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Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

Dydd Llun, 3 Ebrill 2017

Hysbysiad o gyfarfod

Pwyllgor Craffu Oedolion

Dydd Mawrth, 11eg Ebrill, 2017 at 2.00 pm
Neuadd Y Sir, Y Rhadyr, Brynbuga, NP15 1GA

AGENDA

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

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2.	Datganiadau o Fuddiant	
3.	Fforwm Agored i'r Cyhoedd	
4.	Cadarnhau cofnodion y cyfarfod blaenorol	
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Paul Matthews

Prif Weithredwr

CYNGOR SIR FYNWY

MAE CYFANSODDIAD Y PWYLLGOR FEL SY'N DILYN:

Cynghorwyr Sir:

P. Farley
R. Harris
R. Chapman
R. Edwards
M. Hickman
P. Jones
P. Jordan
A. Wintle
D Hill
D Hudson
P White
A. Easson

Gwybodaeth Gyhoeddus

Mynediad i gopiau papur o agendâu ac adroddiadau

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

Edrych ar y cyfarfod ar-lein

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

Y Gymraeg

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

Nodau a Gwerthoedd Cyngor Sir Fynwy

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

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

Pobl yn hyderus, galluog ac yn cymryd rhan

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

Ein sir yn ffynnu

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

Ein blaenoriaethau

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

Ein gwerthoedd

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

Public Document Pack Agenda Item 4a

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 31st January, 2017 at 2.00 pm

PRESENT: County Councillors: D. Blakebrough, R. Chapman, P. Clarke, D. Dovey, A. Easson, R. Edwards, P. Farley, R. Harris, B. Hayward, S. Howarth, P. Jones, S. Jones, P. Jordan, M. Powell, J. Prosser, V. Smith, B. Strong and A. Wintle

County Councillor: G. Burrows, E.J. Hackett Pain, P. Hobson, P. Fox, R. Greenland, P. Murphy

M Fowler (Parent Governor Representative), D Hill

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Peter Davies	Chief Officer, Resources
Roger Hoggins	Head of Operations
Mark Howcroft	Assistant Head of Finance
Paul Matthews	Chief Executive
Will McLean	Head of Democracy, Engagement and Improvement
Robert Tranter	Head of Legal Services & Monitoring Officer
Nicola Perry	Senior Democracy Officer
Mark Hand	Head of Planning, Housing and Place-Shaping
Claire Marchant	Chief Officer Social Care, Health & Housing

APOLOGIES:

Councillors D. Edwards, D. Evans, M. Hickman, P. Watts, A. Webb and S. White

1. Election of Chair

We elected County Councillor P. Farley as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor S. Jones as Vice-Chair.

3. Declarations of Interest

Members agreed declarations would be declared under the appropriate item.

4. Draft Budget Proposals 2017/18

CONTEXT:

We welcomed Cabinet Members who were in attendance 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.

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Members were required 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.

MEMBER SCRUTINY:

Following an overview presented by the Leader and Cabinet Member for finance, Members were invited to comment.

We were advised that the reports received today were the same as presented to recent individual Select meetings. It was questioned if there were any amendments to be made following comments at the Select meetings. We were advised that the draft proposals had gone out with a budget gap, and it had been made clear that additional work would be going on to close that gap, with a request that any alternative proposals be provided by today. The Cabinet Member added there would be amendments at the Cabinet meeting to ensure a balanced budget. It would be made clear what the amendments are in the final report.

A Member questioned the robustness of the budget, and questioned the confidence of Cabinet Members that the budget was deliverable. In response the Cabinet Member for Finance explained that with regard to pressures, the draft budget was the best guess based on the best information available at the time. When officers built up mandates for the last budget they tried hard to ensure they were realistic and deliverable. For various reasons some had turned out not to be and these had been accepted as a pressure this year and added back. He added that the outturn reports provided to scrutiny throughout the year have demonstrated this.

The Cabinet Member addressed a question relating the debt figure of £96m. He explained that there are many projects taking place, and debt would be drawn down when it was thought prudent to do so. There is a possibility we would take more debt with regard to 21st Century Schools, dependent upon capital receipts. Much of the debt was taken on a short term basis. Cabinet Members were comfortable with the level of debt. The better settlement from Welsh Government was pleasing to note, but it was thought that the formula still did not recognise the needs of rurality

Further clarity was requested with regards to the mandates for specific projects that had not been met, suggesting confidence was not enough. The sum total of the mandates not met, and transferred to this budget, was requested. The Assistant Head of Finance explained that Appendix 1 of the report referred to pressures of circa £685,000 relating to earlier mandates not being achieved.

The highest level of borrowing based on capital decisions is £130m, and was therefore currently borrowing less than we would normally need to, as a result of setting aside money, MRP calculation.

The Assistant Head of Finance reminded Members that one of the important rules that Cabinet set itself was that for anything new to appear in the Capital Programme it either needs to pay for itself or it displaces something of higher priority to the Council.

The Leader addressed a question regarding how serious should we be in taking the assumptions for full Council decision. The Leader responded that the assumptions were a strong building block. We need to take into consideration the opinion of public and community. Council will always reserve its right to make judgement on Council Tax nearer the time.

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Reassurance was sought that there had been an adequate consultation process, and the Member questioned how we would effectively communicate the decisions made at full Council. In response we heard that in terms of consultation the budget had been released in the usual way and also via social media channels. Meetings have been held where requested. Feedback had shown that we had reached more people electronically than previously. The Cabinet Member was satisfied that anyone who wanted to be engaged had received an opportunity.

A Member questioned the rationale behind the lower figures for income generation, which would be addressed through the Alternative Delivery Model. The Cabinet Member for Social Care and Health referred to statutory demands which curtail our ability to charge.

A Member referred to appendix 3b and asked what effect the removal of funding on voluntary childcare organisations would have. The Cabinet Member for Education reassured Members that this was carried out on a needs basis. A sufficiency order, on a 3 year basis, looks at need within the County, for all aspects of general childcare. The Action Plan sets out what we do to look at the needs of our children and childcare. Therefore the funding was re-directed to where it was most needed.

Members raised concerns regarding the schools deficit, and increase in charges for waste disposal. Cabinet Members expressed that schools were supported as best as possible. The Leader had confidence in schools to meet the challenge and the restraints were recognised.

A Member expressed that people paying for the services actually being used rather than across the board was a fairer method.

The Head of Operations explained that a £30,000 charge back is due to an exemption to schools and voluntary organisations being withdrawn. This brings the charges in line with those for other organisations. Schools would have the opportunity to choose provider of the service. If the waste is not collected we do not carry costs. The increase in garden bags is in line with statutory charges.

A Member referred to the commitment of funding Monmouth Pool. It was noted that the build would take eighteen months, and we were roughly on schedule. In terms of costs it was untrue that Monmouth School were funding any of the costs. We had now agreed to modernise the whole of the leisure centre in Monmouth also, which would help with the costs of delivering the pool.

It was explained that school sixth form budget comes from Welsh Government and is dependent on numbers. We recognised the importance to maintain a sixth form within schools in such a rural area.

A Member referred to fees and charges, and expressed that businesses would suffer. It was questioned if we could look at charges for waste to be looked at before the budget is set. The Head of Operations explained that the figures referred to were not an increase but figures for a range of sizes

RECOMMENDATIONS:

We resolved to agree the recommendations:

- That Select committee scrutinises the draft budget savings proposals for 2017/18 released for consultation purposes.

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- 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.
- 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.

Committee's Conclusion:

The Chair provided an overall conclusion following Item 6 of the agenda.

5. Capital Budget Proposals 2017/18 to 2020/21

CONTEXT:

The Cabinet Member for Finance presented the Capital Budget Proposals to outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

MEMBER SCRUTINY:

County Councillor A. Easson declared a personal, non-prejudicial interest under the Members' Code of Conduct as a family member uses the services of Severn View Facility.

A Member requested an update regarding the Severn View Care Facility renewal. The Cabinet Member advised that it was early days and the most important thing is that quality of care already received by individuals at the facility would not be compromised.

On the basis of the information supplied regarding capital receipts, a Member asked if Cabinet Members felt the projects could be taken forward with the small amount of money. The Leader agreed that there would be pressures on capital and was confident in the capital programme to be realised.

The Cabinet Member for Community Development referred to Highways, and generally the strategic roads were in good state and a lot of improvements had been made. It was noted that infrastructure costs may need Welsh Government assistance.

RECOMMENDATIONS:

Members agreed the recommendations in the report:

- 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
- That Select Committee notes the following recommendations approved by Cabinet:
- 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.

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- 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
- 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.
- 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 as outlined in paragraph 3.10.
- 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.

Committee's Conclusion:

Members were happy with the process in general, with thorough debate having taken place at the individual selects. Members had hoped that some of the amendments may have been made following the round of selects in order to be discussed today and there were concerns from some Members that some of the proposals lack the detail necessary for them to form a view. However, there is acknowledgement that the meeting presented an opportunity for the proposals to be aired and scrutinised, as opposed to be agreed, which is a matter for full Council. The meeting has presented Members with the ability to discuss and challenge priorities across the range of services and Members are therefore satisfied that they have scrutinised the budget in so far as they can at this time. Members would encourage further reflection on this year's process to inform that of the successor Council.

The meeting ended at 4.40 pm

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MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Select Committees held at on Monday, 6th February, 2017 at 10.00 am

PRESENT: County Councillor P. Jones (Chair)
County Councillor P. Farley (Vice Chair)

County Councillors: R. Chapman, A. Easson, R. Edwards, P. Farley, R. Harris, M. Hickman, P. Jones, P. Jordan, M. Powell and A. Wintle

ALSO PRESENT:

D. Hudson – Co-Opted Member
D. Hill – Co-Opted Member

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Wendy Barnard	Democratic Services Officer
Phil Diamond	Theme Lead, Population Needs
Matthew Gatehouse	Policy and Performance Manager
Nicola Needle	Changing Lives Lead

1. Election of Chair

County Councillor P. Jones was elected as Chair.

2. Appointment of Vice-Chair

County Councillor P. Farley was elected as Vice Chair.

3. Apologies for Absence

Apologies for absence were received from County Councillors L. Guppy, D. Evans, D. Blakebrough and Mr. K. Plow.

4. Declarations of Interest

County Councillor P. Farley declared a non-prejudicial interest in regard to Item 5, Population Needs Assessment, as a Trustee of Chepstow Senior Citizens Welfare Trust.

5. To discuss the Population Needs Assessment

Context

The Social Services and Wellbeing Act (2014) places a statutory duty on local authorities and health boards to prepare a regional population needs assessment (PNA) in relation to people requiring care and support. A draft PNA has been jointly developed across the region (Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen) by Aneurin Bevan University Health Board and the Gwent transformation Team. The PNA sets out the common priorities across the region and suggested actions.

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The Social Services and Well-being Act provides the statutory framework to deliver integrated health and social services and preventative services to support people and carers of all ages, as well as families and communities.

The Committee received an overview of the PNA and an update on Next Steps.

Key Issues

The purpose of the PNA is to ensure that local authorities and Local Health Boards jointly produce a clear and specific evidence base in relation to care and support needs and carers' needs, to underpin the delivery of statutory support functions and inform planning and operational decisions.

The PNA will dovetail with the well-being assessment being produced on behalf of the Public Service Board as part of our response to the Well-being of Future Generations Act. That PNA will be examined separately by the PSB Scrutiny Committee before both are presented at Council on 20th March.

The PNA should enable the council to focus on preventative approaches to care and support needs and provide the information required to support resource and budgetary decisions; ensuring services and outcomes are targeted, sustainable, effective and efficient.

A draft regional PNA has been developed and is currently out for consultation. The main points to note:

The PNA will contain the high level priorities and suggested actions but the data graphs will be included in technical appendices – the PNA will read as executive summary and not include a large number of data graphs. The PNA will have to be signed off and agreed by individual local authority councils and the health board by March 31st 2017 and subsequently published on individual websites.

The PNA was developed through extensive engagement with the regional citizen panel, provider forum and regional executive director leadership group; as well as local groups such as youth forums, older people's forums, carers groups and parenting networks. Engagement was also supported by MCC and PSB through the 'Our Monmouthshire'. Some of the emerging areas of interest are below but further engagement is planned during the consultation period:

An ageing population brings many opportunities, however there are also challenges for service provision and increases in the number of people living with long term conditions.

Loneliness is a growing concern.

Monmouthshire has high levels of social capital and volunteering. By taking an asset and placed based approach there is an opportunity to improving well-being.

Increasing support is required for Looked After Children

Adverse childhood experiences have a negative impact on people's long term health and economic prospects and can be perpetuated through the generations.

Member Scrutiny

Following presentation of the report, Members were invited to make observations, during which time we noted:

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Dementia (Prevention and early intervention): It was queried how much is done to educate citizens regarding prevention and actions to delay onset of symptoms. It was responded that the question ties in to the broader Wellbeing of Future Generations agenda and that positive steps that can be taken include being physically fit and healthy, have good nutrition, have low alcohol intake and attending regular check-ups. These steps are included in a broad range of programmes and embedded in the Wellbeing of Future Generations and in the general physical health section of the PNA.

Engagement: A Member queried the robustness of the engagement process in terms of how many people/groups were asked their views; and also how it was decided who would be asked. It was answered that there is an engagement section in the PNA that sets out the “smart” approach taken. It was explained that the Regional Citizen Panel established under a statutory duty, was involved and an invitation to 50+ and youth forums was also issued. Engagement with other groups (Looked After Children, Gypsy Travellers, Black and Minority Ethnic etc.) has been enabled through existing Health Board processes. It was emphasised that engagement with some groups can be complex requiring time to build a relationship with consultees first. It was also responded that other groups engaged with have included Living with Dementia groups and parents of disabled children across the five authorities. Additionally, links have been made with the authority’s engagement forum and groups. It was confirmed that the process used is in line with the engagement strategy; the groups engaged with will be listed in the complete PNA, broken down by local authority. It was explained that a statutory questionnaire will be distributed to persons known to social services and responses will be taken into account. A Member commented that the report only considered consultees already in the system and asked what other groups (i.e. those not in the system) had been consulted.

A Member questioned that there appeared to be a danger that the views of groups in the middle (i.e. between youth and 50+) would not be taken into account; a group that may have hidden needs. Clarification was provided that work has been undertaken for the “Our Monmouthshire” wellbeing assessment involving engagement with citizens across the age spectrum about their hopes and aspirations for the future and the challenges/barriers to being active and independent e.g. rural transport to access services.

It was questioned how engagement with 50 + Forums had occurred and replied that representatives from the county sit on the Regional Citizen’s Panel and were consulted to represent the views of the 50+ age group. It was recognised that there is a need to speak to as many people as possible throughout the process; an offer to revisit participating groups or engage with new groups to provide feedback is therefore planned for the future.

Members attention was drawn to the cross cutting themes of the report and emphasised that core themes are not dealt with in isolation and will be cross referenced as necessary (e.g. children’s mental health, sensory impairment etc.). A Member commented that it was positive to be reminded that it is local government influences the determinants of health, not the Health Service.

A Member challenged that there were serious differences across county in terms of those consulted and emphasised the importance of satisfying ourselves that an accurate picture is identified for the whole county.

Funding: A Member commented that there were vast implications with no indication of costs and queried what figures had been taken into consideration by the Welsh Government (WG). It was noted that this was a national problem and priorities will be drawn accordingly. It was explained that WG introduced the Act as cost neutral and no additional funding was planned. Joint commissioning and early intervention are recommended, as well as preventive work

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through engagement with the public. An example of peer to peer support with dementia sufferers was provided.

Population: A Member stated that there is reference to a rise in population by 2036 but a projection that there will be a decline in Monmouthshire by 1.3%. The Member challenged how the statistic of 1.3% had been calculated. In response, it was explained that population figures are estimates based on the previous 25 years and a formula, refreshed with the most recent census revisions (to include house building, migration, emigration, live births, population age and life expectancy). It was clarified that a number of areas in Wales predict a decrease in population and Monmouthshire has the smallest decrease.

Considering the SE Wales Spatial Plan, the Member continued by questioning if this data could, therefore, be used as an argument when debating future Local Development Plans for not building more houses in the county. It was responded that Planning Officers could better respond to this point but also noted that whilst there is a small decline in population forecast, this includes a hidden proportion of residents aged 85+ (a rise by 186%) but also a decline of younger people by 14%; engagement indicates that housing affordability is a significant contributory factor for young people leaving. It was predicted that the impact would be pressure on care services.

Core themes: A Committee Member drew attention to the inclusion of violence against women in the core themes, and questioned if elder abuse should be included and it was agreed that safeguarding is not emphasised enough. Additions would be made to highlight this aspect better in the report to include protection of vulnerable adults.

Access to Services: It was noted that services will rely mainly on volunteers, and was also questioned how the elderly population will access services. It was explained that transport is a consistent theme for ongoing consideration. It was also acknowledged that there was a significant emphasis on support from the voluntary sector.

A Member challenged the reference to train services as there is limited access to train travel in the county. It was explained that there is a lot of work ongoing in communities, co-ordinating social care with the voluntary sector and also looking at how to improve transport.

Prevention and Early Intervention: Members were reminded of a number of projects that focus on prevention and early intervention, in partnership with the third sector such as the Community Connections Project. Additionally, Intermediate Care Funding has been used to develop Volunteering for Wellbeing to extend opportunities for individuals to contribute and also to co-ordinate community resources. It was also explained that the issue of rural transport is a priority and it is planned to organise a pilot scheme, using RDP funding, to bring resources together, and get people involved.

Housing: A Member stated that there are some very isolated areas in the county and that developers don't recognise how to build housing to accommodate the needs of later life noting that bungalows can help individuals stay in their own community which frees other accommodation for families. It was added that limited affordable housing means that young people move away or are living with parents. It was considered that planners and builders do not consider the long term sufficiently well.

Children's Needs: A question was asked regarding a reference made to Children with complex needs but noted there was no mention of those children with more straightforward needs. It was agreed that children's complex needs are highlighted in the report but that other relevant information has been garnered from the wellbeing assessment (e.g. data on GCSEs, Obesity, Flying Start).

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It was explained that an Area Plan for 2018 will be published based on the PNA and also a Wellbeing Plan. The plans will be considered together to make connections when produced.

Befriending Schemes: Information was provided regarding the befriending scheme, Ffrind i mi, established to combat loneliness and support people. It was suggested that there may be opportunities for large corporate organisations or local authority staff to participate in befriending schemes.

A Member challenged the role of the Health Service in befriending schemes and questioned if the Health Board should be reflecting how its services can better meet needs e.g. services for falls and minor injuries, adding that there are variations in provision across the county. In response, it was emphasised that the PNA and wellbeing assessment need to be considered together. The engagement and valuable feedback will help to shape the plans that will be published in 2018.

County Councillor P. Farley declared an interest as a Trustee of the Chepstow Senior Citizens Welfare Trust and offered that the group, and others in Chepstow, would welcome the opportunity to provide feedback.

A Member provided information about a well-established, successful, countywide befriending scheme and challenged why there was duplication. Attention was drawn to the leaflet "Volunteering makes you Feel Good!" and reference to a scheme involving sixth formers in King Henry VIII Comprehensive School. In response it was explained that the excellent practice in Monmouthshire is not replicated across the Gwent region. Confirmation was provided that there will always be various initiatives and it is important that they are co-ordinated, and efforts to do so will remain a priority. It was suggested that the excellent befriending scheme should be prominent on the ABUHB website.

Regarding befriending schemes, a Member questioned if the education system could be used more to contribute to such schemes e.g. Duke of Edinburgh Award scheme. It was noted that befriending can be part of the Welsh Bacalaureate qualification.

Childhood Obesity: A Member highlighted the need for healthy eating, physical activity to tackle obesity, diabetes, heart disease and some cancers and recalled the Chief Officer for Children and Young People's Annual Report that estimated a significant number of pupils are overweight or obese and queried what is being done as there was nothing included in the report. A commitment was made to add information to the report to resolve the omission. Information was provided that childhood obesity is recognised as a major issue and is likely to emerge as a priority in the wellbeing plan. It was also confirmed that this matter has been picked up in other authorities and reference was made to a report prepared by Data Unity Wales for wellbeing assessments. A commitment to ensure the inclusion of elder abuse as a priority was made.

Resources: A Member questioned if under-resourcing is a problem and it was responded that there is always a need for more resources but acknowledged that the Council sets budgets aligned to where there is most need for frontline services. It was agreed that it has been a pressure managing the emergence of two new Acts.

Omission: A Member drew attention to an omission on p29 - Physical Disability. It was confirmed that the omission would be addressed.

Deprivation: A Member criticised that the report does not adequately represent areas of deprivation in the county providing the example of Caldicot. It was added that a foodbank has

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been set up in Caldicot since 2013 which has helped feed 800 people per annum adding that whilst the engagement of volunteers is welcomed, the priority is to ensure that basic services are adequate to support residents. In response, it was agreed that this was a fair comment, clarifying that this is a challenging region because of its diverse communities. Reassurance was provided that, when the plans are published as high level documents, there will then be more detailed and in depth analysis to accurately define action plans in the future and to build on good practice.

A Member stated that Severnside Community Trust would be a good contact point regarding driving forward volunteering and engagement.

Recommendations

The following recommendations were agreed;

i) Members are invited to scrutinise the draft PNA report to ensure:

i) that it presents a clear and specific evidence base in relation to the care and support needs of the population of Monmouthshire and (ii) the regional PNA priorities and suggested actions will support the delivery of local health and social care solutions.

ii) Together with other local authorities in the 'Gwent' region and the Aneurin Bevan University Health Board, agree to sign off the final PNA by March 31st 2017 and to subsequently publish it on the Monmouthshire Council website

Chairs Comments

The Chair thanked all participants in the meeting and commented as follows:

- That the PNA sets out priorities and questioned if they are aspirational rather than realistic;
- From discussions, it is difficult to see how the process can be implemented and remain cost neutral and that is a major concern. Whilst there are concerns about the resources to deliver the content, there is recognition that we need to begin with early interventions that may be less costly, or even cost neutral.
- The positive aspects highlighted were the support of carers, and the linking of peers for dementia support.
- A report on Healthy Schools' initiatives will be presented to Children and Young People's Select Committee;
- The results of the rural transport pilot will be considered by Adults Select Committee;
- The Committees look forward to the next stage when the Area Plan is published in April 2018 and the subsequent wellbeing plan. All Members were encouraged to carefully read the draft plans;
- Alignment is a question of concern and if considering different aspects of the same subject e.g. vulnerable adults or elder abuse, they should be considered separately. It was recommended that elder abuse and safeguarding are added; and
- It was identified that there was a potential group of people not having their say (e.g. villages) and that it was important that the PNA should represent the views of everyone in that population whilst recognising the limited resources of time, funding and people.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committees held at on Monday, 6th February,
2017 at 10.00 am**

6. EAS Business Plan 2017-20

This item was deferred to the meeting of Children and Young People Select Committee on 16th of February 2017 and was not discussed at this meeting.

The meeting ended at 11.40 am

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Public Document Pack Agenda Item 4c

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 14th February, 2017 at 2.00 pm**

PRESENT: County Councillor P. Farley (Chairman)
County Councillor R. Harris (Vice Chairman)

County Councillors: R. Chapman, R. Edwards, P. Jones, P. Jordan,
A. Wintle, D Hill, D Hudson, P. Clarke, D. Dovey, A. Easson,
D. Edwards, S. Jones, M. Powell, J. Prosser, V. Smith, B. Strong and
A. Webb

OFFICERS IN ATTENDANCE:

Mark Hand	Head of Planning, Housing and Place-Shaping
Shirley Wiggam	Senior Strategy & Policy Officer
Stephen Griffiths	Strategy & Policy Officer
Ian Bakewell	Housing & Regeneration Manager
Matthew Gatehouse	Policy and Performance Manager
Martin Davies	Planning Policy Manager
Hazel Ilett	Scrutiny Manager
Paula Harris	Democratic Services Officer

Also in attendance;

Karen Tarbox Monmouthshire Housing Association

1. Apologies for absence

County Councillors D. Evans, M. Hickman, S. Howarth, P. Watts and S. White.

2. Declarations of interest

None.

3. Scrutiny of Affordable Housing Delivery and the Impact of the Supplementary Planning Guidance

Context:

To provide Members with an update on the delivery of affordable housing since LDP adoption, including:

- The number of affordable homes granted planning permission and the number constructed;
- Progress on the LDP's strategic, urban and rural housing sites;
- Progress on the LDP's 60/40 sites;
- The implementation of the Affordable Housing SPG since it took effect on 1st April 2016; and
- An overview of forthcoming Welsh Government grant funding.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 14th February, 2017 at 2.00 pm

Recommendations:

1. To note the progress update and to support the policy framework and ongoing hard work by officers to maximise affordable housing delivery, which is a Council priority.
2. To consider a follow up review in twelve months on the impact of, and contributions secured via, the Affordable Housing SPG to ensure the policy is resulting in the desired outcomes.

Key Issues:

On-site Affordable Homes Secured via Planning Permissions

1. 305 affordable housing units have been secured through planning permissions since the Plan's adoption in 2014. LDP allocated sites accounted for the majority of affordable units permitted (181). 100% affordable housing schemes and windfall sites accounted for a further 78 units and 44 units respectively. Two affordable units were secured on a small site.
2. The spatial distribution of affordable units secured via planning permissions is as follows:

Main towns:

- Total of 166 affordable units permitted.
- Allocated LDP sites accounted for the majority of these units: 102 units at Wonastow Road, Monmouth (30%) and 18 units at Coed Glas, Abergavenny (35%).
- 100% affordable housing schemes accounted for 27 of the affordable units permitted (Abergavenny 20 and Chepstow 7).
- The remaining permissions related to windfall sites in Abergavenny (15) and Chepstow (4).

Sevenside Settlements:

- Total of 72 affordable units permitted.
- 100% affordable housing schemes accounted for a significant proportion of affordable unit permissions (41 – Caldicot 22, Rogiet 19).
- The allocated strategic LDP site at Sudbrook Paper Mill accounted for a further 20 affordable units (9.4%).
- The remaining permissions related to a windfall site in Sudbrook (9 units) and a small site in Caldicot (2 units).

Rural Secondary Settlements:

- Total of 49 affordable units permitted.
- Allocated LDP site at Penperlleni accounted for almost half (23) of these (35%).
- 16 units were secured on a windfall site at Llanfoist.
- A 100% affordable housing scheme in Raglan accounted for a further 10 units.

Main Villages:

- Total of 18 affordable units secured on allocated Main Village sites identified in Policy SAH11 for 60% affordable units - Trellech 9, Shirenewton 3 and Penallt 6.

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3. An additional affordable unit was permitted through the 'build your own affordable home' scheme (rural exception).

4. The above indicates that a significant number of on-site affordable units have been secured via planning permissions since the LDP's adoption and that the policy framework is operating effectively in this regard. The policy is clear that the targets of 35% or 25% are subject to viability testing, and the Council is currently using the District Valuation Service to provide a robust, independent assessment of viability evidence provided by developers on an open book basis. The development of 100% affordable sites (typically by RSLs using Welsh Government funding) has added a significant 78 affordable units secured, outside of the provisions of Policy S4.

Affordable Housing Dwelling Completions

5. 127 affordable housing units have been completed since the Plan's adoption in 2014. The majority of these completions were on 100% affordable housing sites (68 units). Windfall sites accounted for 34 affordable dwelling completions, with small sites and a residual UDP site accounting for a further 12 and 4 completions respectively. There were also 9 affordable housing completions on an allocated LDP site. As discussed in the LDP Annual Monitoring Report, the LDPs strategic housing sites are coming forward more slowly than anticipated however approvals are in place and development has commenced on LDP sites now, and their contribution will increase significantly over the next two years.

6. The spatial distribution of affordable dwelling completions is as follows:

Main Towns:

- 46 completions (16 in Abergavenny, 26 in Chepstow, 4 in Monmouth).
- 24 of these completions were on 100% affordable housing schemes (8 in Abergavenny, 16 in Chepstow).
- Small sites accounted for 12 completions (8 in Abergavenny, 4 in Chepstow).
- Windfall sites in Chepstow and Monmouth accounted for a further 6 and 4 completions respectively.

Sevenside:

- 46 completions in Sevenside Settlements (27 in Caldicot and 19 in Rogiet).
- 100% affordable housing sites accounted for the majority of completions recorded (23 in Caldicot and 19 in Rogiet).
- 4 completions on a residual UDP site in Caldicot.

Rural Secondary Settlements:

- 23 completions on a windfall site in Llanfoist.

Main Villages:

- 12 completions – 1 on a windfall site in Little Mill, 2 on a 100% affordable housing site in Mynyddbach and 9 on a LDP 60/40 Main Village site in Trellech.

7. This demonstrates that while there have been 127 affordable dwelling completions recorded since the LDP's adoption, this is lower than the identified LDP target of 96 completions per annum. One of the main reasons for this is the slow progress on the implementation of LDP

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allocated sites which has result in limited delivery of affordable housing under Policy S4. However, as allocated LDP sites achieve planning permission, affordable housing completions would be expected to increase in line with the identified target. The recent permissions achieved on LDP sites will undoubtedly increase the level of affordable housing delivered.

8. There is no specific evidence to date that demonstrates that Policy S4 itself is not operating effectively, albeit that there have been delays in determining some planning applications, including for example Deri Farm, because of negotiations over viability issues arising from the requirements of Policy S4. These viability issues themselves directly impact on levels of affordable housing secured, however, robust assessments are being undertaken to ensure the maximum potential contribution is secured.

9. The affordable housing policy analysis from the latest LDP Annual Monitoring Report (AMR) covering the period 1 April 2015 to 31 March 2016 is included in **Appendix 2** to this report.

Progress with Allocated LDP Housing Sites

Strategic Sites

10. As indicated above, there has been slower than anticipated progress with the delivery of allocated strategic housing sites since the Plan's adoption, however, the pace is increasing. Consequently the amount of affordable housing secured from these sites to date has also been limited, with only the following sites having gained planning permission:

- Wonastow Road, Monmouth: 102 (30%) affordable units secured (total of 340 units)
- Sudbrook Paper Mill: 20 (9.4%) affordable units secured (total of 212 units). There were significant site viability issues associated with this site due to considerable site remediation costs.

11. Despite this, progress is being made on planning applications relating to many of these strategic sites:

- Crick Road, Portskewett: Council owned site allocated for 285 residential units and 1 ha of serviced land for business and industrial development. A master planning consultation exercise to consider various options for the site has been undertaken and an outline planning application is due to be submitted imminently.
- Deri Farm, Abergavenny: Persimmon Homes submitted a full application for 250 residential units in November 2014. The application is yet to be determined given outstanding issues relating to site viability (affordable housing provision) and undergrounding of overhead power lines. These issues have recently been independently assessed by the District Valuation Service with the applicant's indicating that they accept the findings. The application is being progressed with a report to Planning Committee expected in next couple of months.
- Fairfield Mabey, Chepstow: The landowner submitted an outline application in October 2014 for up to 600 residential units (350 to be delivered within the Plan period), commercial space including offices and workshops and small scale retail/food and drink floor space and multi-functional green and blue open space. The application has not progressed as intended due to a longstanding Welsh Government Highways holding objection. Progress is being made on addressing other outstanding matters and it is anticipated that the application will be reported to Planning Committee in the next couple of months, following independent assessment by the District Valuation Service.

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- Rockfield Farm, Undy: Council owned site allocated for 270 residential units and 2 ha of serviced land for business and industrial use. A master planning consultation exercise to consider various options for the site has been undertaken and a planning application subsequently submitted and progressed. It is expected that the application will be reported to Planning Committee in the next couple of months.
- Vinegar Hill, Undy: Site for 225 residential units, linked to the adjacent Rockfield Farm site. There has been limited progress on the delivery of this site to date.

12. As indicated above, there is no evidence to suggest that the LDP strategic sites are not deliverable or that their allocation needs to be reviewed. The delays in them coming forward do, however, have obvious implications for affordable housing delivery. As stated in the latest AMR, the slow delivery rate does seem to suggest that there may be a need for additional site allocations through a LDP revision and/or through a pragmatic approach to the determination of departure applications. Such measures are intended to increase housing supply, which will also benefit the delivery of affordable housing.

Urban and Rural Secondary Settlement Sites:

13. A number of other allocated LDP sites have gained planning permission and will contribute to affordable housing delivery:

- Land to south of School Lane, Penperlleni: 23 (35%) affordable units secured (total 65 units).
- Coed Glas, Abergavenny: 18 (35%) affordable units secured (total 51 units).

Progress with LDP 60/40 sites (Policy SAH11 Sites)

14. Monmouthshire County Council sought to tackle the problem of securing affordable housing to sustain our smaller villages in a pragmatic and innovative way. This policy has clearly been a success. The site at Trellech (9 affordable and 6 market units) has been completed and one of the 60/40 sites in Shirenewton (3 affordable and 2 market units) is currently under construction. The site at Penallt has planning permission for 10 units (6 affordable and 4 market units) and the site at Llanishen for 8 units (5 affordable and 3 market units) is currently subject to a S106 agreement. Applications are also being worked up on several other sites. A detailed report on all of the LDP 60/40 sites can be found in **Appendix 3**.

Affordable Housing SPG and commuted sums

15. Policy S4 introduced a requirement for developments below the thresholds at which affordable housing has to be provided on site to make a financial contribution towards the provision of affordable housing in the Local Planning Authority area. The SPG sets out how this aspect of Policy S4 will be implemented. Self-builders are exempt from making the contribution but have to enter into an initial S106 agreement, being able to claim the exemption after occupying a dwelling for three years. The table attached as **Appendix 4** lists those applications registered as valid since the adoption of the SPG that were potentially liable to an affordable housing contribution.

16. To date (at 02/02/2017), nine Section 106 agreements have been signed, giving a total potential contribution of £480,735. Two of these agreements (The Hill, Abergavenny and Green Farm, Rogiet - for £289,473 in total) required contributions to compensate for not providing affordable housing on site, rather than to comply with the policy requiring contributions from

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developments falling below the affordable housing threshold, but are listed in the table to indicate the total potential funding available to the Council. These two agreements for commuted sums were due to the exceptional circumstances of the sites in question, which related to the conversion of a Listed Building or barns, which do not lend themselves easily to DQR standards. At the current time there are thirteen applications with Legal Services awaiting S106 agreements. Three of these applications awaiting agreements are specifically identified as being subject to concerns over viability.

17. Where it is claimed that the affordable housing contribution is making development unviable and preventing it coming forward, a full viability assessment is undertaken. The table lists three cases in which it has been accepted that viability issues prevent a financial contribution being made. Of ten undetermined applications that are still with the planning officer and not passed to legal, five are specifically identified as cases where the applicant has raised concerns about viability and these matters will be fully appraised before proceeding.

18. Should all the contributions identified in the table come forward (those with S106 agreements, those awaiting S106 agreement and those with planning officers that could still be approved) then the total potential affordable housing fund to date is £1,221,773. It is important to consider this figure in the context that self-build projects are exempt from paying (this accords with the CIL Regulations). To benefit from this exemption, the developer must evidence that they built and then lived in the property for a continuous period of three years. However, even assuming that 50% of the approvals are self-build projects, the new policy has clearly secured a significant sum of money to contribute towards the delivery of affordable housing, as a viable and proportionate contribution from the significant uplift in land value created by granting planning permission.

19. At the time of adopting this SPG, Economy and Development Select Committee requested that the policy implementation be reviewed to ensure it is not deterring development from taking place, given the important contribution that small housing schemes make to our LDP housing need. The table below sets out data for 'minor residential' applications (fewer than 10 dwellings) determined in 2015-16 (prior to SPG adoption) and for the first three quarters of 2016/17. The SPG took effect for applications registered as valid after 1st April 2017.

Quarter / Year	Number of Applications determined	Number approved	% approved	Average time in days from valid to determined (decision issued)
2015/16	125	110	88	109
Q1 – Q3 2016/17	74	68	92	108

4.20 The table shows that, to date, there is no significant discernible change to the number of applications determined, the proportion approved, or the average time taken to determine the application. It should be noted that this data includes all minor residential developments, including conversions, change of use and replans. The data does not relate solely to additional small plots subject to the new SPG. Again it should be noted that 13 applications await the signing of the S106 agreement so do not yet appear in the data which relates to determined applications. As such there is limited data available, but on the basis of the data before us, there is no evidence to date that the policy is deterring developers from proceeding. As stated above, the policy allows for viability to be assessed and S106 commuted sums to be reduced or waived if evidenced. Moreover, a significant proportion of such applications are for self-build projects which are exempt from the contribution in any case.

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21. It is acknowledged that a number of applications remains undetermined, pending signing of a S106 agreement. This legal process is time consuming and, despite our attempts to simplify it by providing a template legal agreement, some issues have arisen with different solicitors requiring different amendments. It is recommended that this matter be reviewed again in 12 months' time.

22. Similarly, there is always a natural time lag between planning permission being granted and development commencing on site. It is therefore too soon, at this time, to review whether or not the permissions granted post-SPG adoption are proceeding on site (or if developers decide not to proceed due to reduced profit or other economic or personal reasons).

Forthcoming WG funding

23. All Local Authorities have had their Social Housing Grant (SHG) Allocation doubled for the next three years. Monmouthshire's Allocation has gone from £1,144,759 to £2,289,519. To help meet the Welsh Government's target of delivering 20,000 affordable homes over the next 5 years, the Housing Division at WG will be making further funding available over the next few years. Monmouthshire is in a position to be able to draw down an additional £3.8m should such funding become available.

Recommendations:

1. To note the progress update and to support the policy framework and ongoing hard work by officers to maximise affordable housing delivery, which is a Council priority.
2. To consider a follow up review in twelve months on the impact of, and contributions secured via, the Affordable Housing SPG to ensure the policy is resulting in the desired outcomes.

Member Scrutiny:

A member spoke of the price of entry level homes being priced at £144,000, the average wage in Monmouthshire does not make buying a property in the county a viable prospect.

A member complimented the Officer on a detailed and comprehensive presentation and spoke of affordable housing being a priority for this Council. Concerns were raised regarding the unintended consequences of over stringent affordable housing policy.

The over reliance on the big PLC housebuilders was raised, it was asked how we encourage smaller developers and the importance of enabling not deterring.

In respect to future impact it was asked if it was felt that CIL would bring any issues with it.

In terms of attracting funding, a plea was made to the Cabinet members to secure funding at an early stage where it was felt the most difference could be made.

Members queried the lack of availability in terms of land and asked why this was the case and asked if landowners reluctant to sell.

Concerns were raised about young people and families attempting to get onto the housing ladder, with the Cabinet member gave examples of members of his ward who have approached him regarding various housing issues.

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It was asked what was the demand for social housing were told that we have 3, 041 households on our housing register at the moment, with 1,091 are in band five which means they are considered not in need.

A member voiced concerns regarding the banding system and the complex issue that housing was in its entirety with people in band five 'stuck' in that position with no resolution in sight and the stress that the situation causes the family.

It was asked if we are gaining the correct amount of affordable housing in the LDP site in Sudbrook and concerns regarding the amount of S106 money received.

It was agreed that the County had a great housing needs and that if the population declines by 1.3% by 2036 it was asked by a members are we building the wrong type of houses at present and should we review this.

The Cabinet Member raised the paradox of the population dropping by 1.3% but the County needing more houses and the need of a more age balanced County to provide more resilient communities for the future.

Karen Tarbox from Monmouthshire Housing Association added that as a social landlord the association acknowledge the need for rural housing and are actively working on some of the 60/40 site in the county. In response to the comments made on volume housebuilders, Karen spoke of middle and small builders who are not on the position to bring the houses to market, this is where they work with RSLs.

Monmouthshire Housing Association spoke of their wish to work with Monmouthshire County Council in bring higher levels of social housing to the county.

Committee's Conclusion:

The Chair thanked the officers, guests and the Cabinet Member.

In terms of a conclusion the Chair spoke of revisiting this issue in 12 months' time with some of the items discussed today being looked at in more detail, such as the allocation policy.

Practical suggestions, such as helping with grants would deserve focus and research into a modular system of housing may be worth attention.

The Committee are happy to accept the report recommendations;

1. To note the progress update and to support the policy framework and ongoing hard work by officers to maximise affordable housing delivery, which is a Council priority.
2. To consider a follow up review in twelve months on the impact of, and contributions secured via, the Affordable Housing SPG to ensure the policy is resulting in the desired outcomes.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 14th February, 2017 at 2.00 pm

4. Monmouthshire Letting Service

This item was deferred until Adults Select Committee meeting 28th February 2017.

5. Homeless Prevention - Rent Guarantee Scheme

Context:

The purpose of this report is to propose to establish a budget account to enable the Council to offer rent guarantees and 'paper' deposit bonds to further strengthen the homeless prevention toolkit through improving access to private rented accommodation.

Recommendations:

1. To consider how the Homeless Prevention Reserve Fund will support the Council's statutory duty to prevent homelessness and provide the foundations for a future income generation opportunity and make recommendations as appropriate.
2. To recommend to Cabinet to agree to establish a Homeless Prevention Reserve Fund.

Key Issues:

1. Under the Housing (Wales) Act 2014, the Council has a legal duty to both respond to homelessness and to prevent homelessness. The Act also provided local authorities with the power to discharge the associated duties through the private rented sector. The Committee will be aware that it has been a priority for the Council to expand and strengthen homeless prevention activity. The Committee will also be aware that in seeking to improve homeless prevention, focus has been given to enabling access to the private rented sector as an alternative to over reliance on social housing and the need to utilise bed & breakfast.

2. Although the Council is increasingly accessing the private rented sector to prevent homelessness, this continues to be a challenge for a range of reasons. This includes:

- Homeless applicants are often low income households and in receipt of benefit.
- Lettings agencies and landlords are often reluctant to accept households on benefit.
- Many households cannot afford to meet upfront payments and costs associated with securing private sector accommodation. These are routinely agency fees, bonds/deposits and rent in advance.
- Vulnerable and low income households are often perceived as a risk to landlords with regards to potential damage and non-payment of rent.
- Some households with complex needs are difficult to accommodate in any sector
- Some landlords refuse to work with certain external preventative agencies

3. In this context, there is often a reluctance of landlords to support the Council with rehousing applicants. There is a need, therefore, for the Council to try and strengthen the support provided to private landlords to help overcome fears and perceived risks

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4. Established practice already exists through the Housing Options Team to provide support to tenants that benefits landlords through an existing Prevention budget. This regularly includes making payments for letting agency fees, bonds/deposits and rent in advance. It is considered though there is scope to further both strengthen this level of support and improve procedures to minimise the financial risk and cost to the Council.

5. It is, therefore, considered appropriate and prudent to establish a ring-fenced Homeless Prevention Budget Reserve to operate alongside the Housing Options Team's Prevention Fund. The intention is that when appropriate, the Council will seek to make under-written financial commitments/promises to landlords as an alternative to making a cash payment. For example, a landlord may require a bond of £500. This would be transferred into the Reserve rather than being paid directly to the landlord. Should the landlord need to claim on the bond, this can still be easily paid out. However, in the event of the landlord not needing to claim, the sum would still be available to be used for a similar purpose to prevent homelessness for another applicant. It's also proposed, subject to availability, 5% of the Prevention Budget is paid into the Reserve to help build up resilience and flexibility.

6. Homeless prevention activity would continue to be implemented as per current procedures and relevant payments from the Prevention Fund (for example to underwrite a bond) would be made into the reserve. There would be no net cost to the Council.

7. The Reserve is a more sustainable approach to budgeting. Advantages include:

- Being able to issue 'Promises' to landlords as an alternative to making cash payments.
- The ability to carry funding forward into subsequent financial years increasing flexibility.
- The Reserve would help to smooth annual volatility through enhanced resilience.
- The Reserve would facilitate the increase of practical support to landlords.
- The Reserve supports the Future Monmouthshire policy and the development of the Monmouthshire Letting Service, the aim of which is to become a fee charging service.
- The Reserve helps mitigate against B & B use and expenditure.

Member Scrutiny:

It was clarified that they wish for an account to be set up with no additional expense.

A member asked where funds would come from and we were told that 5% of the exiting budget would be paid into the account as a reserve, subject to this money being available.

It was asked if Melin homes had anything to do with this scheme and we were answered no.

Committee's Conclusion:

The Chair said that they would recommend this to onwards discussion with Cabinet as per the current proposals;

1. To consider how the Homeless Prevention Reserve Fund will support the

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Council's statutory duty to prevent homelessness and provide the foundations for a future income generation opportunity and make recommendations as appropriate.

2. To recommend to Cabinet to agree to establish a Homeless Prevention Reserve Fund.

They voted unanimously that it would be a useful way forward.

The meeting ended at 4.22 pm

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Public Document Pack Agenda Item 4d

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Joint Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 27th
February, 2017 at 2.00 pm

PRESENT: County Councillors: R. Chapman, D. Dovey, A. Easson, D. Edwards,
R. Edwards, P. Farley, R. Harris, P. Jones, M. Powell, J. Prosser,
V. Smith and A. Wintle

Co-opted Members:

Mr. M. Fowler (Parent Governor Representative)
Mr. D. Hill
Mrs. D. Hudson

OFFICERS IN ATTENDANCE:

Ian Saunders	Head of Tourism, Leisure and Culture
Marie Bartlett	Finance Manager
Tracey Thomas	Youth & Community Manager, Youth Service
Richard Simpkins	Business Manager - Tourism Leisure and Culture
Matthew Lewis	Countryside Manager
Matthew Gatehouse	Policy and Performance Manager
Mark Howcroft	Assistant Head of Finance
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

GUESTS:

Olwyn Dutton	-	Legal Adviser, Anthony Collins Solicitors
Kevin Ford	-	Business Planning, Anthony Collins Solicitors

APOLOGIES:

County Councillors P. Clarke, D. Evans, M. Hickman, S. Howarth, P. Jordan, P. Watts
and A. Webb.

1. Election of Chair

We elected County Councillor P. Jones as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor P. Farley as Vice-Chair.

3. Declarations of Interest

There were no declarations of interest raised by Select Committee Members.

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at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 27th
February, 2017 at 2.00 pm

4. Future Monmouthshire: Proposed New Delivery Model for Tourism, Leisure, Culture and Youth Services

Context:

To provide the Joint Select Committee with an Outline Business Case (OBC) and associated papers that considers the range of alternative delivery models for the Tourism, Leisure, Culture and Youth Services (TLCY) following an independent options appraisal by Anthony Collins Solicitors.

Key Issues:

As one of the Council's key priorities is to 'maintain locally accessible services' the options appraisal needed to assess which of the principle Delivery Options could create the potential for growth and sustainability for the services as well as an analysis of the legal and governance structures available and make recommendations on:

- Growth and investment opportunities.
- Skills gaps.
- Human Resources (HR) including TUPE and future pension arrangements.
- Procurement routes for awarding services.
- Asset / leasehold transfer implications.
- Stakeholder engagement to maximise staff, community and service user involvement.

The objectives of Anthony Collins have been to consider the right mix of services and the best new Delivery Option to help the Council address the projected £542,000 funding shortfall over the next four year period. A full analysis of options of the OBC has resulted in four recommended Principle Delivery Options namely:

- Delivery Option One: Do Nothing.
- Delivery Option Two: Transform the Services 'in house'.
- Delivery Option Three: Move the Services into an Alternative Delivery Model (ADM).
- Delivery Option Four: (a) Outsource the services to a private sector operator or (b) existing Charitable Trust.

The Pros and Cons of each of the four delivery options were then measured in order to assess the strategic, economic, commercial, financial and management case for change. In addition, a wider analysis was undertaken, informed via a due diligence

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process. Best practice research was also carried out to find other Councils that have implemented innovative Delivery Options.

In addition, the Options were also assessed against their ability to meet the Council's four key priorities whilst also providing enhanced opportunities to:

- Increase flexibility and agility in responding to needs and change.
- Freedom to market and trade its services.
- Improve services through innovation and a culture of enterprise.
- Introduce lean processes that reduce duplication of effort and increase use of technology and self-service, making it easier for residents to access services and obtain information and advice.
- To establish a sense of 'ownership' amongst staff and service users with a view to improving morale, motivation, job satisfaction and ultimately the quality of service.
- Access funding and tax efficiencies currently outside the scope of the Council.
- Offer higher levels of engagement and achieve economies through collaboration and partnership.

Should the Council agree the Outline Business Case, the next steps would be to move to preparing the Full Business Case. There is considerable work to be done to demonstrate a full comparative analysis between Options 2 and 3, and to ensure that all questions raised by the Senior Leadership Team (SLT) and the Finance Department are fully responded to.

The Full Business Case will provide more detail in the following areas: outcome of the procurement process, a final check on affordability and value for money; staffing considerations; the contract details; a comprehensive delivery plan and benefits realisation.

Member Scrutiny:

- The whole process was to identify relevant grants that fitted the criteria that the Alternative Development Model (ADM) was relevant to. The County Council has a good record of obtaining grants. Due to the breadth of services, Anthony Collins, Solicitors, has advised that there should be a holding company (Teckal Company) and then below that, have a trading company and a charitable organisation also. Each of these have separate advantages and separate disadvantages. This will maximise the company's ability to obtain grants and maximise its ability to draw upon charitable opportunities. It will also maximise the ability of the Council to respond quickly to opportunities that arise and to take advantage of trading opportunities also.

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- Control and governance is being worked on resulting in more opportunities for Members to hold workshops on the governance side of this issue. The workshops will investigate how standards are being measured, public expectations, efficient and effective organisation and protection of resources.
- It is important that the Authority has the right level of control over what happens. The right balance, via a shareholder agreement, will allow the ADM to undertake its role without having to have undue influence from the Council. As a shareholder, the Council will be able to set the parameters of how the company should be run in line with the Authority's values, have a say in who should be appointed as company director, have a say in the granting of shares and loans, have a say in approving the company's business plan, receive regular updates from the company, have senior officers and non-executive directors on the Board.
- Accountability is important.
- In response to a Select Committee Member's question, it was noted that if the service goes into a Teckal company, it will be wholly owned by the Authority. There will be regular meetings with an officer to ensure that the services are responding and delivering quality of service. Regular meetings and updates of the ADM will be presented to a scrutiny panel or board, i.e., a similar process that currently occurs. The role of local councillors is important and needs to be taken into account when the constitution is drawn up ensuring that there is joint ownership between the Council and the public. Senior officers will be able to focus on the strategic issues of running the Council.
- In response to a Select Committee Member's question regarding options should the ADM fail to be successful, it was noted that an exit arrangement should be written into the agreement. There are options available to the Authority, should this happen, one of which would be to bring the Service back into local Authority control.
- Elected Members that serve on the Board of an ADM could be appointed for the Council term.
- Full Council will make a decision on proposals by the end of March 2017. At this stage, all the details and facts are presented to Members. A new Council will be elected in May 2017. During the summer of 2017, new Members will be made aware of the options with a view to a full business plan being presented for decision in September 2017.
- This presents an opportunity to get closer to communities via the ADM.
- In response to a Select Committee Member's question regarding the Youth Offer, protection of staff and pension protection, it was noted that the Youth Offer would be most suited within the ADM alongside other services. Transferred staff will be employed with the same terms and conditions and pension rights under TUPE

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arrangements. The new body would become an admitted body of the Gwent Pension Fund at the outset. Preparatory work is being undertaken to ensure staff are ready for the transfer. The Trade Union Side are being kept abreast of developments and are being consulted in this matter.

- Regular staff engagement events are being held. All staff have been met over the last 12 months. Staff may also post questions on the Hub, via email or through change ambassadors to ensure engagement occurs at all times. It was noted that the vast majority of staff are looking forward to the future and the potential opportunities that will arise.
- The ADM will need to build up a working capital reserve likely to be in the sum of £400,000. It is intended to build up to this figure over a five year period.
- In terms of establishing a business plan for the ADM and a prediction of grant funding over the next five years, it is anticipated that a 10% fall is to be predicted for every successive year. Therefore, officers are trying to ensure that the ADM will be based around realistic grant funding provision and the business case will take account of that.
- The business plan has been subjected to various stress tests.
- There are areas of funding that are currently not available to local authorities. This area is being investigated and being scrutinised. This is a potential area to obtain funding as access to grants are likely to decline in the coming years. Sponsorship opportunities will also be investigated.

Committee's Conclusion

The Chair summed up as follows:

- On behalf of the Joint Select Committee, the Chair thanked officers and the representatives from Anthony Collins, Solicitors, for providing and presenting a clear and concise report.
- The outline business case was clear and precise and the Committee looked forward to receiving the full business case in the future.
- The importance of scrutiny must be identified in the constitution of the ADM.

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5. Well-being Assessment and Well-being Objectives

Context:

To consider the draft well-being assessment, as well as considering the emerging Well-being Objectives ahead of a decision by Council on 20th March 2017.

Key Issues:

The Well-being of Future Generations (Wales) Act 2015 places a well-being duty on public bodies to act jointly via Public Service Boards (PSB) to improve the economic, social, environmental and cultural well-being of their area by contributing to the achievement of the seven well-being goals. The four statutory members of the PSB are the Local Authority, Local Health Board, Fire and Rescue Authority and Natural Resources Wales, other organisations are also invited. As part of this responsibility the PSB has produced a draft well-being assessment which assesses the state of economic, social, environmental and cultural well-being in Monmouthshire.

The production of a well-being assessment is a key part of identifying the priorities for the area that the Public Service Board will work to progress. The assessment is evidence based and draws on a range of sources, in particular: data; the views of local people; information about future trends and academic research.

The assessment highlights a number of strengths on which the Authority can build a future for the people and communities of Monmouthshire and also a number of problems and challenges that need to be addressed. During the consultation phase between January and February 2017 the PSB is seeking the views as to whether the right issues have been identified based on the evidence presented as part of the assessment?

The challenges and opportunities facing public services in Monmouthshire are in the process of being finalised through the consultation process and discussions with PSB partners. They are identified in the draft assessment as:

- Inequality between communities and within communities.
- Wage levels available locally are low, coupled with high property prices, making it difficult for young people and future generations to live and work locally.
- With an increasingly globalised economy and technological advances, tomorrow's workforce will need a very different skillset to those of today's school leavers.
- Limited public transport, particularly in rural areas, makes it harder for people to access jobs, services and facilities. This could be exacerbated by rising fuel prices but there are also future opportunities from things like automated vehicles.

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- Adverse childhood experiences have a negative impact on people's long term health and economic prospects and can be perpetuated through the generations.
- There is a need to increase healthy behaviours with a particular focus on the first thousand days of a child's life.
- Reducing levels of physical activity which along with dietary changes are leading to growing levels of obesity. This is likely to lead to an increase in long-term conditions.
- An ageing population brings many opportunities. However, there are also challenges for service provision and increases in the number of people living with long term conditions.
- The natural and built environment needs to be protected and preserved for future generations, due to risks from development, climate change and pollution.
- There are human health impacts of air pollution, especially in Usk and Chepstow.
- Water pollution is a concern, especially from changing agricultural practices.
- Climate change is likely to increase the risk of flooding, as well as many other risks, so mitigating climate change and building resilience is crucial.
- There is a need to increase accessibility of arts, culture and heritage and to ensure adequate provision of Welsh Medium education.
- Monmouthshire has high levels of social capital and volunteering. By taking an asset and placed based approach there is an opportunity to improve well-being.

The Council also has a responsibility under the Well-being of Future Generations (Wales) Act 2015 to set its own well-being objectives. To achieve this the organisation must:

- Set and publish well-being objectives by 31st March 2017.
- Take all reasonable steps to meet those objectives.
- Publish a statement about well-being objectives.
- Detail arrangements to publish an annual report of progress.

The Council is still required under the Local Government (Wales) Measure 2009 to set annual Improvement Objectives and produce an Improvement Plan. Welsh

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Government is consulting on a proposal to repeal Part 1 of the Measure which would remove this requirement in future years. Following discussions with regulators and the WLGA, it has been deemed sensible to combine the two requirements in a single set of clear objectives to be published by 31st March 2017.

The emerging well-being objectives bring together the latest evidence from the draft well-being assessment, policy and legislation to set out how the Authority will strive to deliver a public service that meets the needs of the present without compromising the ability of future generations to meet their own needs.

To support the delivery of the well-being objectives, which are focused on the outcomes that enhance the quality of life of citizens and communities, The Authority also has to ensure that the organisation remains relevant and viable for the next generation, while continuing to meet the needs of residents, visitors and businesses now.

One of the fundamental approaches advocated by the Act is a shift in focus from gains in service output to a stronger link between the actions of public bodies and the outcomes that enhance the quality of life of citizens and communities both now and in the future. This means that the measures aligned to the objectives will have a longer term focus.

In order to meet the legislative requirement of approving and publishing the Wellbeing Objectives by 31st March 2017, further details on actions that will be taken to deliver the objectives and metrics to evaluate progress are still being developed. With the local elections being held in May 2017, it is proposed that the objectives will be further developed and presented to the new Council following the local elections and subject to discussions with the incoming administration.

Public Service Boards also have a planning responsibility to produce a local well-being plan by May 2018. The local well-being plan will provide important evidence that may inform the Council's well-being objectives.

Member Scrutiny:

- In response to a Select Committee Member's question regarding the lack of and cost of transport provision in the countryside for children wishing to undertake further education. It was noted that this issue comes across strongly both in the evidence in the data and in conversations that officers have had with people. This matter is being raised through the Future Monmouthshire agenda and this matter may be looked at via the Public Services Board.
- In response to a Select Committee Member's question regarding Flying Start, it was noted that the case studies identified through this scheme are evidence that early interventions are important in the early years of a child's life.
- Page 24 of the Monmouthshire Public Service Board Well-being Assessment: Summary – Severn is not a ward in Chepstow.

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- Page 25 of the document, paragraph 4, reference to St. Mary's – In response to a Select Committee Member's question regarding this paragraph, officers would check the accuracy of the data.
- In response to a question raised regarding the well-being of carers who care for elderly people within their home and the need for respite care to be provided, it was noted that there is a substantial section within the document referring to carers' needs. However, the issue raised might not come through explicitly enough via the summary. Therefore, officers will investigate this matter to ensure that this matter is adequately reflected.
- The Chair informed the Committee that there will be a Joint Select Committee Meeting between the Children and Young People Select Committee and the Adults Select Committee on the 23rd March 2017 which will scrutinise the Young Carers Strategy. Some young carers will be attending the meeting.
- Page 2 of the report, paragraph 4.4, bullet point 13, There is a need to increase accessibility of arts, culture and heritage and to ensure adequate provision of Welsh Medium Education – It was noted that the reference to Welsh Medium Education was attached to this bullet point because the way in which the legislation is defined, the Welsh language is a part of the cultural aspect of how this is described within the act.
- The four well-being objectives were identified, as follows:
 - Provide children and young people with the best possible start in life to help them achieve better outcomes.
 - Maximise the potential in our communities to improve well-being for people throughout their life course.
 - Maximise the benefits of the natural and built environment for the well-being of current and future generations.
 - Develop opportunities for communities and businesses to ensure a well-connected and thriving county.
- Housing availability and quality is fundamental to people's well-being. More emphasis regarding this matter should be identified in the document.
- In response to a question raised regarding the state of Monmouthshire's Infrastructure, it was noted that this matter will need to be adequately referenced within the document.
- The investment of how the Authority invests Section 106 Funding is a matter that a Select Committee might wish to scrutinise in future.

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Committee's Conclusion

The Chair summed up as follows:

- On behalf of the Joint Select Committee, the Chair thanked the officer for presenting the report.
- The Joint Select Committee supports the report and acknowledges the work that has gone into producing it.
- Issues were raised around young carers, transport and infrastructure which should be accounted for in the report.
- The Joint Select Committee approves the well-being objectives with the additional matters raised.

We recommended that the report be presented to Full Council.

The meeting ended at 4.12 pm

Public Document Pack Agenda Item 4e

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**Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 28th
February, 2017 at 10.00 am**

PRESENT: County Councillor P. Farley (Chairman)
County Councillor R. Harris (Vice Chairman)

County Councillors: R. Chapman, R. Edwards, P. Jones, P. Jordan,
and A. Wintle.

Also in attendance County Councillor V. Smith and G. Burrows

ALSO PRESENT:

D. Hill – Co-Opted member
D. Hudson – Co-Opted member

OFFICERS IN ATTENDANCE:

Claire Marchant	Chief Officer Social Care, Health & Housing
Wendy Barnard	Democratic Services Officer
Clare Morgan	Service Manager, All Age Disability and Mental Health
Ian Bakewell	Housing & Regeneration Manager
Stephen Griffiths	Strategy & Policy Officer
Hazel Ilett	Scrutiny Manager
Tyrone Stokes	Finance Manager

APOLOGIES:

County Councillor M. Hickman

1. Declarations of interest

No declarations of interest were made by Members.

2. Public Open forum

No members of the public were present.

3. To confirm the minutes of the previous meeting

The minutes of the meeting held on the 24th January 2017 were confirmed and signed by the Chairman.

4. Transport Policy for Adult Services: Pre-decision scrutiny of the new policy for adult social services.

Context:

The purpose of the policy is to clarify Monmouthshire County Council's responsibilities for providing transport to people requiring social care support.

Key Issues:

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The Social Services and Wellbeing (Wales) Act 2014 sets out the council's duty to assess an individual's need for support services. The Local Authority will have a duty to meet that need if the need cannot be met by the person's own resources or community resources.

The need for transport is not an eligible need in its own right, but simply a means of accessing services and support. Assisted Transport usually helps people to access day opportunities, respite care, leisure services, and employment and training opportunities.

Monmouthshire County Council is able to provide transport through a variety of options to its residents with learning disabilities, people with physical disabilities, older persons and people with mental ill health.

The Council funds several community transport schemes across the county, mainly covering areas with less reliable transport links but not restricted to these areas. These options can be either dial-a-ride, Grass Routes, Bridges Community Car Scheme or befriender schemes.

The Council also operates the disabled bus pass and the concessionary (age-based) bus pass schemes, allowing anyone with a disability over the age of 5 and anyone above the retirement age who is a resident of Monmouthshire to apply for free bus travel out of peak times.

Member Scrutiny:

Following presentation of the report and ensuing discussion, the following points were raised:

A Member pointed out that, in a rural ward, residents have commented that vehicles provided for people with a disability are often large vehicles/4x4s. It was added that residents may not understand how the costs are calculated and paid for. Clarification was provided that the authority does not provide vehicles; these are supplied under the Motability scheme via Department of Work and Pensions. It was queried why basic, low insurance, low emission cars are not provided instead of larger vehicles and responded that there is no involvement from the authority concerning the vehicle type supplied but explained that there are some reasons why a larger vehicle would be required. If a person was in possession of a Motability vehicle, they would be expected to use this vehicle and not to be provided with transport where possible.

It was commented that this was a comprehensive document that management will use. It was queried what information will be available for members of the public. It was confirmed that a public version (website and leaflet, information for Hubs) will be made available and Members were reassured that the information will be clear, accessible and easy to understand.

A Member asked if eligibility information would be made available to potential users and it was explained that transport on its own is not part of an assessed need but could be an element of a very thorough assessment of an individual's needs (jointly addressed by the individual and Social Services).

It was questioned what happens when the assessment is disputed and responded that better dialogue takes place in collaboration with the person, but if there is disagreement, further discussion or another assessment can be completed if necessary; there is also the availability of the complaints procedure. The Chair emphasised the importance of clear information and communication about processes. It was advised that the volume of appeals is very low.

The Cabinet Member for Social Care, Safeguarding and Health, declared that the policy will provide clear indicators for individuals to maintain independence; availing themselves of their own resources for services as necessary, with assistance for those assessed as needful. In the

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interim, there will be an ongoing dialogue with those who have historically used services to find a mutually satisfactory outcome.

A Member commented on the importance of socialisation, and suggested that service users with their own vehicles could pick up other service users. It was confirmed that transport will still be provided for day services for people unable to drive themselves subject to reasonableness, and their individual assessment. It was added that there is a wider piece of work for the Future Monmouthshire programme on how to make best use of available transport in a co-ordinated way.

In response to a query about forecasted reduction in service users, and budget savings, Members were reassured that there are relatively small numbers of people using assisted transport. Implications for the Raglan Project and My Day My Life were queried. It was explained that further consideration will be given to transport needs to encourage people to lead an independent life. It was emphasised that there is no intention to restrict such work and service offers will be defined by individual needs based assessment. The Cabinet Member confirmed that it will be a priority to think through the consequences of the proposals.

With regards to savings, Select Committee was reminded that for the last six years, the authority has been providing frontline services across the board which have been refined and reconfigured to continue to provide services. This has enabled small amounts of resource to be released to use on important services elsewhere.

A question was asked about Personal Independence Payment (PIP) and the effect on recipients' ability to afford independent transport. It was explained that there are inexpensive means of accessing the community via Grassroutes Bus, Dial a Ride, public transport with free bus passes (under certain criteria) for some people as well as healthier options such as walking.

A Member expressed concern about the availability of car parking at Mardy Park and commented that if service users are arriving independently and can't park, they will be discouraged from attending for day care. In response, it was explained that a review of day service needs is in progress and added that those who attend Mardy Park are usually those in most need of this service and will receive transport.

The Cabinet Member commented that it was preferable to have a policy in place to provide clarity. It was suggested that new councillors would benefit from receiving a list of policies relevant to residents.

A Member queried the degree of integration between Health and Social Care transport and how to avoid duplication of services. It was explained that there is a lot of integration (three integrated teams) and multi-disciplinary assessments to define transport needs. It was further raised that it was important to ensure that there is clear and consistent information/criteria on assessment for service users, team members and assessors. It was urged that service users should be provided with information to explain who will be undertaking any assessment and reassurance was provided that the most appropriate person for the individual's needs will carry out the assessment.

In response to a question, it was explained that user groups had not been consulted and that feedback would be invited on its implementation in due course.

Recommendations

For members to consider and agree to the implementation of the policy.

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Chair's Comments

The Chair expressed his appreciation for the opportunity for the Committee to undertake pre-decision scrutiny of the policy.

In noting that the policy will proceed to Individual Cabinet Member decision, it was suggested that the Cabinet Member should request publicly available, clear information for individuals who wish to access services via e.g. website, leaflets, and information in the One Stop Shops. It was also suggested that clear instructions for assessors are provided. The Chair explained that it was very important that there was clarity and consistency for users and equally for those applying the policy.

The Chair noted that, following discussion, the Committee did not wish to scrutinise the policy again before the Cabinet Member considers his decision. It was also agreed that the Committee would welcome sight of the information for the public when available. The Chair requested that the information is circulated to Committee Members who may wish to make comments and were invited to provide feedback individually.

The Chair stated that the Committee would review the policy in the future and opportunities for communication with members of the public would be sought.

The Chair thanked the officers for their attendance.

5. Monmouthshire Lettings Service (deferred from 14th February 2017): Scrutiny of the proposed approach for accessing private rented sector accommodation to prevent homelessness.

Context

The purpose of the report is to introduce members to the proposal for the introduction of a Council operated social lettings scheme within Monmouthshire. .

Key issues

1. This proposal seeks to build upon the existing practice of the Housing Options Team of engaging with private landlords and using private sector accommodation to meet the Council's statutory homeless and prevention related duties. The proposal effectively brands and packages the existing service to private landlords whilst introducing new services to further to benefit landlords.

2. The purpose of MLS is to provide a lettings service that seeks to put the community at the centre of its core business of providing long term affordable properties to rent, but with a 'commercial' approach. A core emphasis of MLS is to support landlords. The context (See Appendix 1) to developing MLS is:

- i. Many households are unable to access accommodation through traditional high street letting agents because they are in receipt of benefits, they cannot afford to meet upfront payments and fees nor high market rents, which are in excess of housing benefit levels.
- ii. There is a shortage of social housing stock and vacancies
- iii. Accommodating low income households can be perceived as a risk
- iv. There is a need to manage the on-going demand from households who are homeless or threatened with homelessness.
- v. There is a need to reduce expenditure or increase income generation.

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3. Key elements of the proposed service are to:

- i. Provide a basis for increasing homeless prevention by hopefully increasing access to private rented accommodation and limiting the use of B & B.
- ii. Offering landlords a worry free letting service
- iii. Providing sufficient affordable rented accommodation to households who are unable to access the private rented housing sector.
- iv. Undertake regular marketing and landlord engagement
- v. Providing the opportunity for future income generation

4. MLS will broadly consist of two service strands. A lettings service and a leasing service:

- i. The lettings service will be similar in design to a high street lettings agency. This will initially include legal advice, 'find a tenant' and tenant verification, inventories, sign ups, inspections, rent collection, tenancy agreement drafting and housing support. Initially services will be offered free to landlords to encourage take up. Additional services, such as rent monitoring, have been identified with a view to possibly working up and introducing at a later date.
- ii. The leasing service will seek to offer landlords a leased option (where needed by the Council), such as the current Shared Housing scheme. (Also, Melin Homes management of the private leasing scheme is due to end in 2018). Leasing availability will be subject to financial viability. Leasing for temporary accommodation currently attracts a subsidy through housing benefit. This is due to end on 1st April 2017 and be replaced by a grant allocation. At the time of writing the level of subsidy level will be reduced. If it is not possible to continue with leasing, the lettings aspect of MLS becomes even more relevant.

5. The aim is for MLS to go live by 1st May 2017. Supported by the Communications Team, it is proposed that MLS will have its own distinct identity which will feature on stationary products, flyers, posters, web page and social media applications. A proposed delivery framework for MLS can be found in Section 2 of Appendix 1. This seeks to provide a clear strategic direction and provide a distinct and unique approach to delivery.

Members Scrutiny

The Officers were thanked for their presentation. Following this, Members made the following comments:

A Member queried, in the circumstances where a private landlord had a property available for rent that was in need of some refurbishment, if any budget was available to assist. It was explained that there are two loan products – the home improvement loan scheme and the empty property loan scheme. These are interest free loans (not grants) and include an administrative set up fee of 8%. The fee can be discounted to 4% if the landlord decided to work with the council. In response to comments about empty properties in the county, it was explained that if they are updated and made available for rental, they generally attract a high rental value that would be in excess of housing benefit values.

A Member commented that in the worst case scenario, a landlord would be expected to forego in the region of £1000 per annum in rent. Whilst the landlord would know there are some guarantees and a bond, a tenant could cause damage in excess of the value of the bond and it was questioned if there was any help available. It was clarified that hopefully such a situation would not have developed to that extent as the service would be aware of potential issues. If such problems materialised, the council would have to make good the damage so some

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protection should improve a landlord's confidence to work with the council. It was added that the team tries to prevent such challenging circumstances occurring and there is an emphasis on matching landlords with clients. The team can also offer inspections, take inventories and is proactive in developing the relationship between the landlord and tenant to reduce risk.

A Member noted that the scheme encourages landlords to let their properties within Monmouthshire and questioned why the Landlords Housing Forum was not a consultee. It was also questioned how the reduction in availability of private rental properties, due to tax changes and the rise in stamp duty properties on second properties, will be addressed. It was also questioned why it is not proposed to continue with the existing scheme run with Melin Homes. In response, it was explained that significant consultation has taken place (not specifically on the Letting Service) with landlords through the Landlord Hub but reference had been omitted from the report. Surveys have identified the associated risks with housing benefits, rent and perception of the client group as particular issues. It was acknowledged that the tax changes could be detrimental. It was added that the proposal poses no risk to the authority, so is worth trying.

It was explained that Melin Homes does not want to continue with the existing scheme and will not be renewing the contract accordingly. The Committee were reminded of the change in subsidy arrangements due to welfare reform. The £60 per week paid to the authority and Melin per occupied property as a management fee has been withdrawn in favour of an annual grant. The value of the management fee is in the region of £350/400,000 per annum but the grant is only £148,000. Both Melin and the authority are concerned about a reduction in finance. Concern was also expressed that the authority may be in a position of less private leasing stock.

A Member questioned if there had been any work on using private rental properties out of county to accommodate Monmouthshire tenants. It was confirmed that this has happened and some tenants have been accommodated in Torfaen. It was pointed out, however, that clients usually want to stay in their local area.

A Member questioned how much interest has been expressed in MLS. A response was provided that the proposal was considered by the joint private sector housing team last year and there some interest was expressed. A comment was made regarding a rent guarantee scheme in Oxfordshire and this suggestion is under consideration as a further incentive to attract landlords' participation.

It was queried when MLS would be operational and confirmed that it was hoped to start in May when there would be an introductory offer of free services. A rent guarantee scheme may then be considered as a further incentive. It was added that an amount to provide rent guarantees could be ring fenced in the homelessness reserve to entice private landlords to participate.

A Member drew attention to the Just About Managing (JAM) generation who are working but not eligible for benefits, and struggle with high rents for housing. It was added that encouraging older people to stay in their homes adds to the limited availability of properties.

A Member commented that a rent guarantee scheme would be attractive for landlords and would only come at a cost if tenants defaulted on rent payments adding that good scrutiny of tenants could avoid costs. It was queried if there was any research on the default rate in Oxfordshire. It was accepted that good management was critical to mitigate against costs due to default. The Officer offered to circulate information on the Oxford scheme to Committee Members.

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In response to a question about how much is spent on Bed and Breakfast accommodation compared with the amount to provide a rent guarantee scheme, it was agreed that the amount (approx. £20,000) could potentially be used in a different way.

It was queried what the link is between this proposal and the Rent Smart Wales scheme. It was confirmed that landlords and their properties have to be registered with Rent Smart Wales outside of the MLS scheme. If they use our scheme, MLS would manage the property on their behalf and would avoid having to be licensed representing a saving. It was recognised that the package of attractive incentives to provide a more stress free experience is in exchange for lower rents. Clarification was provided that if a landlord asks MLS to find them a tenant but manage the arrangements themselves, they will have to be licensed to do so.

A Member asked if it was possible to know how many ex council houses are on the private rental market. It was explained that Hometrack may be able to provide this information.

In response to a query, it was confirmed that there are significant numbers of unregistered landlords but it is predicted that these numbers will diminish in future.

Recommendations

- i. The Committee considered how the Monmouthshire Lettings proposal (See Appendix 1) will support the Council's statutory duty to prevent homelessness and provide the foundations for a future income generation opportunity and make recommendations as appropriate.
- ii. The Committee agreed to recommend to Cabinet the adoption of the Monmouthshire Letting Service (MLS).

Chair's Comments

The Chair summarised that the proposals related to increasing the visibility of MLS through branding the service and making clear what can be offered to landlords.

The proposal does not involve forming a company but could be a vehicle ultimately for income generation. It is mainly to encourage landlords to work with the authority to address housing needs in Monmouthshire.

The recommendations as presented in the report were agreed.

The Officers were thanked for their attendance.

6. Budget Monitoring: To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends.

Context

The purpose of the 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.

Select Committees have a responsibility to:

- assess whether effective budget monitoring is taking place,

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- 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.

Recommendations proposed to Cabinet

- i. 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.
- ii. 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.
- iii. 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.
- iv. 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.
- v. 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.
- vi. That Cabinet approves a £30k increase to Woodstock Way linkage scheme afforded by an equivalent underspend to another area improvement scheme (Abergavenny).

Member Scrutiny

Following presentation of the report by the Finance Manager, Members commented as follows:

A Member sought clarification regarding mental health care and it was confirmed that the authority is responsible for payments for care arising from e.g. persons sectioned under the Mental Health Act and that the person is not means tested. It was highlighted that this year there has been an increase in numbers causing budget pressure. It was suggested this was possibly due to demographics e.g. increasing numbers of older people with dementia, adding that when admitted under s.3 as inpatients the Health Board are fully responsible for costs. When discharged under s.117 costs are divided equally between the authority and Health for care and support needs.

In response to a question, it was suggested that the difference in expenditure between north and south of the county could be due to demographics.

Chair's Comments:

The Chair thanked Tyrone Stokes, Finance Manager expressing the Committee's appreciation of the exemplary support he has provided to the Committee.

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7. Safeguarding Service Manager

Context

The purpose of this report is to seek approval to create a Safeguarding and Quality Assurance Service Manager to provide leadership to whole authority safeguarding and manage the Safeguarding and Quality Assurance Unit.

KEY ISSUES:

- i. Safeguarding children and adults at risk has the very highest priority in Monmouthshire County Council. Safeguarding is recognised as everybody's business and considerable progress has been made over the last 5 years to systematically embed safeguarding culture, knowledge and practice in every area of the Council's responsibility. There are, however, areas where the understanding and operation of safeguarding are not yet of the standard they need to be. We need to be constantly vigilant in understanding the effectiveness of our governance and assurance systems.
- ii. The Safeguarding and Quality Assurance Unit has a very important role in supporting safeguarding in Monmouthshire. The Unit works with directorates to support them to understand their safeguarding responsibilities and improve their practice. The Council has developed a SAFE self-assessment tool which has recently been reviewed and strengthened to incorporate adult as well as children's safeguarding. An analysis of the Unit, and its ability to deliver its' purpose, has highlighted the need to strengthen leadership and capacity to ensure it is fit for purpose; i.e. to enable it to support to all parts of the Council in their self –evaluation and analysis and improvement actions arising from their evaluation.
- iii. The Service Manager post recommended in this report will ensure manage a Joint Children and Adult safeguarding unit comprising the following functions: independent review of Looked After Children (LAC), co-ordination of child protection and Protection of Vulnerable Adults (POVA), safeguarding in education and corporate safeguarding. The postholder will works with a variety of partners both internal and external to the Council. and be the main operational link to the Gwentwide Children and Adult Safeguarding Boards which are now on a statutory footing. The postholder will also be responsible for driving up standards and good safeguarding practice within the borders of Monmouthshire and across Council services. The post-holder will be part of the Children's Social Services division within Social Care and Health and as such the changes proposed in this report would amend the structure approved by Cabinet in January 2017

Member Scrutiny

The report was presented and the following comments were made:

The Cabinet Member, Social Care, Safeguarding and Health endorsed the contents of the report and reminded Select Committee that safeguarding is everyone's responsibility and , as such, there will always be a need for training and more education as staff and circumstances change in our large organisation.

Members supported the importance of the proposal and clarification was sought on the recruitment timeline. It was confirmed that, if approved, the post could be filled within two months. It was explained that the post does not have to be advertised externally.

A Member challenged why the Welsh Government made no additional funding available to cover such a post in view of the Social Services and Well-being (Wales) Act 2014. It was explained that lots of questions were asked about resource impact assessment as the proposals for the Act progressed. The move to a more preventative approach, and early

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intervention, advice and assistance has resulted in a significant reduction of older people in care homes and this has had a positive impact on the adult social care budget. It was explained that by placing safeguarding vulnerable adults on the same statutory footing as safeguarding children increases the demand for resources e.g. for training, quality assurance requirements etc. but with no dedicated resources. It was added that there is a Delivering Transformation Grant available from next year in the Revenue Support Grant (RSG) but this also has to contribute to the operation of the regional partnership.

It was queried where the post sits in the organisation structure and if the post holder will oversee other units in the council. In response, it was explained that a central unit can provide leadership, policy and guidance, and assurance but will be required to work across the organisation.

Recommendations

- i. That members approve and endorse the proposal for creation of a Safeguarding and Quality Assurance Service Manager and the revised structure for the Safeguarding and Quality Assurance Service Unit.
- ii. Members agree to reserve fund the c£60k for 2017/18. The budget will need to be substantially into the 2018/19 budget round.

The Chair confirmed that Safeguarding is on the agenda for the Joint meeting of Adults Select and CYP Select on 23rd March 2017. There will be an opportunity for further discussion and Members may wish to raise aspects outside of Committee.

The Chair announced that the Committee supported, without reservations, the proposal to create a Safeguarding and Quality Assurance Service Manager post. The Committee commended the proposal to Cabinet.

8. Action List

The Action List from the last meeting was noted.

9. Adults Select Committee - Forward Work Plan

Some changes to the Forward Work Programme were announced as follows:

23rd March 2017 at 2.00pm: Joint Children and Young People's Select and Adults Select Committees (Young Carer's Strategy and Safeguarding Report)

4th April 2017 at 10.00am: Special Meeting - Stroke Services

11th April 2017 at 2.00pm: Ordinary Meeting (*brought forward from 25th April 2017*)

In relation to Gwent Frailty was provided it is recommended in the WAO report that there should be a task and finish group to undertake joint scrutiny. It was agreed that the Chair and Vice Chair should represent the Committee on the task and finish group.

10. Cabinet and Council Work Planner

The Cabinet and Council Work Planner was noted.

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February, 2017 at 10.00 am**

11. To confirm the date and time of the next meeting as Thursday 23rd March 2017 at 2.00pm

23rd March 2017 at 2.00pm: Joint Children and Young People's Select and Adults Select Committees

4th April 2017 at 10.00am: Special Adults Select Committee

11th April 2017 at 2.00pm: Next Ordinary Meeting (*brought forward from 25th April 2017*)

The meeting ended at 12.45 pm

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SUBJECT: SUPPORTING PEOPLE PROGRAMME GRANT – SPENDPLAN 2017/18

MEETING: Adult Select Committee

DATE: 11th April 2017

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

For Committee members to consider the Supporting People Programme Grant (SPPG) proposals for 2017/18

2. RECOMMENDATIONS:

That Committee members agree with the proposed Spendplan as outlined in Appendix II

3. KEY ISSUES:

The Indicative Allocation of Grant for 2017/18 suggests that the level of funding will be the same as for 2016/17 - £2,039,175.00. The majority of Monmouthshire's SPPG contracts have an end/review date of 31 March 2019 (Appendix III).

The guidelines associated with the Grant require Authorities to ensure that Grant Funding is both tenure and age neutral in nature. Demand for older people housing-based support has declined with the allowable 10% contract variation already being implemented in the main older person contract. During 2017/18, the main older person contract will end, the provider having given notice to terminate the contract.

Support to older people will then be available through the place-based model and the Gateway. This is a generic floating support service and an analysis of the outcomes delivered by the generic services demonstrates that support is provided to all the support categorisations and therefore all the protected characteristics. The transition arrangements will be managed through the Gateway who will ensure that all people currently being supported have their needs re-assessed and are then referred to the appropriate service delivery that will meet their needs.

In 2016/17, two important pilot initiatives were developed – Homeless and well-being support and social inclusion support, both within the place-based initiatives. Whilst the initiatives did not get fully underway until September/October 2016, there has been a significant increase in the numbers of people supported within the overall static grant funding, with an associated increase in the outcome being achieved. (Appendix IV). Access for older people will now be predominately through our Gateway service with its associated support workers in the place-based teams.

There have been situations identified recently in which the needs of younger people and care leavers have not been fully met by the SP programme. It is important that positive action is taken

to ensure that this vulnerable and protected characteristic is supported appropriately. A designated resource is assigned in the spendplan.

4. REASONS:

The majority of contracts run until March 2019; funding levels remain unchanged; and the place-based initiative is making a very positive contribution to those requiring support in the communities. This new way of working allows support to be provided based on need and not be associated purely with where a person lives. Monmouthshire's demographics have made older people a priority need, however, the support needs for this category have changed over time and decreased. Closer working across the Adult and Younger Person services has identified that further, targeted support is needed for the young care leavers.

5. RESOURCE IMPLICATIONS:

The 2017/18 spendplan outlines an overspend situation. However, over recent years there has always become a need to allocate grant under-utilisations in the last quarter of the year. Consultation within the Directorate has determined that it is appropriate to make the assumption that a similar under-utilisation will occur in 2017/18.

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

The level of SPPG funding in 2017/18 is likely to remain the same as previously. However there are two significant developments in the services. Firstly, notice has been served on the main older persons' contract and this provides an opportunity to move towards the SP guidelines in which services should be tenure and age neutral. The pilot place-based initiatives, which will be reviewed this year, appear well able to provide access to appropriate support for older people. Secondly, the needs of younger people and care leavers have been provided with an additional support resource and this addresses a weakness in the provision.

7. CONSULTEES:

Adult Social Care and Health Directorate Management Team, Supporting People regional Collaborative Committee

8. BACKGROUND PAPERS:

None

9. AUTHOR:]

Chris Robinson, Supporting People Lead Officer

10. CONTACT DETAILS:

Tel: 07766160821

E-mail: chrisrobinson@monmouthshire.gov.uk

SUBJECT: SUPPORTING PEOPLE PROGRAMME GRANT – SPENDPLAN 2017/18

MEETING: Individual Cabinet Member

DATE: 12th April 2017

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

For the Individual Member to consider the Supporting People Programme Grant (SPPG) proposals for 2017/18

2. RECOMMENDATIONS:

That the Individual Cabinet Member approves the proposed Spendplan as outlined in Appendix II for the 2017/18 allocation of the Supporting People Programme Grant

3. KEY ISSUES:

The Indicative Allocation of Grant for 2017/18 suggests that the level of funding will be the same as for 2016/17 - £2,039,175.00. The majority of Monmouthshire's SPPG contracts have an end/review date of 31 March 2019 (Appendix III).

The guidelines associated with the Grant require Authorities to ensure that Grant Funding is both tenure and age neutral in nature. Demand for older people housing-based support has declined with the allowable 10% contract variation already being implemented in the main older person contract. During 2017/18, the main older person contract will end, the provider having given notice to terminate the contract.

Support to older people will then be available through the place-based model and the Gateway. This is a generic floating support service and an analysis of the outcomes delivered by the generic services demonstrates that support is provided to all the support categorisations and therefore all the protected characteristics. The transition arrangements will be managed through the Gateway who will ensure that all people currently being supported have their needs re-assessed and are then referred to the appropriate service delivery that will meet their needs.

In 2016/17, two important pilot initiatives were developed – Homeless and well-being support and social inclusion support, both within the place-based initiatives. Whilst the initiatives did not get fully underway until September/October 2016, there has been a significant increase in the numbers of people supported within the overall static grant funding, with an associated increase in the outcome being achieved. (Appendix IV). Access for older people will now be predominately through our Gateway service with its associated support workers in the place-based teams.

There have been situations identified recently in which the needs of younger people and care leavers have not been fully met by the SP programme. It is important that positive action is taken

to ensure that this vulnerable and protected characteristic is supported appropriately. A designated resource is assigned in the spendplan.

4. REASONS:

The majority of contracts run until March 2019; funding levels remain unchanged; and the place-based initiative is making a very positive contribution to those requiring support in the communities. This new way of working allows support to be provided based on need and not be associated purely with where a person lives. Monmouthshire's demographics have made older people a priority need, however, the support needs for this category have changed over time and decreased. Closer working across the Adult and Younger Person services has identified that further, targeted support is needed for younger people including young care leavers.

5. RESOURCE IMPLICATIONS:

The 2017/18 spendplan outlines an overspend situation. However, over recent years there has always become a need to allocate grant under-utilisations in the last quarter of the year. Consultation within the Directorate has determined that it is appropriate to make the assumption that a similar under-utilisation will occur in 2017/18.

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

The level of SPPG funding in 2017/18 is likely to remain the same as previously. However there are two significant developments in the services. Firstly, notice has been served on the main older persons' contract and this provides an opportunity to move towards the SP guidelines in which services should be tenure and age neutral. The pilot place-based initiatives, which will be reviewed this year, appear well able to provide access to appropriate support for older people. Secondly, the needs of younger people and care leavers have been provided with an additional support resource and this addresses a weakness in the provision.

7. CONSULTEES:

Adult Social Care and Health Directorate Management Team, Supporting People Regional Collaborative Committee, Adult Select

8. BACKGROUND PAPERS:

None

9. AUTHOR:]

Chris Robinson, Supporting People Lead Officer

10. CONTACT DETAILS:

Tel: 07766160821

E-mail: chrisrobinson@monmouthshire.gov.uk

Name of the Officer completing the evaluation Chris Robinson Phone no: 07766160821 E-mail: ChrisRobinson@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal To allocate the indicative SPPG funding in a duly considered manner
Name of Service Supporting People Programme Grant	Date Future Generations Evaluation form completed 20 March 2017






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

1. **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?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	SPPG provides employment opportunities in itself and delivers an outcome that supports people into employment and training	Where termination of contracts will result in employment losses, the Authority will work with providers as appropriate to mitigate impacts.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and	No impact	

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)		
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The SPPG programme makes significant contributions to people's physical and mental well-being. SPPG has outcomes specifically linked to this	In 17/18 positive action is being taken to support more younger people with their housing related support needs
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	SPPG has new initiatives being piloted in the place-based approach	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	SPPG is contributing to the place-based approach and as such contributes at all levels.	
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	Housing related support covers empowerment to be more socially included and active in the community	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The 17/18 plan is based on providing support based on need and makes provision for positive action for younger people	

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>The 17/18 spendplan is basically a status quo budget with some elements of further development of positive actions. With the majority of contracts ending in March 2019, it is at this time that all short and long-term needs will be balanced</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The SP team is working in partnership with the other 4 Gwent SP teams – managing some contracts on behalf of the region and financially contributing to other regional initiatives. Increasingly more proactive links are being developed with the Tackling Poverty and Younger People’s services.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Involving more service users in our service developments is an aim for the future – involving the use of social media and face-to-face meetings</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Already elements of the Gateway service have been targeted on prevention and in Period 10 the outcomes from this work were recorded for the first time</p>	<p>Arrangements are in hand to ensure that preventative services assess and evaluate the progress (distance travelled) service users make whilst involved with the service for short periods.</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The SP team are involved with a Wales-wide initiative that seeks to measure the impact of the SP services in terms of Health and Well-being.</p>	<p>The SP team will continue to be involved with the SAIL data collation project for benefit analysis by Swansea University.</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

NB: There is a full Equalities Impact assessment attached to, and previously considered, with the current Local Commissioning Plan. The comments below refer to the 2017/18 funding impacts only.

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	An additional resource has been budgeted to provide housing related support to young people and care leavers	The reduction of accommodation based support for the elderly may seem a negative impact. However, the place-based services will be able to refer appropriate people to services via the Gateway	<p>The Gateway has developed intervention/prevention that may resolve many older people's needs without having to undergo the whole SP assessment/planning procedure.</p> <p>The place-based and Gateway services are generic in nature and an analysis of the programmes outcomes demonstrates that the generic support covers all client categorisations and therefore protected characteristics</p> <p>In the transition period between now and the termination of the older persons' contract, the Gateway will arrange for all people being supported at the moment to have their needs re-assessed and referred to the appropriate support provider.</p>

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	Positive action for younger people will also include younger people with this characteristic		
Gender reassignment	Positive action for younger people will also include younger people with this characteristic		
Marriage or civil partnership	Positive action for younger people will also include younger people with this characteristic		
Pregnancy or maternity	Positive action for younger people will also include younger people with this characteristic		
Race	Positive action for younger people will also include younger people with this characteristic		
Religion or Belief	Positive action for younger people will also include younger people with this characteristic		
Sex	Positive action for younger people will also include younger people with this characteristic		
Sexual Orientation	Positive action for younger people will also include younger people with this characteristic		

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?
Welsh Language	Positive action for younger people will also include younger people with this characteristic		

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	Additional support resource for younger people increases the potential contacts that can identify where/when safeguarding issues have arisen		
Corporate Parenting	The additional younger person's provision will, by definition, have positive impact for some of the younger people included in this categorization		

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

- The analysis of the outcomes achieved in SP services over recent years.
- The spendplans from previous years
- The Regional and local needs mapping
- Indicative funding information from Welsh Government

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

The level of SPPG funding in 2017/18 is likely to remain the same as previously. However there are two significant developments in the services. Firstly, notice has been served on the main older persons' contract and this provides an opportunity to move towards the SP guidelines in which services should be tenure and age neutral. The pilot place-based initiatives, which will be reviewed this year, appear well able to provide access to appropriate support for older people. Secondly, the needs of younger people and care leavers have been provided with an additional support resource and this addresses a weakness in the provision.

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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

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:	
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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	DMT	21 March 2017	
2	Adult Select	4 April 2017	
3	Individual Cabinet Member	12 April 2017	

Complete the pale green area only. Fill with ONE ZERO "0" if there is no entry

Client Spend Category (The category to which the service is primarily focused)	Previous year Total units from spend plan	Previous year Total cost from spend plan	Service Type												Local Authority contribution	Other Income	Total Units (exc LA cont)	Total (exc LA cont)
			Fixed Site (Accommodation Based)				Floating (Community Based)				Local Authority contribution	Other Income	Total Units (exc LA cont)	Total (exc LA cont)				
			Client Units	Less than 6 Months	Client Units	6 to 24 Months	Client Units	24 Months plus	Client Units	Less than 6 Months								
Women experiencing Domestic Abuse	25	217,215.00	5	102,960	0	0	0	0	25	122,135	0	0	0	0	5,000	0	30	225,095
Men experiencing Domestic Abuse	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Learning Disabilities	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Mental health Issues	50	286,200.00	0	0	0	0	0	0	0	0	50	300,600	0	0	0	0	50	300,600
People with Substance Misuse Issues (Alcohol)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Substance Misuse Issues (Drugs and Volatile substances)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Criminal Offending History	1	6,670.00	0	0	0	0	0	0	5	10,670	0	0	0	0	26,000	0	5	10,670
People with Refugee Status	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Physical and/or Sensory Disabilities	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Developmental Disorders (i.e. Autism)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People with Chronic Illnesses (including HIV, Aids)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Young People who are Care Leavers	5	25,000.00	0	0	0	0	0	0	0	0	2	22,000	0	0	0	0	2	22,000
Young People with Support Needs (16-24)	42	226,401.00	21	178,775	0	0	0	0	21	71,601	0	0	0	0	0	0	42	250,376
Single parent Families with Support needs	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Families with Support Needs	2	27,000.00	0	0	0	0	0	0	0	0	2	27,000	0	0	0	0	2	27,000
Single people with Support Needs not listed above (25-54)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
People over 55 years of age with Support needs (this category must be exclusive of alarm services)	73	160,803.20	0	0	0	0	0	0	30	953	0	27	49,203	39,547	0	57	50,156	
Generic Floating support to prevent homelessness (tennacy support services which cover a range of user needs but which must be exclusive of fixed site support)	236	1,028,389.70	0	0	0	0	0	0	36	295,200	150	620,325	35	185,790	0	221	1,101,305	
Alarm Services (including in sheltered/extra care)	2,302	61,496.10	0	0	0	0	0	0	0	0	0	0	1,952	51,973	0	1,952	51,973	
Expenditure which does not directly link to the spend plan categories above. (Explanation required in accompanying email)	0	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	2,735	2,039,175.00	26	281,735	0	0	0	0	117	500,559	204	969,925	2,014	286,956	70,547	0	2,361	2,039,175



Does total match sum UNITS horizontal	Does total match sum £ horizontal	Per cent increase/decrease from previous year	>10 Per cent increase	<-10 Per cent decrease	10% threshold vs. previous year £	10% threshold vs. previous year £	10% threshold vs. previous year Units	10% threshold vs. previous year Units
✓	✓	3.6	✓	✓	238,937	197,468	28	23
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	5.0	✓	✓	314,820	260,182	55	45
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	60.0	✗	✓	7,337	6,064	1	1
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	-12.0	✗	✗	27,500	22,727	6	5
✓	✓	10.6	✗	✗	249,041	205,819	46	38
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	29,700	24,545	2	2
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	-68.8	✗	✗	176,884	146,185	80	66
✓	✓	7.1	✓	✓	1,131,229	934,900	259	214
✓	✓	-15.5	✗	✗	67,646	55,906	2,532	2,093
✓	✓	0.0	✓	✓	0	0	0	0
✓	✓	0.0	✓	✓	2,243,093	1,853,795	3,009	2,486

Match totals vertical ✓

Match Allocation ✓

Is the difference between allocation and total greater than 10 per cent

Count Blank 9

10% threshold -10% threshold

2,243,092.50 1,853,795.45

Count of Zero 191

Units vs. cost check (i.e. where there is a unit has a cost been allocated)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Women experiencing Domestic Abuse	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Men experiencing Domestic Abuse	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Learning Disabilities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Mental health Issues	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Substance Misuse Issues (Alcohol)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Substance Misuse Issues (Drugs and Volatile substances)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Criminal Offending History	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Refugee Status	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Physical and/or Sensory Disabilities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Developmental Disorders (i.e. Autism)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People with Chronic Illnesses (including HIV, Aids)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Young People who are Care Leavers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Young People with Support Needs (16-24)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Single parent Families with Support needs	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Families with Support Needs	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Single people with Support Needs not listed above (25-54)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
People over 55 years of age with Support needs (this category must be exclusive of alarm services)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Generic Floating support to prevent homelessness (tennacy support services which cover a range of user needs but which must be exclusive of fixed site support)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Alarm Services (including in sheltered/extra care)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Expenditure which does not directly link to the spend plan categories above. (Explanation required in accompanying email)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

[Return to HOME page click here.](#)

Certificate of Chief Financial Officer or authorised representative
Summary declaration
 I certify that, to the best of my knowledge and belief, the information provided on this form is correct and consistent with the estimates and calculations made by my authority to calculate the budget and expenditure of the Supporting People programme.

Name: (Print name)

Signature:

Date: (dd/mm/yyyy)

Certificate of Supporting People programme Co-ordinator
Summary declaration
 I certify that, to the best of my knowledge and belief, the information provided on this form is correct and consistent with the estimates and calculations made by my authority to calculate the budget and expenditure of the Supporting People programme.

Name: (Print name)

Signature:

Date: (dd/mm/yyyy)

Certificate of Head of Finance, Supported Housing & Homelessness
Summary declaration
 I certify that, to the best of my knowledge and belief, the information provided on this form has been checked against the criteria for the expenditure of the Supporting People programme.

Name: (Print name)

Signature:

Date: (dd/mm/yyyy)

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	Name of Project	Provider	Contract Amount 2016-17 £	Contract Amount 2017-18 £	Contract Expiry Date	Comments	Alarm Units
	Floating Support						
1	Gwalia Tenancy Support Service	Gwalia	187,189.64	187,189.64	31.3.2019		
2	Llamau Tenancy Support Service	Llamau	85,135.00	85,135.00	31.3.2019		
3	MODAS	Llamau	85,135.00	85,135.00	31.3.2019		
4	CHYPS	Llamau	17,027.00	17,027.00	31.3.2019		
5	EMPHASIS	Llamau	34,054.00	34,054.00	31.3.2019		
6	Reach Housing Support(Monmouthshire)	Reach Supported Living	132,000.00	132,000.00	31.3.2019		
7	Solas Low Level F/S	Solas Cymru Ltd	36,000.00	36,000.00	31.3.2019		
8	Homeless Resettlement Project	MHA	36,000.00	36,000.00	31.3.2019		
9	TASL Service	Mind Monmouthshire	300,600.00	300,600.00	31.3.2019		
10	MCC Gateway (HST)	MCC Housing Support Team	198,000.00	201,600.00	31.3.2019		
11	Homeless & Wellbeing Support Officer	MCC-Gwalia	27,000.00	36,000.00	31.3.2018	Place Based Work/Team extend to 31.3.2018	
12	Homeless & Wellbeing Support Officer	MCC-Llamau	27,000.00	36,000.00	31.3.2018	Place Based Work/Team extend to 31.3.2018	
13	Homeless & Wellbeing Support Officer	MHA	54,000.00	72,000.00	31.3.2018	Place Based Work/Team extend to 31.3.2018	
14	Social Inclusion Officers	MHA	54,000.00	72,000.00	31.3.2018	Place Based Work/Team extend to 31.3.2018	
15	Family Intervention Project(FIPS)	Solas Cymru Ltd	27,000.00	27,000.00	31.3.2019		
16	Lifestyle Service	Reach Supported Living	160,380.00	160,380.00	31.3.2020		
17	Derwen Tenancy Support	Derwen	30,000.00	30,000.00	31.3.2018		
18	Safe Hands	MHA	135,900.00	40,500.00	31.9.2017	Contract extended for Transition period	
19	DA Crisis Worker	Cyfannol	36,000.00	36,000.00	31.3.2020		
20	DA Group Work	Cyfannol	5,000.00	5,000.00	31.3.2018		
21	Youth Transition Worker	MCC MYPs	20,520.00	20,520.00	31.3.2020		
22	Welfare Rights	Mind Monmouthshire	14,400.00	21,600.00	31.3.2019		
23	Healthy @ Home	Melin/Care & Repair	12,700.00	25,400.00	31.3.2018	Confirmed with DMT to continue funding and complete review	
24	Target Hardening	Melin/Care & Repair	1,000.00	1,000.00	31.3.2018	Target Hardening contract due to WG instruction, equipment purchased. SP	
25	Young Persons Accommodation Officer	??		22,000.00			
	Total F/S	1,720,140.64					
	Accommodation/Supported Living						
26	Refuge	Cyfannol	102,960.00	102,960.00	30.6.2019		
27	Hostels (Woodstock-12/Hill House-9)	Solas Cymru Ltd	178,775.00	178,775.00	31.3.2019		
	Total S/L	281,735.00					
	Alarms						
28	Community Alarm Service	MHA	26,520.00	23,868.00	31.3.2017	Continue funding for another year. Check alarm units and monitoring cost	900 x 51p
29	Careline	MCC-Housing	20,800.00	20,800.00	31.3.2019		800 x 50p
30	Derwen Community Alarms	Derwen	1,543.36	1,543.36	31.3.2018		56 x 53p
31	Abbeyfield - Monmouth.	Abbeyfield	364.00	364.00	30.9.2018		10 x 70p
	Total Alarms	46,575.36					

<u>SP managed MCC Contracts</u>		<u>To Invoice/Journal</u>				
	DA Group Work	MCC Children Services	-5,000.00	-5,000.00		Check if Childrens Service still going to pay
	<u>MCC (Host) Regional Contracts</u>					
31	PREP Support Worker	The Wallich	30,000.00	30,000.00	31.3.2018	Contract been extended on Regional basis
32	Melin Independent Living	Melin Homes	36,071.00	54,000.00	31.3.2019	
33	Melin Community Alarms	Melin Homes	8,168.00	8,168.00	31.3.2019	374 x 42p
	<u>Regional Contracts to Invoice</u>		<u>LA's to Invoice</u>			
	PREP Worker	Blaenau Gwent HOTs	-10,000.00	-10,000.00	31.3.2018	
	PREP Worker	Torfaen SP Team	-10,000.00	-10,000.00	31.3.2018	
	PREP Worker	MCC HOTs	-6,000.00	-6,000.00	31.3.2018	
	Melin Tenancy Support	Blaenau Gwent	-11,800.00	-18,000.00	31.3.2019	
	Melin Community Alarms	Blaenau Gwent	-2,337.00	-2,337.00	31.3.2019	107 x 42p
	Melin Tenancy Support	Newport	-6,271.00	-18,000.00	31.3.2019	
	Melin Community Alarms	Newport	-2,730.00	-2,730.00	31.3.2019	125 x 42p
	Melin Tenancy Support	MCC			31.3.2019	
	Melin Community Alarms	MCC			31.3.2019	142 x 42p
	<u>Regional Contracts paid annually to host</u>		<u>HOST LA</u>			
34	Gwent Pathways	Torfaen	6,670.00	6,670.00	annual rolling	
35	United Welsh-Tenancy Support	Caerphilly	1,203.20	1,203.20	31.3.21	
36	United Welsh-Alarms	Caerphilly	2,296.80	2,296.80	31.3.21	

		2,077,274.00	2,078,722.00
	Balance	2,077,274.00	2,078,722.00
	SPPG	2,039,175.00	2,039,175.00
	Surplus for new projects	-38,099.00	-39,547.00
	Overspent		-39,547.00

NB: Period 10 & 8 each cover 6 months in the financial year

	Period 1
client support category	Total number of Service users with Lead client support category
Alarm Services (including in sheltered/extra care).	1,626
Families with Support Needs	51
Generic Floating support to prevent homelessness (tenancy support services which cover a range of user needs but which must be exclusive of fixed site support)	62
Men Experiencing Domestic Abuse	2
People over 55 years of age with Support needs (this category must be exclusive of alarm services).	387
People with Chronic Illnesses (including HIV, Aids)	19
People with Criminal Offending History	32
People with Developmental Disorders (I.e. Autism.)	10
People with Learning Disabilities	47
People with Mental health Issues	273
People with Physical and/or Sensory Disabilities	36
People with Refugee Status	7
People with Substance Misuse Issues (Alcohol)	12
People with Substance Misuse Issues (Drugs and Volatile substances)	4
Single parent Families with Support needs	41
Single people with Support Needs not listed above (25-54)	37
Women experiencing Domestic Abuse	231
Young People who are Care Leavers	7
Young People with Support Needs (16-24)	114
Black Minority Ethnic	0
Ex-Armed Forces	0
Frail Persons	0
Gypsies and Travellers	0
Migrant Workers	0
TOTAL	2,998

Positive steps achieved per supported client

NB there are 11 outcomes with a possible 5 steps to full achievement

.0 16/17		Period 8 15/16	
Sum of Positive Outcome steps achieved	Total number of Service users with Lead client support category	Sum of Positive Outcome steps achieved	
	1,721		
270	19	31	
389	92	297	
13	3	6	
1,625	429	1,450	
250	14	31	
311	11	27	
53	1	19	
450	46	124	
1,581	146	718	
264	37	137	
52	7	3	
69	9	113	
69	3	25	
439	36	90	
151	38	101	
1,703	59	375	
22	3	24	
787	128	729	
	0		
	0		
	0		
	0		
	0		
8,498	2,802	4,300	
6.2		4.0	

Initial Report to Monmouthshire County Council

Adult Select Committee

on

Usk Prison Older Persons Health & Wellbeing Forum,

Wednesday 16th November 2016

Report by:

Delia Hudson

Co-opted Member: Adult Select Committee

Usk Prison – Older Persons Health & Wellbeing Forum

Present at the meeting were:

- Julia Gamble - Prison Equality Officer
- Louise Dovey - Social Worker, Usk Prison
- Delia Hudson - Representing Monmouthshire County Council Adult Select Committee
- 20+ male prisoners

1.0 Introduction

Delia Hudson, Chairperson, Abergavenny Action 50+ Forum, was invited by Julie Gamble, Prison Equality Officer to attend the Usk Prison Health & Wellbeing Forum as a representative of the Adult Select Committee. The meeting took place in a room with no staff/officers in attendance from Usk Prison at the meeting.

There were twenty plus elderly males in attendance at the Older Persons Health & Wellbeing Forum, which was held in a congenial environment where the men all appeared to be relatively relaxed and able to mention or suggest any matters which they wanted to discuss.

Although I was introduced at the meeting, they were unaware of the role I represented. However, this did not appear to deter them from raising and discussing matters freely or from responding to my questions without any inhibitions.

I list, by heading, all the subjects the prisoners raised in Section 3.0 – Issues Raised (see below).

2.0 Terms of Reference

This report is to outline the issues raised by the older members of the Prison Health & Wellbeing Forum, during the session attended on 16th November 2016.

The role of Delia Hudson would be to listen to the prisoners and to report back to the Adult Select Committee on any health and wellbeing issues being raised by older persons residing at Usk Prison.

This report provides the feedback of the prisoners at the meeting. It does not provide any risk assessment of any of the issues raised. It does not address any potential risk, or the practicality, feasibility, validity and costs of implementing such requests.

This report has not been presented or discussed with any of the prison management or staff.

The report is written purely as an information gathering and reporting mechanism for the Adult Select Committee's consideration.

3.0 Issues Raised

3.1 Dental Services

It was pointed out that there is a waiting list of up to six months for an appointment with a dentist. I understand this issue has been raised several times before without success. Several men said they were regularly being given paracetamol for dental pain.

3.2 Chiropody Services

We were informed a similar situation to the Dental Services above appears to also exist for Chiropody requirements. The men raised the lack of appropriate chiropody care was affecting their mobility and activities.

3.3 Flu Vaccines

Flu vaccines are being given to all prisoners.

3.4 Hospital Visits

Elderly prisoners attending hospital and who are on walkers, are still being handcuffed to a prison officer.

The prisoners feel this is not necessary and causes unnecessary problems.

3.5 Prisoner with fractured spine and crumbling vertebrae

We were informed that one prisoner is said to require an orthopaedic mattress. He has been requesting this for some considerable time but each time nothing happens. He is being given regular medication to assist sleep but he claims this is being counteracted by having an inadequate mattress.

NB. Whether this may have something to do with the materials involved in the construction of an orthopaedic mattress (springs, wadding, etc), cost, perceived favouritism or another reason, I am not clear.

3.6 Specialist Clinics

The prisoners asked could specialists be asked to provide a clinic within the prison setting rather than prisoners needing to attend hospitals, particularly for those on walkers.

The prisoners said Dementia, Audiology and Psychiatric Services already provide clinics within the prison setting so could more of these types on in-house clinic be provided?

3.7 Clothing

3.7.1 Thermal Underwear

Older prisoners have been informed that they are to be issued with thermal underwear, particularly those that work outdoors.

Prisoners asked if the issue of thermal underwear could also be extended to disabled prisoners.

3.7.2 Donkey Jackets

Donkey Jackets are being provided to the older prisoners.

The prisoners asked could donkey jackets also be made available to disabled prisoners, for example those with Chronic Obstructive Pulmonary Disease (COPD)

3.7.3 Gloves and Hats

Hats are currently not provided except in relation to religious requirements.

The prisoners have asked if they could be provided with 'woolley' hats and 'hessian' gloves for working outdoors.

The prisoners feel that now that the Stores are managed by private contractors this does not help the situation regarding getting additional garments.

NB. It may be that their request for these items has been turned down due to the nature of the materials they have suggested, e.g. hessian (string) and wool (fibres) due to them having alternative uses e.g. for binding/hanging purposes, I was not made aware of the reason for them not being given these items.

3.8 Old Age Pensioner (OAP) Signage

Request was made for clarification of signage for OAP's with special conditions e.g. OAP signs should be displayed on cell door.

3.9 Upstairs Toilet on C Wing

This toilet is not flushing therefore resulting in men having to carry buckets of water upstairs in order to flush the toilet.

They have requested that this be rectified as soon as possible as it is extremely inconvenient.

3.10 Disability Wing

I was informed by the prisoners that the possible development of a specialised Disability Wing is presently under consideration. I was also informed at present there are no wheelchair users at Usk Prison.

3.11 Wet Cleaning and Prison Floors

The prisoners informed us that there is full-width wet cleaning of prison floors being carried out without any danger signs being displayed.

We were also informed that there was no bleach or disinfectant being used when cleaning prison floor surfaces.

NB. Whether there is a policy for this due to the potential risk of such chemical agents being used in a prison environment, I was not made aware of and perhaps an alternative antibacterial agent is being used for the cleaning of floors.

3.12 Evacuation of Premises

The evacuation of the premises is felt by prisoners to be a 'big issue'. This item was discussed including several risk factors being highlighted.

3.13 Visiting

For prisoners to be recommended for "enhanced visiting rights", we were informed that to qualify for such rights the prisoner is expected to contribute to prison life e.g. reading to another prisoner, teaching someone to play dominoes, etc. In other words being prepared to give of oneself, all of which build up your application for enhancement.

Some prisoners feel this system is not being used correctly as they felt there was favouritism at play.

3.14 Arts and Crafts

The prisoners informed us that the previous Arts & Crafts Store is now being used as a General Store by private contractors. This results in “colouring in” being the only type of Arts & Crafts available for the prisoners.

They asked whether Arts & Craft Classes be introduced and a room found for this purpose or whether a drop in centre might be more practical.

3.15 Other Topics

Other topics the prisoners said they want to raise, for further development are:

3.15.1 The opportunity for prisoners to get exercise on a regular basis

3.15.2 Mindfulness Courses to be started

3.15.3 The future admittance of stroke patients to the Prison (as there are no wheelchair users in the prison at present) and the potential for a specialised disability wing within the Prison, which they understand is currently under discussion.

4.0 Conclusion

It would appear that the older prisoners felt valued in that their opinions were being sought on the current services and conditions of Usk Prison in relation to health and wellbeing, and they welcomed the opportunity by freely raising many topics during the Forum Meeting.

This report highlights the topics, concerns and the desired requests raised by the prisoners.

Adult Select Committee Actions 28th February 2017

Agenda Item:	Subject	Officer	Outcome
4	Transport Policy	Clare Morgan	Public version of Policy for website/leaflets etc. to be completed. Information to be circulated to Select Committee Members for information and feedback
4	Transport Policy	Clare Morgan	Information available for service users and assessors on assessment and eligibility
5	Monmouthshire Letting Service	Stephen Griffiths	Information on Oxford Rent Guarantee Scheme to be circulated to Select Committee Members

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Monmouthshire's Scrutiny Forward Work Programme 2017

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
Pre-Election Period ~ Friday 17th March				
23 rd March 2017 Joint Meeting with CYP	Young Carers Strategy (Invite Carers Strategy Group and ABUHB)	Following the successful agreement of the Adults Carers Strategy, work is progressing towards producing the first ever Young Carers Strategy in Monmouthshire. Invite the Carers Strategy Group who are instrumental in delivering the Strategy and the Young Carers Team.	Kim Sparrey Bernard Boniface	Policy Development
	Safeguarding	Progress report.	Claire Marchant	Performance Monitoring
Special Meeting 4 th April 2017	Stroke Services (Invite ABUHB and Stroke Association)	ABUHB to present their reformed stroke service. Invite public questions.	ABUHB MCC Carers Team ABUHB	Policy Development
11 th April 2017	Supporting People	Consideration of the Supporting People Grant Spend for 2017/18	Chris Robinson	Performance Monitoring
	Supporting People	To scrutinise the Supporting People Plan.	Chris Robinson	Performance Monitoring
	Community Coordination	Progress Report.	Nikki Needle	Performance Monitoring
May TBC	Learning Disability provision and commissioning	Scrutiny of the continuing journey towards modernising services progressed through "My Day My Life", with focus on the care that the Council provides and commissions. There is a need for a	Claire Marchant Julie Boothroyd	Policy Development

Monmouthshire's Scrutiny Forward Work Programme 2017

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
		renewed push on models of accommodation and support for people with learning disabilities ~ scrutiny to explore how the Council prioritises the modernising of services for people with learning disabilities (given the newly appointed learning disabilities commissioner funded through the intermediate care fund).		
	Integrated Services	Scrutiny of the journey to integrate primary care through neighbourhood care networks (established by the Health Board). Discussions on wellbeing approaches have been discussed with a range of partners with a view to moving towards integrated governance.	Claire Marchant Julie Boothroyd	Policy Development
	Violence against Women and Domestic Abuse Act	The context of the act is the alignment to the Future Generation Act in terms of the Council's responsibilities around well-being. There are ramifications for all services / cross cutting.	Claire Marchant	Policy Development
June TBC	Housing Support Gateway	To understand how the Housing Support Gateway is impacting people in terms of preventing homelessness, prevention, preventing domestic abuse, ensuring people have opportunities for re-housing according to their affordability.	Ian Bakewell Tracy Finnis	Performance Monitoring
July TBC Possible Special	Housing and Welfare ~ Invite all Members	Discussion with Registered Social Landlords on how they are supporting tenants to manage the welfare reforms. Discussion with Monmouthshire Housing	Ian Bakewell RSL's	Performance Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2017

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
		Association on current stock and new home development.		

Future Work Programme items:

- × **Turning the World Upside Down (link with CSSIW Domiciliary Care Report)** - Invite staff for this item.
- × **Gwent Frailty Annual report.**
- × **Regulation and Inspections Act** - This act focusses on our responsibilities in terms of regulated care settings and learning disability facilities as well as our role as a commissioner of services. Need to invite the commissioning team / those with new roles around the act, particularly new statutory roles. Need an overview and position update report.

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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
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 5 held on the 19 th January 2017.		Dave Jarrett
Outcomes of the Recycling Review.	Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Safeguarding Progress Report			Teresa Norris
Effectiveness of Council Services: Quarter 3 Progress			Matt Gatehouse
Cemeteries - amendments to charging policy			Deb Hill Howells
The Knoll, Abergavenny Section 106 funding			Mike Moran

Subject	Purpose	Consultees	Author
ADM – Business Case			Tracey Thomas
EAS Business Case			Will Mclean
Community Governance			Will Mclean
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
8th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Private sector housing enforcement			Huw Owen
PSPO x 2: Fairfield Car Park and Abergavenny Skate Park			Andrew Mason
Homeless Reserve Fund			Ian Bakewell
Fostering Fees Review			Claire Marchant
Accounts Payable Strategy – Further automation of the procedure to process payment			Lisa Widenham
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
Transport Policy			Clare Morgan
Disposal of land on Garden City Way for Affordable			Ben Winstanley

Subject	Purpose	Consultees	Author
Housing			
Cae Maldon Bus Routes			Christian Schmidt
Monmouthshire Museums Centralisation of Staffing Structure			Cath Fallon
9TH MARCH 2017 - COUNCIL			
Council Tax Resolution 2017/18 and Revenue and Capital Budgets 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
Approval of Car Park Capital Budget in 2017/18			Roger Hoggins
20TH MARCH 2017 - COUNCIL			
ADM Business Case			Tracey Thomas
Pay Policy			Tracey Harry/Sally Thomas
Well-being Assessments for the county and Objective setting for the Council	i) Well-being of Future Generations Assessment (author Matthew Gatehouse) ii) Population Needs Assessment (authors Matthew Gatehouse/Phil Diamond) iii) Council's Well-being Objectives and Plan (author Matthew Gatehouse/Richard Jones) iv) Biodiversity and Ecosystem Resilience Forward Plan (author Matthew Lewis)		Matt Gatehouse
Safeguarding Progress Report			Teresa Norris

Subject	Purpose	Consultees	Author
Position Statement report re: Social Services			Geoff Burrows
Council Diary			Nicola Perry
Chief Office CYP Appointment			Tracey Harry
WAO Kerbcraft			Clare Marchant
29th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Contracts Manager – Adult and Children’s Commissioning			Ceri York
Proposed 40 Mph Speed Limit Portal Road And Link Road Monmouth			Paul Keeble
Food Law enforcement policy - Monmouthshire alternative to prosecution policy (mapp)			David H Jones
To make Permanent the current temporary post of the Carers Services Development Manager			Kim Sparrey
12TH APRIL 2017 - INDIVIDUAL CABINET MEMBER DECISION			
Young Carers’ Strategy 2017 -20			Kim Sparrey
Supporting People Plan and Grant Spend			Chris Robinson
26th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION			
16TH MAY 2016 – ANNUAL MEETING			
18TH MAY 2017 – DEFERRED BUSINESS COUNCIL			

Subject	Purpose	Consultees	Author
24TH MAY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
7TH JUNE 2017 – CABINET			
Proposed sale of land at Crick Road to Melin Homes			Deb Hill Howells
14TH JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			
28th JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION			
29TH JUNE 2017 - COUNCIL			
5TH JULY 2017 – CABINET			
Contaminated Land Inspection Strategy			Huw Owen
Welsh Language Annual Monitoring Report			Alan Burkitt
12TH JULY 2017- INDIVIDUAL CABINET MEMBER DECISION			
26TH JULY 2017 – INDIVIUDAL CABINET MEMBER DECISION			
27TH JULY 2017 - COUNCIL			
9TH AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
23RD AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION			
6TH SEPTEMBER 2017 – CABINET			
13TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			

Subject	Purpose	Consultees	Author
21st SEPTEMBER 2017 - COUNCIL			
27th SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
4TH OCTOBER 2017 - CABINET			
11TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
25TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
1ST NOVEMBER 2017 – CABINET			
8TH NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
9TH NOVEMBER 2017 – COUNCIL			
22ND NOVEMBER 2017– INDIVIDUAL CABINET MEMBER DECISION			
6TH DECEMBER 2017 – CABINET			
13TH DECEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION			
14TH DECEMBER 2017 - COUNCIL			

Subject	Purpose	Consultees	Author
3RD JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
10TH JANUARY 2018 – CABINET			
17TH JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
31ST JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
7TH FEBRUARY 2018 – CABINET			
14TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
21ST FEBRUARY 2018 – COUNCIL			
28TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION			
1ST MARCH 2018 - COUNCIL			
7TH MARCH 2018 - CABINET			
14TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
28TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION			
11TH APRIL 2018 - CABINET			

Subject	Purpose	Consultees	Author
18TH APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION			
19TH APRIL 2018 - COUNCIL			
9TH MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION			