20% of recycling issues are related to a failure to recycle food waste properly and that there is therefore a need for further engagement with the public regarding contamination. It was understood that there was also contamination in the red and purple bags resulting in 10% being rejected. It was queried if there was a way to reclaim the contaminated bags to make fit for recycling. In response, it was acknowledged that food waste and residual waste are in the highest quantum after general waste (items that can't be recycled). It was confirmed that food recycling was a priority for the Communications Team in future, noting that there is a percentage of residents who are happy to recycle but don't want to recycle food. It was explained that the 8-10% reject statistic was below average; most other co-mingled authorities have a 15-20% rejection rate. It was clarified that dealing with rejected waste is part of the contractor's gate fee. The return of rejected waste would involve an additional cost. Some items, such as textiles or small electricals can be recycled but the majority of residual be disposed of by the contractor within their price.

The point was raised that, 2/3 years ago, the Select Committee suggested that red/purple bags and glass were collected every two weeks, but it was considered at that time, that the bags/boxes would be too heavy and there would be too many route runs. It was queried why the proposal was being suggested again contrary to the previous view. It was advised that previously, consideration had been given to all waste being collected fortnightly but analysis has shown that there would be no operational efficiencies. The proposal is that red and purple bags will continue to be collected weekly, with glass and residual waste collected fortnightly.

It was commented that grey bags had also been discussed and whilst considered a good idea, were judged too expensive as residents placed mixed waste in them. It was suggested that grey bags should not be reintroduced and should be considered as a saving now and for the future.

A question was asked about the capital cost of changes to transfer stations and purchase of new fleet on the basis of a trial in N. Monmouthshire only, questioning if the trial had provided the best results. In terms of costs, it was clarified that there was little change required at

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Llanfoist where the trial has been based and a bay is available for use for glass recycling. It was confirmed that more major work would be required at Five Lanes estimated at £300,000 - £400,000 offset over 20 years' prudential borrowing. Regarding the trial since September in N. Monmouthshire, confidence was expressed that this was the best way forward. Additionally, it was reported that liaison with vehicle manufacturers confirms that timescales are viable

A Member was not convinced of the feasibility of the grey bag proposal referring to the small proportion of responses to the survey. It was queried if it was accurate that having grey bags increased recycling and food waste, suggesting that raising awareness was what helped. It was suggested it would be effective to concentrate on annual training and communication, and also to focus on food waste. As the target of 70% recycling has already been met, it was commented that the emphasis should now be on steady progress and glass recycling rather than further expenditure as the £90,000 could be spent on other priorities.

A member queried the reduced value of recycled glass. It was explained that recycling glass is not about income generation but impact on environmental performance and it is accepted that if glass was not recycled, costs would be substantially reduced. The Committee was referred to the financial analysis of various models of waste management and was provided with further information regarding markets and potential income levels.

It was commented that it must be made as easy as possible for residents to recycle.

A County Councillor commented that the Council should be proud of the success of its recycling initiatives and was impressed with the data presented. It was queried if educational slogans could be added to e.g. the glass recycling box, with incentives for recycling (saves money, protects the environment etc.).

A Member asked why green boxes have been distributed when a black box has already been supplied. It was also queried what the arrangements are for small businesses that have lot of glass to dispose of. It was confirmed that some comments have been received from householders regarding the green and black boxes and most accept the suitability of the smaller green box. It was further explained that manual handling was the issue of collecting glass separately, and the green box also represents the new initiative.

It was explained that separate glass collection will allow a better service offer to smaller businesses and will assist compliance with new legislation.

The capital cost of introducing the green box was questioned. It was explained that the cost is £2.07 per box funded through prudential borrowing over ten years which will be cheaper in the long term than the purchase of plastic bags. It was queried if there was a financial impact arising from changing the vehicles. It was explained that the vehicles are leased or obtained through prudential borrowing so that cost will be ongoing. The numbers of vehicles won't change, only the vehicle design.

In response to a question, it was agreed that residents would be able to have two boxes if they required them.

It was commented that compliant households get upset with those that are non-compliant, and queried if that is a problem. It was explained that staff are aware of problem areas and education officers undertake proactive work accordingly. They have also been given delegated enforcement powers, training and are able to issue fixed penalty notices. It was suggested that education and enforcement could be a topic for future discussion by the Select Committee.

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It was suggested that council tax demands could include information for residents free of charge.

It was queried if residual crews could pick up fly-tipping instead of sending out separate teams. In response, it was confirmed that refuse crews don't pick up fly-tipping as routes are carefully scheduled and there is no time available for this additional work. The use of a separate team can provide opportunities to obtain evidence that may lead to prosecution which can act as a future deterrent. In response to a question, it was advised that enforcement powers have only recently been given to the team, so there have not been any prosecutions. The Committee were informed that Environmental Health currently undertake prosecutions and prosecution figures could be presented at a future committee.

It was confirmed that the opinion of the crews was sought regarding design of vehicles and the intention is to invest in the best design for the crews and the service.

It was commented by a Member that criticism has been received regarding the slowness of the collection service and consequent traffic queues.

A Member commented that the brown bag for garden waste can deteriorate and queried if obsolete bags can be recycled? It was explained that procurement of the brown bags is currently out to tender because the UV protection has run out. The new bags will have higher UV protection. It was noted that the card can be lost risking non collection. It was explained that a trial is in progress of an electronic database that lists which households have a license etc.

It was commented that bags are sometimes put out too early and can be an eyesore, and suggested that a timetable of dates for households would be useful.

It was confirmed that the remaining recycling bins in car parks will be removed when contracts end in April 2017.

A Member commented that the proposed recycling arrangements will take longer but a decrease in crew numbers (one driver and two crew) is planned. It was agreed that recycling will take longer but assurance provided that there will be more resources for dry recycling and food, as the gardening waste crews will only be visiting registered properties. It was explained that red and purple bags, and food will be on the same lorry and commented that there will be more opportunity to monitor the quality of the recycling.

A Member queried if glass is separated by colour.

In response to a Member's question, it was confirmed that vehicle design has been futureproofed as far as possible but recycling requirements will undoubtedly change noting that the vehicles have a seven year replacement cycle. The vehicles are leased or obtained through prudential borrowing according to financial advice.

Regarding the potential reintroduction of grey bags and the potential cost of £90,000, it was explained that analysis was carried out first in 2013, and indicated 72% participation. Before the trial, food waste participation was 70% rising to 73% post trial. The weight of residual waste also reduced. It was noted that when householder black bags were introduced they were bigger, opaque and contained more mixed waste. Capture analysis indicated reduction by 2% through use of grey bags.

In response to a query, it was confirmed that it would not be possible to add a snow plough to the vehicle front to increase versatility.

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It was noted that there is a proposed £23,000 saving on glass, and a potential £155,000 saving from paper. It was added that plastic and tins will still go to the MERF at a reduced net tonnage cost per annum. It was questioned if this was guaranteed and why the contractor would charge less. It was commented that the paper appeared to be of most value. It was responded that the figures were based on soft market testing and based on the worst case not on our current contract, and takes into consideration market trends. Some scepticism of the potential savings to be made was voiced. It was explained that the industry is continually fluctuating and influencing factors (participation levels, vehicle design etc.) have been built into the models presented, with the most cost effective and flexible service being preferred. It was agreed that there are arguments for and against the various models.

In response to a question, it was confirmed that the period of prudential borrowing would be 7 years, the anticipated lifetime of the vehicles, and added that prudential borrowing for Five Lanes will be over 20 years as an infrastructure change.

A Member asked if there was a residual value to vehicles at their end of their useful life and confirmed that they are sold off at auction and income returns to the authority.

A Member questioned where plastic goes, and if there is a market for it. It was explained that it is reprocessed as eco plastics broken down into various grades, chemically treated and sold in UK based markets. Assurance was provided that plastic is not sent to third world countries. In terms of contamination, it was explained that this is eliminated as part of the melting down process, but householders are recommended to wash out plastics to reduce food waste. It was confirmed that the rejection by NRW of Caerphilly County Borough Council's plan for an incineration plant is not down to any authority in Wales. It was advised that our residual waste is sent to an Energy from Waste plant in Cardiff. Food waste is currently out to procurement with Torfaen and Blaenau Gwent Councils to provide an anaerobic digestion plant that produces methane to burn for electricity.

A Member questioned and it was confirmed that for the glass separation model, investment will be less than the return over seven years and will be WG and market compliant. It was added that the public participation risk was taken into consideration, hence the trial which has demonstrated support. Additionally, the market is a risk factor, especially because of the level of investment and the need to futureproof. Additionally, legislative change is a risk but WG have committed that if there is change, authorities can see out the length of their investments.

In response to queries, it was confirmed that other co-mingling authorities share their data and are also conducting reviews. Some have expressed an interest in collaborative procurement of vehicles.

In terms of glass collected during the trial, it is deposited at Llanfoist Transfer Station and bulked up with glass from Civic Amenity sites, and the total is managed by Viridor.

Cabinet Member, County Operations, thanked the team for their work on the report and all those involved in the service.

Recommendations

1. Members scrutinised and commented on the proposals outlined in this report.
 - i. That the principles of the existing recycling service (red and purple bags collected weekly) be maintained;
 - ii. That glass be collected fortnightly in a separate container (green box)

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- a) Where a residents raise concern over ability to carry a box the service will offer a green caddy (similar to the outside food waste caddy) and if needed further assistance;
- iii. Food and green waste will be collected separately as previously approved;

Regarding the following proposal:

- iv. That grey bags are re-introduced for residual waste.

It was agreed to defer a decision on the re-introduction of grey bags pending provision of further information.

A vote to defer reintroduction of grey bags was carried.

The following proposals were agreed:

- v. That changes are introduced between April – July 2018;
 - vi. That revenue savings generated from the service change cover the cost of prudential borrowing to allow capital expenditure e.g. changes to the Transfer Stations, purchase of boxes etc.;
 - vii. That Cabinet give approval so the procurement process for the new fleet and design and construction of the Transfer Stations can begin;
 - viii. Delegate approval for decision making to the Head of Waste & Street Services in consultation with the Cabinet Member & S151 Officer on any technical details, subject to changes remaining within the existing funding envelope of the service; and
 - ix. That Select Committee and Cabinet receive a report on implementation of the service changes after July 2018 quantifying the full benefits and cost incurred and modelled cost of the service for its proposed 7 year life
2. Members agreed to receive a further report later in 2018 quantifying the full benefits and costs associated with the change.

In response to a query, it was agreed that more detailed information on prudential borrowing would be provided in the report to Cabinet and will be circulated to Select Committee Members, with the opportunity for questions to be asked.

Chair's Comments

The Chair thanked all present for their participation in consideration of the report. The Chair reminded members that the committee had agreed with the majority of the proposals outlined in the report, specifically 2 (i) to 2 (ix), the exception being 2 (iv) "that grey bags are re-introduced for residual waste" requesting further research be undertaken with scrutiny to be held in the autumn of 2017.

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The meeting ended at 4.00 pm

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MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 26th January, 2017 at 10.00
am**

PRESENT: County Councillor S. Howarth (Chairman)
County Councillor A. Easson (Vice Chairman)

County Councillors: D. Dovey, V. Smith and A. Webb

Also in attendance County Councillor(s): D. Blakebrough and P
Murphy.

OFFICERS IN ATTENDANCE:

Paula Harris	Democratic Services Officer
Hazel Ilett	Scrutiny Manager
Roger Hoggins	Head of Operations
Mark Howcroft	Assistant Head of Finance
Joy Robson	Head of Finance/Section 151 Officer

1. Apologies for absence

County Councillors P. Jordan, P. Watts and S. White.

2. Declarations of Interest

None received.

3. Open Public Forum

We were joined by Mr Sutherland, a Woodside resident who was keen to be updated on traffic safety issues he had raised at previous Strong Communities Select Committee meetings.

Mr Sutherland criticized the minutes as he stated that although he was attending the meeting in a solo capacity he represented 19 houses in the Woodside area and wanted the minutes to reflect this in future.

He also claimed that the minutes inferred that he only had an interest in the Woodside area of the County and wanted it recorded that he has a countywide interest in road safety.

He felt that Brookside had two unique issues which he was keen to highlight. Firstly Mr Nixon, a disabled resident who faces extreme danger crossing the road outside his property along with Mrs Nixon his wife and carer who due to failing eyesight relies on hearing the cars and she is unable to see them anymore. Mr Sutherland asked that the Council to look at their obligations under the Equalities Act 2011 which picks up the Disabilities Discrimination Act of 1985 and all its implications.

Secondly in regard to Woodside Mr Sutherland was upset that the minutes referred to a funding issue when the council was aware of a generous offer of funding made at a previous meeting from a local resident.

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Mr Sutherland also asked for an update on the task and finish group were made available and that if the council did not intend to respond to the generous offer made by the resident in terms of funding that he was made aware of this in writing before deciding what next steps to take.

The Chair confirmed that the task and finish group have met and are keen to push issues through as soon as possible and the minutes of the meeting will be made available. Although the issues are complex in setting the strategy, the group have made contact with other authorities within England and Wales for advice and insight of their strategies. The Chair also advised that the group would be looking at test cases and that Woodside may be used as an example.

In regard to funding the Head of Operations advised that he has been in the meeting when the resident had offered to fund an average speed system. After researching the systems and whether it would work in this instance it was felt by the officer that there may be challenges but if the funding could be offered in regard to broader schemes it is certainly something that the council could look at. It was felt that the Head of Operations needed to sit down with Mr Sutherland and the resident offering the funding to discuss options.

A question was asked about the flashing speed sign in Woodside which had been taken down County Councillor V. Smith confirmed that the sign was still absent.

Mr Sutherland summed up by saying that he could not prejudge what the resident's view would be as to how that money should be spent. He reflected that this had been on the agenda for 4-6 months and that it takes the constant attendance of one member of the public to actually get a meeting to take place and hoped that this would now happen within the next month.

4. To confirm minutes of the previous meeting

The Committee confirmed the minutes from the 8th December 2016 and they were duly signed by the Chair.

In regard to GAVO the Chair asked that we speak to the Cabinet member in regard to MMC's commitment to GAVO.

Aunty Councillor A. Webb asked that on page 1 we amend the paragraph to read -
County Councillor A. Webb voiced that there are other areas of the county equally important, giving the example of *St Arvans to Tintern* on the A466, stressing it needs to be a countywide strategy.

5. DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION

Context:

To provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18, for consultation purposes.

To consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

Recommendations:

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1. That Select committee scrutinises the draft budget savings proposals for 2017/18 released for consultation purposes.
2. That Select committee notes that the consultation period and opportunity to present alternative proposals that have been Equality Impact assessed ends on 31st January 2017.
3. That Select committee notes that work is continuing on the areas required to balance the 2017/18 budget and Medium Term Financial Plan (MTFP), through those opportunities identified in the emerging Future Monmouthshire programme.

Key Issues:

1. Cabinet received a report on the MTFP and budget process at their meeting of 2nd November 2016. The report outlined the assumptions that were being used in the construction of the budget for 2017/18 and the MTFP and highlighted the outcome of the provisional settlement announcement for Monmouthshire.
2. As a reminder the following assumptions have been used for the 2017/18 budget:
 - Council Tax – 3.95%
 - Other external income – 2.5%
 - Pay inflation – 1%
 - Non pay inflation – 0%
 - Vacancy factor – 2% (except schools)
 - Superannuation – 21.1% (Actuarial review pending)
 - Schools Budget – 0%
 - Aggregate External Finance – 0.12% reduction based on the provisional settlement
3. The above assumptions led to a gap of £2.509 million in 2017/18 rising to a gap of £10.5 million over the medium term. At that time further work was being undertaken to assess the pressures both in the current year budget and any new pressures arising from changes in regulations for example. Savings and income generation proposals were also being worked up and reviewed through an internal and external challenge process guided by the principles and thinking established through Future Monmouthshire.

Member Scrutiny:

In respect of the Waste Income Charges report members debated whether to call the decision in because they felt they had not had the opportunity to scrutinise this in advance as it went on the Cabinet planner the day before it went out for consultation. While the Members discussed this during the meeting they also picked up other examples of issues that are not on the planner. It was asked that officers at SMT and SLT be reminded that the planner needs to be populated in advance to enable opportunities for advance scrutiny and that Democratic Services ensure that the weekly emails to members are reinstated to show additions to the planner.

A Member of the committee asked about the confusion surrounding the brown bag charge, the Head of Finance answered that sometimes items may appear in two places for decision and the

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Select Committee have the opportunity to scrutinise this during this meeting, but in future there may be further reports outlining more detail to the issue.

In respect to the same issue the Head of Operations added that the reason that this was brought forward as a single member decision was that the implementation of charges for brown bags starts in March.

The Chair asked the Cabinet Member when the budget was set and was answered that the budget meeting is released by Cabinet at the end of February and will go to Council on the 9th March 2017.

The Head of Finance clarified that the fees and charges was a separate report and that members had the opportunity to scrutinise this also.

A Member spoke of the proposed charges to collect waste from schools and commented that schools will be heavily impacted by the costs and if they choose to outsource the service, the £30, 000 proposed in the budget will not be made. The Head of Operations answered that due to collection and disposal costs charges will now go out to the schools and although the costs sound high schools can go out to the market and use someone cheaper.

It was asked by a member if Monmouthshire County Council was here to provide a service or creating as business as she was concerned about the reference to income generation via the release of core staff and income from various waste services. The member commented that the onus appeared to be on income generation rather than service provision and that many figures appeared to be unrealistic. In response the Cabinet Member responded that we are 22nd in the pecking order for grants from the Welsh Assembly and that we don't generation income we cannot provide a service.

The Head of Operations answered a question asked regarding the frequency of grass cutting and the Council's need to work in tandem with Monmouth Housing Association, as we are contracted to cut their grass. Monmouthshire Housing Association are not willing to reduce their cuts for the following year meaning that officers will need to look at the saving figure proposed for the following 12 months until Monmouthshire Housing Association decide if they are willing to drop the number of cuts in future.

To answer the question asked about the staffing, Head of Operations advised that the £100,000 figure was made of plant materials and staff and if we stop cutting the grass less staff would be needed, rather than make staff redundant it is planned to use staff on commercial contracts. The Chair told the committee of feedback he had received from residents in his ward who complained about the maintenance of the countryside, the trees not being lopped, signs covered by foliage and verges not being cut and that the rate payers of this county felt that their services were being cut to subsidise other revenue income streams. The Head of Operations spoke of the importance of improving communications with residents as Monmouthshire County Council do not carry out work at a subsidised price to the private sector, we are recovering our costs and overheads.

A Member commented on the pressures placed on town and community councils in respect of service provision and stressed the importance of them working alongside us.

The Chair spoke of his concern in relation to the annual pattern of cuts.

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Concerns were raised regarding the constant cuts in regard to infrastructure and it was asked of the Head of Operations what he felt was his top risk was, he answered that he felt that it would be the staffing pressure.

The Head of Finance advised the committee that a one year approach had been adopted this year as the work of Future Monmouth is ongoing and will help shape the direction of a 5 year approach. This year it had been attempted to spread the burden of across all directorates and each service had been asked for proposed savings, with over 123 proposals in the report providing a 1.8 million pound saving.

The Committee spoke of having faith in the officers and raised concerns about the mental health of the staff if too much workload pressure was placed upon them.

A Member asked for guidance on the saving proposed in Community Safety/CCTV and asked if this was in relation to the towns. **(ACTION J.R.)**

The Chair asked about the staffing arrangements in the Communications team and the projects undertaken by them. **(ACTION M.H.)**

It was asked in regard to PTU, do we still run this or has it been passed to Newport. The Head of Operations answered that currently the Passenger Transport Manager was shared between MCC and Newport, with Newport paying 50% of the post's salary. Going forward the proposed changes to the PTU will be reported on and brought before the Select Committee for scrutiny.

Reassurance was sought regarding repairs on fleet vehicles as it was felt there were currently vehicles on the roads that shouldn't be. **(ACTION R.H.)**

A member asked who is responsible for supporting grass roots drivers (volunteers). **(ACTION R.H.)**

Concerns were raised in regard to staff carrying out risk assessments and asked how many staff were going to be trained. **(ACTION M.H.)**

Clarity was sought in respect of the working group looking at charges. **(ACTION R.H.)**

It was asked if a quality impact assessment had been carried out in regard to the increased school meal price.

Members asked for further detail on the budget for laptops and sought confirmation that the authority always strive to obtain the most competitive price available.

Members asked for figures in regard to income related to Raglan Market and a loss and gains report will be supplied to the Committee. **(ACTION M.H.)**

Committee's Conclusion:

The Chair spoke of the Committee's large portfolio thanked members of the committee for their scrutiny.

It was agreed that the Joint Select Committee meeting on the 31st January 2017 would

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allow an opportunity for further questions and scrutiny.

The Chair looked forward to receiving answers from the officers on matters raised during discussion today.

6. CAPITAL BUDGET PROPOSALS 2017/18 FOR CONSULTATION

Context:

To outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

Recommendations:

1. That Select Committee scrutinizes the draft capital budget proposals for 2017/18 to 2020/21 released for consultation purposes as set out below and referred to in Appendix 2.
2. That Select Committee notes the following recommendations approved by Cabinet:
3. That Cabinet confirms a capital strategy, which seeks to prioritise the Council's Future Schools programme and other commitments whilst also continuing to finance a minimum core capital programme, recognizing the risks associated with this approach.
4. That Cabinet reviews the priorities in the Capital programme in the light of the issues raised in 3.7 and other demands for capital resources.
5. That Cabinet reaffirms the principle that new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
6. That Cabinet agrees to maximize the use of capital receipts when received to fund the capital programme (therefore reducing the need to borrow) and/or set aside to repay debt.
7. That Cabinet agrees to the sale of the assets in accordance with the Asset Management Plan and identified in the exempt background paper in order to support the capital programme, and that once agreed, no further options are considered for these assets.

Key Issues:

1. The capital MTFP strategy put in place in the face of an ever reducing resource base from Welsh Government has been reviewed. The strategy going forward has the following key components:
 - The core MTFP capital programme needs to be financially sustainable without drawing on further funding.
 - The original Match funding identified for the Council's priority of the Future schools programme (£40 million) has been supplemented with £11.9 million additional funding.

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- Budgets for Disabled Facilities Grants and Access for all schemes will be maintained in line with the Council's priority of protecting services to vulnerable adults and children.
 - No inflation increases will be applied to any of the capital programme with property maintenance budget and Infrastructure maintenance budget set at the same level as last year
 - The County farms maintenance and reinvestment programme is based on the revised asset management plan for County farms, supported by the latest condition survey data
 - Budget for Area Management of £20k in the programme could be further reduced or cut in the face of other pressures
 - £1m unsupported prudential borrowing per annum has been contained in the programme for a number of years and this will continue in the current 4 year programme
 - The capital MTFP currently projects no increase in supported borrowing for 2016/17 onwards (provisional settlement received October 2016)
 - Use of the capital investment reserve to ease the transition to a balanced budget
 - Budget to enhance or prepare assets for sale will be maintained and funded through the capital receipt regeneration reserve in order to maximize this funding stream for the Future schools programme priority
2. The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
3. The major component of the capital MTFP for the next few years is the Future schools programme, and the Council has recently approved further funding for this programme at its meeting on the 20th October 2016.
4. There are a number of other areas where there is a commitment to invest, however the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
- Monmouth Pool – commitment to reprovide the pool in Monmouth as a consequence of the Future schools programme
 - Abergavenny Hub – commitment to reprovide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
 - J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.

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5. A strategy that enables the core programme, Future schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet have previously accepted this risk.

6. The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self-financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.

7. In summary the following other issues and pressures have been identified:

Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.

Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, and social care, property investment and possibly Additional Learning needs. The level of investment is currently being assessed however, in accordance with the principle already set above, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.

The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.

Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Member Scrutiny:

It was asked what was the deadline date to realise the money from the capital receipts in order to pay the 21st century school bill and if it cannot be done, is there an alternative plan. The Head of Finance advised that in terms of inflows & outflow there is a constant juggle in process. We have received one of our major receipts and in terms of planning for the programme we plan in terms of the indicative spend our project manager gives us. If there is slippage we bridge the gap with temporary borrowing.

In regard to the exempt document the Chair asked for an explanation as to why it was exempt and we were told that one of the appendix lists actual capital assets which Monmouthshire County Council are proposing to sell.

A Member asked if the £20,000 grant shared between the four area committees was under threat and we were told that was waiting for the work community governance to be finished and would come forward to a future Council meeting.

The Chair asked about the building development to J&E block and looked forward to seeing the proposals.

It was proposed that a working group be set up to monitor assets.

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A question was raised in regard to public toilets and we were told by the Head of Operations that Monmouthshire County Council propose to keep one public toilet in Abergavenny.

It was asked if school governors were aware that school kitchens needed having substantial maintenance issues.

A member asked how the Agri-Urban project was funded. **(ACTION J.R.)**

Committee's Conclusion:

In respect to assets, the Economy and Development Select Committee monitor this as part of their portfolio and it was asked if the Chair of E&D update members of the Committee.

It was noted that the proposals were ambitious and that proposals to public rights of way would be difficult to fulfil.

7. Strong Communities forward work programme

Members discussed the Work Programme for the Strong Communities Select Committee. In doing so it was decided that after the next committee meeting members will meet to discuss item burial charges.

8. Action List

Actions accepted.

9. Cabinet & Council forward work programme

Members considered the Cabinet and Council Forward Work Planner – no issues were identified as requiring pre-decision scrutiny.

It was requested that Democratic Services send the Council and Cabinet work planner via email to all members on a weekly basis. **(ACTION DEMOCRATIC SERVICES)**

10. To confirm the date and time of next meeting as the 2nd March 2017 at 10am

County Councillor A. Easson to Chair.

The meeting ended at 1.17 pm

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SUBJECT: PUBLIC PROTECTION 2016/17 PERFORMANCE REPORT,
first nine months & comparison with previous years

MEETING: Strong Communities Select Committee

DATE: 2nd March 2017

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1 To undertake scrutiny of service delivery and performance across Public Protection for the first nine months of 2016/17, with comparison to previous years. The Public Protection division comprises of Environmental Health, Trading Standards & Animal Health and Licensing.

2. RECOMMENDATIONS:

- 2.1 To consider and comment on the contents of the attached report – Appendix A - entitled ‘Public Protection Performance report 2016/17, (first 9 months)’.

3. KEY ISSUES:

- 3.1 Cabinet approved a report in March 2014 recommending budget reductions to Public Protection services for 2014/15 and the coming years. The reduction amounted to £140,000, representing about 10% of the total budget. The impact of this reduction was scrutinised by this Committee in November 2014, prior to a report going to Cabinet on 7th January 2015. At this time, Cabinet requested regular six month reports to Strong Communities committee to monitor performance and assess any negative impacts. The intention was to review progress and take any action deemed necessary.
- 3.2 The last performance report was submitted to this Committee on 21st July 2016.
- 3.3 The attached report summarises performance over the last nine months of 2016/17, and highlights the following -
- The four service teams, for the vast majority of the services they deliver, meet the Authority’s legal obligations in relation to Public Protection services.
 - There have been some notable successes in 2016/17, for example improving food safety and animal feed compliance, supporting major developments (A465) and events (Eisteddfod, Abergavenny Food Festival, etc.).
 - As detailed in Appendix A, most proactive and reactive work is being carried out professionally, within prescribed response times. There are only a few exceptions, due

to increased demand, eg. some slippage in housing and private water inspections, which will be improved for 2017/18.

- Six monthly reports will continue to be made to this Committee to assess performance over time, and help inform future priorities noting the competing demands.
- Services may struggle to take on any new statutory duties that protect the public and the environment, and therefore funding must be sought to support any new work. In addition, where work is onerous on Officer time, funding will be pursued from major developers, etc.
- Future strategies for sustaining Public Protection services will be developed, (to include further income generation and collaboration), locally, regionally and nationally.

4. REASONS:

- 4.1 The Cabinet decision log from 7th January 2015 stated:- 'Noting the continually changing legislative landscape in the future, it was decided Strong Communities Select Committee would receive six monthly performance reports on Public Protection services'.

5. RESOURCE IMPLICATIONS:

None as a consequence of this report.

6. WELL-BEING OF FUTURE GENERATIONS IMPLICATIONS:

Assessments were previously completed for the Cabinet report 7th January, 2015. This report only serves to update the position in relation to performance two year on, and therefore does not require a further assessment.

7. CONSULTEES:

SLT
Cabinet Members
Chairs of Select committees

8. BACKGROUND PAPERS:

Report to Cabinet, 7th January 2015, entitled 'Review of Service Delivery in Public Protection Department'.

9. AUTHOR:

David H Jones, Head of Public Protection

10. CONTACT DETAILS:

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REPORT TO STRONG COMMUNITIES SELECT COMMITTEE

2nd March 2017

PUBLIC PROTECTION PERFORMANCE REPORT

2016/17 (first 9 months & prediction for complete year)

1. INTRODUCTION

- 1.1 In January 2015 Cabinet requested that Strong Communities Select Committee receive six monthly performance reports on Public Protection services. Members expressed interest in reviewing performance across this Division noting budget reductions implemented since April 2014.
- 1.2 The Public Protection division comprises four distinct teams,
 - (i) Environmental Health, Commercial
 - (ii) Environmental Health, Public Health
 - (iii) Licensing
 - (iv) Trading Standards & Animal Health
- 1.3 The last Public Protection performance report was provided to Strong Communities Select Committee on 21st July 2016. Particular focus was given to the work of Huw Owen's team – Public Health – in July, so this time the work of the Commercial (Environmental Health) team will be reviewed, together with Licensing. A review of all performance is included, however, as per previous performance reports.

2. PURPOSE

- 2.1 The purpose of Public Protection services can be summarised as follows –
 - a. Protect people from harm and promote health improvement.
 - b. Promote a fair and just trading environment for the public and businesses.
 - c. Improve the local environment to positively influence quality of life and promote sustainability.
 - d. Ensure the safety and quality of the food chain to minimise risk to human and animal health.
- 2.2 These four outcomes contribute to Wales' seven well-being goals. They directly help achieve a more prosperous, resilient, healthier and more equal county. This resonates with the Chief Medical Officer's views in his CMO Annual Report 2015/16. He refers to 'many health problems demonstrate a social gradient, ie. higher prevalence of lifestyle related and social harms', and 'tackling inequity could improve health and well-being and reduce the demand for healthcare services'. More investment in prevention and early intervention would reduce the need for treatment and the associated costs – financial and social.

3. RESOURCES

3.1 Staff resource

- (i) Environmental Health – Commercial:-
- 6 Environmental Health Officers, 5.4 Full Time Equivalents (FTE's)
 - 3 Commercial Services Officers, 2.1 FTE's
 - 1 Systems Administrator, 1 FTE
- (ii) Environmental Health – Public Health:-
- 5 Environmental Health Officers, 5 FTE's
 - 2 Enforcement Officers, 1.6 FTE's
- (iii) Licensing:-
- 5 Licensing Officers, 4.5 FTE's
- (iv) Trading Standards & Animal Health:-
- 3 Trading Standards Officers, 3 FTE's
 - 1 Fair Trading Officer, 1 FTE
 - 1 Intelligence & Advice Officer, 0.8 FTE's
 - 2 Animal Health Officers, 1.5 FTE's
- (v) Support team:-
- 5 Support Officers, 4.1 FTE's

Above staff resource adds up to a total of 34 staff, 30.0 Full Time Equivalents.

3.2. Financial resource

The total budget for 2016/17 across the four services, with Support team costs spread across the professional teams, is just over £1.3 million. This can be broken down as follows –

<u>Budget</u>	
Environmental Health – Commercial	£442,166
Environmental Health – General public health	£379,841
Trading Standards & Animal Health	£338,076
Licensing	£40,371
Management & generic costs (eg software)	£110,273
Total	£1,310,727

The 'Month 9' prediction, for the complete 2016/17 financial year, is that the section will come in on budget.

4. PERFORMANCE

- 4.1 Internal performance monitoring – the four teams within Public Protection each complete an annual Service Improvement Plan (SIP). These outline annual targets, specific projects etc and progress is reviewed regularly both by the teams themselves and Departmental Management Team.
- 4.2 External reporting – regular returns are made to the Food Standards Agency, Health & Safety Executive, Chartered Institute of Environmental Health, Drinking Water Inspectorate, Welsh Government and other organisations.
- 4.3 During late 2016, Internal Audit conducted a review of Licensing. Although their report is awaited, initial feedback was positive and will provide assurance the service is performing well. Also last year, ‘People Too’ consultants undertook a third party review of all MCC services. Again, their feedback was very encouraging and provided independent opinion of how our Public Protection services are currently performing.
- 4.4 2016/17 performance so far (and comparison to previous years)

The right hand column summarises team performance over the 2016/17 year, actual for the first 9 months and predicted for complete year. The middle column covers last year 2015/16, and the left column outlines 2014/15 performance. Therefore comparisons can be made to previous years.

The following table summarises performance data from the four service teams.

Figure One

<u>Service</u>	<u>2014/15 performance</u>	<u>2015/16 performance</u>	<u>2016/17 performance</u>	
			First 9 months	(predicted for whole year)
i. Environmental Health (Commercial)				
Food safety inspections (programmed)	394 (348 & 46 ceased trading)=100%	489 (100% of those programmed)	262 75.5% of due programme; 64% of low risk D-E done	348 100% A-C on target; 65% D-E
And total including other interventions (non- food)			747 visits	Approx. 1000
Inspection within 28 days of scheduled date	88%	95%	96%	95% on target

<u>Service</u>	<u>2014/2015 performance</u>	<u>2015/2016 performance</u>	<u>2016/2017 performance</u>	
			First 9 months	(predicted for whole year)
Number of new businesses opened	124	138	112	140
Broadly compliant food businesses (high risk)	88.5%	89.0%	91%	90%
Broadly compliant food businesses – All	93.8%	94.0%	95.2%	93%
Service Requests - food safety	503 400 within 3 working days=79.5%	569	514 85% in target time	680 estimated
Communicable Diseases cases dealt with	194	183	141 100% in target time	188
Health and Safety notifications		NR	91	120
Notices served		3 notices served	11 notices served	
ii. Environmental Health (General public health)				
Housing service requests (SR'S)	153 Total 128 within 3 working days=83.7%	167 Total 135 within 3 working days = 80.8%	84 Total, 77 within 3 working days = 91.7%	Total enquiries expected for year 105
Noise	341 Total 297 within 3 working days=87.1% 221 closed within 3 months=64.8%	305 Total 277 within 3 working days = 90.8% 130 closed within 3 months = 42.6%	301 total - 260 within 3 working days = 86.3%. 159 closed within 3 months =52.8%	Total enquiries expected for year = 400

<u>Service</u>	<u>2014/2015 performance</u>	<u>2015/2016 performance</u>	<u>2016/2017 performance</u>	
			First 9 months	(predicted for whole year)
Statutory nuisance, excluding noise	198 Total 180 within 3 working days=90.9% 140 closed within 3 months=70.7%	148 Total 131 within 3 working days = 88.5% 75 closed within 3 months = 50.7%	128 total - 105 within 3 working days = 82%. 56 closed within 3 months =43.7%	Total enquiries expected for year 160
Environmental Protection (fouling, littering, fly tipping etc.)	345 Total 314 within 3 working days=91% 222 closed within 3 months=64.3%	255 Total 233 within 3 working days = 91.4% 174 closed within 3 months = 68.2%	330 total 312 within 3 working days = 94.5%. 244 closed within 3 months =73.9%	Total enquiries expected for year 440
Pest Control	95 Total 84 within 3 working days=88.4%	Total 104 85 within 3 working days = 81.7%	Total 51 - 41 within 3 working days = 80.3%	Total enquiries expected for year 68
iii. Licensing				
Applications dealt with by Licensing	1374 (which includes 382 Temporary Event Notices requiring a 24 hour turnaround.	1945 (this increased figure also includes all monetary transactions).	1241 up until Dec 2016 (which includes 394 Temporary Event Notices (TENs) requiring a 24 hour turnaround	1665 expected for year estimated 480 TENS for year

<u>Service</u>	<u>2014/2015 performance</u>	<u>2015/2016 performance</u>	<u>2016/2017 performance</u>	
			First 9 months	(predicted for whole year)
Inspections carried out	624 inspections carried out (274 of which were risk rated premises for alcohol, entertainment and late night refreshment)	774	421 inspections (114 of which were risk rated premises for alcohol, entertainment and late night refreshment)	576 expected for year (estimated 135 for year)
Service Requests carried out	931 service requests were carried out (847 - 91% - with a 3 day turnaround for first response).	741 service requests Within 3 working days 92%	649 service requests were carried out (601/93%) with a 3 day turnaround for first response	890 expected for year
iv. Trading Standards and Animal Health				
Trading Standards Visits	192	317	92	120
Trading Standards Complaints/Advice	669	540	307	420
Citizens Advice Consumer Service	419 Referrals 1158 Notifications	410 Referrals 1069 Notifications	213 Referrals 636 Notifications	284 estimate
Animal Health Visits	290	311	237	285
Animal Health Complaints/Advice	251	186	207	250
Inspections at our: High Risk premises, Upper Medium premises.	92% (13/14) High Risk 46% (12/16) Upper Medium	95% (57/60) Inspection programme intel led	Intel approach with focus on safeguarding, in particular medical devices	

<u>Service</u>	<u>2014/2015 performance</u>	<u>2015/2016 performance</u>	<u>2016/2017 performance</u>	
			First 9 months	(predicted for whole year)
Feed Law Enforcement: In particular, deliver: a) 186 High Risk Feed Inspections; b) 96 Medium Risk inspections	62% High Risk	103% of new externally funded feed programme. 156 Inspections	107 (57%)	188 (100%)
Programmed animal health inspections	100%	100% (14 High) 40% Overall Programme	No programme 16/17 due to additional funding opportunities.	
New Business Visits	26% TS 10% AH	76% TS 90% AH	20% TS 42% AH	60% 70%
Animal Welfare Complaints	92.5% within target response time	96% within target response time	89%	unknown
Vulnerable Scam Reports	Not reported	35 visits to 119 individuals	6 visits	unknown
Other				
Freedom of Information Requests (PP Total)	77	85	46 where PP main contributors, (plus others as part contributors)	61
Events requiring advice via Safety Advisory Group	110	94	101	134

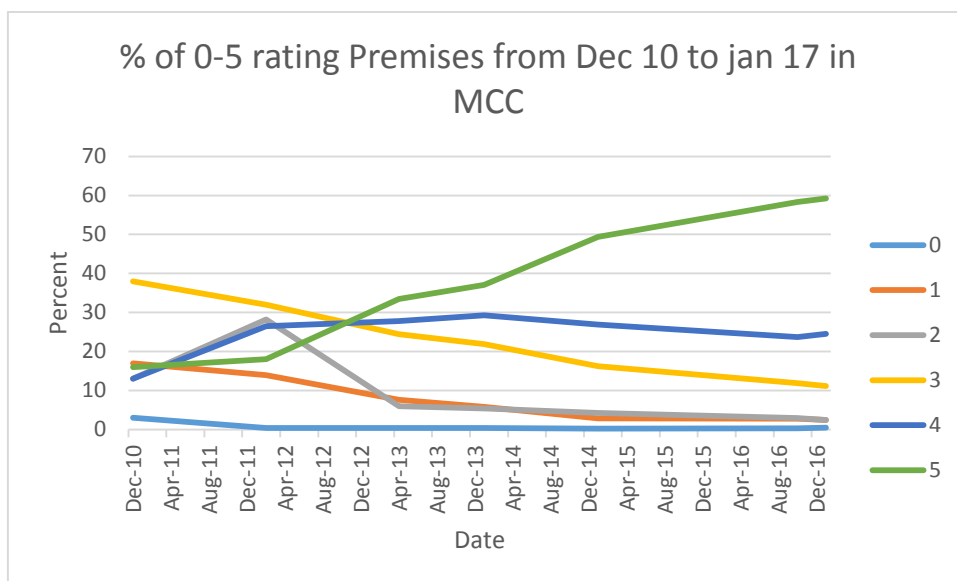
5. ANALYSIS AND NOTABLE ACTIVITY IN 2016/17

5.1 Environmental Health – Commercial

5.1.1 Food safety (food hygiene and food standards)

The Commercial team has reduced the back log of inspections which tended to accumulate at the end of the financial year and to remove the need for external contractors to complete our programme of inspections. We have moved from achieving 42% within the Code of Practice target of 28 days to achieving 96% of

high risk businesses within the target time. It will be a challenge to maintain this standard due to a number of new demands being placed on the food safety team. These include increasing the amount of food hygiene training which is now done within normal work hours and an increase in the Primary Authority workload, (both income generating). An Officer will also be seconded temporarily to the Public Health team, to assist with their current work pressures. As a result of our interventions, there has been a year on year increase in the number of high scoring premises under the Food Hygiene Rating scheme. We also promote top scoring food businesses on social media. Anecdotal evidence shows a top food hygiene score increases a small food business income by £300 a week.



One prosecution was taken last April for hygiene offences, which resulted in a £3,950 fine. Prosecution is a ‘last resort’ but sends out a useful signal to all other businesses that action will be taken when advice is not heeded.

Access - this innovative scheme is now in its 4th year, whereby a charge is made for supplementary advisory visits. Feedback from business shows that the service is very effective in increasing confidence and having a beneficial effect on the food hygiene rating. The service is particularly effective for new businesses whose owners may not have encountered enforcement officers before. It establishes a better relationship and, through better compliance, the county gets safer food businesses.

Food standards - Officers this year have provided legal advice on the new requirements relating to allergen declarations in food, protecting affected persons. Officers also gave advice on the new requirements relating to nutritional declarations on prepacked food produced in Monmouthshire.

Primary Authority- the demands on Officers carrying out work as contacts for primary authority companies has increased. The legal requirements relating to

allergen declarations etc have resulted in far more contact with the Officers, including the investigation of reported incidents.

Food sampling- the food team carries out regular sampling surveys of food made and sold in Monmouthshire. The reasons for sampling are varied and include microbiological safety, compositional quality (meat content etc), illegal colours in food, foreign body complaints, specification of meat components, authenticity and strength of spirits. Surveys have also been carried out this year on spices in takeaway food, spirits strength and authenticity, and allergens in food. Sandwiches bought from various outlets, especially cheap sandwiches with extended shelf life, were also sampled in 16/17.

5.1.2 Communicable disease control

The majority of cases for investigation (141 so far by month 9) are Campylobacter and Salmonella are individual, sporadic cases. Cases of Cryptosporidium and E. Coli (one case involving hospitalisation and dialysis) have also been notified. These cases require the utmost sensitivity to investigate the possible source and prevention of spread. The team has also investigated a number of viral outbreaks in schools, care homes and a hospital, thus protecting the most vulnerable groups in Monmouthshire. It is necessary to investigate the cause, spread and duration of viral illnesses in order to eliminate other sources of illness such as foodborne illness.

Other infectious diseases investigated this year have been hepatitis F, rotavirus, and a large outbreak of Cryptosporidium illness centred in Monmouthshire with cases in other districts.

5.1.3 Health and Safety at Work

Tragic accidents in residential care homes outside Monmouthshire have resulted in a coordinated programme of proactive inspections across South East Wales, aimed at protecting some of our most vulnerable people. Inspections at all of the county's large residential care homes for the elderly were made, and a number of legal notices were served to ensure compliance. Visits to smaller residential homes providing accommodation for other vulnerable groups, (including young adults with learning disabilities), is also planned as 'phase two' of the project in March 2017. The section organised a regional training event in partnership with neighbouring Environmental Health, Corporate Safety teams and the HSE, which was a great success and fostered a consistent approach to interventions regionally.

Fatal accidents at golf courses in neighbouring authorities, and serious incidents in Monmouthshire, has resulted in our staff training in preparation to carry out health and safety inspections at our golf courses from March 2017.

From January this year, a specific study of underground cellars is being undertaken to protect the public, residents and workers from serious incidents.

The section has dealt with 49 RIDDOR (notifiable, ie. more serious) accidents so far in 2016/17, which has resulted in numerous reactive interventions and legal notices being served to ensure compliance. This intervention protects often vulnerable (from poor work practices) persons in workplaces.

5.1.4 Income generation

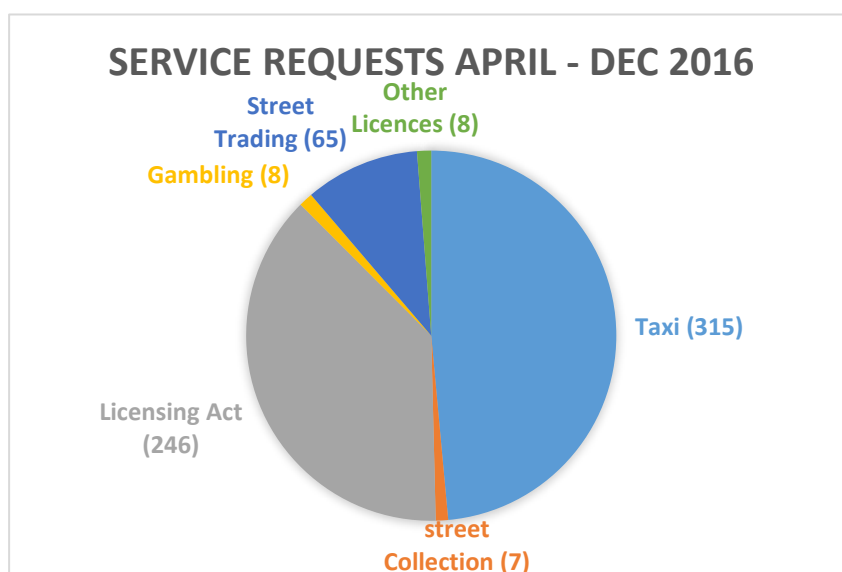
Although a regulatory function, the EH Commercial team are leading the field in Wales for income generation. Further ideas are being developed. To month 9 the total net income for providing food hygiene training has been £6,223, with expectation of £10,000 for year. Primary Authority work has produced an income of approx. £6,000 and our paid-for advisory visits Accelerated Compliance and Economic Success through Business Support (ACCESS) £2,055. Charging for export certificates has brought in £650 (new income) and requests for food hygiene rescore applications £3080. A further income source is a grant of £7,275 from the Food Standards Agency (FSA). This total income of £26,000 helpfully offsets some of the service costs.

5.2 Licensing

5.2.1 General

The Licensing team deals with a variety of licences, dealing with pubs, restaurants, off-licences and takeaways, taxis, street trading (e.g. burger vans), street/house to house collections, (e.g. charity collections in the street or bag drops at homes), gambling (e.g. betting shops, racecourse, one armed bandits in pubs/clubs, raffles etc.), scrap metal collectors and sites. The team are also authorised to deal with sex establishments, boats and hypnotism.

740 requests for service were processed by the Licensing team last year in 2015/16. The Licensing team has already received 649 service requests between April – December 2016, as shown in Figure 1. This is 42 requests for service more for the same period in 2015. A breakdown of the 649 requests between April-December 2016 are shown below:-



1241 applications had been processed between April and December 2016, indicating a predicted 1650 for 16/17.

5.2.2 Pubs, Restaurants, Off-licences, Clubs and Takeaways

Risk Assessments are conducted on all licensed premises, currently 1% out of the 506 premises licensed are regarded as high risk, 10% medium risk and 89% low risk. As part of the risk rating programme, 104 premises were visited during this period. Joint inspections are sporadically arranged with Environmental Health Officers, Gwent Police and South Wales Fire Service Officers. Inspections with Environmental Health Officers at licensed premises have been conducted with noise limiting equipment installed and tested. Inspections have been conducted with Fire Officers where Licensing Staff have picked up on suspected fire hazards. Gwent Police and Licensing conducted joint operations leading up to the Christmas period in Caldicot, Chepstow, Abergavenny and Monmouth. 8 pubs and 2 clubs were visited, 1 of the clubs was given a warning for breaching conditions and one pub given guidance on underage sales, due to them holding an 18th birthday party with the possibility of friends attending being underage. Licensing support and attend 'Pubwatch' meetings with a view to using online Pubwatch to share photographs of banned persons with group members. We hold meetings with all Responsible Authorities to discuss premises licensed with issues arising or new applications.

Accident and Emergency services, through Public Health Wales, provide reports to the Police and Licensing for Gwent, and Monmouthshire has the lowest amount of hospital admissions from alcohol related premises in the region.

Monmouthshire Licensing chair and host the Gwent Licensing Forum whereby we discuss cross border issues and new legislation.

5.2.3 Taxis

The new policy for Hackney Carriage / Private Hire Drivers, Vehicles and Operators came into force on 1st April 2016, which introduced the following:-

(a) Update knowledge tests for new drivers - Knowledge test prior to a person getting a licence in the taxi trade ensures conditions of the licence have been understood as to their duties to protect the public from harm.

(b) Implement a training programme for safeguarding children / vulnerable persons for new and existing licence holders. Safeguarding training is essential for the taxi trade as very often a driver is carrying passengers on a one-to-one basis. The training assists them on how they should conduct themselves and also what to look out for and how to report matters if they feel someone is in danger.

(c) Disabled access to vehicles - Disability awareness was essential. The policy gives guidance to drivers on how they should conduct themselves when a passenger has a disability.

(d) Restricting Operator bases licensed by MCC to be within the County. Restricting Operator bases will ensure Officers have the authority to inspect records.

During this period we revoked three taxi drivers, with one driver sent for drugs sampling who was later revoked for a violent offence, and the others following Police convictions for drug driving. We continue to work with Gwent Police with evening inspections conducted in Abergavenny and Chepstow, where we have the highest concentration of taxis and late night licensed premises. Licensing conducted spot checks on 81 drivers, 169 vehicles and 18 Operators during this period. 5 drivers given warnings for not wearing their drivers licence, 7 vehicle owners did not have cargo nets fitted to prevent luggage slipping and injuring passengers, and 4 issued warning for defects to their vehicles. One Operator Licence was revoked for using unlicensed drivers in Private Hire Vehicles. The Operator was also prosecuted and received a £3,000 fine plus £884 costs and £150 surcharge, with the magistrate stating the Operator had a total disregard for public safety.

Licensing have updated the standard of testing for all hackney carriage and private hire vehicles, garages test vehicles in line with the new Taxi Policy issued that came into force on 1st April. Licensing also support a taxi association whereby a representative from 4 areas of Monmouthshire attend to discuss licensing issues.

5.2.4 Street Trading

During this period Licensing have successfully issued 3 Block Street Trading Consents, following hearings for each one at the Licensing and Regulatory Committee in the towns of Monmouth, Abergavenny and Usk. Block street trading applications allow community events to take place without the need of applying for individual applications. It allows the organiser to manage all stall-holders within their event, for example Christmas fetes.

Street Collection

Licensing worked with Gwent Police to stop a firm collecting in Monmouthshire without the required street trading consent with no confirmation the money raised would go to charity. Enforcement ongoing with Licensing and Gwent Police.

5.3 Environmental Health – Public Health

5.3.1 Housing

In 16/17 the team have continued to provide an effective and early response to complaints and requests for advice in the private rented sector. By the end of Q3, 84 enquiries had been received with 77 of these responded to within 3 working days (91.7%). Enquiries can be regarding a range of concerns including threat of landlord harassment / unlawful eviction but generally relate to concerns with the condition of the rented property. Out of these enquiries a total of 29 dwellings were inspected with 11 class 1 hazards (most serious) and 59 class 2 hazards identified. Of the total of 70 hazards almost half relate to damp, cold and fire safety issues.

The 'Housing Above Takeaways' (HAT) scheme, referenced in the last report to Committee, has almost been completed and a rolling programme of inspections of 25 of the highest risk premises identified has commenced. The next stage of this scheme, (living accommodation above cafes / restaurants), has not progressed. This

is due to a current focus on fulfilling the Council's responsibilities in promoting and supporting Rent Smart Wales (RSW), in meeting the new provisions of the Housing (Wales) Act 2014. This Act introduced a new requirement from the 23rd November 2016 for landlords of properties in Wales to be registered, and agents and landlords who carry out letting / management activities to be licensed. Promotion has included hosting a number of landlord forums, developing a landlord database and mail shots to landlords. The next stage for the team will be to support RSW in taking enforcement action against those landlords and agents not complying with their legal obligations.

5.3.2 Noise

An increase in the number of noise complaints is anticipated for 16/17 with almost as many complaints received in the first 3 quarters as in the whole of 15/16. As always, dog barking is expected to comprise at least 25% of the complaints though there is still a diverse nature of complaints from industrial, agricultural and commercial noise sources. The team is particularly active in this area of work during the summer months as noise complaints increase and through engagement with organisers of the various concerts / music events held throughout the County. Our response within 3 days has dropped slightly from 90.8% to 86.3%, but cases resolved within 3 months has markedly improved from 42.6% in 15/16 to 52.8% by end Q3.

5.3.3 Environmental Protection

16/17 has also seen a significant increase in the number of complaints that fall within this area of work compared with 15/16 (330 complaints in first 3 quarters 16/17 : 255 in whole 15/16). In particular the number of abandoned vehicles has risen sharply from 108 in 15/16 to 181 by end Q3 16/17, which reflects the falling price of scrap metal. However the team is performing well with responses within 3 working days, increasing from 91.4% in 15/16 to 94.5% and cases closed within 3 months also increasing from 68.2% to 73.9%.

The 'Give Dog Fouling the Red Card' scheme led by the team together with the Waste and Street Cleaning section, designed to empower local communities to deal with local fouling problems, has progressed into its second year with the number of participating Town and Community councils increasing from 12 to 19. Members report that dog fouling has generally reduced in their areas, although 'hot spots' persist, and complaints to the team have shown a steady reduction since commencement of the scheme:

13/14 – 169 complaints

14/15 – 147 complaints

15/16 – 92 complaints

16/17 (end Q3) – 70 complaints

5.3.4 Private Water Supplies

The team has the responsibility under the Private Water Supplies (Wales) Regulations 2010 for risk assessing all 'large' and 'small' private water supplies (PWS), where water is intended for human consumption and require improvements

to be undertaken where necessary to ensure a wholesome and sufficient water supply is provided. We currently have 107 'small' and 47 'large' supplies which have received an initial risk assessment. However follow up action is required on over 90 of these to ensure works required are undertaken. In addition each supply must be risk assessed every 5 years. The legislation also requires the Authority to undertake sampling of these supplies. This area is a substantial work commitment for the team particularly as many property owners will resist having to make improvements, given that they may have been using the water supplies for a number of years.

5.3.5 Pest Control

There is likely to be a decrease in the number of complaints received in this area with 68 estimated for the year compared with 104 in 15/16. Response times within 3 working days remain at 81%.

5.3.6 Construction

Engagement with the developers of the A465 dual carriageway and electrification of the South Wales main rail line has continued, and now commenced with regard to the proposed M4 development. Our interest is to ensure that the contractors do all that can be reasonably expected to control noise, dust and air pollution levels. A substantial work commitment is needed in these areas which is generally not reflected in the Service Request statistics, with successful engagement hopefully resulting low complaint numbers.

5.3.7 Air Quality

The team is on target to complete the 38 visits planned for 16/17 of the industrial permitted sites and petroleum certified sites which we have responsibility for from a pollution legislation perspective. We continue to monitor traffic related pollution (nitrogen dioxide) in our 4 major towns and provide advice in regular meetings of the steering groups in the Chepstow and Usk Air Quality Management areas. In addition we are engaging with Education colleagues with regard to the potential for real time air quality monitoring in the 21st Century schools. As well as providing valuable data, these would provide an excellent educational tool for our young people on air quality issues.

5.4 Trading Standards & Animal Health

5.4.1 Feed

Following the successful first year of the regional approach to Feed Law enforcement, the second year has followed the same formula. With over two thirds of the region's inspections falling in Monmouthshire, this has allowed us to take on temporarily an additional Officer with vital knowledge and skills (not just in feed) and without any cost to the Authority. However a recent bout of illness showed how easily an outside influence could significantly impact on our ability to deliver and directly affect additional funding. Upskilling of other Officers is underway to try and support unforeseeable circumstances but this does have a direct effect on the wider trading standards remit.

5.4.2 Animal Health

As previously reported, since the loss of the additional funding animal health is now over 90% reactive. As commissioning officer for Wales Heads of Trading Standards in relation to animal health, the trading standards team leader has been heavily

involved in working with Welsh Government to develop a Partnership Delivery Plan with associated additional funding. This is based on a regional approach and mirrors the footprint of the Cardiff Capital Region City Deal. Monmouthshire has approximately 50% of the critical control points and animal related premises within this region, but current capacity, at 1.5 FTE's, limits this opportunity.

To date enhanced surveillance at critical control points including the market and slaughterhouse has been undertaken; a pilot survey into small holders and hobby farmers (as despite being assessed as low risk for health and welfare, they are felt to a more likely disease risk); a review of the recent dog breeding changes and a mobile animal exhibits assessment, as these are likely to become more prevalent.

5.4.3 Fair Trading

A significant case was brought to court in November, as a result of a joint investigation with Gwent Police. This culminated in a 28 month prison sentence for Neil Bradbury trading as Celtic Lettings, who pleaded guilty to 49 counts of fraud. These involved the failure to register deposits as legally required and not passing on rent from tenants to landlords. This was widely covered in the press and led to an appearance on X-ray, the BBC Wales Consumer Affairs programme.

Also in November another successful conviction was secured against Farhank Ameen, the owner of the European Mini Market, Welsh Street, Chepstow. He was found guilty of six charges including the possession for supply of counterfeit and illegally labelled tobacco, along with possession and exposure for supply of canisters of nitrous oxide deemed to be unsafe. Mr Ameen received a fine of £1,400 and ordered to pay £1,100 costs.

There are ongoing investigations into further supplies of illicit tobacco and intoxicating substances with potential significant safeguarding implications.

5.4.4 Consumer Protection

A priority for the service has been dealing with a variety of scams and bringing them to the attention of both the public and businesses whenever possible. The key focus has continued to be working with vulnerable victims through priority referrals and ensuring they are given the advice and assistance required and/or referred as appropriate. Call Blockers have been distributed to the vulnerable who have been targeted by scam calls, and support given to WASP (Wales Against Scams Partnership) on behalf of the Authority and initiatives such as Friends Against Scams and Mail Marshalls.

There have been a few multi-agency approaches undertaken targeting rogue traders, doorstep callers, poachers and itinerant businesses.

5.4.5 Weights & Measures

GP practices have been targeted for testing of weighing equipment used for patient treatment, health and wellbeing checks. This follows previous local problems identified and recognition at a national level that there can be significant errors which can directly impact on patient's medication and as a consequence their health.

5.4.6 Underage Sales

Following some intelligence received via the police a recent test purchase operation led to 3 sales from 4 attempted purchases. This is currently being followed up with appropriate advice and the premises will also be subject to further test purchase attempts, any further sales could lead to licences being reviewed.

5.4.7 Air Quality – Lorry Watch

Vehicle spotter reports continue to be followed up with checks that the vehicles are legitimately travelling through the two restricted areas in Usk, as these vehicles contribute significantly to the levels of air pollution.

5.5 Joined up interventions, across teams

5.5.1 Eisteddfod 2016

Officers from across the section were heavily involved in the planning, organising and checking regulatory compliance for food safety, public safety, water quality, workplace safety, licensing and noise management during the Eisteddfod. Officers attended daily briefings with Eisteddfod personnel, together with the other emergency services. We also worked at the MCC stand, (we benefit from having 3 fluent Welsh speakers), and carried out follow-up visits to food vendors during the week of the Eisteddfod in August. Over 100 hours of Public Protection input went into this successful event.

Bacteriological testing of water supplies was carried out at all outdoor events sites prior to setting up the event - the Maes, Maes B and the sizeable caravan and camping site in Llanover – together with safety checks.

5.5.2 Other ESAG work

A number of staff are involved in Monmouthshire's Event Safety Advisory Group, (ESAG). This is a partnership designed to help organisers run safe and successful events. It is recognised a proactive advisory stance is preferable to reacting to problems after events have occurred. As well as the Eisteddfod, a number of large events were held last year including food festivals, music concerts, agricultural shows, cycling events etc. and advice was provided. 101 events received advice from the group in the nine months to 31st December, which has already exceeded the number for the whole of 2015/16.

6 PERFORMANCE SUMMARY 2016/17

- 6.1 Public Protection teams, with only a small number of exceptions, continue to meet the Authority's legal obligations. However, Officers are typically operating at maximum level and are put under increased pressure when colleagues have any long term absence, eg. see 5.4.1 above. Managers will continue to monitor performance, review workloads, etc. to protect Officer well-being as far as possible.
- 6.2 To summarise the performance data in Figure 1, the Commercial team and Licensing are maintaining proactive and reactive services well. As outlined in the analyses in Section 5, the Public Health and Trading Standards/Animal Health teams have some pressures, due to work volumes and limited Officer capacity. Joint working such as

event support has increased, eg. through providing expert advice on MCC's own organised events.

- 6.3 Members can gain some assurance that performance is in line with other Authorities via regular monitoring by the external governing bodies referred to in section 4.2, for example, the Food Standards Agency.

7 2017/18 AND BEYOND

- 7.1 Future Monmouthshire principles – the section seeks to progress from predominantly dealing with the 'here and now' needs of residents, visitors and businesses, (though clearly crucial), to activity with greater public health gain, ie. a focus on 'growing' our services. Examples would include more air quality activity, private housing interventions and consumer protection. Our 2107/18 Service Improvement Plans will better reflect our longer term vision and future planning. This tallies with the Well Being of Future Generations expectations, with Public Protection services contributing directly to a more prosperous, resilient, healthier and more equal county.
- 7.2 Public Protection services will continue to explore further income generation opportunities. One initiative to take forward 2017/18 is our proposed 'Monmouthshire Alternative Prosecution Procedure' (MAPP), aimed at poor performing food businesses. An enhanced service offer, bespoke to their business, would be offered as an alternative to other enforcement actions. Where our work is significant, for example in connection with the likely M4 relief road, we will endeavour to secure the funding to support our service, to ensure we are sustainable moving forward.
- 7.3 Where certain services are better placed with others, we will continue to seek alternative providers. Current examples are Community Councils taking a greater role with dog fouling, and Licensing issuing 'block consents' so street markets, etc. can be administered locally.
- 7.4 When new legislative requirements are introduced, via Welsh Government or Westminster, our professional bodies will seek proper funding to implement. One example is the re-introduction of the Public Health (Wales) Bill.
- 7.5 Public Protection services are specifically referred to in the Welsh Government White Paper, 'Reforming Local Government: Resilient and Renewed'. Collaborative opportunities are being considered at regional and national level, and this Authority will play a part in developing future service models.
- 7.6 Noting the role of these services - protecting vulnerable people, reducing anti-social behaviour, improving our environment, ensuring safe food from farm to fork, etc. – the service would welcome actively engaging with Members in the new administration after May 2017.

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SUBJECT:	RIVER USK, CASTLE MEADOWS
MEETING:	STRONG COMMUNITIES SELECT
DATE:	2ND MARCH 2017
DIVISION/WARDS AFFECTED:	ALL WARDS

1. PURPOSE:

- 1.1 To advise Members and seek their views on the request to allow canoeing on the River Usk at Castle Meadows which is currently managed as a fishery.

2. RECOMMENDATIONS:

- 2.1 To seek Select Committee's views on the potential options set out in paragraph 3.12 below for wider use of the River Usk prior to consideration by Cabinet.

3. KEY ISSUES:

Background

- 3.1 There was one outstanding issue from the Bryn y Cwm Area Committee's previous consideration of the Castle Meadows Management Plan: Requests as part of the consultation process for wider access to the River Usk and for a change of policy to allow canoeing and wild swimming in that section of the river adjoining the meadows where the Council has riparian rights (the Town waters).
- 3.2 The task and finish group established to guide preparation of the Castle Meadows Management Plan took the view that further discussions between the canoeing and fishing interest would be necessary to explore if there could be agreement on wider use of the river. It was resolved that officers facilitate further discussion and bring a further report back to the Area Committee, as required.
- 3.3 This process was unfortunately rather extended but a meeting took place between Abergavenny Canoe Club and the Abergavenny Game Fishing Association, and an agreed note of the meeting was prepared (attached to this report).
- 3.4 As will be seen for the note the discussions have not reached agreement on a way forward. Consequently Area Committee resolved that a report regarding this matter should be prepared and presented to a Strong Communities Select Committee with a view to the Committee undertaking pre-decision scrutiny on this matter.

Context

- 3.5 Access to inland water has long been a contentious issue and there is no settled national view on rights to navigation on rivers in Wales. The matter has been considered by the National Assembly's Sustainability Committee (2009) which highlighted the deficit in opportunities, as well as the contested nature of rights to and on water for recreation: Welsh Government's policy is to support the establishment of voluntary access agreements.
- 3.6 Welsh Government's view, as set out in the Access & Outdoor Recreation Green Paper (2015), is that access arrangements should be drawn up by landowners and riparian owners, consulted upon, and then put in place. Access under such arrangements could be all year round, at certain times of year or depend on water levels. They could also determine what types of activities can sensibly take place on any given stretch of water at any given time of year. These arrangements should primarily be focussed on three elements:-
- i. protecting the natural environment;
 - ii. having no detrimental impact on land management; and
 - iii. having respect for the needs of other users.

Welsh Government's view is that access arrangements along these lines need not be perceived as an acknowledgment that rights do not already exist nor should they be perceived as acknowledgment that they do. They view such arrangements as not setting out the limits of use, but rather the opportunities available for responsible shared use of the water.

- 3.7 The Cabinet Secretary for Environment and Rural Affairs has very recently announced her intention to develop proposals on how current laws relating to public access for outdoor recreation can be improved but no details, timescale, or indication as to whether this will extend to access to water has been set out and so consideration of this issue will need to be under the current position.
- 3.8 On the river Usk although the Usk Fishing Association, an independent association representing riparian owners, clubs, associations, organisations interested in the preservation of fishing on the river, also supports the creation of voluntary access agreements no agreements are in place immediately north or south of Llanfoist Bridge / the Town waters.
- 3.9 Abergavenny Canoe Club are a Canoe Wales affiliated club with adults, family and junior members. They currently use the Abergavenny leisure centre pool and their request is based on a desire to allow progression from using the pool to the river at Castle Meadows. The other principle interest in this matter is the Abergavenny Game Fishing Association who have a long standing relationship with the Council to assist in the management of the fishing rights at Castle Meadows. The Chairman of Abergavenny Canoe Club and the

Chairman of Abergavenny Game Fishing Association have both been invited to present to the meeting.

- 3.10 The Castle Meadows Management Plan 2014/19 does not directly address the use of the river but the overall aims of the plan include increased community use and involvement in its management and conservation, including appropriate events and activities.
- 3.11 Finally the river is designated as a Site of Special Scientific interest (SSSI) and Special Area of Conservation (SAC) for its migratory and resident fish species, including twaite and allis shad, sea, river and brook lamprey, Atlantic salmon and bullhead. Any specific proposals to vary management arrangements will need to be fully assessed including carrying out a Habitats Regulations Assessment / consultation with Natural Resources Wales.

Options

- 3.12 It is suggested that the way forward is to set aside the wider controversy around the rights for navigation and consider the specific request from Abergavenny Canoe Club:
- Option 1: The Council may wish to maintain its current position – i.e. the “status quo” at least until such time as any wider access agreements can be secured through the Usk Fishing Association, or other means; or there is a change in the statutory position. Given the lack of progress in recent years this would seem likely to frustrate the canoe club’s aspirations for a long period of time;
 - Option 2: In theory it would be open to the Council to permit any navigational use of Town waters. However such isolated general use in advance of any wider access agreement on the surrounding parts of the river is very likely to lead to a “free for all” causing significant management problems, uncontrolled impact on the fishery and adverse nature conservation impacts and so is not recommended;
 - Option 3: To seek to secure a voluntary access agreement between the key parties along the lines of Welsh Government’s recommended approach. It is clear this would require goodwill and further compromise from all parties. It would be possible to “pilot” such an agreement if that helped allay reasonable concerns. The specifics of any such agreement would need to be subject to a Habitat Regulations Assessment.

4. REASONS:

- 4.1 To ensure the most appropriate management of the River Usk at Castle Meadows.

5. RESOURCE IMPLICATIONS:

- 5.1 Currently there is a small income from the sale of fishing licences and the revenue implications of any new proposal will need to be considered as it is developed.

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

- 6.1 Wider use of the river could extend the diversity of users of the river. If the view is that wider use should be further investigated a detailed assessment of the potential impacts on the River Usk SAC and any required management controls will be required.
- 6.2 A Future Generations Evaluation is attached. This includes Equalities and Sustainability Impact Assessments (attached as Appendix 2).

7. CONSULTEES:

- 7.1 Wide consultation as carried out as part of the preparation of the Castle Meadows Management Plan in 2014 and subsequent consultation has been carried out with Abergavenny Canoe Club, Abergavenny Game Fishing Association and the Friends of Castle Meadows.

8. BACKGROUND PAPERS:

- 8.1 Notes from meeting between Fishermen and Canoeist regarding use of the river Usk at Castle Meadows 17th November 2015 (Appendix 1)
- 8.1 Report to Bryn y Cwm Area Committee 20 April 2016

9. AUTHOR:

Matthew Lewis
Green Infrastructure & Countryside Manager
Tourism Leisure & Culture

10. CONTACT DETAILS:

E-mail: matthewlewis@monmouthshire.gov.uk Telephone: 01633 644855

Appendix 1

Notes from meeting between Fishermen and Canoeist regarding use of the river Usk at Castle Meadows 17th November 2015

People attending the meeting:

Mark Langley Head Warden, Monmouthshire County Council

Julia Aldous Abergavenny Canoe Club

Jason Stone Abergavenny Canoe Club

Mike Kelly Abergavenny Canoe Club

Craig Armiger Abergavenny Canoe Club

John Paxton Fisherman

Philip Starmore Fisherman

Martin Watts Fisherman

Martin Smith (Ricky) Fisherman

Main points from meeting:

Canoe Club

40 to 50 members, although only a few come out at one time

At present winters in swimming pool and summers places like Mon and Brecon Canal and Keeper's Pond

Want to share the river and work with the fishermen

They would like access throughout the year

They would access the river near the 3 benches by the rapids

They would like access on length of river where the banks are owned by Monmouthshire County Council

They would carry or use trollies to get to the river from the Byefield car park

They are affiliated to Canoe Wales and have to abide by their codes of conduct

They would monitor behaviour from outside canoeists

Report shows that canoeing does not affect the fish stock on a river

In France there are timed sessions on rivers so that canoeists have less impact on fishing

Large diversity of age and abilities within the group. Fits in with core values of County Council

The river was used for swimming and boating in the past

Fishermen

Cost of fishing £148.00 plus £72.00 per year. Numbers may drop if there was interference from canoeists and fishing experience would not be as good. Less money going to Council

Worries about health and safety. Danger to canoeists

Worries that more canoeists who are not members of the canoe club would start to use the river at Castle Meadows. These people would not be under the control of the club and may not be as responsible

Need to preserve spawning salmon and allis shad on river, which is a site of special scientific interest

Because the canoeists will only be using the short stretch of water there is more likelihood that they will interfere with the fishing as they go up and down

How will canoeists deal with low levels of water in the summer?

How could we monitor dinghies and tell them they cannot use the river if people are canoeing on the river?



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Matthew Lewis</p> <p>Phone no: 01633 644855 E-mail: matthewlewis@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To advise Members and seek their views on the request to allow canoeing on the River Usk at Castle Meadows which is currently managed as a fishery.</p>
<p>Name of Service</p> <p>Green Infrastructure & Countryside, Tourism Leisure & Culture</p>	<p>Date Future Generations Evaluation form completed</p> <p>19 February 2017</p>

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.





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Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	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>	n/a	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>If the option to seek to secure a voluntary access agreement is pursued its assessment will include a Habitat Regulation Assessment (HRA) given the statutory nature conservation designations.</p>	<p>To be determined via consultation with Natural Resources Wales and the Habitat Regulation Assessment (if required).</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?
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Both the use of the river for fishing and the potential wider use for canoeing contribute to the opportunities for physical and mental wellbeing.	To be determined via further consultation with user groups should the option to pursue an access agreement be favoured.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Both the use of the river for fishing and the potential wider use for canoeing contribute to community opportunities.	To be determined via further consultation with user groups should the option to pursue an access agreement be favoured.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Consideration on the impact, if any, on migratory fish will form part of the HRA if the option for change is preferred.	Any impact will be dealt with via the statutory HRA process.
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	Both the use of the river for fishing and the potential wider use for canoeing contribute to recreational opportunities.	To be determined via further consultation with user groups should the option to pursue an access agreement be favoured.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	To be determined if the option to pursue an access agreement is favoured.	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>Should the option to pursue an access agreement be favoured the long term impacts of the proposals will be a key part of both the principles of any agreement and the HRA assessment of its potential impacts.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Should the option to pursue an access agreement be favoured it will only be achieved through a partnership approach between all of the key partners.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Wide consultation as carried out as part of the preparation of the Castle Meadows Management Plan in 2014 and subsequent consultation has been carried out with Abergavenny Canoe Club, Abergavenny Game Fishing Association and the Friends of Castle Meadows.</p>	<p>Should the option to pursue an access agreement be favoured further detailed consultations will take place with all interested parties</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>If preferred a voluntary access agreement will seek to establish a long term resolution of access disputes (as far as this is possible within the current broad legal framework for access /navigation rights in Wales).</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 Castle Meadows Management Plan 2014/19 provides an integrated approach and the intention of this proposal is to resolve the main outstanding issue not addressed by the plan – use of the river Usk.</p>	

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	To be determined – providing a range of opportunities for recreational use of the river may extend the opportunities for all ages	To be determined	Depending on the option selected further detailed consultations will take place with all interested parties
Disability	Not known at this stage – to be identified as the proposal is developed	Not known at this stage – to be identified as the proposal is developed	Depending on the option selected further detailed consultations will take place with all interested parties
Gender reassignment	none	none	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	none	none	n/a
Pregnancy or maternity	none	none	n/a
Race	none	none	n/a
Religion or Belief	none	none	n/a
Sex	To be determined – providing a range of opportunities for recreational use of the river may extend the opportunities for both sexes	To be determined	Depending on the option selected further detailed consultations will take place with all interested parties
Sexual Orientation	none	none	n/a
Welsh Language	none	none	n/a

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	none	none	n/a
Corporate Parenting	none	none	n/a

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

- Information from consultations
- Welsh Government guidance

5. 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?

Wider use of the river could extend the diversity of users of the river. If the view is that wider use should be further investigated a detailed assessment of the potential impacts on the River Usk SAC and any required management controls will be required.

6. 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
Actions depend on Select Committee's views on the presented options			

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

The impacts of this proposal will be evaluated on:	To be determined based on Committee decision on options
--	---

8. 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

1.0	Scrutiny,	2 March 2017	First draft
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SUBJECT:	BIODIVERSITY & ECOSYSTEM RESILIENCE FORWARD PLAN
MEETING:	STRONG COMMUNITIES SELECT
DATE:	2ND MARCH 2017
DIVISION/WARDS AFFECTED:	ALL WARDS

1. PURPOSE:

- 1.1 To advise Members of the preparation of Biodiversity and Ecosystem Resilience forward plan in order to meet the Section 6 duty of the Environment (Wales) Act 2016 and to provide support for delivery of the Well-being of Future Generations (Wales) Act 2015.

2. RECOMMENDATIONS:

- 2.1 To seek Select Committee's endorsement of the Biodiversity & Ecosystem Resilience forward plan prior to its consideration by Council.

3. KEY ISSUES:

- 3.1 Section 6 of the Environment (Wales) Act 2016 places a duty on public authorities to seek to maintain and enhance biodiversity where it is within the proper exercise of their functions. In doing so, public authorities must seek to promote the resilience of ecosystems. This means that the Council must take a pro-active approach to improve and not reduce biodiversity when carrying out functions.
- 3.2 The duty came into force on 21st May 2016 and replaces the biodiversity duty in the Natural Environment and Rural Communities Act 2006. The preparation of a forward plan assists in complying with the new duties and is currently a requirement on all Public Authorities.
- 3.3 There is a requirement to report on the plan in 2019 and every 3 years following this. The plan can be subsequently reviewed following the results of monitoring.
- 3.4 The work undertaken to meet the Biodiversity and Resilience of Ecosystems duty will assist the Council to maximise contributions to Well-being Goals under the Well-being of Future Generations (Wales) Act 2015. It will particularly help towards delivery of the Well-being goal for Resilience. This goal is to ensure Wales is a nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).

- 3.5 In production of the forward plan we have considered the work that individual service areas undertake which could have a positive or negative impact on Biodiversity & Ecosystem Resilience.
- 3.6 The work of other key organisations with whom Monmouthshire County Council can collaborate with to maximise delivery under the Act has also been considered e.g. Wye Valley AONB, Gwent Wildlife Trust and Brecon Beacons National Park Authority.
- 3.7 Objectives have subsequently been developed which cover key areas of the Council's work. Objectives include proposals to adequately consider biodiversity and ecosystem resilience in decision making at all levels, environmental education and awareness raising, management of land for biodiversity and partnership working at a landscape scale to maximise benefits.
- 3.8 To ensure future delivery is integrated into the Council's functions, Welsh Government guidance suggests that commitment to action is integrated into business and corporate plans. This will be the next step in the Council's compliance with the duty.

4. REASONS:

- 4.1 As a Public Authority, the Council has a duty under the Environment (Wales) Act 2016 to maintain and enhance biodiversity and promote the resilience of ecosystems when exercising its functions. The Biodiversity and Ecosystem Resilience forward plan, produced in line with draft Welsh Government guidance, sets the framework for compliance with that duty and aids with compliance with the Well-being of Future Generations Act 2015.

5. RESOURCE IMPLICATIONS:

- 5.1 Much of the work already identified involves a continuation of projects and programmes that are already underway with no additional resource implication. The resource implications of new actions will need to be considered by each service area through normal business and budget planning processes.

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

- 6.1 If the forward plan is adopted it will have positive effects on all well-being goals, particularly help towards delivery of the well-being goal for resilience, and will meet all of the sustainable development principles. Monitoring will be via the Environment Partnership Board and statutory reporting will be undertaken on progress in 2019.
- 6.2 A Future Generations Evaluation is attached. This includes Equalities and Sustainability Impact Assessments (attached as Appendix 2).

7. CONSULTEES:

7.1 As indicated in the forward plan, significant consultation has been carried out in the preparation of the plan including internal consultation and with external bodies including the Monmouthshire Environment Partnership.

8. BACKGROUND PAPERS:

8.1 Appendix 1: Biodiversity and Ecosystem Resilience Forward Plan

8.1 Appendix 2: Future Generations Evaluation

9. AUTHOR:

Kate Stinchcombe
Biodiversity & Ecology Officer
Green Infrastructure & Countryside
Tourism Leisure & Culture

10. CONTACT DETAILS:

Tel: 01633 644684

E-mail: katestinchcombe@monmouthshire.gov.uk

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Kate Stinchcombe, Biodiversity & Ecology Officer Phone no: 01633644684 E-mail: katestinchcombe@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal: Council adoption of the Biodiversity and Ecosystem Resilience forward plan.</p>
<p>Name of Service Green Infrastructure & Countryside</p>	<p>Date Future Generations Evaluation form completed 13/02/2017</p>

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




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Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	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 Biodiversity and Ecosystem Resilience forward plan promotes efficient use of natural resources which supports the economy through activities such as conservation habitat management and tourism.</p>	<p>There are unlikely to be any negative effects. Positive effects will be maximized by collaborative working with external partners delivering common benefits.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and</p>	<p>The Biodiversity and Ecosystem Resilience forward plan has been developed specifically to help Monmouthshire County Council to meet this goal as</p>	<p>There are unlikely to be any negative effects. Positive effects will be maximized by collaborative working with external partners delivering common benefits.</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?
can adapt to change (e.g. climate change)	it outlines ways in which the Council shall maintain and enhance biodiversity and ecosystem resilience.	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Through a Green Infrastructure (multiple benefit) approach, improvement of biodiversity and ecosystem resilience will have mental and physical health benefits for staff, volunteers and the wider community of Monmouthshire.	There are unlikely to be any negative effects. Positive effects will be maximized by collaborative working with external partners delivering common benefits.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Through a Green Infrastructure (multiple benefit) approach, improvement of biodiversity and ecosystem resilience will promote cohesive communities by encouraging working with community groups to improve public places.	There are unlikely to be any negative effects. Positive effects will be maximized by collaborative working with external partners delivering similar benefits.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	The Biodiversity and Ecosystem resilience forward plan makes a commitment to global responsibility particularly in Objective One. Procurement of sustainable products is identified as a key area.	There are unlikely to be any negative effects. Positive effects will be maximized by raising awareness of global responsibility through consultation with staff who have the potential to have the biggest impact on biodiversity and ecosystem resilience.
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	Through a Green Infrastructure (multiple benefit) approach, improvement of biodiversity and ecosystem resilience will promote culture and heritage and increased recreation.	There are unlikely to be any negative effects. Welsh names are available for priority species listed in the forward plan.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The Biodiversity and Ecosystem resilience forward plan encourages environmental education to all in society.	There are unlikely to be any negative effects. Positive effects will be maximized by collaborative working with external partners delivering similar benefits.

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>There is a requirement for Monmouthshire County Council to report to Welsh Government on the delivery of the Biodiversity and Ecosystem Resilience duty in 2019 and every three years thereafter.</p>	<p>There are unlikely to be any negative effects. A continuation of existing resources and collaboration with external partners will make long term goals more achievable. Inclusion of the objectives in business planning for the Authority will ensure commitments are embedded for the long term.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Collaboration of departments across Monmouthshire County Council and external partners is promoted throughout the Biodiversity and Ecosystem Resilience forward plan.</p>	<p>There are unlikely to be any negative effects. Development of a Local Nature Partnership as suggested by the forward plan may help to secure increased collaboration.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Significant consultation has been undertaken in developing the Biodiversity and Ecosystem Resilience forward plan. This includes interviews and consultation with individuals across the authority and consultation with organisations such as Natural Resources Wales, Brecon Beacons National Park Authority, Gwent Wildlife Trust, Bee Friendly Monmouthshire, Monmouthshire Meadows Group, Botanical Society for the British Isles, Gwent Ornithological Society, Wye Valley Area of Outstanding Natural Beauty, Canal and Rivers Trust, RSPB (Living Levels Project), Farming Connect (Glastir), Wye and Usk Foundation, Keep Wales Tidy and Monnow Rivers Association.</p>	<p>There are unlikely to be any negative effects. Service Areas that have been involved in developing the forward plan will continue to be involved in the development of action plans.</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>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Identifying potential conflicts between the Public Authority's duty under the Environment (Wales) Act 2016 will prevent offences being committed by the Authority under other legislation such as the Wildlife and Countryside Act 1981 and the Conservation of Habitats and Species Regulations 2010. The forward plan also promotes work that will use nature based solutions to reduce the effects of climate change.</p>	<p>Maintaining existing resources to ensure compliance.</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Balancing impacts will be undertaken via a Green Infrastructure (multiple benefit) approach to delivery.</p>	<p>There are unlikely to be any negative effects.</p>

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	N/A	N/A	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?
Disability	N/A	N/A	N/A
Gender reassignment	N/A	N/A	N/A
Marriage or civil partnership	N/A	N/A	N/A
Pregnancy or maternity	N/A	N/A	N/A
Race	N/A	N/A	N/A
Religion or Belief	N/A	N/A	N/A
Sex	N/A	N/A	N/A
Sexual Orientation	N/A	N/A	N/A
Welsh Language	N/A	N/A	N/A

4. **Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?

Safeguarding	N/A	N/A	N/A
Corporate Parenting	N/A	N/A	N/A

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

Information that has been used to develop the plan includes;

- Interviews and consultation with Service areas at Monmouthshire County Council including: Building Control, Development Management, Planning Policy, Rural Development Programme, Grounds Maintenance and Waste, Estates including County Farms, Licensing and events, highways, countryside & green infrastructure.
- Interviews and consultation with external partners including: Natural Resources Wales, Brecon Beacons National Park Authority, Gwent Wildlife Trust, Bee Friendly Monmouthshire, Monmouthshire Meadows Group, Botanical Society for the British Isles, Gwent Ornithological Society, Wye Valley Area of Outstanding Natural Beauty, Canal and Rivers Trust, RSPB (Living Levels Project), Farming Connect (Glastir), Wye and Usk Foundation, Keep Wales Tidy and Monnow Rivers Association.
- Habitats and species that have been identified by Welsh Government as Principle Importance for Conservation in Wales.
- The State of Natural Resources Report published by Natural Resources Wales in 2016
- Nature Recovery Plan for Wales published by Welsh Government 2015

Page 2

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?

If the forward plan is adopted it shall have positive effects on all well-being goals and shall meet all of the sustainable development principles.

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

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

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

The impacts of this proposal will be evaluated on:	By May 30 th 2019
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Strong Communities Select	2 nd March 2017	

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Biodiversity and Ecosystem Resilience

Forward Plan

Environment (Wales) Act 2016

Monmouthshire County Council

March 2017



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Appendix 3 Summary of the findings of internal interviews

Appendix 4 Summary of the findings of external interviews

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1. Introduction

This forward plan has been prepared by Monmouthshire County Council to meet the Section 6 Biodiversity and Ecosystem Resilience duty of the Environment (Wales) Act 2016 and to provide a mechanism for delivering the County's requirements under the Well-being of Future Generations (Wales) Act 2015.

The Monmouthshire County Council forward plan will:

- ❖ Summarise the relevant legislative requirements for biodiversity & the resilience of ecosystems.
- ❖ Consider the state of Biodiversity and Ecosystem Resilience of Monmouthshire and identify relevant habitats and species of principal importance for nature conservation.
- ❖ Consider the ways in which Monmouthshire County Council can influence Biodiversity and Ecosystem Resilience when exercising its functions as a Public Authority.
- ❖ Consider positive work that is already underway by Monmouthshire County Council and other relevant organisations and identify opportunities for collaborative delivery.
- ❖ Consider the governance of this delivery for biodiversity and ecological resilience in Monmouthshire
- ❖ Outline Monmouthshire County Council's commitments to meeting requirements of the legislation.
- ❖ Identify Objectives for Monmouthshire County Council's compliance with the Biodiversity & Ecosystem Resilience duty.
- ❖ Highlight the importance of the Green Infrastructure Approach to delivery including Green Infrastructure Policy and Supplementary Planning Guidance.
- ❖ Maximise Monmouthshire County Council's contributions across the Well-being goals.

The forward plan follows guidance prepared by Welsh Government and considers the Objectives of the Nature Recovery Plan for Wales¹. It will be an evolving plan that can be updated in line with further evidence from Natural Resources Wales such as Area Statements. Monmouthshire County Council will be required to report on the outcomes of this plan in 2019 and then subsequently every three years. Forward plans will be reviewed accordingly in light of that reporting.

¹ Nature Recovery Plan for Wales <http://gov.wales/topics/environmentcountryside/consmanagement/conservationbiodiversity/?lang=en>

2. The Legislative context of the Forward Plan

The Biodiversity and Resilience of Ecosystems forward plan has been produced in relation to two key pieces of legislation:

2.1 Environment (Wales) Act 2016 - The Biodiversity and Resilience of Ecosystems duty

Section 6 of the Environment (Wales) Act 2016 places a duty on public authorities to **seek to maintain and enhance biodiversity** where it is within the proper exercise of their functions. In doing so, public authorities must **seek to promote the resilience of ecosystems**.

This means that Monmouthshire County Council must take a pro-active approach to improve and not reduce biodiversity when carrying out functions.

The duty came into force on 21st May 2016 and replaces the earlier Biodiversity duty in the Natural Environment and Rural Communities Act 2006. The preparation of this Forward Plan assists in complying with the new duties and is a requirement on all public authorities. There is a requirement to report on the plan in 2019 and every 3 years following this. The plan can be subsequently reviewed.

2.2 Well-being of Future Generations Act 2015 - A Resilient Wales

The work undertaken to meet the Biodiversity and Resilience of Ecosystems duty will assist Monmouthshire County Council to maximise contributions to Well-being Goals under the Well-being of Future Generations (Wales) Act 2015.

The Public Service Board for Monmouthshire which includes Monmouthshire County Council is preparing a Well-being Assessment, Well-being Objectives and a Well-being Plan to outline how the authority and other public services in the County will meet the 7 well-being goals which explicitly includes: **A Resilient Wales**.

This goal is to ensure Wales is a nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).

Figure 2 Well-being Goals



A summary of the duty published by Welsh Government can be found at: <http://gov.wales/docs/desh/publications/150512-biodiversity-and-resilience-of-ecosystems-duty-en.pdf>

The full text of the Environment (Wales) Act and Explanatory notes can be found at: <http://www.legislation.gov.uk/anaw/2016/3/contents>

Well-being of Future Generations (Wales) Act 2015 <http://www.thewaleswewant.co.uk/about/well-being-future-generations-wales-act-2015/well-being-future-generations-wales-act-2015>

More information on the Resilient Wales goal can be found at: <http://www.thewaleswewant.co.uk/goals/resilient>

3. Biodiversity and Ecosystem Resilience in Monmouthshire

Monmouthshire is a rural county with agriculture and forestry shaping the rich biodiversity and the resilience of ecosystems in the landscape. The Rivers Usk and Wye are designated as Special Areas of Conservation and together with their tributaries provide important wildlife corridors and migratory routes for key species such as otters, shad and white clawed crayfish. These habitats are under threat from water abstraction, pollution and siltation.

The east of the County is heavily wooded and together with woodland on the English side of the border, forms the Wye Valley Woodlands SAC, part of a large swathe of high quality habitat for woodland species including lesser horseshoe bats and dormouse. The quality of the woodland is predominantly under threat from lack of management.

In areas where agricultural intensification has not depleted quality there are networks of unimproved grassland. Much of it is included in the Local Wildlife Sites network and has no statutory protection. It is vulnerable to poor management and development pressures particularly in villages and on the edge of settlements.

The unique man-made landscape in the south of the County along the Gwent Levels has created a network of reens and coastal and floodplain grazing marsh. This sits inland of the internationally important Severn Estuary SPA, SAC and Ramsar site which is particularly important for wintering bird species. The Gwent Levels are under threat from the M4 relief road, housing and industrial development. The Estuary may face future threats from tidal power initiatives.

Areas of upland in the Brecon Beacons National Park such as the Black Mountains, the Blorenges and the Gilwern Hill SSSI's include a mixture of upland habitats including wet heath, blanket bog and limestone grassland. These sites have important populations of rare plants such as endemic Whitebeams, Hawkweeds, mosses, liverworts and lichens.



Figure 2 A Local Wildlife Site in the Wye Valley

J Lewis

No data specifically relating to the resilience of ecosystems has been published, however we know from protected site Core Management plans¹ that many of our protected sites are in an *unfavourable condition*, the extent and quality of habitats in the County is largely reducing, some species are increasing e.g. horseshoe bats and otters but most are decreasing e.g. butterflies and farmland birds and overall diversity is decreasing. Diversity is also varied across the County as demonstrated by vascular plant diversity in the Flora of Monmouthshire² with the north of the County having lower diversity by comparison to areas such as the Wye Valley where diversity is high.

Natural Resources Wales have identified that the ecological connectivity of the county is high³. However, when presented spatially, there are obvious exceptions to this where the landscape has become degraded and improved for agriculture. The north of the county in the catchment of the River Trothy and farmland around the lower Usk catchment are examples of this.

These factors make the adaptability of our ecosystems more difficult to achieve when episodes of drought or flooding occur but no specific data is currently available.

The Green Infrastructure Action Plan for Pollinators in South East Wales⁴ identifies the demand and resource of pollinators across the region and considers not only the demand from agriculture but also the need of pollinators to support biodiversity. Large areas of the County are demonstrated to be important areas for pollinators including areas of commercial orchards and land associated with protected sites particularly in the uplands of the Brecon Beacons National Park.

Further information can be used to increase our understanding of biodiversity and ecosystem resilience as it becomes available e.g. the Vice County 35 Rare Plant Register and other studies such as those relating to tranquillity and dark skies.



Figure 3 Common carder bee foraging on a road verge K Stinchcombe

1 Natural Resources Wales Protected sites Core Management Plans <https://naturalresources.wales/conservation-biodiversity-and-wildlife/find-protected-areas-of-land-and-seas/designated-sites-search/?lang=en>

2 Evans, T. G. (2007). *Flora of Monmouthshire*. Chepstow Society, Chepstow.

3 Natural Resources Wales (2016) Public Service Board - Sir Fynwy – Monmouthshire Environmental Information for well-being assessments

4 [TACP \(2015\) Green Infrastructure Action Plan for Pollinators in South East Wales Report to Monmouthshire County Council on behalf of Monmouthshire County Council and Blaenau Gwent, Caerphilly and Torfaen County Borough Councils. TACP UK Ltd.](#)

4. Developing the Monmouthshire County Council Forward Plan

Current guidance published by Welsh Government states that public authorities must take into account relevant evidence when complying with the Section 6 duty including the State of Natural Resources Report (SoNaRR) published by Natural Resources Wales (2016), The Environment (Wales) Act Section 7 lists of habitats and species of principal importance in Wales, and relevant Area Statements to be prepared by Natural Resources Wales under Section 11 of the Act.

Welsh Government guidance on the Section 6 duty states that in promoting resilience of ecosystems, public authorities must take into account the key characteristics of a resilient ecosystem. These characteristics which include condition, diversity, extent, connectivity and adaptability, will assist public authorities in identifying any actions that may need to be taken.

The Nature Recovery Plan for Wales will provide the Nature Recovery Framework to guide compliance with the duty by providing objectives, outcomes and actions that Public Authorities can take responsibility for and contribute to.

Monmouthshire County Council will also take into consideration the work that individual service areas undertake which could have an impact on Biodiversity & Ecosystem Resilience and the work of other key organisations with whom MCC can collaborate with to maximise delivery under the Act.

4.1 State of Natural Resources Report (SoNaRR)¹

Natural Resources Wales reported in September 2016 on the state and condition of the habitats and species within marine, terrestrial and freshwater environments in Wales, as required by The Environment (Wales) Act 2016.

The economic and social benefits that a fully functioning environment can provide to human society include agricultural production, forestry, building materials, tourism and leisure, energy generation, flood prevention, pollination services for crops, clean water, clean air and healthy soils. The report spells out the major threats facing the proper functioning of ecosystems in Wales, which if not addressed will contribute to further declines in biodiversity, and prevent us from gaining the full economic and social benefits of all that the environment can provide. These threats include:

- Climate change
- Land Use Change
- Over exploitation of natural resources

¹ State of Natural Resources Report (SoNaRR) is available on the NRW Website <https://naturalresources.wales/our-evidence-and-reports/the-state-of-natural-resources-report-assessment-of-the-sustainable-management-of-natural-resources/?lang=en>

- Nutrient enrichment and pollution

- Invasive non-native and introduced pests and diseases

These direct drivers of change are often linked and in general, the extent and scale of their impact is increasing. The focus for action needs to be where the resilience of ecosystems and the benefits we get from them are at greatest risk due to unsustainable management. The objective is not to remove all pressures, however we do need to better understand how to manage them in more sustainable ways so that risks and opportunities are recognised and utilised so that future generations can continue to benefit from all that ecosystems can provide.

On a Monmouthshire scale the following biodiversity and ecosystem resilience issues, raised in the SoNaRR report, are of relevance:



Figure 4 Wye Valley Woodland

K Stinchcombe

- Outside the Welsh Government estate (i.e. managed by Natural Resources Wales) less than 25% of woodlands in Wales are being actively managed, so their full potential is not being realised. Many of Monmouthshire's ancient woodlands are very small and not connected to other areas of similar habitat. Uncontrolled populations of wild deer and grey squirrel damage the value of local woodlands, while Invasive non-native species and introduced diseases continue to be threats.
- Approximately 90% of the fish species in the SACs (e.g. Rivers Usk, Wye and Severn) are in unfavourable condition. There has been a marked reduction in salmon abundance in rivers, caused by poor river conditions and increased mortality at sea.
- Pollution from agriculture, sewerage and soil run off is affecting the ecological status of our rivers. Much of Monmouthshire's drinking water also originates from our rivers.
- The extent of unimproved neutral grassland (traditional wildflower meadows) has declined dramatically, with only 1600 ha remaining in the whole of Wales. Monmouthshire has approximately 700ha of this habitat, important for flowering plants, fungi, rare pollinators and a range of insects, designated as

Sites of Importance for Nature Conservation or Sites of Special Scientific Interest. Despite the designations, this is a vulnerable habitat, easily damaged by unsympathetic management, soil enrichment, neglect and fragmentation.

- 78% of hedgerows in Wales are in unfavourable condition, with a decline forecast to continue. Ash die-back (chalara) will have a large impact on Monmouthshire's landscape as ash an important hedgerow species including many mature specimens.
- The area covered by traditional orchards is estimated to have decreased by 94% between 1958 and 1992. Historically Monmouthshire was an important apple and pear producing County, and old orchard trees in particular support a wide variety of wildlife. Some local groups such as Transition Towns have enthusiastically planted community orchards in their localities, and Gwent Wildlife Trust ran a project from 2010 to 2012 surveying 740 sites, and working with volunteers to encourage management of them.
- 73% of Welsh urban areas show a decline in tree cover. Less affluent areas have less tree cover, important for reducing flood run off, providing shade, reducing summer temperatures, filtering dust and pollution, as well as increasing biodiversity. Transition Monmouth have planted 1000 trees around the town during the winter of 2016 to improve the townscape and reduce flood run off.
- The intertidal area between high and low tide is one of the few habitats that is considered to be in good condition, although sand banks are declining in the short and long term. This habitat is represented in Monmouthshire along the Severn Estuary, supporting a range of wildlife species.

4.2 The Section 7 list of Habitats and Species of Principle Importance for Wales

At the time of writing this forward plan, the Section 7 lists² comprise those habitats and species previously identified as of Principal Importance in Wales under Section 42 of the Natural Environment and Rural Communities Act 2006.

Unfortunately, little up to date spatial data is available for Section 7 habitats in the County with the exception of Phase 1 habitat survey for the Wye Valley AONB. A list of the habitat types that occur in the forward plan area is included in Appendix 1.

Section 7 species in Monmouthshire are included in Appendix 2 of the forward plan. These include species across most priority taxa

² The Section 6 guidance and Section 7 lists are available on the Wales Biodiversity Partnership website <https://www.biodiversitywales.org.uk/Environment-Wales-act>

including mammals, birds, fish, invertebrates, reptiles & amphibians, vascular plants, lichen communities, mosses & liverworts, fungi, and marine species.

Considerations for Section 7 Habitats and Species will be incorporated into the Monmouthshire County Council objectives for delivery of the Biodiversity and Resilience of Ecosystems duty (page 14) and specific actions to maintain and enhance Section 7 habitats and species will be incorporated into individual service area action plans which will follow the publication of this plan.

4.3 Area Statements

At the time of writing this forward plan, Area Statements are not available for consideration however, Monmouthshire County Council will continue to contribute to the development of the Area Statements which are currently being developed by Natural Resources Wales and incorporate changes to the forward plan as appropriate.

4.4 Service Area interviews and reviews

As part of the process undertaken to develop the forward plan, Monmouthshire County Council have undertaken an internal review of key service areas to identify potential risks and opportunities for Section 6 delivery and to develop specific actions. Service areas included in the review were those that are considered to have a potentially negative impact on Biodiversity and Ecosystem Resilience and those that could deliver positive change and maximise delivery under other legislation such as the Well-being of Future Generations Act 2015. Service areas we have met to date include: Building Control, Development Management, Planning Policy, Rural Development Programme, Grounds Maintenance and Waste, Estates including County Farms, Licensing and Events. We also hope to review works undertaken by Property Services, Education, Outdoor education and Highways in the coming months. A summary of risks and opportunities identified are included in Figure 5.

The reviews already undertaken have raised awareness of the Environment (Wales) Act 2016, particularly the Section 6 duty and allowed the development of specific Biodiversity & Ecosystem Resilience Action Plans. These plans, which will be published before May 2017 identify actions that can be incorporated into service area business plans to integrate delivery of the duty.

Figure 5 Table 1 Summary of Risks and Opportunities identified in the Service Area review

Risks	Opportunities
<ul style="list-style-type: none"> ❖ Decision making at all levels ❖ Consents, licences, certificates ❖ Land management practices ❖ Timescales for consideration of biodiversity ❖ Missed opportunities for raising awareness and education 	<ul style="list-style-type: none"> ❖ Raising awareness and training ❖ Environmental education ❖ Net gain for biodiversity secured in consents granted ❖ Green infrastructure approach ❖ Better land management practices ❖ Wider consultation with biodiversity and ecology officers

4.5 Collaboration with other organisations

It was also considered important to review what other organisations are currently doing to deliver for Biodiversity and Ecosystem Resilience to allow future collaborative work to take place to maximise the benefits for Biodiversity. Organisations considered include Natural Resources Wales, Brecon Beacons National Park Authority, Gwent Wildlife Trust, Bee Friendly Monmouthshire, Monmouthshire Meadows Group, Botanical Society for the British Isles, Gwent Ornithological Society, Wye Valley Area of Outstanding Natural Beauty Unit, Canal and Rivers Trust, RSPB (Living Levels Project), Farming Connect (Glastir), Wye and Usk Foundation and Monnow Rivers Association. These organisations have highlighted areas of concern in relation to biodiversity and ecosystem resilience relevant to Monmouthshire and identified projects and programmes with which they are currently engaged. The organisations have also made suggestions of areas where Monmouthshire County Council could have the biggest positive impact on Biodiversity and Ecosystem Resilience and the most popular of these are listed in Figure 7 (below).

A summary of the findings of the interviews are included in Appendix 3. A record of the projects and programmes being undertaken in the County has been compiled and is available in Appendix 4.



Figure 6 Hay making with Friends of Monmouth Cemetery

D McCarty

Figure 7 Stakeholder suggestions for Monmouthshire County Council action

- ❖ Improve management of Council owned land including County Farms for Biodiversity and Ecosystem Resilience
- ❖ Reduce pesticide use across the County
- ❖ Educating and influencing the public by using the “Nature Isn’t Neat” message
- ❖ Planning decisions should ensure sustainable development and include Green Infrastructure to provide connectivity
- ❖ A Monmouthshire Local Nature Partnership / Network for sharing of best practice and collaborative working

It was not possible to fully engage with all organisations delivering biodiversity action in the County in the timescale available however, there is scope to continue this process and meet with more grass roots groups to develop collaborative work where possible such as the town Transition groups, and species specialists such as the Monmouthshire Moth and Butterfly Group.

The Environment Partnership Board* has an important role in steering the development of the forward plan and delivery of action. The board will help establish priorities and identify opportunities for partnership working.

*The Environment Partnership Board (Monmouthshire County Council, Brecon Beacons National Park, Gwent Association of Voluntary Organisations, Gwent Wildlife Trust, Monmouthshire Housing Association, Natural Resources Wales, Wye Valley AONB Unit, Keep Wales Tidy)

Section 6 Nature Recovery Plan Objectives

Current guidance suggests that the six objectives can be used to develop actions to comply with the biodiversity and resilience of ecosystems duty.

Figure 8 Table 2 Nature Recovery Plan Objectives

1	Engage and support participation and understanding to embed biodiversity throughout decision making at all levels
2	Safeguard species and habitats of principal importance and improve their management
3	Increase the resilience of our natural environments by restoring degraded habitats and habitat creation
4	Tackle key pressures on species and habitats
5	Improve our evidence, understanding and monitoring
6	Put in place a framework of governance and support for delivery

A number of actions have been included in the Nature Recovery Plan for Public Authorities including those relating to embedding biodiversity into the decision making process, raising awareness, restoration and creation of habitats and the implementation of the Section 6 duty.

5. Biodiversity and Resilience of Ecosystems Duty Objectives

In order to meet the Section 6 duty, Monmouthshire County Council shall undertake work and change current procedures to achieve the following objectives, so long as is consistent with the proper exercise of Monmouthshire County Council's functions as a Local Authority. The objectives have been developed to maintain and increase the resilience of our ecosystems by increasing scale and extent, connectivity, condition, diversity, and ability of ecosystems to adapt.

All objectives apply to both marine and terrestrial habitats as required by the Act.

Objective 1 : Embed biodiversity throughout decision making at all levels

Objective 2 : Provide environmental education to raise awareness and encourage action

Objective 3 : Undertake land management for biodiversity and promote ecosystem resilience

Objective 4 : Influence land management to improve ecosystem resilience

Objective 5 : Tackle key pressures on species and habitats

Objective 6 : Support landscape scale projects and partnerships to maximise delivery

Objective 7 : Monitor the effectiveness of the plan and review

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Objective 1 : Embed biodiversity throughout decision making at all levels

High level decision making such as policy and plan adoption and future spatial planning including the development plan process are key areas where embedding biodiversity will be vital to meet the Section 6 duty.

Objective 1 will particularly apply to all types of consents that Monmouthshire County Council issues including planning permission and other consents that may not currently consider biodiversity. It will also apply to decisions taken in relation to procurement, contracts, licences, asset management and wider land management policies such as road verge management.

The objective will be achieved by embedding biodiversity and resilience of ecosystems into business planning by service area. This will require service areas to understand what potential impacts work streams can have on biodiversity and development of a programme of delivery. Internal awareness raising and training will have an important role in meeting the objective.

Section 6 also applies to biodiversity in a global sense and requires Monmouthshire County Council to consider the effect of decisions taken or activities carried out within Wales but also in relation to biodiversity outside of Wales for example in the procurement of sustainable products from other parts of the world. It is also a pertinent point for Monmouthshire where cross boundary considerations for biodiversity and ecosystem resilience, particularly relating to Gloucestershire and Herefordshire, are relevant.

This objective contributes to the Nature Recovery Plan for Wales Objective 1.

Objective 2 : Provide environmental education to raise awareness and encourage action

An improved understanding and awareness of biodiversity and ecosystems leads to behavioural change and encourages everyone to act. Environmental education has developed over several decades and it is now threatened by funding cuts however, to make real progress towards better understanding and appreciation of the value of biodiversity and ecosystems, it is vital to maintain actions to meet this objective.

Environmental education provision by Monmouthshire County Council as the Local Education Authority and through service areas such as Countryside & Green Infrastructure, Waste & Recycling, Outdoor Education, Monmouthshire Youth Service and the role of the Rural Development Programme can deliver this objective which will require sufficient resource to be put in place.

Alignment with the work of external partners will be vital and the use of networks such as the Outdoor Learning Wales: Monmouthshire Cluster Group can facilitate this. Key external partners include Keep Wales Tidy, Gwent Wildlife Trust, Welsh Water, Wye Valley Area of Outstanding Natural Beauty Unit, Brecon Beacons National Park Authority, RSPB and others. Volunteers, including those at Monmouthshire County Council, also provide vital support in this delivery.

There are opportunities to engage staff at Monmouthshire County Council with the use of resources such as the Incredible Edible pollinator garden at County Hall Usk and Caldicot Castle Country Park.

The connection between benefits to the environment and well-being benefits of people is an important target area for many partner organisations. As well as encouraging action, this work shall contribute to the physical and mental health and wellbeing of those involved.

This objective contributes to the Nature Recovery Plan for Wales Objective 1.

Objective 3 : Undertake land management for biodiversity and promote ecosystem resilience

The rationale for land management methods by Monmouthshire County Council shall be reviewed to identify opportunities to improve sites for Biodiversity so long as is consistent with commitments under other legislation such as those relating to Health and Safety and Heritage. A Green Infrastructure approach to this management shall ensure multiple benefits for communities.

Changes shall be made with the aim of restoring habitats to a natural and resilient state and in particular to safeguard Section 7 habitats and species. To achieve this objective Monmouthshire County Council will need to have a better understanding of where and how we influence these habitats and species. Conservation management skills, machinery and processes may need to be developed to enable a shift from a 'neat and tidy' rationale to a management of habitats approach. Reviewing pesticide use and other practices will deliver more benefits.

Working in partnership with other organisations and volunteers such as Keep Wales Tidy and Friend's Groups will increase the specialist expertise available and establish 'buy-in' of local communities. Tools such as the Green Infrastructure Action Plan for Pollinators in South Wales can provide framework for delivery. Monmouthshire County Council has a close connection to the Bee Friendly Initiative is working to achieve a Bee Friendly status which shall aid in meeting this objective.

Monmouthshire County Council shall seek to enhance the capacity of natural resources on sites it owns to provide essential ecosystem services such as water management, climate regulation and crop pollination as well as enhancing the environment.

This objective contributes towards Nature Recovery Plan Objectives 2 & 3.

Objective 4 : Influence land management to improve ecosystem resilience

Positively influencing management undertaken by others can increase the impact Monmouthshire County Council has on improving ecosystem resilience across the region and beyond. Continuing to work with external partners and supporting landscape scale projects such as Living Levels, Wye Catchment Partnership and the Long Forest project can increase the scale of the impact.

Development Management shall continue to deliver this through promoting a Green Infrastructure approach to design, development and subsequent management of sites. The Rural Development Programme shall do this through projects such as those promoting action for pollinating insects.

There is also scope for land owned by Monmouthshire County Council which is subject to tenancies and licences to be influenced by using clauses and conditions which will reduce negative impacts and promote positive actions e.g. protecting high value sites, tree

planting or hedgerow management. There are opportunities to play an important role in tackling climate change and its negative effects.

Monmouthshire County Council shall continue to be an exemplar of best practice for management and encourage other Public Authorities to make changes.

This objective contributes towards Nature Recovery Plan Objectives 1, 2 & 3.

Objective 5 : Tackle key pressures on species and habitats

Pollution, invasive non-native species (INNS), and inappropriate land management are pressures on species and habitats that need to be tackled. Monmouthshire County Council has statutory duties relating to pollution and INNS under other relevant legislation however, by working in partnerships with other organisations for example Living Levels and Wye Catchment Partnership, Keep Wales Tidy and The Deer Initiative, more significant impacts can be achieved.

By adopting a Green Infrastructure approach to site management and in using nature based solutions to make improvements e.g. to improve water quality, we can take steps towards achieving the objective. A Green Infrastructure approach to development management can reduce the impacts of development on biodiversity and conserve, integrate and improve ecosystem services to deliver multifunctional benefits.

This objective contributes towards Nature Recovery Plan Objective 4

Objective 6 : Support landscape scale projects and partnerships to maximise delivery

Monmouthshire County Council's continued role in supporting and contributing to landscape scale projects is important to maximise delivery for biodiversity and ecosystems. Key projects for Monmouthshire County Council will be Living Levels, Wye Valley Catchment Partnership and any forthcoming Sustainable Management Schemes or HLF projects where Monmouthshire County Council has a remit particularly in the National Park and Wye Valley AONB. These projects often require cross-boundary working to take place with neighbouring authorities and organisations.

The role of the Environment Partnership Board in steering this work shall continue to bring together key organisations and provide direction for the Local Authority in delivery of the Environment (Wales) Act 2016 and Well-being of Future Generations Act 2015. As

identified through consultation with external partners, there is a need for a Local Nature Partnership on a Monmouthshire level to provide an information sharing network and identify opportunities for collaborative works with partners, community groups and volunteers.

This objective contributes towards Nature Recovery Plan Objective 1, 2, 3 & 4.

Objective 7 : Monitor the effectiveness of the plan and review

Action carried out by Monmouthshire County Council shall be monitored to establish its effectiveness. Individual service areas shall undertake monitoring. Partnership working including working with volunteers will be vital to establish the effectiveness of action such as the Rural Development Programme. It is a requirement that the plan is reported on to Welsh Government in 2019 and every three years subsequently. Monmouthshire County Council commits to this and to learning from the results of monitoring. The forward plan and service area action plans shall be reviewed accordingly.

This objective contributes towards Nature Recovery Plan Objective 5

6. The Next Steps in Delivery

Work has already commenced to develop Service Area Action Plans to embed and deliver the action required. The first priorities for 2017-18 are to:

- ❖ Continue assessing and reviewing how service areas and work streams impact biodiversity and ecosystem resilience and identify opportunities to meet the Section 6 duty.
- ❖ Develop actions with measurable targets for delivery by work stream for each service area.
- ❖ Use business plans to embed the consideration of biodiversity and ecosystems into policies, plans, programmes, projects and day to day activities.
- ❖ Using the Green Infrastructure approach as a means of delivering multiple benefits.
- ❖ Reporting on implementation of the forward plan as required by Welsh Government.
- ❖ Establish governance with the Environment Partnership Board as the steering group and work in partnership with other organisations to maximise delivery for biodiversity.
- ❖ Identifying how this work delivers Monmouthshire County Council's duties under the Wellbeing of Future Generations Act 2016.

Each service area will have responsibility for delivery and monitoring of the forward plan however the Green Infrastructure & Countryside Team shall lead and facilitate the process.

7. Glossary of terms

Biodiversity is defined in the Environment (Wales) Act as *the diversity of living organisms, whether at the genetic, species or ecosystem level*. Biodiversity drives the functioning and resilience of our ecosystems.

Green infrastructure is defined in Monmouthshire County Council's Supplementary Planning Guidance as *the network of natural and semi-natural features, green spaces rivers and lake that intersperse and connect villages, towns and cities*. When appropriately planned, designed and managed, green infrastructure has the potential to deliver a wide range of benefits for people and wildlife.

Ecosystems are defined by the UN Convention on Biological Diversity (CBD) as "a dynamic complex of plant, animal and micro-organisms and their non-living environment interacting as a functional unit."

Ecosystem approach is defined by the CBD as "a strategy for the integrated management of land, water and living resources that promotes conservation and sustainable use in an equitable way." This is widely recognised as international best practice for addressing the decline in biodiversity.

Ecosystem services are the conditions and processes through which natural ecosystems, and the species that make them up, sustain and fulfil human life. They maintain biodiversity and the production of ecosystem goods (Daily, 1997). They are split into four categories:

Supporting services– underpins all other services and includes nutrient cycling, soil formation and primary production

Provisioning services- all our food, fresh water, wood and fibre, fuel

Regulating- cleaning air and water, flood control, carbon sequestration

Cultural- aesthetic, spiritual, educational, recreational

Natural resources are defined in the Environment Act as:

- a) Animals, plants and other organisms
- b) Air, water and soil

- c) Minerals
- d) Geological features and processes
- e) Physiographical features
- f) Climatic features and processes

These individual components defined in the Act combine and work together in many ways and at many scales, from which humans use and obtain benefits. These components and processes work together and are referred to as ecosystems.

Resilience- Ecosystems are considered to be **resilient** if they are able to cope with disturbance or change so that they maintain their functioning and ability to deliver benefits. The Environment Act recognises a number of attributes of ecosystems that support resilience, including their scale and extent, connectedness, condition, diversity, and ability to adapt.

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Appendix 1: Environment (Wales) Act 2016 – Section 7 Habitats in Monmouthshire (incl. BBNP)

Habitats of principal importance for the purpose of maintaining and enhancing biodiversity in relation to Wales are listed below. This is an interim list, which is exactly the same as the previous list under Section 42 of the NERC Act 2006, and is currently under review in consultation with NRW.

Habitats	Cynefin	Priority Habitats	Cynefin sy'n Flaenoriaeth
Terrestrial, coastal & freshwater	Daearol, arfordirol a dŵr croyw		
Broadleaved, mixed and yew woodland	Coedwig lydanddail, gymysg ac ywen	Traditional orchards	Perllannau traddodiadol
		Wood pasture & parkland	Porfa goediog a pharcdir
Page 87		Upland oak woodland	Coedwig dderi yn yr ucheldir
		Lowland beech and yew woodland	Coedwig ffawydd ac ywen ar dir isel
		Upland mixed ash woodland	Coedwig ynn gymysg ar dir uchel
		Wet woodland	Coedwig wlyb
		Lowland mixed deciduous woodland	Coedwig gollddail gymysg ar dir isel
Boundary and linear features	Nodweddion llinellol a therfynau	Hedgerows	Gwrychoedd
Arable and horticultural	Tir âr a garddwriaethol	Arable field margins	Ymylon caeau ŷd
Improved grassland	Glaswelltir wedi ei wella	Coastal and floodplain grazing marsh	Tir pori corslyd ar forfa arfordirol a gorlifdir
Neutral grassland	Glaswelltir niwtral	Lowland meadows	Gweirgloddiau yr iseldir
Calcareous grassland	Glaswelltir calchaid	Lowland calcareous grassland	Glaswelltir calchaid yr iseldir

		Upland calcareous grassland	Glaswelltir calchaid tir uchel
Acid grassland	Glaswelltir asidaidd	Lowland dry acid grassland	Glaswelltir asidaidd sych yr iseldir
Dwarf shrub heath	Gweundir o gorlwyni	Lowland heathland	Gweundir yr iseldir
		Upland heathland	Gweundir yr ucheldir
Fen, marsh and swamp	Ffen, cors a chors siglennaidd	Upland flushes, fens and swamps	Trylifiadau, ffeniau a chorsydd siglennaidd ar dir uchel
		Lowland fens	Ffeniau ar dir isel
Page 88		Purple moorgrass and rush pastures	Porfeydd brwyn a glaswellt y gweunydd
		Reedbeds	Gwelyau cyrs
Bogs	Corsydd	Lowland raised bog	Cyforgors ar dir isel
		Blanket bog	Gorgors
Montane Habitats	Cynefinoedd mynyddig	Mountain heaths and willow scrub	Gweundir a phrysgwydd helyg ar dir mynyddig
Rivers and Streams	Afonydd a nentydd	Rivers	Afonydd
Standing open waters and canals	Dŵr llonydd agored a chamlesi	Oligotrophic and dystrophic lakes	Llynoedd oligotroffig a dystroffig
		Ponds	Pyllau dŵr

		Mesotrophic lakes	Llynnoedd mesotroffig
		Eutrophic standing waters	Dyfroedd llonydd ewtroffig
		Aquifer-fed naturally fluctuating water bodies	Dyfroedd a gyflenwir gan ddyfrhaen, ac sy'n arddangos amrywiadau naturiol yn lefel y dŵr
Inland rock	Craig fewndirol	Inland rock outcrop and scree habitats	Cynefinoedd brigiadau craig a sgri mewndirol
		Open mosaic habitats on previously developed land	Brithwaith o gynefinoedd agored ar dir a oedd cynt wedi ei ddatblygu
Supralittoral rock	Craig uwch-lanw	Maritime cliff and slopes	Clogwyni a llethrau arforol
Marine	Morol		
Littoral Rock	Craig o fewn cylchfa'r llanw	<i>Sabellaria alveolata</i> reefs	Riffiau <i>Sabellaria alveolata</i>
		Estuarine rocky habitats	Cynefinoedd creigiog aberol
		Coastal saltmarsh	Morfa heli
Littoral sediment	Gwaddodion o fewn cylchfa'r llanw	Intertidal mudflats	Eangderau llaid yn y gylchfa rhyng-lanw
		Seagrass beds	Gwelyau o wellt-y-gamlas
		Peat and clay exposures	Amlygiadau o fawn a chlai
		Tidal swept channels	Sianelau sy'n cael eu 'sgubo gan y llanw
Sublittoral rock	Craig is-lanw	Subtidal sands and gravels	Graean a thywod is-lanw

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Appendix 2 Environment (Wales) Act 2016 – Section 7

Living organisms of principal importance for the purpose of maintaining and enhancing biodiversity in relation to Wales. This list has been compiled using data from the South East Wales Biodiversity Record Centre and the Rare Plant Register for VC35.

Ψ Wales only species; † original S74 species; P Present; PB Present confirmed breeding; LA Likely Absent; H (year) Historical* (year last recorded) Historical, for the purposes of this list, is considered to be pre-1980.

Mammals / Mamaliad (16 species/rhywogaeth)			Monmouthshire
<i>Arvicola terrestris</i>	Water vole†	Llygoden bengron y dŵr	PB
<i>Barbastella barbastellus</i>	Barbastelle bat†	Ystlum du	P
<i>Erinaceus europaeus</i>	West European hedgehog	Draenog	PB
<i>Lepus europaeus</i>	Brown hare†	Ysgyfarnog	PB
<i>Lutra lutra</i>	Otter†	Dyfrgi	PB
<i>Martes Martes</i>	Pine marten	Bele'r coed	P
<i>Micromys minutus</i>	Harvest mouse	Llygoden yr ŷd	PB
<i>Muscardinus avellanarius</i>	Dormouse†	Pathew	PB
<i>Mustela putorius</i>	Polecat	Ffwlbart	PB
<i>Myotis bechsteinii</i>	Bechstein's bat†	Ystlum Bechstein	P
<i>Nyctalus noctula</i>	Noctule	Ystlum mawr	PB
<i>Pipistrellus pipistrellus</i>	Common Pipistrelle†Ψ	Ystlum lleiaf	PB
<i>Pipistrellus pygmaeus</i>	Soprano Pipistrelle†	Ystlum lleiaf meinlais	PB
<i>Plecotus auritus</i>	Brown long-eared bat	Ystlum hirglust	PB
<i>Rhinolophus ferrumequinum</i>	Greater horseshoe bat†	Ystlum pedol mwyaf	PB
<i>Rhinolophus hipposideros</i>	Lesser horseshoe bat†	Ystlum pedol lleiaf	PB

Birds /Adar (44 species/rhywogaeth)			
<i>Alauda arvensis subsp. arvensis/scotica</i>	Skylark†	Ehedydd	P
<i>Anser albifrons subsp. flavirostris</i>	Greenland greater white-	Gŵydd dalcen-wen yr	P

	fronted goose	Ynys Las	
<i>Anthus trivialis</i>	Tree pipit	Corhedydd y coed	P
<i>Botaurus stellaris</i>	Great bittern†	Aderyn y bwn	P
<i>Branta bernicula subsp. bernicula</i>	Dark-bellied brent goose	Gwydd ddu Siberia	P
<i>Caprimulgus europaeus</i>	European nightjar†	Troellwr mawr	PB
<i>Carduelis cabaret</i>	Lesser redpoll	Llinos bengoch fach	PB
<i>Carduelis cannabina subsp. autochthona/cannabina</i>	Common linnet†	Llinos	PB
<i>Charadrius hiaticula</i>	Ringed plover Ψ	Cwtiad torchog	P
<i>Circus cyaneus</i>	Hen harrier†Ψ	Boda tinwyn	P
<i>Coccothraustes coccothraustes</i>	Hawfinch	Gylfinbraff	P
<i>Crex crex</i>	Corncrake†	Rhegen yr ŷd	P
<i>Cuculus canorus</i>	Common cuckoo	Cog	P
<i>Cygnus columbianus subsp. Bewickii</i>	Tundra swan = Bewick's swan	Alarch Bewick	P
<i>Dendrocopus minor subsp. Comminutus</i>	Lesser spotted woodpecker	Cnocell fraith leiaf	PB
<i>Emberiza calandra subsp. calandra/clanceyi</i>	Corn bunting†	Bras yr ŷd	H (1973)
<i>Emberiza citrinella</i>	Yellowhammer†	Bras melyn	PB
<i>Emberiza schoeniclus</i>	Reed bunting†	Bras y cyrs	PB
<i>Falco tinnunculus</i>	KestrelΨ	Cudyll coch	PB
<i>Ficedula hypoleuca</i>	Pied flycatcherΨ	Gwybedog brith	PB
<i>Lagopus lagopus subsp. scotica</i>	Red grouse	Grugiar goch	PB
<i>Larus argentatus subsp. argentus</i>	Herring gull	Gwylan y penwaig	PB

<i>Larus ridibundus</i>	Black-headed Gull Ψ	Gwylan benddu	PB
<i>Limosa lapponica</i>	Bar-tailed godwit Ψ	Rhostog gynffonfraith	P
<i>Locustella naevia</i>	Common grasshopper warbler	Troellwr bach	PB
<i>Lullula arborea</i>	Woodlark	Ehedydd y coed	PB
<i>Melanitta nigra</i>	Common scoter \dagger	Môr-hwyaden ddu	P
<i>Motacilla flava subsp. flavissima</i>	Yellow wagtail	Siglen felen	PB
<i>Muscicapa striata</i>	Spotted flycatcher \dagger	Gwybedog mannog	PB
<i>Numenius arquata</i>	Eurasian curlew \dagger	Gylfinir	PB
<i>Parus montanus subsp. Kleinschimdti</i>	Willow tit	Titw'r helyg	PB
<i>Parus palustris subsp. palustris/dresseri</i>	Marsh tit	Titw'r wern	PB
<i>Passer domesticus</i>	House sparrow	Aderyn y to	PB
<i>Passer montanus</i>	Eurasian tree sparrow \dagger	Golfan y mynydd	PB
<i>Perdix perdix</i>	Grey partridge \dagger	Petrisen	PB
<i>Phylloscopus sibilatrix</i>	Wood warbler	Telwr y coed	PB
<i>Pluvialis apricaria</i>	Golden plover $\dagger\Psi$	Cwtiad aur	P
<i>Prunella modularis subsp. Occidentalis</i>	Hedge accentor (Dunnock, Hedge sparrow)	Llwyd y gwrych	PB
<i>Pyrrhula pyrrhula subsp. pileata</i>	Common bullfinch \dagger	Coch y berllan	PB
<i>Streptopelia turtur</i>	European turtle dove \dagger	Turtur	PB
<i>Sturnus vulgaris subsp. vulgaris</i>	Common starling	Drudwen	PB
<i>Turdus philomelos subsp. clarkei</i>	Song thrush \dagger	Bronfraith	PB
<i>Turdus torquatus</i>	Ring ouzel	Mwyalchen y mynydd	PB
<i>Vanellus vanellus</i>	Northern lapwing \dagger	Cornchwiglen	PB

Fish / Pysgod (7 species/rhywogaeth)	
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<i>Alosa alosa</i>	Allis shad†	Herlyn	H (1964)
<i>Alosa fallax</i>	Twaite shad†	Gwangen	PB
<i>Anguilla anguilla</i>	European eel	Llysywen	P
<i>Lampetra fluviatilis</i>	River lamprey	Llysywen bendoll yr afon	PB
<i>Petromyzon marinus</i>	Sea lamprey	Llysywen bendoll y môr	P
<i>Salmo salar</i>	Atlantic salmon	Eog	P
<i>Salmo trutta</i>	Brown / Sea trout	Brithyll / Siwin	P

Reptiles and amphibians / Ymlusgiaid ac Amffibiaid (6 species/rhywogaeth)

<i>Anguis fragilis</i>	Slow-worm	Neidr ddefaid	PB
<i>Bufo bufo</i>	Common toad	Llyffant dafadennog	PB
<i>Zootoca vivipara</i>	Common lizard	Madfall	PB
<i>Natrix natrix</i>	Grass snake	Neidr y gwair / neidr y glaswellt	PB
<i>Triturus cristatus</i>	Great crested newt†	Madfall ddwr gribog	PB
<i>Vipera berus</i>	Adder	Gwiber	PB

Invertebrates / Anifeiliaid Di-asgwrn-cefn (113 species/rhywogaeth)

<i>Acronicta psi</i>	Grey dagger	Bidog llwyd	P
<i>Acronicta rumicis</i>	Knot grass	Bidog y tafol	P
<i>Adscita statices</i>	The forester	Coediwr	P
<i>Agonopterix atomella</i>	A micro-moth (greenweed flat-body)	Micro-wyfyn	P
<i>Agrochola helvola</i>	Flounced chestnut	Castan Grech	P
<i>Agrochola litura</i>	Brown-spot pinion	Castan smotyn brown	P
<i>Agrochola lychnidis</i>	Beaded chestnut	Castan leiniog	P

<i>Allophytes oxyacanthae</i>	Green Brindled crescent	Cilgant brych	P
<i>Amphipoea oculea</i>	Ear moth	Clustwyfyn llygeidiog	P
<i>Amphipyra tragopoginis</i>	Mouse moth	Ôl-adain lyglwyd	P
<i>Anania funebris</i>	A Pyralid moth	Gwyfyn o deulu'r Pyralidiau	H (1974)
<i>Apamea remissa</i>	Dusky brocade	Brithyn llwydolau	P
<i>Arctia caja</i>	Garden tiger	Teigr yr ardd	P
<i>Argynnis adippe</i>	High brown fritillary†	Britheg frown	P
<i>Asilus crabroniformis</i>	Hornet robber fly†	Pryf llofrudd	P
<i>Asteroscopus sphinx</i>	The sprawler	Cwckill bwaog	P
<i>Atethmia centrigo</i>	Centre-barred sawfly	Melyn yr onnen	P
<i>Austropotamobius pallipes</i>	White-clawed freshwater crayfish†	Cimwch dŵr croyw	P
<i>Bembidion quadripustulatum</i>	A ground beetle	Chwilen ddaear	P
<i>Bembidion testaceum</i>	A ground beetle†	Chwilen ddaear	P
<i>Boloria euphrosyne</i>	Pearl-bordered fritillary†	Britheg berlog	P
<i>Boloria selene</i>	Small pearl-bordered fritillary	Britheg berlog fach	P
<i>Bombus humilis</i>	Brown-banded carder-bee†	Cardwenynen lwydfrown	P
<i>Bombus muscorum</i>	Moss carder-bee	Cardwenynen y mwsogl	P
<i>Bombus ruderarius</i>	Red-shanked carder-bee	Cardwenynen goesgoch	P
<i>Bombus sylvarum</i>	Shrill carder-bee†	Cardwenynen feinlais	P
<i>Brachylomia viminalis</i>	Minor shoulder-knot	Gwargwlwm bach	P
<i>Brachyptera putata</i>	Northern February red†	Coch y mis bach (math o bryf cerrig)	P
<i>Calosoma inquisitor</i>	A ground beetle	Chwilen ddaear	P
<i>Carabus monilis</i>	A ground beetle	Chwilen ddaear	P

<i>Caradrina morpheus</i>	Mottled rustic	Gwladwr brith	P
<i>Celaena haworthii</i>	Haworth's minor	Gwyfyn plu'r gweunydd	P
<i>Celaena leucostigma</i>	The crescent	Clustwyfyn cilgantog	P
<i>Chesias legatella</i>	The streak	Rhesen y banadl	P
<i>Chesias rufata</i>	Broom-tip	Rhesen gam	P
<i>Chiasmia clathrata</i>	Latticed heath	Seffyr delltog	P
<i>Clorismia rustica</i>	A Stiletto-fly†	Pryf pigfain	P
<i>Coenonympha pamphilus</i>	Small heath	Gweirlöyn bach y waun	P
<i>Cossus cossus</i>	Goat moth	Gwyfyn drewllyd	H (1971)
<i>Cupido minimus</i>	Small blue	Glesyn bach	P
<i>Cymatophorima diluta</i>	Oak lutestring	Tant y derw	P
<i>Diarsia rubi</i>	Small square-spot	Smotyn sgwâr bach	P
<i>Diloba caeruleocephala</i>	Figure of eight	Crwbach ffigwr wyth	P
<i>Ecliptopera silaceata</i>	Small phoenix	Ffenics bach	P
<i>Empis limata</i>	A dance fly	Pryf dawnsio	P
<i>Ennomos erosaria</i>	September thorn	Carpiog Medi	P
<i>Ennomos fuscantaria</i>	Dusky thorn	Carpiog tywyll	P
<i>Ennomos quercinaria</i>	August thorn	Carpiog Awst	P
<i>Entephria caesiata</i>	Grey mountain carpet	Brychan llwyd y mynydd	P
<i>Epirrhoe galiata</i>	Galium carpet	Brychan y friwydd	P
<i>Eriopygodes imbecilia</i>	The silurianΨ	Gwyfyn Gwent	P
<i>Erynnis tages</i>	Dingy skipper	Y gwibiwr llwyd	P
<i>Eucera longicornis</i>	Long-horned Bee	Gwenynen gorniog	P
<i>Eugnorisma glareosa</i>	Autumnal rustic	Gwladwr yr hydref	P
<i>Eulithis mellinata</i>	The spinach	Brychan cyrens	P
<i>Eurodryas aurinia</i>	Marsh fritillary†	Britheg y gor	P

<i>Euxoa nigricans</i>	Garden dart	Dart y gerddi	P
<i>Formicoxenus nitidulus</i>	Shining guest ant	Morgrugyn gwestai gloyw	P
<i>Graphiphora augur</i>	Double dart	Dart deunod	P
<i>Heliophobus reticulata</i>	Bordered gothic†	Rhwyl ymylog	H (1892)
<i>Hemaris tityus</i>	Narrow-bordered bee hawk-moth†	Gwalchwyfyn gwenynaidd ymyl gul	H (1933)
<i>Hemistola chrysoprasaria</i>	Small emerald	Emrallt barf yr hen ŵr	P
<i>Hepialus humuli</i>	Ghost moth	Chwimwyfyn rhithiol	P
<i>Hipparchia semele</i>	Grayling	Gweirlöyn llwyd	P
<i>Hoplodrina blanda</i>	The rustic	Llwyd llyfn	P
<i>Hydraecia micacea</i>	Rosy rustic	Gwladwr gwridog	P
<i>Lasiommata megera</i>	Wall brown	Gweirlöyn y cloddiau	P
<i>Leptidea sinapis</i>	Wood white	Gwyn y coed	P
<i>Limenitis camilla</i>	White admiral	Mantell wen	P
<i>Lipsothrix nervosa</i>	A crane fly†	Pryf teiliwr gieuog	P
<i>Lipsothrix nigristigma (nobilis)</i>	A crane fly	Pryf teiliwr smotyn du	P
<i>Lucanus cervus</i>	Stag beetle†	Chwilen gorniog	P
<i>Lycia hirtaria</i>	Brindled beauty	Rhisglyn brith	P
<i>Macaria wauaria</i>	V moth	Seffyr y ffyrch	P
<i>Malacosoma neustria</i>	The lackey	Gwaswyfyn	P
<i>Melanchra persicariae</i>	Dot moth	Gwyfyn dotiog	P
<i>Melanthia procellata</i>	Pretty chalk carpet	Brychan hardd y calch	P
<i>Meloe proscarabaeus</i>	An oil-beetle	Chwilen olew	P
<i>Meloe rugosus</i>	An oil-beetle	Chwilen olew	P
<i>Meloe violaceus</i>	An oil-beetle	Chwilen olew	P
<i>Meotica anglica</i>	A rove beetle†	Chwilen grwydr	P

<i>Minoa murinata</i>	Drab looper	Dolennwr llwydfelyn	P
<i>Monocephalus castaneipes</i>	A money spider	Corryn lwcus	P
<i>Orthonama vittata</i>	Oblique carpet	Brychan lletraws	P
<i>Orthosia gracilis</i>	Powdered quaker	Crynwr llychlyd	P
<i>Perizoma albulata subsp. albulata</i>	Grass rivulet	Gwregys y gwair	P
<i>Pisidium tenuilineatum</i>	Fine-lined pea mussel†	Misglen rhesi main	P
<i>Potamanthus luteus</i>	A mayfly	Gwybedyn Mai	P
<i>Pseudanodonta complanata</i>	Depressed river mussel†	Misglen yr afon bantiog	P
<i>Pyrgus malvae</i>	Grizzled skipper	Gwibiwr brith	P
<i>Rhabdomastix japonica</i>	A crane fly	Pryf teiliwr	P
<i>Rheumaptera hastata</i>	Argent and sable†	Brychan du a gwyn	P
<i>Rhizedra lutosa</i>	Large wainscot	Gwelltwyfyn mawr	P
<i>Sabra harpagula</i>	Scarce hook tipΨ	Bachadain brin	P
<i>Satyrium w-album</i>	White letter hairstreak	Brithribin wen	PB
<i>Scopula marginepunctata</i>	Mullein wave	Ton arfor	P
<i>Scotopteryx chenopodiata</i>	Shaded broad-bar	Rhesen lydan dywyll	P
<i>Spilosoma lubricipeda</i>	White ermine	Ermin gwyn	P
<i>Spilosoma luteum</i>	Buff ermine	Ermin llwydfelyn	P
<i>Stilbia anomala</i>	The anomalous	Llwyd gloyw	P
<i>Synanthedon scoliaeformis</i>	Welsh clearwing†Ψ	Cliradain Gymreig	P
<i>Synaptus filiformis</i>	Hairy click beetle†	Chwilen glec flewog	P
<i>Thecla betulae</i>	Brown hairstreak†	Brithribin brown	P
<i>Tholera cespitis</i>	Hedge rustic	Rhwyll y crawcwellt	P
<i>Tholera decimalis</i>	Feathered gothic	Rhwyll bluog	P
<i>Timandra comae</i>	Blood-vein	Gwyfyn gwythien goch	P
<i>Trichiura crataegi</i>	Pale eggar	Wylun gwelw	P

<i>Tyria jacobaeae</i>	The cinnabar	Teigr y benfelen	P
<i>Watsonalla binaria</i>	Oak Hook-tip	Bachadain y derw	P
<i>Xanthorhoe ferrugata</i>	Dark-barred twin-spot carpet	Brychan deusmotiog tywyll	P
<i>Xestia agathina</i>	Heath rustic	Clai'r rhos	P
<i>Xestia castanea</i>	Neglected rustic	Clai'r waun	P
<i>Xylena exsoleta</i>	Sword-grass†	Cleddwyfyn cyffredin	H (1892)

Vascular plants / Planhigion fasgwlaidd (26 species / rhywogaeth)

<i>Asplenium trichomanes subsp. pachyrachis</i>	A maidenhair spleenwortΨ	Duegredynen gwallt y forwyn	P
<i>Bupleurum tenuissimum</i>	Slender Hare`s-ear	Paladr trwyddo eiddilddail	P
<i>Campanula patula</i>	Spreading bellflower†	Clychlys ymledol	P
<i>Centaurea cyanus</i>	Cornflower	Glas yr yd	P
<i>Cephalanthera longifolia</i>	Narrow-leaved Helleborine	Caldrist gulddail	LA
<i>Clinopodium acinos</i>	Basil thyme	Brenhinllys y maes	P
<i>Dianthus armeria</i>	Deptford pink†	Penigan y porfeydd	P
<i>Fumaria purpurea</i>	Purple ramping-fumitory†	Mwg y ddaear glasgoch	P
<i>Galeopsis angustifolia</i>	Red hemp-nettle†	Y Benboeth gulddail	LA
<i>Hypopitys monotropa</i> (= <i>Monotropa hypopitys</i>)	Yellow bird`s-nest	Cytwf	P
<i>Hypopitys monotropa subsp hypophegea</i> (= <i>Monotropa hypopitys subsp hypophegea</i>)	A bird`s-nest	Cytwf	P
<i>Hypopitys monotropa subsp monotropa</i> (= <i>Monotropa hypopitys subsp</i>)	A bird`s-nest	Cytwf	P

<i>hypopitys)</i>			
<i>Lycopodium clavatum</i>	Stag's-horn clubmoss Ψ	Cnwp-fwsogl corn carw	P
<i>Melittis melissophyllum</i>	Bastard balm	gwenynog	H (1977)
<i>Mentha pulegium</i>	Pennyroyal \dagger	Brymlys	LA
<i>Oenanthe fistulosa</i>	Tubular water-dropwort	Cegiden bibellaidd	P
<i>Ophrys insectifera</i>	Fly orchid	Tegeirian y clêr	H (1979)
<i>Platanthera bifolia</i>	Lesser butterfly-orchid	Tegeirian llydanwyrdd bach	P
<i>Ranunculus arvensis</i>	Corn buttercup	Blodyn-ymenyn yr yd	LA
<i>Scleranthus annuus</i>	Annual knawel	Dinodd unflwydd	LA
<i>Sorbus eminens</i>	A whitebeam	Cerddinen Mynwy	P
<i>Sorbus leptophylla</i>	A whitebeam	Cerddinen Gymreig	P
<i>Trollius europaeus</i>	Globe-flower Ψ	Cronnell	P

Lichens /Cen (information to follow)	
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Mosses and liverworts / Mwsoglau a Llysiau'r Afu (3 species)	
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<i>Anomodon longifolius</i>	Long-leaved tail-moss \dagger	Cynffon-fwsogl hirddail	P
<i>Weissia multcapsularis</i>	Many-fruited Beardless-moss \dagger		P
<i>Weissia squarrosa</i>	Spreading-leaved beardless-moss	Mwsogl minfoel dail atblyg	P

Fungi / Ffyngau (4 species / rhywogaeth)	
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<i>Clavaria zollingeri</i>	A fairy club/violet coral $\dagger\Psi$	Ffwng cwrel dulas	P
<i>Entoloma bloxamii</i>	Big blue pinkgill	Tagell binc las fawr	P
<i>Microglossum olivaceum</i>	Olive earthtongue \dagger	Tafod daear bach	P

		melynwyrdd	
<i>Piptoporus quercinus</i>	Oak polypore	Ysgwydd y derw	P

Marine/Morol (3 species / rhywogaeth)			
<i>Gadus morhua</i>	Cod†	Penfras	P
<i>Phocoena phocoena</i>	Harbour porpoise†	Llamhidydd	P
<i>Tursiops truncatus</i>	Bottlenose dolphin†	Dolffin trwyn potel	P

Appendix 3 : Summary of findings of internal interviews

Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems
Planning Development Control	Buildings and land often surveyed for wildlife presence	Training provided and checklist developed by MCC Ecologist has streamlined application process, speeding it up, empowering DC officers to make decisions themselves re likely impact on biodiversity. Prevents applicants having negative impression of protection of species through planning process	Giving consent for development		
	Green Infrastructure Strategy includes habitat creation in larger developments. This is seen as a flagship policy for MCC, and very positive.			Monitoring implementation of Green Infrastructure Strategy over time, and follow up post-development. Has green infrastructure been provided, is it being appropriately managed? What action can be taken if it isn't?	Planning Inspector /Welsh Government can overrule MCC decisions on planning if the applicant successfully appeals. This can result in policies that are inconsistently applied.
		Development control process will be entirely			

		paperless from 1/1/2017			
				Awareness of the bigger picture of biodiversity – eg “State of Nature”; why do we protect some species, why are they vulnerable, how does our work affect them?	Previous difficulties with NRW consultation.
Planning, Building Regs	Picking up on the need to protect certain Protected Species and providing advice on this.	Ensuring buildings are constructed to the right standard eg energy efficiency. Signposting clients to advice where necessary – eg trees, bats etc.	Cumulative impact of developments.	Continue and develop close working relationship with ecologists Better post-development monitoring, eg bat bricks at County Hall. Would be useful to develop a better working relationship with NRW eg the cumulative impact of domestic sewerage on water quality of the R Usk. They are not necessarily aware of problem areas like this.	
Planning, Forward Plan	Identifying sites, and where to avoid, for future housing and other development, plus policies for Green Infrastructure.	Identifying sites, and where to avoid, for future housing and other development, plus policies for Green Infrastructure.	Identifying sites, and where to avoid, for future housing and other development, plus policies for	CIL may provide more opportunities for biodiversity improvements off site.	

		Site assessments are undertaken for each of the candidate sites, including biodiversity surveys.	Green Infrastructure.	An annual monitoring report is provided to WG, which includes monitoring the impact on biodiversity, but data on biodiversity is difficult to find. Information collected as part of development of the Env Act Plan would be useful for the LDP, in identifying risks and opportunities.	
Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems
Sustainability		MCC Recycled paper, Fairtrade, sustainable procurement policy, waste and recycling production within MCC		Discussions with Environment Agency/NRW or other local authorities to follow good practice on procurement and waste management. Alison Howard may have some info from some time ago re waste and recycling from MCC	Difficult to enforce sustainable procurement, except for high value items, but lowest cost remains the most important criteria. No monitoring of waste and recycling.
		Reducing CO2 emissions through reduced energy use. Monitoring is already done by Ian Hoccom.	CO2 emissions contribute to climate change and therefore have a		Staff resources are an issue if initiatives do not result in cost savings.

		Staff vehicle mileage is monitored as part of Future Monmouthshire (Craig O'Connor has figures). MCC are introducing hydrogen powered vehicles and a filling station as a trial. A Green Travel Plan was a requirement of County Hall construction, but has not been implemented as it is felt that other projects elsewhere will have a higher impact.	direct impact on biodiversity.		
Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems/Threats
Licensing	Licensing activities that prevent harm to biodiversity – litter, fumes, noise, storage of poisons and pollutants,		Activities that can cause harm to biodiversity are licensed.	The main consideration is protecting human health and wellbeing. The Events Safety Advisory Group has insufficient knowledge to understand the potential harm that could be done to biodiversity	
County Farms	Ownership of 31 farm holdings and land. MCC manages the infrastructure – eg drainage and buildings,		Poor maintenance of farm infrastructure, causing pollution issues to	Better understanding of the ecological resources, and the functioning of ecological services	Most tenancies are for the lifetime of the tenant, so the function of the County farms to provide a way in to

	<p>but farmers are left to manage their own businesses.</p> <p>2800 acres total, mostly grade 2 and 3 agricultural land (good to moderate quality).</p> <p>Church Land Trust land has recently been leased to GWT and Mon Meadows Group to manage for its conservation value (Wet Meadow, Trellech), and this could be positive in beginning a dialogue.</p>		<p>surrounding water courses (especially dairy holdings).</p>	<p>represented on the farms.</p> <p>Providing tenant farmers with information about wildlife friendly agriculture and access to funding.</p> <p>Opportunity for landscape scale projects in some places, eg Caldicot, Leechpool, Caerwent area.</p> <p>County farms have worked with ADAS to provide advice and information about various aspects of land management.</p> <p>Potential to connect fragmented habitats, or to prevent fragmentation.</p>	<p>agriculture for young people is not being fulfilled.</p> <p>County Farms unit have a hands off approach to managing the farms. There are no policies to ensure that agricultural practices are wildlife friendly.</p> <p>Lack of knowledge in County farms team of wildlife and conservation legislation, and of the ecological resources that the farms represent.</p> <p>Concern that biodiversity interests will prevent some uses of land.</p> <p>Conflict between a land bank for development and biodiversity interests</p>
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Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems/Threats
Estates Ian Hoccom	Hedges and orchard tree planting in association with PV farm development.	Managing utility contracts and monitoring use of energy and water throughout MCC estate. We report on carbon emissions as a PI. Installation of PV farm on County Farm estate at Crick.		Wood fuel purchasing for Council estate is done by a consortium, but could in future be linked to local woodland management and production of chip/pellets more locally. Opportunities with the solar PV farm to investigate potential for further energy reductions – eg hydrogen fuel production, battery storage etc. The solar PV farm will have a community benefit fund which the local community can bid for. Not sure currently how it will be administered.	
Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems/Threats
Grounds maintenance Nigel Leaworthy	Maintenance of open spaces, cemeteries, verges, planting of	Working cooperatively with Bee Friendly Monmouthshire and	Maintenance of open spaces, cemeteries, verges,	Monitoring the impact of the changes made to cutting regimes and	Perception of 'untidyness' with reduced grass cutting

	<p>annual flowers, hedge cutting etc.</p> <p>Bedding planting has changed as a result of the Pollinator Policy, with annuals now sown.</p> <p>Reduced number of grass cuts on verges and some public open spaces.</p> <p>Introduction of yellow rattle to reduce the vigour of grasses and therefore the number of cuts.</p> <p>Reduced use of glyphosate weedkiller and pesticides</p>	<p>Monmouthshire Meadows Group botany experts.</p> <p>Reduced cutting will reduce CO2 emissions</p>	<p>planting of annual flowers, hedge cutting etc.</p> <p>Use of glyphosate weedkiller and pesticides.</p>	<p>planting as a result of the Pollinator Policy. How beneficial is it?</p> <p>Introduce grass collecting machinery and find an economic use for grass cuttings eg composting/biodigestion.</p> <p>Manage areas for other stages of pollinators lives – eg hibernation, nesting etc: education/awareness needed.</p> <p>Training requested on how ecosystems function.</p>	<p>and hedge cutting, both amongst the general public and Members. This can result in a reactive service, rather than planned activity, both less effective and less biodiversity friendly.</p>
Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems/Threats
Rural Development Plan Team	RDP provides grants to groups and organisations running projects in Monmouthshire, some of which will have an impact on biodiversity.	Supporting biodiversity is one of the criteria for grant applications.		RDP team would like to know more about species and habitats of local importance and what can be done to protect them. They would also like to know	

	<p>Transition Monmouth multi-faceted project that includes tree planting, flood prevention and renewable energy.</p> <p>Gwent Wildlife Trust Deer Management Project</p>	<p>Transition Monmouth multi-faceted project that includes tree planting, flood prevention and renewable energy</p> <p>Local Action Group approves grants, and includes representatives of groups with biodiversity expertise. They suggest improvements to applications if appropriate.</p>		<p>more about SINCs and understand the potential for the RDP to connect sites/habitats.</p> <p>No environmental evaluation of funded schemes. Evaluation is purely financial – Welsh Gov set the parameters.</p>	
Who	Activities directly supporting biodiversity	Activities indirectly supporting biodiversity	Activities having a negative impact on biodiversity	Opportunities for change	Problems/Threats
Attractions, Site Management	<p>Managing Caldicot Castle & country park and Old Station, Tintern and Shirehall Monmouth.</p> <p>Management Plan in preparation for Caldicot Castle & Country Park</p>		Large events at Caldicot castle & Country Park	<p>Input and advice from ecologists is needed as site managers lack the skills and knowledge. A Phase 1 habitat survey has been completed by GWT, and bioblitz event resulted in records for that day.</p>	<p>Conflict between need to make an income via events and biodiversity</p> <p>Waste is collected in skips and not recycled at events.</p>

Appendix 4: External contacts summary of points

Threats:

- Incremental development pressure in Monmouthshire part of the AONB, which includes urbanising the countryside, mowing verges, general tidying up.
- Environmental sustainability of agricultural practices mentioned by several respondents, especially those in conservation. Reducing nitrogen deposition, reducing soil erosion and compaction are urgent priorities, as well as changing agricultural practice including stocking rates, rodenticides and free range.
- Lack of liaison between Glastir/Farming Connect and conservation organisations resulting in habitat losses and environmental damage.
- Declining soil quality which affects agricultural yields, biodiversity, water quality and carbon sequestration
- New poultry units in Monmouthshire which if sited poorly can be environmentally damaging and affect water quality.
- Abstraction pressures on river flows combined with drought, or low flow conditions
- Agricultural policy post-Brexit (both a threat and an opportunity for improvement)
- Agricultural pollution
- Lack of succession in farming families on the Levels, resulting in loss of knowledge and tradition
- Economic viability of agriculture (on the Gwent Levels)
- Flooding resulting from loss of knowledge of reed and water management on the levels.
- M4 relief road, housing, industry, tidal and solar energy schemes and electrification of the rail line will all have an impact on biodiversity on the Levels.
- Climate change and sea level rise on the Levels
- Large area between Raglan and Vale of Usk with few protected sites and intensive agriculture
- Accessibility of public rights of way. Dense network, but poor information about quality and whether or not it's possible to use them. Resources do not exist to allow monitoring of access quality in a way that is representative of Monmouthshire's communities.
- Protected sites are often small and sometimes fragmented with poor connectivity compared with neighbouring areas such as the valleys, which do not have such a high density of protected sites but the sites are well connected.

- Water quality in the Gavenny, Trothy, Nedern and Olway (and the Angidy catchment - siltation)
- Water quality in the Monmouthshire section of the River Usk due to agricultural and domestic pollution
- NRW are consulted regarding Glas Tir schemes, but by the time they are consulted it is too late to make any changes.
- There are compliance issues regarding Water Framework Directive on some County Council farm holdings, where infrastructure is in extremely poor condition. Without improvement legal action against MCC will become necessary.
- Opportunities not taken to use development to create good quality green infrastructure and connect wildlife sites together.
- Agriculture and development in the countryside, threat to riparian habitats. It is the cumulative impact, not an individual development or incident.
- Local Wildlife Site/SINC changes in ownership to a new, less sympathetic owner, especially on small high value sites
- Climate change, and changes in weather patterns will have an impact on structures of the canal eg bridges, reservoirs are vulnerable to wetter or drier weather
- Invasive Non Native Species have a large impact on habitats
- Development on flood plains should be avoided and permission for development should not be allowed in these areas.
- Nitrogen enrichment of botanically rich roadside verges due to pollution from adjacent farmland
- Public perception of management of sites, verges and public areas for biodiversity
- Uncultivated land regs are designed to protect natural and semi-natural habitats from undesirable change (eg ploughing, drainage, fertilising), by requiring an environmental impact assessment to be undertaken to assess the impact on biodiversity, but there are loopholes, and the penalty for ignoring the regulation is much smaller than the potential benefits to a landowner (£5000 max fine).
- Poor quality of surviving ponds, shading, pollution from surrounding farm land, invasive species, lack of management, infilling, nitrogen eutrophication
- Lack of capable volunteers – lots of monitoring is happening (invertebrates, plants and birds), but there are not enough people with the skills
- Community groups (eg MMG) having sufficient funding to replace machinery or purchase new machinery

Possible delivery mechanisms/partnerships for Environment Act priorities/projects; examples from other areas:

- Herefordshire Wildlife Link <https://herefordshirewildlifelink.wordpress.com/>
- The delivery mechanism needs to reflect the issue being addressed rather than deciding on the area as a first priority, so might vary depending on the issue.
- More local will have better buy in from partners.
- Needs to be Monmouthshire based, but would be beneficial to have representative(s) from business that relies on the local environment – farming, forestry, recreation or tourism, food production
- Needs to be at a catchment scale to have an impact. There is no land on which rain does not fall and runs off into a water course.
- Monmouthshire based rather than Gwent based.
- It would be very useful to have more opportunities to network with VC recorder groups – currently 1 meeting per year arranged by SEWBREC
- Local Biodiversity Partnership in the Brecon Beacons National Park, guided by the Nature Recovery Plan
- LBAP Partnership should be a network for information sharing to prevent duplication of effort and promote partnership working. It can evolve into whatever is needed
- Possibility of a network/stakeholder meeting to celebrate the work that is currently underway in Monmouthshire
- BSBI work is at Vice County, not administrative county level

Other issues:

- WUF would like to have access to maps of Monmouthshire SINCs. Glastir staff also don't know about SINC locations, their mapping system only shows statutory designated sites. Brecon Beacons National Park would like us to share info about SINCs in National Park to double check that they have the same info as us.
- Priorities must be to retain existing capacity, be able to work with landowners, make simple messages available such as not to cut hedges while they are fruiting and providing a food source for wildlife.
- Need to monitor to be aware of any changes.

- Education is important so that people are aware of the impact of their actions, and why certain forms of management are being undertaken, which might not look tidy but are benefitting wildlife.
- Training for volunteers to continue managing sites when funding is finished (eg churchyards).
- Canal and Rivers Trust would like to reciprocally share information to develop indicators
- Lack of capacity (botanical recorders, though probably applies to other specialist recording groups) and time availability
- Expanding good wildlife sites and creating connectivity is important
- Infrastructure of County Farms should be improved/maintained to prevent run-off and pollution incidents

Opportunities:

- County Farms – conditions for tenancy agreements, and selection of tenants based on good environmental practice. They could be exemplars, or models of good practice.
- Phase out MCC use of glyphosate and avoid spraying kerbsides
- Introduce cut and collect grass cutting machinery (MCC)

Appendix 5: Multi-benefit Partnership Projects

Project details	Partners	Social benefit	Economic benefit	Environmental benefit
SAC Woodlands (runs until Dec 2017, funded by NRW, private landowners, Leader, SDF, volunteer labour)	GWT (lead) NRW, WVAONB, Woodland Trust, Deer Initiative	Access improvements at Piercefield, viewpoint improvements, improved interpretation of landscape, volunteer involvement	Tourism, venison production associated with landscape management	Deer management, control of INNS, coppicing
Venison project (project in development, funding bids to Leader, SDF)	Deer Initiative, Wye Valley AONB, NRW, Woodland Trust, GWT	Linking food production to protected landscape and need for management	Exploring local market for venison and skills in butchery, marketing, storage, supply chain	Deer management in woodlands
Wye Catchment Partnership , nutrient management	NRW, WVAONB, landowners, MCC, Wye and Usk Foundation, Monnow Rivers Association	Drinking water quality, improved understanding of the issues on a catchment basis	Improvements to agricultural practices, soil protection	Water quality
Control of INNS and agricultural pollution on the Monnow	Monnow Rivers Association, NRW, Wye and Usk Foundation	Local skills, local understanding of the issues	Angling, agriculture	Control of INNS (mink and Himalayan balsam), biodiversity benefits. INNS reduce biodiversity
Gavenny Project	Wye and Usk Foundation, farmers and landowners, Abergavenny Civic Society	Greater understanding and awareness of the importance of the river and how to protect it.	Assistance to farmers, angling	Water quality improvements, nutrients, phosphates, sediment, minor problem with pesticides, soil conservation
Living Levels , history, biodiversity, agriculture,	RSPB, GWT, MCC, NCC, Gwent Archives, Cardiff	Appreciation of shared heritage, training and	Tourism, destination management, agricultural	Biodiversity benefits from reen management,

tourism. 5 year project with 15 project leads	CC, NRW plus 5 delivery partners eg Bumblebee Conservation	skills, capacity building, community engagement, volunteer opportunities, tourism ambassadors scheme	viability, small business support, piloting payments for eco-system services. Grant scheme for farmers from GWT.	orchard maintenance, surveying, fencing, pollarding, habitat creation and management, control of fly tipping, control of INNS
Trothy project	GWT, NRW, Woodland Trust	Natural flood management	Angling, help for farmers	Habitat creation and management. Tree planting
Olway project	GWT, NRW		Angling, help for farmers	Habitat creation and management. Tree planting
Llanthony Valley project	GWT, NRW, Woodland Trust	Natural flood management	Angling, help for farmers	Habitat creation and management. Tree planting
Natural Assets Project	GWT, MCC, NRW		Assistance to farmers and landowners	Habitat management and maintenance
Water vole reintroduction	GWT, NRW	Volunteer involvement opportunities	Tourism	Biodiversity, natural management
Charcoal making at Croes Robert Wood	GWT SSSI	Volunteer involvement, traditional skills	Economic opportunity from habitat management	Biodiversity
Glastir Advanced	Farming Connect, farmers			Habitat management, fencing, tree planting, nutrient management
Wildlife Prospectus for all Welsh waterways, based on the Wildcru model, with specific information about each	Canal and Rivers Trust	Awareness raising	Tourism	Identifying opportunities for improvements, preventing damage to biodiversity assets

canal in Wales. Identifies assets and opportunities for biodiversity improvements				
Development Strategy Goytre Wharf	Canal and Rivers Trust, NRW, MCC	Improved accessibility to the canal, Active Travel	Tourism	Opportunities to raise awareness of biodiversity
Ecological Network Mapping, and Ecosystem Services Mapping in the Brecon Beacons NP area	BBNP, National Trust, Woodland Trust, MCC, NRW, BIS and others are developing a SMS bid for 2017 submission	Volunteer opportunities in practical projects leading from the mapping exercise, awareness raising of biodiversity, directing volunteer effort to areas that have few wildlife records	Tourism, agricultural grants, traineeships/apprenticeships, National Park Ambassadors	Direct contribution to resilient ecosystems, improved recording
Long Forest Project (funding being sought to extend to Monmouthshire)	KWT lead, supported by partners including MCC, WVAONB, Woodland Trust, GWT and others	Volunteer tree planting, education and awareness of importance of hedges and trees		Improved biodiversity, ecological links, landscape improvements
Wet Meadow Project, Trellech	Monmouthshire Meadows Group, GWT, Trellech school, Trellech surgery, MCC, WVAONB and others, using SDF and MMG group funding	Volunteer input, GWT wild health programme, WVAONB volunteers, links to Trellech school	Volunteering, skills, health benefits etc	Wildflower meadow site restoration and management, extension to existing adjacent sites. Ongoing monitoring of species/condition
Bee Friendly Monmouthshire projects, hedgerow manifesto, campaigning	BFM, will need to have support of MCC, contractors, private landowners for the			Hedges better able to fulfil ecosystem services

aimed at gardeners, 'In Bloom' community groups, MCC to reduce herbicide use	hedgerow manifesto campaign. Funding via SDF			
GOS Goytre House Wood management	Gwent Ornithological Society manage the Local Wildlife Site for its flora and fauna. Links to Canal	Volunteer opportunities, open access, education	Skills development	Ongoing management for wildlife and visitor safety

Appendix 6 Evidence base:

Who	What	Where	When
LEMUR placements (AONB)	Phase 1 Habitat Survey	Monmouthshire part of AONB	2015-16?
Wye Valley AONB	Veteran Tree Survey	Monmouthshire part of AONB	2002-16
Wye Valley AONB	Dry stone wall condition survey	Monmouthshire part of AONB	2002-16
Deer Initiative	Deer monitoring and exclusion zones SAC woodland	SAC woodland Monmouthshire part of AONB	2014-16
Monnow Rivers Association	Mink Raft Monitoring	River Monnow, Monmouthshire part of AONB	Ongoing, since 2010
MCC	Footpath monitoring counters	Various locations including Wye Valley Walk, Offas Dyke Path, 3 Castles Walk, Castle Meadows	ongoing
Environment Agency	Canoe use on the River Wye	Not sure.	ongoing
NRW / Environment Agency	Fish (salmon) catches on the Wye and Usk	River Usk, River Wye	ongoing
Wye and Usk Foundation	Diatom monitoring	River Gavenny catchment	2 year project 2016-18
Wye and Usk Foundation	Electro fishing to assess age profile of fish	Trothy and Olway and tributaries	ongoing
Wye and Usk Foundation	Fish via angling passport scheme and salmon catches	Wye, Usk, Monnow, Trothy	ongoing
Wye and Usk Foundation	Engagement with schools	Monmouthshire	ongoing
Wye and Usk Foundation	Presence or absence of INNS	Rivers in Monmouthshire	ongoing
Living Levels	Various, baseline audits have been commissioned	Gwent Levels	2016-7
Living Levels	Landscape Assessment	Gwent Levels	2016-17
Living Levels	Green Infrastructure Strategy	Gwent Levels	2016-17
NRW	Water Quality (Water Framework Directive Reports)	Monmouthshire Rivers (SACs)	ongoing

MCC	Accessible Public Rights of Way	Long distance and Pathcare routes	ongoing
GWT/NRW/MCC	Local Wildlife Sites Condition Survey	Throughout Monmouthshire, grassland sites	2015-17
GWT	Engagement with schools at Magor Marsh and elsewhere	Magor Marsh	ongoing
Canal and Rivers Trust	Ecological surveys of Mon & Brec Canal	Mon & Brec canal	2016-7
Canal & Rivers Trust	INNS presence – hogweed, balsam, crayfish (?), zander	Mon & Brec Canal	ongoing
NRW	SSSI and SAC condition reports	SSSIs and SACs	Ongoing (frequency of reporting unknown)
GOS	Ongoing management and monitoring of Goytre House Wood SINC	Goytre House Wood SINC	Ongoing
MMG	Botanical and other species recording	MMG reserves and group member sites	Ongoing, returning to sites 5 years after initial survey to assess diversity and abundance
BSBI (Vice County Recorders)	VC35 Rare Plant Register	VC35 (old Monmouthshire)	Publication due spring 2017

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REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2016/17 PERIOD 3 OUTTURN FORECAST STATEMENT
DIRECTORATE	Resources
MEETING	Strong Communities Select Committee
DATE	2nd March 2017
DIVISIONS/WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 3 which represents month 9 financial information for the 2016/17 financial year
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
- assess whether effective budget monitoring is taking place,
 - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
 - challenge the reasonableness of projected over or underspends, and
 - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Cabinet notes the extent of forecast revenue underspend using period 3 data of £79,000, an improvement of £919,000 on previous reported position at period 2.
- 2.2 That Cabinet expects Chief Officers to continue to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from at quarterly cycles.
- 2.3 That Cabinet appreciates the extent of predicted schools reserve usage, its effect of forecast outturn reserve levels and the related anticipation that a further 6 schools will be in a deficit position by end of 2016-17.
- 2.4 That Cabinet considers the capital monitoring, specific over and underspends, and importantly that Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year of sale and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.
- 2.5 That Cabinet approves an additional investment of £30,000 into the Disabled Facilities Grant capital budget in order to respond to demands being placed on the current programme, funded by a virement from existing Highways Maintenance and Access for All budgets.
- 2.6 That Cabinet approves a £30k increase to Woodstock Way linkage scheme afforded by an equivalent underspend to another area improvement scheme (Abergavenny).

3. MONITORING ANALYSIS

3.1 Revenue Position

3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

3.1.2 Responsible Financial Officer's Summary of Overall Position Period 3 (Month 9)

Given the positive feedback received at month 6, the revised format has been retained. There has been a further change to the reporting of reserve funded expenditure that Directorate advocate will not be incurred in the current year. So traditionally where a Directorate is proposing a slippage in reserve funded expenditure this has been shown as a saving to their Directorate and a cost to Appropriations. Having reserve funded underspends in Directorates can reduce the visibility of real overspends. So in order to improve transparency, the budgets in Directorates have been adjusted downwards together with the funding from reserve budget, and will instead be added back next year. This does provide a clearer position for management teams, SLT and Members but will show unfavourably against month 6 position which was forecast using the traditional approach.

Table 1: Council Fund 2016/17 Outturn Forecast Summary Statement at Period 3 (Month 9)	Budget Reported @ month 6	Budget Virements & Revisions made during Period 3	Revised Annual Budget @ Month 9	Annual Forecast @ Month 9	Equivalent Forecast Over/ (Under) spend @ month 9	Forecast Over/ (Under) spend @ month 6	Variance in Forecast since month 6
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Adult Services	6,925	91	7,016	6,916	(100)	(185)	85
Children Services	9,839	(35)	9,804	10,388	584	456	128
Community Care	20,624	0	20,624	21,218	594	888	(294)
Commissioning	1,543	0	1,543	1,450	(93)	(46)	(47)
Partnerships	347	0	347	347	0	0	0
Public Protection	1,460	0	1,460	1,457	(3)	(23)	20
Resources & Performance	911	0	911	914	3	(20)	23
Total Social Care & Health	41,649	56	41,705	42,690	985	1,070	(85)
Individual School Budget	43,308	(84)	43,224	43,258	34	0	34
Resources	1,508	0	1,508	1,504	(4)	309	(313)
Standards	5,066	0	5,066	5,206	140	50	90
Total Children & Young People	49,882	(84)	49,798	49,968	170	360	(189)
Business Growth & Enterprise	1,365	(337)	1,028	1,053	25	16	9
Planning & Housing	1,462	(100)	1,362	1,182	(180)	(233)	53
Tourism Life & Culture	2,993	(91)	2,902	3,350	448	396	52
Youth	0	0	0	0	0	0	0
Total Enterprise	5,819	(528)	5,291	5,585	294	180	114
Governance, Engagement & Improvement	4,439	181	4,620	4,642	22	(28)	50
Legal & Land Charges	448	0	448	418	(30)	(30)	0
Operations	16,922	0	16,922	16,770	(152)	66	(218)
Total Chief Executives Unit	21,808	181	21,989	21,830	(160)	8	(168)

**Table 1: Council Fund
2016/17 Outturn Forecast
Summary Statement at
Period 3 (Month 9)**

	Budget Reported @ month 6	Budget Virements & Revisions made during Period 3	Revised Annual Budget @ Month 9	Annual Forecast @ Month 9	Equivalent Forecast Over/ (Under) spend @ month 9	Forecast Over/ (Under) spend @ month 6	Variance in Forecast since month 6
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Finance	2,277	(35)	2,242	2,141	(101)	(29)	(72)
Information Communication Technology	2,310	61	2,371	2,370	(1)	69	(70)
People	1,425	38	1,463	1,563	100	100	0
Place	(646)	(76)	(722)	(512)	210	145	65
Total Resources	5,367	(12)	5,355	5,562	207	284	(77)
Precepts and Levies	16,484	0	16,484	16,488	4	4	0
Coroners	80	0	80	100	20	20	0
Gwent Joint Records	183	0	183	182	(0)	(0)	0
Corporate Management (CM)	186	0	186	661	475	1	474
Non Distributed Costs (NDC)	726	0	726	834	108	98	10
Strategic Initiatives	634	0	634	194	(440)	0	(440)
Office furniture & equipment	(0)	0	(0)	0	0	0	0
Insurance	1,218	0	1,218	1,144	(74)	(59)	(15)
Total Corporate Costs & Levies	19,511	0	19,511	19,603	92	63	29
Net Cost of Services	144,035	(387)	143,648	145,238	1,590	1,966	(376)
Attributable Costs – Fixed Asset Disposal	95	0	95	111	16	54	(38)
Interest & Investment Income	(55)	0	(55)	(73)	(18)	(6)	(12)
Interest Payable & Similar Charges	3,496	0	3,496	2,941	(555)	(540)	(15)
Charges Required Under Regulation	3,427	0	3,427	3,373	(54)	(17)	(37)
Contributions to Reserves	105	0	105	108	3	0	3
Contributions from Reserves	(2,404)	387	(2,017)	(2,017)	(0)	263	(263)
Appropriations	4,664	387	5,051	4,443	(608)	(245)	(362)
General Government Grants	(63,567)	0	(63,567)	(63,567)	0	0	0
Non-Domestic Rates	(27,981)	0	(27,981)	(27,981)	0	0	0
Council Tax	(63,411)	0	(63,411)	(64,061)	(650)	(530)	(120)
Council Tax Benefits Support	6,258	0	6,258	5,849	(409)	(349)	(60)
Financing	(148,701)	0	(148,701)	(149,760)	(1,059)	(879)	(180)
Budgeted contribution from Council Fund	2	0	2	0	(2)	(2)	0
Net Council Fund (Surplus) / Deficit	(0)	0	(0)	(79)	(79)	840	(919)

3.1.3 A comparison of the Net Council fund line against previous years activity indicates the following,

Net Council Fund Surplus	2016-17	2015-16	2014-15
	£'000	£'000	£'000
Period 1	1,511 deficit	867 deficit	219 deficit
Period 2	839 deficit	1,066 deficit	116 deficit
Period 3	79 surplus	162 deficit	144 deficit
Outturn		579 surplus	327 surplus

3.1.4 Overall this is a considerably improved position is anticipated against month 6, and interestingly the deficit level at month 9 monitoring is marginally better than the equivalent positions in previous years, despite it feeling increasingly harder to positively influence forecast outturn. The improvements continue to significantly be affected by council tax receipts and treasury improvements, and net cost of services still shows a £1.6m financial deficit largely from the longstanding social care challenge, although this does exhibit an improving trend during the year but which is highly influence by additional external and health based awards.

3.1.5 In providing a balanced perspective, there are tangible improvements in net cost of services deficit of £376k since month 6, which is encouraging given the changed approach towards reserve funded slippage which has reduced Directorate budgets by £387k. Had that been taken out at month 6 (so comparing like with like), the net cost of services exhibited a favourable £763k swing between month 6 and 9. Directorates continue to report reviewing the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from month 9 onwards.

3.1.5 A summary of main pressures and under spends within the Net Cost of Services Directorates include,

3.1.6 Stronger Communities Select Portfolio (£1,528k net underspend)

- Chief Executives Unit (£160k underspend)

Legal division exhibit the same level of underspend as month 6 of £30k. Governance, engagement and improvement forecast a deficit of £22k, which is worsening of £50k on month 6 largely symptomatic of a worsening position with community Education, caused by further decline in franchise income. Conversely Operations exhibits £218k improvement on month 6 and is now a predicted £152k surplus, largely through the reduction in SWTRA deficit by £100k, procurement savings of £15k and increase in waste/streetscene surplus. The position for each of main Operations areas is as follows, Highways £150k deficit (all SWTRA related), Property and Procurement £80k surplus (importantly the service has resolved the large deficit in schools catering it received from CYP Directorate when the service moved), Passenger Transport £25k deficit (despite presuming to bill Eisteddfod £104k worth of costs), Transport administration breakeven, Waste and Streetscene £241k surplus..

- Resources Directorate (£207k overspend)

An underspend in Finance Division costs of £101k, predominantly predicted savings in housing benefit and council tax administration. IT shows a significantly improved position since month 6, now effectively forecasting to breakeven with reduction in equipment costs compensating for the delay in commercialising and selling our developed Social Care application. People division continue to forecast an overspend of £100k, due to the delays with implementing the Training budget mandate (£50k) and take up of Flexible benefits being negligible against a target saving mandate of £50k. Place division forecast an overspend of £210k, £135k of which is the result of delays in meeting previously agreed income targets in the sustainability budget (£84k), and £62k overspend in respect of Markets, a mixture of increased costs in association with Borough Theatre, and a shortfall in income against income targets. The remainder £75k is a result of an unachievable mandate for the commercialisation/operation of Enterprise Assets that has recently transferred to

the new Directorate. This pressure has been identified and built into 2017-18 budget proposals going forward.

- Corporate (£92k overspend)

There is an excess of net pension strain costs (£108k) caused by past and current redundancy decisions. Corporate management exhibits a £475k overspend caused predominantly by a shortfall in reimbursement in rating appeals forecast as £140k deficit, miscellaneous write off of unrecoverable debts £47k, £318k of employment tribunal settlement costs against which a caveated use of reserves was agreed by Cabinet at month 6, Coroner costs being higher than budgeted (£20k overspend), offset by Insurance underspend of £74k. Strategic initiatives evidences an underspend of circa £440k. This budget relates to living wage uplift (£184k) and our creation of redundancy budget (£450k). The actual resulting costs sit in individual Directorates through the year, to be absorbed/mitigated in first instance. However to avoid double counting of such costs and appreciating ultimately they may fall to the corporate budget, the corporate budget is artificially adjusted so that it is self-balancing with Directorate costs. Excluding schools the Council has incurred £256k redundancy costs to date, and monitoring assumption for living wage uplift remains at budgeted level.

- Appropriations (£608k underspend)

Caused predominantly by a net £627k saving in treasury/borrowing costs from active treasury management and utilising recurrent short term borrowing as an alternative to taking out more expensive long term borrowing. Net borrowing costs are also favourably affected by any delay in the timing of expenditure that has not already been factored into the budget calculations e.g. capital (of net £42.5m capital budget only net £25m has been incurred at month 9), and using receipts as more cost effective temporary internal borrowing.

- Financing (£1,059k underspend)

The net effect from an excess of Council tax receipts and less than anticipated Council tax benefit payments

RESOURCES DIRECTOR CONTEXT & COMMENTARY

The Directorate is carrying a number of significant in-year pressures brought about by budget mandates that had been further developed but that have not been able to deliver the intended level of savings. Whilst many of these pressures have now removed as part of the 2017-18 budget proposals the Directorate continues to place downward pressure on expenditure and has been successful in further reducing the over spend to £207k. This is aided by an improved housing benefit subsidy position which in itself remains volatile. Further efforts will continue to be made to across the Directorate to reduce the over spend going into year-end.

HEAD OF OPERATIONS CONTEXT & COMMENTARY

The third quarter shows a move from a half year projected overspend of £69,999 to an underspend of £152,076. Obviously this is a welcome trend in support of achieving a corporate balanced, or ideally underspend, position.

The main contributors towards the underspend are discussed below:

Waste and Street Services – although the employer's funding is budgeted for some employees (both waste and grounds staff) continue to decline to take up the option of an occupational (superannuation) pension resulting in a saving on the employer's contribution. The Project Gwyrdd annuity offers a saving in early years although this will reverse in future years and additional budget provision will be required. Grounds trading has increased, particularly for play equipment installation so income has improved accordingly.

Property and Facilities Management – property and office maintenance are being managed to provide an underspend and it is pleasing to see that schools catering and cleaning are both balancing in this year having struggled to do so in recent years.

Public and schools transport - forecasting a small overspend of £25,000 which will be managed in the Operations out turn overall.

County Highways and SWTRA – The month 6 position suggested a £250,000 budget pressure due to the new SWTRA agreement changing dramatically the financial forecast from the underspends in previous years. As the new agreement unfolds the position is becoming clearer which, along with works for other local authorities indicates that the overspend for this area may be revised to £150,000. The winter so far has seen pre-salting runs being undertaken but no major response to poor weather. Nevertheless it is worth noting that the risk remains that bad weather would see extra costs being incurred.

3.1.7 Economy & development Select Portfolio (£291k net overspend)

- Enterprise Directorate (£294k net overspend)

Business growth and enterprise is incurring a forecast overspend of £25k, predominantly reflective of the net deficit in Youth Services that has moved from CYP Directorate within the year.

Planning & Housing (£180k underspend) – Development control exhibits a deficit of £43k through reduced development and income activity, conversely development plans area exhibits £201k surplus, which is rather artificial as the saving is largely resultant from Local development plan (LDP) costs being deferred which will instead crystallise next year in addition to next years annual budget. Currently these savings are presupposed to assist with overall Enterprise Directorate bottom line. Housing exhibits a £21k underspend which is a mixture of net one off grant received in homelessness and an excess of income in lodging scheme being above occupation assumptions.

Tourism, leisure & culture (£448k overspend) - Countryside exhibit an underspend of £30k from part vacancy and extra grant funding. There is a £221k overspend in respect of Cultural services, of which the main pressure is Caldicot Castle (£122k), Old Station (56k) and Museums (43k) as a result of unmet mandate savings. Leisure services anticipate £81k overspend, largely the consequence of forecast imbalance in the Events function (£67k) caused in part by costs of Events team in facilitating Eisteddfod exceeding the agreed recharge, the remainder reflects a redundancy in Leisure which is anticipated to be picked up by the Council's corporate reserve budget. Tourist Information Centres indicate a £79k overspend due the service being run above the level presumed by saving levels volunteered by the Directorate for this service. Youth services are a recent addition to Enterprise Directorate, and have been absorbed in part between Business Growth and Enterprise sub division and Tourism Leisure and Culture subdivision. It was received from CYP with a significant inherent deficit and whilst this deficit is still £96k deficit, this is an improvement of £51k on month 6 position.

- Social Care & Health (£3k underspend)

Public Protection (£3k underspend) – miscellaneous minor underspends on £1.5million expenditure budget

ENTERPRISE DIRECTOR'S CONTEXT & COMMENTARY (in absentia)

The Directorate continues to drive a progressive agenda of change brought about by the need to re-engineer services and put them on a more sustainable footing whilst continuing to deliver ambitious mandated savings. All of this is happening in tandem with lead responsibility for Future Monmouthshire and so balancing resources to manage today, whilst preparing for tomorrow is a challenge, but equally an opportunity we must continue to vigorously pursue.

Continuing cost pressures remain around planning, leisure, museums and culture, and whilst we are generating more income than ever – it remains insufficient in meeting annually uplifted targets. This reflects some of the issues we're experiencing whereby the current service formats, mean we have

saturated the markets available to us and in its current form it is not feasible to charge premium rates. This position, which will not change as things currently stand, is now a driver underpinning exploration of alternative delivery vehicles and the Future Monmouthshire programme.

Whilst the Eisteddfod was a tremendous success, showcasing our county and delivering huge benefits it also took considerable time and focus of teams which as a consequence and as a one off has resulted in additional costs being incurred and notably by the Events function. I am pleased to see that the Youth Service, whilst still exhibiting an over spend continues to drive towards a more sustainable model of delivery.

The directorate continues to explore opportunities to drive further savings and remains hopeful that the forecast position will improve further in assisting the Authority's current over spend position.

3.1.8 Adult Select Portfolio (net £398k overspend)

- Social Care & Health

Adult Services (£100k underspent) – the net effect of secondments and intermediate care funding sustaining services, a saving of £53k has resulted from the My Day review, which compensates in part for a short term staffing pressure at Severn View of £80k, and redundancy costs of circa £73k in respect of Mardy Park.

Community Care (£594k overspend) – this area has now overtaken Children's Services as the most significant financial challenge affecting Social Care Directorate. The net pressure is caused by £110k flip in Community Learning Disability Costs since month 6 to now be £83k deficit, adding to continued care package demands predominantly within the Chepstow team and Mental Health Care team, collectively £1.2 million. These are compensated in part by savings within the other 2 teams (£254k), reported Frailty partnership cost underspends (£52k) and net Independent Living and Intermediate Care funding total collectively £100k.

Commissioning (£93k underspend) – predominantly a savings within Drybridge Gardens service area caused by a refund on the last 3 years management agreement and a vacant unit at the site, and a return of historic un-utilised funding from a third party.

Resources (net £3k overspend) – a mix of Finance team and Facilities management savings have compensated in part for addition IT and service strategy costs.

During the report writing process, SCH colleagues volunteered an additional collective £189k improvement cause by adoption of the following monitoring assumptions across Adult and Children Services. There is an additional degree of risk that such savings will be manifest hence wishing to keep separate from the original forecast provided, but they have been reflected in the summary table figures in para 3.1.2 in modelling the consequence.

- 100% Health funding for two Children's cases of £49K
- Not accounting for £30K of LAC panel cases of 12th January which came to light after M9 deadline
- Taking a brave move to assume Health will agree to us retaining the £129.5K new year ICF slippage which we have been trying to get agreement on
- £9K refund from capital for Mardy Park carpark scheme to fund Mardy Park transition work which has yet to be actioned.

SCH DIRECTOR'S CONTEXT & COMMENTARY

There is a projected overspend of £403,000 in Adult Social Care. This is an improving position from the month 6 position by £233,000. There remain significant pressures as a consequence of the demographics, particularly in older adult mental health and the integrated team in the South

Monmouthshire. These pressures were contained within the service in previous years but the practice change mandate of £628,000 for 2016/17 means that underspends elsewhere are not able to offset the pressures. There are a combination of factors that are causing particular challenges; the complexity of need of people who are very old and frail, an increase in placement numbers as people who are already in residential care placements become the responsibility of the Local Authority when their savings fall below the £24,000 threshold and fragility of both the care home and domiciliary sectors. Intermediate Care Fund investment is being used to partially address pressures; however some of this investment is not yet confirmed as recurring for Monmouthshire. Since the introduction from 1st April 2016 of the new charging regulations issued to Local Authorities under the Social Services and Wellbeing Act, we have an income loss pressure resulting from respite care charges being capped at £60 per week. Recovery plans are in place across adult services and a range of actions are being pursued to accelerate practice change. A detailed service and financial plan is being developed for the next 3 years.

3.1.9 Children & Young People Select Portfolio (net £754k overspend)

- Social Care & Health

Children's Services (net £584k overspend) – whilst this is now no longer the greatest financial challenge within Social care, its pressure has exhibited an upward trend since month 6 of £177k. There are a variety of large value under and overspends within the service, but the volatility can largely be attributed to a forecast increase in external placement costs of £299k, £93k increase in Younger People's accommodation costs with a partly compensatory effect from a reduction in fostering allowances and costs (£180k benefit). Whilst the external placement outturn forecast is breakeven with budget and fostering costs exhibit £39k underspend, Members may wish to keep a close eye on quarterly movement between Fostering and external placements and their interrelationship going forward as any increasing trend of rising external placement costs and reducing foster costs appears a less resilient and sustainable prospect. However individual care package costs and utilisation of appropriate care options will tend to skew financial analysis when viewed in short timeframes so need to be viewed over a more protracted period. Court costs exhibit no activity variance on month 6 and still forecast a net deficit of £118k against budget. Team costs (overspend of £498k) continue to be significantly affected by the extent and use of temporary and agency staff whilst the team seek to recruit and train new directly employed staff.

Youth offending team partnership (breakeven) – whilst it is unusual to highlight a service that is anticipated to have a neutral year end effect. As part of the Select Committee's work programme, Members may wish to understand the considerable effort made by the service to accommodate significantly declining government funding in 2016/17 and into future and how it could foreseeably impact upon sustainability of the service.

During the report writing process, SCH colleagues volunteered a collective additional £189k improvement cause by adoption of the following monitoring assumptions across Adult and Children Services. There is an additional degree of risk that such savings will be manifest hence wishing to keep separate from the original forecast provided, but they have been reflected in the summary table figures in para 3.1.2 in modelling the consequence.

- 100% Health funding for two Children's cases of £49K
- Not accounting for £30K of LAC panel cases of 12th January which came to light after M9 deadline
- Taking a brave move to assume Health will agree to us retaining the £129.5K new year ICF slippage which we have been trying to get agreement on
- £9K refund from capital for Mardy Park carpark scheme to fund Mardy Park transition work which has yet to be actioned.

- Children and Young People (net £170k overspend)

Resources delegated to schools exhibit £34k overspend against budget due to additional support provided by LEA in respect of staffing and IT charges. There is a small underspend of £4k within the Finance team, which compensates in part for the net overspend of £140k in Additional Learning Needs costs reflective of decisions to support pupils within MCC school system (£120k) over budgeted levels and out of County placement costs exceeding budget by £50k. There are £18k redundancy costs with Flying Start provision which will be picked up from Council corporate redundancy pot rather than the grant, with net ALN costs mitigated by vacancy and management savings and a reduction in grant match funding requirements relating to current and previous year.

SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

There is a projected overspend of £584,000 in Children's Services. The main causes of the overspend are workforce (agency staff remaining in post whilst new staff are recruited), legal fees (representing the level and complexity of court activity) and care leavers accommodation costs. There is positive movement in the placement budget, as the number of looked after children have reduced and a number of control mechanisms have been established such as a Looked After Children admissions panel. This budget remains volatile and could see significant fluctuations if there is an increase in looked after children numbers. Cabinet approved a 3 year service and financial plan for improving Children's Services in July 2016 which includes a financial model that will support Children's Services in managing within its means as practice and commissioning improves.

INTERIM CHILDREN & YOUNG PEOPLE DIRECTOR'S CONTEXT & COMMENTARY

The Children and Young People Directorate's Month 9 position is a forecasted overspend of £171,000. This is an increased overspend position compared with that of Month 6. The ALN budget continues to remain under significant pressure due to the requirement to support more of our pupils with complex needs out of county, which has led to a further pressure of £25,000 leading to a year end overspend of £50,000. There have been additional costs of £43,000 in the School Resource Action Fund and this area forms a significant percentage of the Directorate's forecasted overspend (expected to be £120,000 at year end). Alongside these overspends recoupment forecasts are lower than expected but it is expected that there will be greater recovery prior to year-end.

Due to the current interim arrangement within the management team of CYP, additional costs have been incurred, resulting in an overspend of £61,000 in this area. Vacancies have been carried to minimise the impact of this cost. We are continuing to work across all areas of spend to reduce the overspend position with a particular focus on managing our Additional Learning Needs budget. This is also a focus of a longer term strategic review which will allow us to meet the needs of children earlier and at a lower cost.

The Directorate will work across all areas of activity to bring down the level of overspend by the end of year.

3.2 SCHOOLS

- 3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 9 projections.

Month 9 movement on reserves

	Opening reserves 2016-17 (Surplus)/Deficit	In Year forecast at Month 6 (Surplus)/Deficit	Difference reported from Month 9 to Month 6 (Surplus)/Deficit	In Year forecast at Month 9 (Surplus)/Deficit	Projected carry forward at year end 2016-17 (Surplus)/Deficit	Notes
Abergavenny cluster						
E003 King Henry VIII Comprehensive	(107,369)	204,459	12,910	217,369	110,000	Significant increase in supply costs due to long term absences and exam fees are considerably higher than budgeted amount.
E073 Cantref Primary	(41,987)	10,113	1,159	11,272	(30,715)	
E072 Deri View Primary	(86,054)	75,037	(15,963)	59,074	(26,980)	Position has improved since Q2 as a result of realignment of grant expenditure.
E035 Gilwern Jnr & Inf	(41,298)	18,238	(1,756)	16,482	(24,816)	
E037 Goytre Fawr Jnr & Inf	(53,920)	22,310	11,009	33,319	(20,601)	IT investment has resulted in an increased in-year spend.
E041 Llanfair Kilgeddin CV Jnr & Inf	(66,824)	66,824	0	66,824	0	
E093 Llanfoist Fawr	(93,790)	62,181	3,397	65,578	(28,212)	
E044 Llantillio Pertholey Jnr & Inf	(37,176)	36,557	(2,955)	33,602	(3,574)	
E045 Llanvihangel Crocorney Jnr & Inf	23,605	5,152	2,219	7,371	30,976	
E090 Our Lady and St Michael's RC Primary School	(30,654)	5,363	(336)	5,027	(25,627)	
E067 Ysgol Gymraeg Y Fenni	(58,741)	23,163	(381)	22,782	(35,959)	
Successful Futures Grant Funding from EAS	0	0	(13,050)	(13,050)	(13,050)	
Caldicot cluster						
E001 Caldicot Comprehensive	(208,860)	203,597	(27,046)	176,551	(32,309)	Improved forecasted position due to anticipated savings against utilities and building maintenance costs due to new school build.
E068 Archbishop Rowan Williams Primary	(84,488)	68,794	(10,949)	57,845	(26,643)	
E094 Castle Park	21,447	26,109	0	26,109	47,556	
E075 Dewstow Primary School	(112,597)	72,219	(195)	72,024	(40,573)	
E034 Durand Jnr & Inf	(60,520)	18,293	(5,688)	12,605	(47,915)	
E048 Magor Vol Aided Jnr & Inf	(56,008)	7,667	21,986	29,653	(26,355)	A number of absences have resulted in increased costs of supply cover.
E056 Rogiet Jnr & Inf	(59,614)	51,948	(20,339)	31,609	(28,005)	Improved position as a result of additional ALN funding being received to support a post already in place. Also donations received to offset premises expenditure which had not previously been forecasted.
E063 Undy Jnr & Inf	(16,641)	(11,102)	26,101	14,999	(1,642)	In-year overspend now being reported as a result of a number of illnesses at the school which have resulted in increased costs of supply cover.
E069 Ysgol Gymraeg Y Ffin	(13,168)	55,697	11,426	67,123	53,955	Staff changes have resulted in an increased overspend position. Class structures have been revisited as part of recovery plan in order to reduce the deficit going forward.
Successful Futures Grant Funding from EAS	0	0	(10,150)	(10,150)	(10,150)	

	Opening reserves 2016-17 (Surplus)/Deficit	In Year forecast at Month 6 (Surplus)/Deficit	Difference reported from Month 9 to Month 6 (Surplus)/Deficit	In Year forecast at Month 9 (Surplus)/Deficit	Projected carry forward at year end 2016-17 (Surplus)/Deficit	Notes
Chepstow cluster						
E002 Chepstow Comprehensive	414,067	(253,758)	7,666	(246,092)	167,975	Small negative variance in comparison to Q2 as a result of increased costs of supply
E091 New Pembroke Primary School	(36,201)	33,497	10,504	44,001	7,800	Position has worsened since Q2 due to increased supply costs to cover a staff absence.
E057 Shirenewton Jnr &	(81,560)	(5,396)	3,770	(1,626)	(83,186)	
E058 St Mary's Chepstow RC Jnr & Inf	(25,386)	32,628	(971)	31,657	6,271	
E060 The Dell Jnr & Inf	(50,266)	35,976	(4,284)	31,692	(18,574)	
E061 Thornwell Jnr & Inf	(2,252)	13,196	28,025	41,221	38,969	Two members of teaching staff on long term absence have led to an increased spend on supply cover. Contract cleaning cost also higher than anticipated - this is being queried with DSO Cleaning. Additional support also required for two ALN pupils and a decision on whether funding will follow is pending.
Successful Futures Grant Funding from EAS	0	0	(8,700)	(8,700)	(8,700)	
Monmouth cluster						
E004 Monmouth Comprehensive	(45,772)	45,772	0	45,772	0	
E032 Cross Ash Jnr & Inf	(51,269)	26,955	(7,257)	19,698	(31,571)	
E092 Kymin View	(18,774)	24,547	2,799	27,346	8,572	
E039 Llandogo Jnr & Inf	11,446	(3,904)	12,027	8,123	19,569	Sickness absences at the school have resulted in increased costs of supply cover.
E074 Osbaston Church In Wales Primary	(37,344)	25,874	3,145	29,019	(8,325)	
E051 Overmonnow Jnr & Inf	19,101	(21,182)	13,886	(7,296)	11,805	Additional supplies and services and costs of increased necessary supply cover have resulted in a deficit now being forecasted - recovery plan meeting will scheduled.
E055 Raglan Jnr & Inf	(18,369)	17,573	499	18,072	(297)	
E062 Trellech Jnr & Inf	(86,281)	23,026	(3,226)	19,800	(66,481)	
E064 Usk CV Jnr & Inf	(71,295)	38,402	1,550	39,952	(31,343)	
Successful Futures Grant Funding from EAS	0	0	(16,600)	(16,600)	(16,600)	
Special Schools						
E020 Mouton House	154,854	0	0	0	154,854	
E095 PRU	(46,208)	0	0	0	(46,208)	
	(1,156,166)	1,055,825	24,232	1,080,057	(76,109)	

3.2.2 6 schools exhibited a deficit position at the start of 2016/17. This is anticipated to rise to 12 by end of 2016-17. Significant volatility is particularly evident at Comprehensive school level, with Caldicot and Monmouth making significant use of their reserves. Conversely Chepstow exhibits good forecast progress against their exacting recovery plan targets for the year, and if their trajectory remains constant they will provide enhanced confidence that they will be able to resolve their deficit position by end of 2017/18 as agreed between Governing Body and LEA.

3.2.3 Collectively school balances at the beginning of the financial year amounted to £1,156,000. The Schools anticipated draw upon balances is forecasted to be £1,056,000 for 2016/17, leaving £76,000 as forecasted closing reserve balances.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)
2016-17 Forecast	(76)

3.2.4. Anticipated reserve levels have featured as a concern in previous years monitoring, and this year is really no different. This hasn't yet manifested itself as a problem at past year ends due to the receipt of adhoc grants from Education Advisory Service (EAS) late in the year which mitigated the forecast decline in the year end position.

3.2.5 CYP colleagues continue to work with EAS to improve the communication process to reduce this volatility, but ironically that may have an adverse effect on level of reserves to be carried forward, so reserve levels remain a focus for review.

3.2.6 As part of periodic monitoring engagement with CYP Select, the future provision of Recovery plan targets for those in deficit was volunteered, for members to get a better appreciation of whether individual schools were on track with their improvements or otherwise. CYP colleagues have supplied such details in draft, but would like the opportunity to amend in light of recent EAS awards, so as an interim step for month 9 a narrative note has been supplied in relation to significant variance which will for outturn and future be replaced by the revised recovery plan targets agreed with individual schools.

3.2 2016/17 Savings Progress

3.3.1 This section monitors the specific savings initiatives and the progress made in delivering them in full by the end of 2016/17 financial year as part of the MTFP budgeting process. .

In summary they are as follows,

Budgeted Service Savings Mandates Progress 2016/17							
DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Percentage progress in achieving savings	Delayed savings	Savings not achievable
	£'000	£'000	£'000	£'000	%	£'000	£'000
Children & Young People	600	600	600	600	100%	0	0
Social Care & Health	640	640	12	12	2%	628	0
Enterprise	310	285	285	245	79%	40	25
Resources	544	318	299	260	48%	75	209
Chief Executive's	1,565	1,442	1,442	1,437	92%	85	43
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	2,554	70%	828	277

3.3.2 Forecasted mandated savings are currently running at 70%, down from 72% at period 2, with currently £277,000 being deemed unachievable at the end of month 9, and a further £828,000 unlikely to crystallise in 2016-17.

- 3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.
- 3.3.4 Consequently the savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have justifiable reasons explaining delayed implementation. The following summary of savings mandates are still reported to be red or amber risk.

3.3.5 **Stronger Communities Select Portfolio**

Resources Directorate

- Mandate A5: Sustainable Energy Initiatives: Expected income targets of £34,000 are unachievable, alternative delivery plan of increased income on property rental portfolio and reduced expenditure on repairs and maintenance proposed
- Mandate B3: Training Services Consolidation: Consolidation of authorities existing training functions and increased revenue streams of £50,000 are unachievable. Alternative delivery plans are being considered.
- Mandate B5a: Community Asset Transfer £60,000: MCC still in discussions over transfer of Chepstow Drill Hall and Melville Theatre. £45,000 of the £60,000 savings contained within the mandate are forecast to be achieved.
- Mandate B5b: Optimisation/commercialisation of assets within Enterprise Division. This mandate was originally wholly with Enterprise Directorate. Responsibility for £75k of £100k was transferred to Resources Directorate recently, but is unlikely to be achieved this close to year end. The mandate has been regarded as unachievable longer term and alongside others is an element of pressures to be accommodated as part of 2017-18 budget process
- Mandate B16: Flexible Employment Options £50,000: Scheme exhibits little demand amongst staff.
- Mandate B18: Strategic Property Review: £21,000 shortfall identified as a failure to achieve Residential Letting Income and the Depot Rationalisation Programme which will take longer than expected.

Chief Executive's Office

- Mandate B11: Senior Leadership Structure Review: Currently £42,700 of the £315,000 mandated savings still to be found. Current structures under review in regard to achieving this further saving.
- Mandate 21: Town & Community Councils: The mandate is currently £60,000 short of the £400,000 in regard to the service collaboration for Tourism (£20k), Museums (£20k), and Public Conveniences (£20k) .
- Mandate A28: Community Hubs: In a change from month 6, the original saving proposal £25,000 will not be achieved in the fashion original presumed by Contact Centre but the Community Hub service overall is still anticipated to break even against budget.

3.3.6 **Economy & Development Select Portfolio**

Enterprise (ENT) Directorate

- Mandate B5 b and c: Community Asset Transfer / Income Generation £25,000 of the original £100,000 relates to revised Leisure income targets. The remaining improvements from optimisation of assets has transferred to Resources Directorate. Neither element is forecast

to be achieved this year, and has been added to the pressures for consideration as part of 2017-18 budget process.

3.3.7 Adult Select Portfolio

Social Care & Health (SCH) Directorate

- Mandate A34. Whilst current year savings were anticipated to be delivered in full at period 1, a revised overspend particularly with Community Care arm of Social Care of £888,000 currently, makes it unlikely to conclude that the practice change mandate of £628,000 is deliverable this financial year.

3.3.8 Children and Young People Select Portfolio

Children and Young People (CYP) Directorate

- Current year savings are anticipated to be delivered in full.

3.4 Capital Position

3.4.1 The summary Capital position as at month 9 is as follows

MCC CAPITAL BUDGET MONITORING 2016-17 AT MONTH 9 by SELECT COMMITTEE						
SELECT PORTFOLIO	Annual Forecast	Slippage Brought Forward	Total Approved Budget 2016/17	Provisional Capital Slippage to 2017/18	Revised Capital Budget 2016/17	Forecasted Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	31,626	39,731	43,243	(11,617)	31,626	0
Adult	95	30	95	0	95	0
Economic & Development	5,224	680	5,280	(50)	5,230	(6)
Strong Communities	8,689	3,243	9,464	(770)	8,693	(4)
Capital Schemes Total	45,634	43,684	58,082	(12,437)	45,644	(10)

3.5 Proposed Slippage to 2017-18

3.5.1 Proposed slippage volunteered at month 9 of £12.4 million mainly relates to Future Schools (£10,303k), The Welsh Medium School (£1,000k), £415k within S106 schemes, £296k in Schools ICT and a further £160k in relation to Granville Street / Wyebridge Street car parks.

3.6 Capital Outturn

3.6.1 Major revisions to the capital programme since month 6 include Cabinet approvals for the Solar Farm at Oak Grove (£4,455K). This expenditure will be incurred in full between month 10 and outturn but does skew somewhat the significance of spending necessary between now and year to manage a forecast in accordance to budget. This report does not yet reflect the sc106 deliberations and revisions to the budget agreed in relation to Caldicot 3g pitch and related play scheme refurbishment schemes made immediately prior to Christmas. This work has been actioned during month 10 and as a result will feature at the next monitoring cycle.

3.6.2 A collective forecast spend of £45.6million by budget holders by year end does require converting commitments and aspirations of £25m over next 3 months into actual spend when collectively they have only spent £21m in the first 9 months. As mentioned above £4.5m of this relates to solar farm expenditure and a significant element relates to Future schools costs, particularly in relation to Monmouth that can now be accelerated following Member decision to increase funding envelope to afford the their preferred design.

3.6.3 However based on monitoring experience, and pragmatism around past practice it is anticipated that budget holders will continue to overestimate their ability to progress projects and struggle to incur the full extent of necessary expense to suspect that month 9 forecast will prove the reality. Slippage requests tend to increase as the year progresses, and in common with previous years an in-depth analysis of such will be taken at outturn to evaluate whether requests are reasonable or whether instead the outturn variance is more accurately categorised as an underspend to be volunteered to members to be recycled into other capital priorities as part of the usual year end monitoring report.

3.6.4 Pressures apparent between month 6 and 9 include an extra £30k on Woodstock Way linkage scheme, proposed to be funded from an abortive area improvement scheme proposed in Abergavenny. Members have been keen to facilitate additional small scale adaptation work to relieve some pressure upon the general DFG budget, proposing to fund £30k worth of works from £15k Highways capital works budget and £15k from Access for all budget.

3.7 Capital Financing and Receipts

3.7.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2016-17 AT MONTH 9 By FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Forecast Financing	Slippage Brought Forward	Total Approved Financing Budget 2016/17	Provisional Budget Slippage to 2017/18	Revised Financing Budget 2016/17	Forecast Capital Financing Variance 2016/17

	£000	£000	£000	£000	£000	£000
Supported Borrowing	2,400	0	2,400	0	2,400	0
General Capital Grant	1,461	0	1,461	0	1,461	0
Grants and Contributions	16,000	16,050	17,853	(1,853)	16,000	0
S106 Contributions	842	880	1,256	(415)	842	0
Unsupported borrowing	16,404	11,553	25,605	(9,201)	16,404	0
Earmarked reserve & Revenue Funding	888	590	1,100	(212)	888	0
Capital Receipts	7,501	14,500	8,292	(755)	7,536	(35)
Low cost home ownership receipts	113	113	113	0	113	0
Unfinanced	25	0	0	0	0	25
Capital Financing Total	45,634	43,684	58,081	(12,437)	45,644	(10)

3.8 Useable Capital Receipts Available

3.8.1 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2016/20 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2016/17	2017/18	2018/19	2019/20
	£000	£000	£000	£000
Balance b/f 1 st April	5,311	8,971	0	1,093
ADD				
Receipts received in YTD	16,467	0	0	0
Receipts forecast received	685	9,951	5,560	5,660
Deferred capital receipts	4	4	4	4
LESS				
Receipts to be applied	(7,501)	(18,926)	(4,471)	(509)
Set aside	(5,995)	0	0	0
Predicted Year end receipts balance	8,971	0	1,093	6,248
Financial Planning Assumption 2016/20 MTFP Capital Budget	18,151	6,452	3,985	3,481
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	(9,180)	(6,452)	(2,892)	2,767

- 3.8.2 The balances forecast to be held at the 31st March each year are lower than forecast in the MTFP, mainly due to the delayed LDP receipts. This difference is eradicated by March 2020 when all the LDP sites are forecast to have been sold. The table above is artificial in evidencing negative receipts, this wouldn't be the reality, alternative funding sources would need to be utilised when a positive level of receipts expires, and commonly this will involve reviewing levels of set aside which has a potential to affect the Council's revenue budget as not reducing capital financing requirement as anticipated would increase minimum revenue provision which is a product of that financing requirement. There is scope to do that without adversely affecting Appropriations budget, but the saving on Appropriations is commonly used to assist in driving to a balanced bottom line by year end.
- 3.8.3 The forecast / received receipt figure above for 2016/17 includes receipts from the old Abergavenny cattle market site and the Coed Glas site. The receipt still outstanding for 2016-17 relates to a Farm sale. There is an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford.

3.9 Reserve Usage

3.9.1 Revenue and Capital monitoring reflects an approved use of reserves. At month 9, reserve call budgets have been adjusted to show a clean position in regard to contributions from / to reserves at the year-end. Budgets have been adjusted to reflect the delay in the reserve call due to operational requirements and any reserves that are no longer required. At month 9 these are;

Reduced call upon reserves

- Innovations & marketing officer contribution £44k (deferral)
- Innovations & marketing CYP £60k (deferral)
- Eisteddfod Community fundraising backstop £72.3k (no longer required)
- LDP expenditure contribution £100k (deferral)
- RDP expenditure contribution £62.7k (deferral)
- Social Care & health Leadership review £35k (deferral)
- Elections expenditure contribution £100k (deferral)

Total £474k

Increased call upon reserves

- Digital Programme Officer (£60.5K)
- Payroll / Human Resources Restructure (£25k)

Total £85.5k

Net £387k

In addition the following 2 items are a caveated use of reserves. The distinction between caveated use of reserves and approved use of reserves is that an approved use of reserves is included in the reserve forecast below where as a caveated use wouldn't be. This is because a caveated use merely means that there may be an additional reserve call at outturn depending upon whether the bottom line position has been sufficient to absorb such. At the moment with only £108k deficit, which includes these costs, this is looking promising.

- Pension strain costs (£108k) reflection increased redundancies
- Industrial Tribunal Costs (£318k) is forecasted to be drawn if costs cannot be contained within overall annual budget

3.9.2 The following predicted position reflects capital and revenue presumptions evident in period 3 monitoring.

Summary Earmarked Reserves Forecast 2016-17					
Earmarked Reserves	2015-16	Revenue Approved Usage		Capital Usage	2016-17
	C/FWD	Replenishment of Reserves	Draw on Reserves		c/fwd
Invest to Redesign	-1,298,155	-72,508	459,644	62,797	-848,222
IT Transformation	-826,835		60,500	238,862	-527,473
Insurance & Risk Management	-1,236,396				-1,236,396
Capital Receipt Regeneration	-322,361		95,376		-226,985
Treasury Equalisation	-990,024				-990,024
Redundancy & Pensions	-1,274,256		693,521		-580,735
Capital Investments	-1,264,599			586,168	-678,431
Priority Investments	-1,120,069		1,126,861		6,792
Museum Acquisitions	-56,760				-56,760
Elections	-108,183	-25,000			-133,183
Grass Routes Buses	-139,703	-5,000			-144,703
Sub Total	-8,637,341	-102,508	2,435,902	887,827	-5,416,120
Restricted Use Reserves					0
Youth Offending Team	-325,000				-325,000
Building Control Trading	-12,008				-12,008
Outdoor Education Centres	-190,280		2,753		-187,527
CYP Maternity	-104,000				-104,000
Total Earmarked Reserves	-9,268,629	-102,508	2,433,149	887,827	-6,044,655

3.5.3 Earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design. Current predicted use of the Priority investment reserve means it will go into deficit by the end of the year. Replenishment of earmarked reserves will be considered at year end, subject to a favourable outturn position and if necessary redistribution of reserves will ensure positive balances are available to meet the following years requirement.

4 REASONS

4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

5 RESOURCE IMPLICATIONS

5.1 As contained in the report.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

6.1 The decisions highlighted in this report have no equality and sustainability implications.

7 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairman
Head of Legal Services
Head of Finance

8 BACKGROUND PAPERS

8.1 Month 9 (period 3) monitoring reports, as per the hyperlink provided

<http://corphub/initiatives/Budgetmon/20162017/Forms/Q3.aspx>

9 AUTHOR

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10 CONTACT DETAILS

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Appendices

Appendix 1 Mandated Savings Progress Report



Appendix 1

Budgeted Service Savings Mandates Progress 2016/17



DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Percentage progress in achieving savings	Delayed savings	Savings not achievable
	£'000	£'000	£'000	£'000	%	£'000	£'000
Children & Young People	600	600	600	600	100%	0	0
Social Care & Health	640	640	12	12	2%	628	0
Enterprise	310	285	285	245	79%	40	25
Resources	544	318	299	260	48%	75	209
Chief Executive's	1,565	1,442	1,442	1,437	92%	85	43
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	2,554	70%	828	277

2016/17 Budgeted Service Savings Mandates Progress






CHILDREN & YOUNG PEOPLE

Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Gwent Music (Nicki Wellington)	A20	Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient.	50,000	50,000	50,000	50,000	-	-	-	On track and expected to be fully met	
Phase 3 of Additional Learning Needs Review (Sharon Randall-Smith)	B20	Closure off Deri View SNRB (£50k), Placement costs for External pupils attending Mounton House (£250k). Implementation of new funding formula from April 2016. (£250k).	550,000	550,000	550,000	550,000	-	-	-	On track and expected to be fully met	
			600,000	600,000	600,000	600,000	0	0	0		










2016/17 Budgeted Service Savings Mandates Progress





SOCIAL CARE & HEALTH											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Transition - Bright New Futures (SCH) (Julie Boothroyd)	A24	In 2014 we combined our Transitions Project Team within Bright New Futures Project. (based in Bridges)	12,000	12,000	12,000	12,000	0	0	0	On track and expected to be fully met	
Adult Social Care Transformation (Julie Boothroyd)	A34	The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.	628,000	628,000	0	0	0	628,000	0	With an £822k Adults overspend identified at month 5, we are reviewing alternative courses of action to pursue alternative opinions to deliver the savings.	
			640,000	640,000	12,000	12,000	0	628,000	0		








2016/17 Budgeted Service Savings Mandates Progress






ENTERPRISE											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Leisure Services Income Generation (Ian Saunders)	B1	Income generation/cost savings within the service.	120,000	120,000	120,000	120,000	-	-	-	On track and expected to be fully met	
Optimisation & better commercialism of Assets within Tourism, Leisure and Culture (Ian Saunders)		Income Generation Leisure	25,000	-	-	-			25,000	Won't be achieved this financial year	
Planning Services- Income Generation (Mark Hand)	B9	Reduce the net cost of planning services with the increase of income from planning applications received.	40,000	40,000	40,000	-	-	40,000	-	Planning has seen a decline in income in recent months, it may struggle to achieve full saving.	
Extension Shared Lodgings Housing Scheme (Ian Bakewell)	B10	Increase the Shared Housing Scheme within Monmouthshire.	50,000	50,000	50,000	50,000	-	-	-	On track and expected to be fully met	
Second Phase Review of subsidies to 3 rd Sector (Will Mclean)	B12	Consolidation and reduction of grants to 3rd sector providers.	75,000	75,000	75,000	75,000	-	-	-	On track and expected to be fully met	
			310,000	285,000	285,000	245,000	0	40,000	25,000		

2015/16 Budgeted Service Savings Mandates Progress

RESOURCES											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Sustainable Energy Initiatives (Ben Winstanley)	A5	Investing in biomass boilers, solar farms and reduction in Carbon Commitment.	34,000	0	0	0		0	34,000	Unachievable	
Rationalise Business Support (Tracy Harry)	B2	Review the business support functions across the whole Authority to identify savings.	50,000	28,000	50,000	50,000		-	-	On track and expected to be fully met	
Training Services Consolidation (Peter Davies)	B3	Consolidation of the Authorities existing training functions.	50,000	-	-	-	-	-	50,000	Unachievable	
Community Asset Transfer/ Income generation (Peter Davies / Deb Hill-Howells)	B5	Community Asset Transfer of two properties	60,000	45,000	45,000	45,000		15,000	-	£60k of £160 relates to Estates of which £45k has been found. £15k shortfall is due to delayed implementation on Melville theatre and ongoing discussion with Town Council over Drill Hall.	
		Optimisation of Assets - PD	75,000	-	-	-			75,000	Unachievable	
Flexible Employment Options (Peter Davies)	B16	Market to all staff the Authority's flexible benefits and employment packages.	50,000	50,000	-	-	-	-	50,000	Unachievable	
Business rates evaluation - Appeals (Ruth Donovan)	B17	Rate refunds following Appeals by Cooke & Arkwright	140,000	140,000	140,000	140,000	-	-	-	On track and expected to be fully met	
Strategic Property Review (Ben Winstanley - Deb Hill-Howells)	B18	Reduction in Corporate Building Maintenance, Purchase Card rebates , Facility Management Restructure and reductions in Transport Costs and Supplies and Services costs	60,000	30,000	39,000	0	0	60,000		Alternative delivery plan has not been possible due to pressures within the service	
Discretionary Fees and Income (Joy Robson)	B23	Increased Discretionary Fees & Charges	25,000	25,000	25,000	25,000	-	-	-	Spread across authority, assume it has been achieved.	
TOTAL			544,000	318,000	299,000	260,000	0	75,000	209,000		

CHIEF EXECUTIVE'S UNIT											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Garden Waste (Rachel Jowitt)		Increase in charges for Garden Waste collection service.	40,000	40,000	40,000	40,000				On track	
Home to School Transport (R Hoggins / Richard Cope)	A14	Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.	30,000	30,000	30,000	30,000				This saving is forecast to be achieved but through the reduction in contract costs for home to school transport rather than the policy review initially included in the original mandate. There is no appetite for the nearest school policy to be reviewed at this moment in time but it is still being looked into.	
Community Hubs (Will McClean)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.	25,000	25,000	25,000	25,000				Achievable through alternative Delivery Plan	
Community Hubs (Rachel Jowitt)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.	25,000	25,000	25,000			25,000		Achievable through alternative Delivery Plan. Contact Centre experiencing overspend exceeding mandate target	

Legal Services (Rob Trantor)	B7	Income generation by providing Legal Services to external organisations.	25,000	25,000	25,000	25,000		-		Currently staff resource is totally used up undertaking internal legal work so there is no spare capacity to generate income from outside of the organisation. This will not affect outturn in 16-17 as it has been offset by a grant windfall in Land Charges.	
Promoting Business Waste (Rachel Jowitt)	B8	Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.	80,000	80,000	80,000	80,000				On Track	
Leadership Team Structure Review (Paul Matthews)	B11	Re-alignment of Senior Key Posts and Roles.	315,000	272,300	272,300	272,300			42,700	Waiting for update on the achievability, alternative delivery option	
Highways Infrastructure Income Generation (Roger Hoggins)	B13	Income generation from highway advertisements across Monmouthshire (£50k)	150,000	150,000	150,000	150,000				Planning approval delays means £25,000 relating to advertising income will be delayed. Shortfall will be managed within service budget.	
Grounds – Funding Review (Rachel Jowitt)	B14		75,000	75,000	75,000	75,000				on track	
Highways Maintenance (Roger Hoggins)	B15	Reducing the budgets within the highways section.	200,000	200,000	200,000	200,000				on track	
Property Services and Facilities Management Review (Rob O'Dwyer)	B19	Reduction in corporate building maintenance budgets. Purchase rebates from the use of procurement cards. (£15k), Facility Management restructure (£35k)	100,000	100,000	100,000	100,000				The section is forecast to achieve the full mandate saving, shortfall from purchase rebates will be covered through general expenditure efficiencies.	

Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils PCs	110,000	90,000	90,000	90,000		20,000		Public conveniences are forecast to achieve £90,000 of the £110,000k mandate saving due to delayed implementation of which £80k is a contribution from the Town Council.	
		Grounds	83,500	83,500	83,500	83,500				On Track	
		Waste	71,500	71,500	71,500	71,500				On Track	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils (Shortfalls) Museums (£0 out of £20k) Tourism (£5,000 out of £25k) Community Hubs (£70,000 out of £90K)	135,000	75,000	75,000	95,000		40,000		No contribution from Town council for museums. Only £5k received from Chepstow TC for TIC. £90k achieved from Hubs, increased savings of £20k being achieved through alternative delivery model for hubs. So High Risk on Museums, Low Risk on Tourism and Community Hubs	
Collaboration and realigning structures in operations (Roger Hoggins)	B22		100,000	100,000	100,000	100,000				£70k of total saving related to Highways efficiencies from restructure, delay in implementation has meant staff savings have been delayed as well. Should not impact on outturn position as shortfall will be covered by managed efficiencies in expenditure.	
TOTAL			1,565,000	1,442,300	1,442,300	1,437,300		85,000	42,700		

Strong Communities Select Committee

Action List

Matters arising from 26th January 2017 meeting

Minute Item:	Subject	Officer	Outcome
Budget	A Member asked for guidance on the saving proposed in Community Safety/CCTV and asked if this was in relation to the towns	Joy Robson	Answered via email Joy Robson
Budget	The Chair asked about the staffing arrangements in the Communications team.	Mark Howcroft	Answered via email Mark Howcroft
Budget	A member asked who is responsible for supporting grass roots drivers (volunteers).	Roger Hoggins	Grass routes is managed by Passenger Transport Unit.
Budget	Reassurance was sought regarding repairs on fleet vehicles as it was felt there were currently vehicles on the roads that shouldn't be.	Roger Hoggins	Head of service investigated outstanding repairs and sought assurance that these did not render the vehicles unroadworthy. Reported to chair of select Committee.
Budget	Concerns were raised in regard to staff carrying out risk assessments and asked how many staff were going to be trained.	Mark Howcroft	
Budget	Members asked for figures in regard to income related to Raglan Market and a loss and gains report will be supplied to the Committee.	Mark Howcroft	
Budget	A member raised a query about the Agri Urban programme	Joy Robson	Answered via email Joy Robson
Budget	Burial Charge costs	Joy Robson	Answered via email Joy Robson
Council and Cabinet planner	It was requested that Democratic Services send the Council and Cabinet work planner via email to all members on a weekly basis.	Democratic Services	Emailed update to all Members/SLT – to continue on a weekly basis.

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Monmouthshire's Scrutiny Forward Work Programme 2017

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
27 th Feb 2017 2pm Joint Select Committee	Alternative Service Delivery Model	Scrutiny of the business case for the new Delivery Model	Tracey Thomas Ian Saunders Cath Fallon	Pre-decision Scrutiny
	Well-being Objectives for the Council	Scrutiny of the Council's Well-being Objectives.	Matthew Gatehouse	Pre-decision Scrutiny
2 nd March 2016 Longer meeting: 10-2.15	Public Protection Performance Report	Scrutiny Public protection (6 monthly performance report), focus on licensing and Commercial Environmental Health).	David Jones	Performance Monitoring
	Castle Meadows Abergavenny	Scrutiny of the request for a change of policy to allow canoeing and swimming in the River Usk at Castle Meadows.	Matthew Lewis	Policy Development
	Environment Act Biodiversity and Resilient Ecosystems Forward Plan	Scrutiny ahead of full Council approval on 20 th March with the Wellbeing assessment / objectives.	Matthew Lewis	Policy Development
	Budget Monitoring	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring
	Verbal Update on the Household Waste Recycling Contract	10 minute verbal update on the report that will be taken to full Council on 9 th March (scrutinised in June 2016).	Rachel Jowitt	Performance Monitoring
Pre-Election Period ~ Friday 17th March				
6 th April 2016	Employee Wellbeing TBC	<ul style="list-style-type: none"> - Scrutiny of the Attendance and Wellbeing Policy. - Performance report on Sickness Absence. 	People Services	Policy Development

Monmouthshire's Scrutiny Forward Work Programme 2017

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
	Strategic Equality Plan Monitoring Report	Scrutiny of the ongoing plan for strategic equality.	Alan Burkitt	Performance Monitoring

Possible Future Work Programme Items:

- **Burial Charges** ~ Position report requested (possibly emailed to members)
- **Refugees and Asylum Seekers**
- **Flood Risk Management Plan - Action Plan delivery/progress report.**
- **Rights of Way Improvement Plan** ~ Scrutiny and Cabinet on the final plan (Jan / Feb 2018)

Council and Cabinet Business – Forward Plan

Monmouthshire County Council is required to publish a Forward Plan of all key decisions to be taken in the following four months in advance and to update quarterly. The Council has decided to extend the plan to twelve months in advance, and to update it on a monthly basis.

Council and Cabinet agendas will only consider decisions that have been placed on the planner by the beginning of the preceding month, unless the item can be demonstrated to be urgent business

Subject	Purpose	Consultees	Author
20th MARCH 2016 – CABINET			
MEET strategy			Tracey Thomas
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16 meeting 5 held on the 21 st January 2016		Dave Jarrett
2015/16 Education & Welsh Church Trust Funds Investment & Fund Strategy	The purpose of this report is to present to Cabinet for approval the 2016/17 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2015/16 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
New Monmouthshire Carers Strategy (Adults)			Deb Saunders
Mounton House Formula Change			Nikki Wellington
Review of the Proposed closure of Deri View			Debbie Morgan
Removal of post from CYP			Sharon Randall

Subject	Purpose	Consultees	Author
			Smith
SRS			Sian Hayward
Pay Policy			Sally Thomas
9th MARCH 2016 – INDIVIUDAL DECISION			
Flexi retirement request			Ian Bakewell
Allocation Policy			Karen Durant
10th MARCH 2016 – COUNCIL			
Final Composite Council Tax Resolution	To set budget and council tax for 2016/17		Joy Robson
Treasury Management Strategy 2016/17	To accept the annual treasury management strategy		Joy Robson
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
Waste Strategy			Carl Touhig/ Roger Hoggins
CIL			Martin Davies
SPG			Martin Davies
Draft Diary			
Pay Policy			Sally Thomas
23rd MARCH 2016 – INDIVIUDAL CABINET MEMBER DEICSIONS			
Release of restrictive covenant			Gareth King
Creation of business support officer post	To gain agreement to employ a full-time Business Support Officer within Children's		Gill Cox

Subject	Purpose	Consultees	Author
	Services.		
Tender for Treasury Services			Mark Howcroft/Jon Davies
Conservation area appraisals	To adopt as supplementary planning guidance		Mark Hand
Flexible retirement request			Roger Hoggins
24th MARCH 2016 – SPECIAL CABINET			
Risk Assessment			Richard Jones
Proposed closure of Llanfair Kilgeddin CIW VA Primary School (23 rd March)			Debbie Morgan
Proposed establishment of an ALN facility and reduction in the capacity at Monmouth Comprehensive School (23 rd March 2016)			Debbie Morgan
Removal of CYP post (EXEMPT)			Sharon Randall-Smith
CYP Call-In (Mounton House)			Tracey Harry
13TH APRIL 2016 - CABINET			
Digital Strategy	To update members on progress with the digital strategy and to agree the next steps.		Sian Hayward
Community Coordination evaluation of pilot			Matt Gatehouse
Proposed Closure of Deri View Special Needs Resource Base			Debbie Morgan
Mardy Park			Colin Richings
EAS Business Plan			Debbie Harteveld (EAS)
Play Sufficiency Assessment			Matthew Lewis

Subject	Purpose	Consultees	Author
People and organisational strategy			Lisa Knight Davies
Acorn Staffing Restructure			Clair Evans
Recommendations from Select			Hazel Ilett
27th APRIL 2016 – INDIVIDUAL DECISION			
SHG Programme			Shirley Wiggam
Moving Boverton House from CYP into the Enterprise Directorate			Ian Saunders
Monmouthshire Flood Risk Management Plan			Dave Harris
Primary Shopping Frontages Supplementary Planning Guidance'			Jane Coppock
4TH MAY 2016 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 5 held on the 10 th March 2016		Dave Jarrett
BUDGET MANDATE 2016/17 – PREPAREDNESS ASSESSMENT	To provide Cabinet with an assessment on the preparedness of services to deliver the 2016/17 budget mandates.		Deb Mountfield
Gilwern Setion 106 Funding	reporting back following the deferral of the Gilwern decisions at the February meeting		Mike Moran
Church Road Caldicot S106	new, short report to include some funding into the capital budget for 2016/17		Mike Moran
Monmouth S106 Funding			Mike Moran

Subject	Purpose	Consultees	Author
Transfer management of Raglan VC Primary school former Junior building to the Enterprise Directorate			Cath Sheen
Funding to Caldicot Town Team – Caldicot goes pop			Judith Langdon
Funding to Caldicot Town Team – Caldicot Market			Judith Langdon
4th MAY 2016 – SPECIAL COUNCIL			
11TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Transfer member of staff from Policy and Performance to CYP Directorate			Will McLean
SWTRA			Roger Hoggins
Monmouth Section 106 Funding – St Thomas Church Hall.			Mike Moran
40mph Speed Limit B4235 Myndbach			Paul Keeble
12TH MAY 2016 – COUNCIL			
Improvement Plan 2016-17			Matt Gatehouse
25TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Supplementary Planning Guidance – Draft Programme			Jane Coppock
Review of the administrative fee (Abergavenny Town Centre Loan Scheme) Councillor Greenland.			Stephen Griffiths
Review of the Council's			Craig O'Connor

Subject	Purpose	Consultees	Author
Planning Pre-application Advice Service including the proposal to increase the charges for this service			
Proposed prohibition of waiting at any time & prohibition of driving (except for access) mount way, chepstow.			Paul Keeble
8th JUNE 2016 – CABINET			
Contaminated Land report for Cabinet decision	To consider the options for revising the Authority's Contaminated Land Inspection Strategy		Huw Owen / David Jones
Review of Sundry Debtors Policy	To agree the updated Sundry Debtor Policy, to ensure that the Authority continues to adopt a consistent and transparent approach to the management of its sundry debts.		Joy Robson
Revenue & Capital Monitoring 2015/16 Outturn Forecast Statement	To provide Members with information on the outturn position of the Authority for the 2015/16 financial year.		Mark Howcroft
Monmouthshire Carers strategy	To gain the approval of Cabinet, for the publication of the Monmouthshire Carers Strategy 2016-2019.		Bernard Bonniface/ Deb Saunders
Volunteering Strategy	To introduce the Draft Volunteering Strategy 2016-19		Owen Wilce
Capital Programme Report	To seek member approval for highway and transportation schemes as part of Welsh Government transport grants and Section 106 agreements associated with new developments throughout Monmouthshire		Paul Keeble
S106 Funding Newport Road, Caldicot	To consider the release of S106 funding from the Newport Road allocation to enable the Caldicot Linkage Scheme to proceed		Deb Hill-Howells
Hydrogen Car Trial			Ben Winstanley /

Subject	Purpose	Consultees	Author
Changes to the EAS business arrangements	To seek Cabinet approval of the changes on Governance arrangements; Business arrangements; Funding arrangements		Roger Hoggins Sharon Randall Smith
Caerwent House	To update Cabinet on project progress and proposed action with regards to the Compulsory Purchase Order in relation to Caerwent House.		Philip Thomas
15TH JUNE – INDIVIDUAL CABINET MEMBER DECISIONS			
Establishing two temporary posts to facilitate new duties under the social services & well-being (wales) act 2014, part 11 – to assess and meet the needs of adults in the secure estate.			Julie Boothroyd
Capability Policy for school based employees			Sally Thomas
16TH JUNE - COUNCIL			
Update on Syrian Resettlement Programme			Will McLean
Audit Committee Annual Report 2015/16, Annual report 2014/15			Andrew Wathan
29TH JUNE 2016 – INDIVIDUAL CABINET DECISION			
EU Project			Deserie Mansfield
Re-Allocation of Resources within Development Management			Mark Hand
Amendments to the protocol on public speaking at Planning Committee			Mark Hand
6TH JULY 2016 – CABINET			

Subject	Purpose	Consultees	Author
Welsh Language Monitoring Report			Alan Burkitt
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 1 held on the 16th June 2016.		Dave Jarrett
Review of Reserves			Joy Robson
End of year performance on Whole Authority Safeguarding			Teresa Norris / Claire Marchant
Proposed changes to the whole authority safeguarding approach			Teresa Norris / Claire Marchant
Car Park Management and Obstructions in the Highway			Roger Hoggins
DSS Annual report			Claire Marchant
13th July – INDIVIDUAL CABINET MEMBER DECISION			
Proposed prohibition of waiting at any time & prohibition of waiting mon – sat 10:00am – 3:00pm, st kingsmark avenue,			Paul Keeble
Proposed 30mph speed limit, R139 Crick Road, Crick.			Paul Keeble
Proposed prohibition of waiting at any time & prohibition of waiting mon – fri 8am – 5pm, Monmouth			Paul Keeble

Subject	Purpose	Consultees	Author
Road & other roads, Usk			
Proposed 30mph speed limit, R122 (Crick to Shirenewton), Crick.			Paul Keeble
Proposed 40mph speed limit, R122 Earlswood Road, Crick.			Paul Keeble
Proposed weight restriction order Usk			Paul Keeble
Monmouthshire Meals Leadership			Colin Richings
Mounon House – Catering Staff restructure			Rob O'Dwyer
27TH JULY – INDIVIDUAL CABINET MEMBER DECISION			
Wye Valley Management Plan			Matthew Lewis
Procurement Memorandum of Understanding for Regional Garden Waste Treatment			Carl Touhig
Team Abergavenny Business Case for Capital Expenditure	To consider an application for expenditure		Deb McCarty
Review of the Council's Allocation Scheme			Karen Durrant
Language and Play/Engagement Worker Post Deletion Proposal			Beth Watkins
27TH JULY – CABINET			
Budget Monitoring report – 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 2016/17 financial year.		Joy Robson/Mark Howcroft
Children's Services Improvement Reports			Claire Marchant

Subject	Purpose	Consultees	Author
Redundancy Report – Leisure Services	EXEMPT REPORT		Ian Saunders
Crick Road			Deb Hill-Howells
Effectiveness of Council Services – Q4			Matt Gatehouse
People Services Annual Report			Peter Davies
Social Care and Health Restructure Report			Claire Marchant
28th JULY - COUNCIL			
DSS Annual report			Claire Marchant
Solar Farm revised business case			Ben Winstanley
Safeguarding – year end performance 2015/16	To sign off end of year performance 2015/16 and present a new way forward on safeguarding		Teresa Norris
CYP Chief Officer report			Sarah McGuinness
Sustainable Development Policy			Matthew Gatehouse
17th AUGUST – INDIVIDUAL CABINET MEMBER DECISION			
Map Modification Order			Mandy Mussell
Delegated Waste Enforcement Powers for Waste and Street Services			Carl Touhig
Job Evaluation In Respect Of The Occupational Therapist In The Children With Disabilities Team Monmouthshire.			Carol Buck
31ST AUGUST 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Procurement Card Policy	To seek approval of the Procurement Card		Lisa Widenham

Subject	Purpose	Consultees	Author
	Policy to be used within the Authority		
Training And Events Co-ordination			John McConnachie
Temporary Animal Health & Feed Officer			Gareth Walters
DEFINITIVE MAP MODIFICATION ORDER 2016, Section 53 (C)(i) Wildlife and Countryside Act 1981, Restricted Byway (53-16), Great Panta, Devauden			Paul Keeble
7TH SEPTEMBER - CABINET			
Section 106 Education Contributions - Land at Ty Mawr and Cae Meldon, Gilwern	To decide on the use of education balances available from the Section 106 Agreements relating to the development of land at Tw Mawr and at Cae Meldon, Gilwern.		Simon Kneafsey
Allocation of Section 106 Funds – Magor and Undy			Deb Hill Howells
Youth Offending Service Restructure Report			Jacalyn Richards
Effectiveness of Council Services – Q1 2016/17 update			Richard Jones
Caldicot Town Team Section 106 Funding Pilot			Judith Langdon
Recommendations from Select Committees			Hazel Ilett
14TH SEPTEMBER – INDIVIDUAL CABINET MEMBER DECISIONS			
Permanent Adoption of post CDLL18			R Tranter
To Establish The Temporary Post Of Carers			B Boniface

Subject	Purpose	Consultees	Author
Development Manager			
22ND SEPTEMBER 2016 – COUNCIL			
MCC Audited Accounts 2015/16(formal approval	To present the audited Statement of Accounts for 2015/16 for approval by Council		Joy Robson
ISA 260 report – MCC accounts	To provide external audits report on the Statement of Accounts 2015/16		WAO
Re-Appointment of Monmouthshire Local Access Forum	To secure the appointment of members to the Monmouthshire Local Access Forum for its next 3 year period.		Matthew Lewis
Provision of a Community Hub in Abergavenny			Deb Hill-Howells
Stage 2 Improvement Plan – How we performed 2015/16			Richard Jones
City Deal			
Future Schools Programme			Simon Kneafsey
28TH SEPTEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Emergency planning – business continuity register of priority services	To seek agreement from the Emergency Planning ‘Portfolio Holder’ to the revised and updated MCC Register of Priority Services.		Ian Hardman
5TH OCTOBER 2016 – CABINET			
Gilwern Section 106 funding			Mike Moran
Community Asset Transfer of Caerwent Hall and Playing fields			Ben Winstanley
LDP/AMR			Jane Coppock
12TH OCTOBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Monmouthshire Museums Accreditation			Rachel Rogers
Carer Information And			Bernard Boniface

Subject	Purpose	Consultees	Author
Support			
Request for Change in Establishment	EXEMPT REPORT		Ruth Donovan
20TH OCTOBER 2016 – COUNCIL			
Future Schools			Will Mclean/Pete Davies
26TH OCTOBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Redundancy costs for one employee arising from relocation of My Day My Life (Swanraft) to Overmonnow Resource Centre'			Shelley Welton
Creation of an apprentice position on the Financial System support team			Lisa Widenham
Change of Senior Practitioner Social Worker to Social Worker Post			Julie Boothroyd
Private Rented Sector Housing Development Policy			Ian Bakewell
Job Evaluation Of Legal Assistant Post CDLL 39			Rob Tranter
2ND NOVEMBER 2016 – CABINET			
Discretionary Housing Payments			Ruth Donovan
Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 2 held on 22 nd September 2016.		Dave Jarrett
MTFP and Budget proposals	To provide Cabinet with revenue Budget		Joy Robson

Subject	Purpose	Consultees	Author
for 2017/18	Proposals for 2017/18 for consultation purposes		
Revenue & Capital Monitoring 2016/17- Period 2 Outturn Forecast Statement	The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 2 which represents month 6 financial information for the 2016/17 financial year		Joy Robson/Mark Howcroft
Delivering Excellent Practice in Children's Services - Progress report			Deb Hill Howells
Abergavenny Town Centre Loan Application	EXEMPT REPORT To approve the recommendation of the Abergavenny Town Centre Loan Board		Steve Griffiths
Revised Staff Contractual arrangements – Individual Support Service			Ceri York
CIL:	For approval to submit for examination		Mark Hand
Undy Athletic Football Club Community Asset Transfer			Ben Winstanley
16th NOVEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
30th NOVEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
DEFINITIVE MAP MODIFICATION ORDER 2016, Section 53 (C)(i) Wildlife and Countryside Act 1981, Restricted Byway (53-16), Great Panta, Devauden			Paul Keeble
Proposed allocation of community learning redundancy costs to reserves	To request member approval to use reserve funding to meet redundancy costs by the Community Learning Department in the Enterprise Directorate in 16/17.	DEFERRED	Andrea Charles

Subject	Purpose	Consultees	Author
1st DECEMBER 2016 - COUNCIL			
CYP CHIEF OFFICER REPORT			Sarah McGuinness
Stock Transfer Agreement – service charge de-pooling			Ian Bakewell
Proposal to revise the Policy on Minimum Revenue Provision (MRP) in respect of Supported Borrowing for 2016/17 onwards			Joy Robson
7TH DECEMBER 2016 – CABINET			
Payroll and HR support restructure			Tracey Harry
Effectiveness of Council Services – Quarter 2 update			Richard Jones
Council Tax Base 2017/18 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government together with the collection rate to be applied for 2017/18 and to make other necessary related statutory decisions		Sue Deacy/Ruth Donovan
Section 106 Funding – Magor GRIP 3 Report			Mike Moran
Future Museums			Cath Fallon
Yprentis / CMC ²			Cath Fallon
Individual Support Service – Proposed Implementation of Revised Contractual Arrangements			Shelley Welton
14TH DECEMBER 2016 – INDIVIDUAL MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2017/18 financial		Joy Robson

Subject	Purpose	Consultees	Author
(Precepts)(Wales) Regulations 1995	year as required by statute		
Lodged Procurement Card Policy			Lisa Widdenham
16TH DECEMBER 2016 – SPECIAL CABINET			
Capital Budget Proposals	To outline the proposed capital budget for 2017/18 and indicative capital budgets for the 3 years 2018/19 to 2020/21		Joy Robson
Revenue Budget Proposals			Joy Robson
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2017/18		Joy Robson
Newport City Council Partnership with the SRS			Pete Davies
Section 106 Funding, 3G and Caldicot Castle Play Area.			Mike Moran
4th JANUARY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Housing Renewals Team – Flexible Retirement	EXEMPT REPORT		John Parfitt
11TH JANUARY 2017 – CABINET			
Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the schedule of applications 2016/17, meeting 3 held on 1st December 2016.		Dave Jarrett
Monmouth Leisure Centre Redesign and Swimming Pool Feasibility Study			Pete Davies
Childrens Services –			Jane Rodgers

Subject	Purpose	Consultees	Author
Service Re-Design Licensing Section Restructure			David Jones
18TH JANUARY 2017 – INDIVIDUAL MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2017/18 as required by statute.		Joy Robson
19TH JANUARY 2017 – COUNCIL			
5 Year Welsh Language Strategy			Alan Burkitt
Council Tax Reduction Scheme 2017/18			Ruth Donovan
Standards Committee Appointments			Rob Tranter
1ST FEBRUARY 2017 – CABINET			
Asset Management Strategy			Deb Hill Howells
Budget Monitoring report – period 9	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 2016/17 financial year.		Joy Robson/Mark Howcroft
Chippenham Mead play area, Monmouth	**PRESENTATION PRIOR TO ITEM – RACHEL JUPP – FRIENDS OF CHIPPENHEMA MEAD GROUP**		Mike Moran
Carers in Employment policy			Sally Thomas
Update on youth work in Abergavenny and the surrounding areas.			Josh Klein

Subject	Purpose	Consultees	Author
Strategic Risk Assessment			Matt Gatehouse
1ST FEBRUARY 2017 – INDIVIDUAL CABINET MEMBER DECISIONS			
Childcare Sufficiency Assessment 2017			Sue Hall
Garden Waste Charges			Carl Touhig
Letting of Welsh Church Trust land in Trellech'	EXEMPT REPORT		Gareth King
15TH FEBRUARY 2017 – SPECIAL CABINET			
Final Draft Budget Proposals for recommendation to Council			
1ST FEBRUARY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Appropriation of land at Chick Road, Portskewett			Gareth King
1ST MARCH 2017 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 4 held on the 19 th January 2017.		Dave Jarrett
Safeguarding Progress Report			Teresa Norris
Effectiveness of Council Services: Quarter 3 Progress			Matt Gatehouse
Establishment changes in Waste and Street Services	changing roles and responsibilities within the team to enable successful delivery of priorities and projects.		Rachel Jowitt
The Knoll, Abergavenny Section 106 funding			Mike Moran

Subject	Purpose	Consultees	Author
Kingfisher Rise Section 106 Funding			Mike Moran
EAS Business Case			Will Mclean
Community Governance			Will Mclean
Undy AFC – Community Asset Transfer			Nicola Howells
2017/18 Education and Welsh Church Trust Funds Investment and Fund	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
8^{PM} MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Private sector housing enforcement			Huw Owen
Accounts Payable Strategy – Further automation of the procedure to process payment			Lisa Widenham
PSPO x 2: Fairfield Car Park and Abergavenny Skate Park			Andrew Mason
Fostering Fees Review			Claire Marchant
Appropriation of the land at Rockfield Farm, Undy	From County farms use to planning use		Gareth King
Cemeteries – amendments to charging policy			Deb Hill Howells
Direct Care Leadership Restructure			Colin Richings

Subject	Purpose	Consultees	Author
Transport Policy			Clare Morgan
Disposal of land on Garden City Way for Affordable Housing			Ben Winstanley
Homeless Reserve Fund			Ian Bakewell
Monmouthshire Museums Centralisation of Staffing Structure			Cath Fallon
9TH MARCH 2017 - COUNCIL			
Council Tax Resolution 2017/18 and Revenue & Capital Budgets for 2017/18	To set budget and Council tax for 2017/18		Joy Robson
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
Asset Investment Strategy			Peter Davies
Outcome of Recycling Review	To agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Procurement Strategy for Household Waste Recycling Centre, Transfer Stations and Residual Haulage.	For Council to approve the procurement strategy and affordability envelope for the procurement of a new contract running from 2018-2030 (7 years plus 5 years extension possibility).		Rachel Jowitt
20TH MARCH 2017 - COUNCIL			
Monmouth Pool			Pete Davies
ADM Business Case			Tracey Thomas
Pay Policy			Tracey Harry/Sally Thomas
Population Needs Assessment			Matt Gatehouse
Well-being Assessment			Matt Gatehouse
Council Well-being objectives			Matt Gatehouse
Biodiversity and Ecosystem Resilience Forward Plan	To approve a Forward Plan for the application of the Biodiversity and Ecosystem duty as required by the Environment (Wales) Act 2016		Matthew Lewis

Subject	Purpose	Consultees	Author
Safeguarding Progress Report			Teresa Norris
Chief Officer CYO Appointment			Tracey Harry
Position Statement report re: Social Services			Geoff Burrows
Council Diary			Nicola Perry
29th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Contracts Manager – Adult and Children’s Commissioning			Ceri York
5TH APRIL 2017 – CABINET			
Welsh Church Fund Working Group	The Purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2016/17, meeting 6 held on the 20 th March 2017		Dave Jarrett
The introduction of a Council operated Social Lettings Agency within Monmouthshire			Steve Griffiths
Contaminated Land Inspection Strategy			Huw Owen
12th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Young Carers’ Strategy 2017 -20			Kim Sparrey
Supporting People Plan and Grant Spend			Chris Robinson
3RD MAY 2017 – CABINET			

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