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Future Generations Evaluation (Includes Equalities and Sustainability Impact Assessments)

Name of the Officer Craig O'Connor Phone no: 01633 644849 E-mail: craigoconnor@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal Proposed 20/21 budget savings for Development Management (CENT021)
Name of Service Development Management	Date Future Generations Evaluation 05/12/2019




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?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The proposed support re-structure ensure that we have a planning support team that is fit for purpose in terms of skills and resource levels. The proposed income generating proposals ensure that we preserve other roles and ensure that the department is looking to balance the budget. The negative impacts of these proposals is charging additional fees to customers of the service, and one redundancy unless suitable redeployment is identified.</p>	<p>To mitigate the impact of planning fees rises we will look to ensure that we maintain high levels of performance and ensure high standards of customer service.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The monitoring fee for S106 contributions would result in closer inspection of the receipt of green infrastructure contributions to enable the green infrastructure strategy to be realised.</p>	<p>Not applicable</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Not applicable</p>	<p>A restructure within the support team will have an impact on the welfare of colleagues and the service will ensure that support is provided to minimize the impact of this change.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Pre application discussions will enable the Council to engage with developers and promote sustainable forms of development that ensure that we have cohesive communities.</p> <p>The monitoring fee for S106 contributions would contribute towards the salary costs of the Monitoring Officer and will ensure contributions to offset the</p>	<p>Not applicable</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	infrastructure impact of new development are received and properly spent.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Pre application discussions will enable the Council to engage with developers and promote sustainable forms of development that consider the climate emergency declaration.	Not applicable
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	Pre application discussions will enable the Council to engage with developers and ensure the County's rich heritage is protected and enhanced.	Not applicable
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The budget proposals will not have an unfair impact on any person as would be applied to all application types. The proposed restructure will follow proper HR policy requirements to ensure it is fair and equitable.	Not applicable

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 proposed budget proposals ensure that the Development Management Service is fit for purpose offers efficient service delivery. The proposals ensure that the department continues to generate income and the restructuring of resources ensures that there is a long term saving for the department and that we are building a service that is appropriate for future service delivery.</p>	<p>Negative impacts are that some services will be delivered at a higher cost. Customers will continue receive value for money and a high level of customer service and the rise in cost of services will better achieve cost recovery.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The proposals ensure collaboration and working with developers and the public to achieve their development aspirations. By offering bespoke pre application advice service we are ensuring that we can ensure that customers are aware of the requirements within Monmouthshire of building resilient sustainable communities and we achieve the best development possible.</p>	<p>We need to work with customers within pre application discussions to achieve the best development possible and be aspirational with regards to our requirements to achieve sustainable development.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The budget proposal will have an impact on all people engaging in the planning process. The proposals are largely relating to increases due to inflation and the increase of statutory fees by the Welsh Government (WG) and seek to better achieve cost recovery. Charging a modest fee for S106 planning contribution is considered to be reasonable and is being conducted in some other Authorities therefore developers are aware of paying for this service. The fee is considered to be reasonable, justified and proportionate.</p>	<p>Positive impacts of the budget proposals is that the service will be generate further income and thus looking to work closer to cost recovery.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The proposal to restructure the support team results in the team having resources that are fit for purpose and appropriate to deliver an efficient service. Charging for the S106 contributions will contribute towards the salary costs of the Monitoring and Enforcement Role and ensures that we monitor S106 constructions for the Council which enables it to deliver statutory services. Increasing the fees for some services ensures that services are cost recovering in nature given rises in costs generally.</p>	<p>None</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The increase in fees and paying for services will impact on other organisations such as developers and users of the planning service however it ensures that we are able to provide these non-statutory functions and enables us to actively engage with people about their developments. This results in better forms of development. Customers want honest open conversations and the increase cost of these services is considered to be reasonable given existing costs to the service.</p>	<p>Negative impacts are that the additional costs may result in lower take up of services however it is considered the increases are marginal and reasonable justified therefore it should not have an adverse impact on service delivery.</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Disability	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Gender reassignment	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Marriage or civil partnership	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Pregnancy or maternity	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		

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?
Race	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Religion or Belief	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Sex	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity. It is acknowledged that three of the four postholders at risk are female.		
Sexual Orientation	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		
Welsh Language	Not applicable as budget proposals will impact each person equally. The restructure and associated redundancy will follow HR policies to ensure fairness and equity.		

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information

please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not applicable		
Corporate Parenting	Not applicable		

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

The majority of the increases in costs of services would be statutory fees that are set by the WG or are rises to fees that have previously been agreed by Cabinet Members to align with inflation. In terms of item 4 raising the bespoke pre application charges a task group was established to review the current service and determine if the current service is delivering for customers and also if it is reaching cost recovery. The group established that the majority of the services offered we are charging adequately however one level needed to be raised to cover the services costs. Data was used from the last two years of offering the service. We have calculated the officer time and fuel costs to deliver the service and balanced this against the cost of the service. The conclusion being that this level is not reaching cost recovery. Evidence from customers within feedback forms also establishes that this service is valued and we would like to retain it.

With regards to item 6 the DM Support team was without a member for 5 months and there wasn't any immediate deterioration in customer service. The phone duties have remained with the Planning Officers and again, there hasn't been any deterioration in service. The Public Access system has enabled our customers to self-serve far more efficiently and also provides more information online. Increased use of Planning Portal by agents and customers, integration with back office system and document management system means that those applications submitted using this service need less capacity to administer and a more IT-based skillset. There is far more less need for administrative duties and the roles have significantly changed over time. As the skills of the team develop so will the Uniform system develop, it will bring about more automation e.g. Welsh Government sustainable development indicators and evolve as new legislation comes into force. The DM service needs to be supported by a team that has the correct skills and attributes to support the newly adopted IT system and ensure an efficient planning service is delivered to customers.

The proposed budget proposals have been considered by the Head of Planning, Head of Placemaking, Housing, Highways and Flooding, the Chief Officer for Enterprise and by DMT. All parties are content with the proposals and they would seek to ensure that the DM service functionally efficiently.

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 main positive implications of the budget proposals is that it will ensure that the service uses its resources efficiently and that we seek to achieve cost recovery and implement charging for some services in line with other Local Authorities. The negative impact relates to the welfare of the support team restructure and ensuring that all colleagues are supported during this restructure process which would result in the loss of 1 FTE post. However, the savings in the long term balance out this short-term impact. There is potential for this reduction in a post will have an impact on the central reserve fund in relation to redundancy and pension costs. It is unlikely that the scale of the proposed fee changes and charging for some of these services will have a negative impact given the scale of the fees proposed however this will be monitored as outlined.

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
Implement the proposed budget proposals	There are several elements to the proposals but all will be implemented by April 2020. One element will be August 2020 (WG 20% application fee increase).	Philip Thomas Development Services Manager and Craig O'Connor Head of Planning	Progress will be monitored via the management team meetings which are held monthly.

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:	20/09/2020
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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	Cabinet	20.12.19	



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Future Generations Evaluation (Includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation</p> <p>Debra Hill-Howells Phone no: 01633 644281 E-mail: debrahill-howells@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To undertake a restructure and re-design of the Council’s Passenger Transport service to ensure that it is sustainable and financially viable. This will involve a review of the Grass Routes service to ensure that routes are optimized and reduce the staffing structure to reflect changing workload demands.</p>
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Name of Service Passenger Transport Unit – Operations Team	Date Future Generations Evaluation form completed 11 th December 2019
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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc


1. **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	The service re-design and review of the Grass routes service will ensure that the use of resources (vehicles and manpower) is maximized to avoid unnecessary journeys and that resources are fully utilized. There will be a negative impact on jobs as a reduction in contracts and the optimization of Grass routes services will result in a reduced workforce.	The service will work with customers to minimize any inconvenience in changing travel times on the Grass Routes Service. We will also investigate and if feasible implement alternative channels for booking Grass routes travel to make access to the service easier for customers. The restructure of the service will be undertaken in conjunction with the staff and their unions.


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>Ensuring that the Grass Routes service is optimized will reduce the number of vehicles used and vehicular movements which will help reduce our carbon footprint.</p>	<p>Currently exploring the potential for electric buses to be acquired when replacing our fleet. This will require a better knowledge of the power requirements to meet the charging requirements which may restrict the vehicles to Raglan in the early stages give the limitations of Caldicot depot.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The Grass routes service is a demand responsive service designed to provide transport throughout our rural county preventing social isolation and supporting community members to live independent lives.</p>	
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>As above</p>	
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The Grass Routes service is provided to Monmouthshire residents, therefore the social and economic impact of the service is limited to the region. The environmental impact of the service are global as the vehicles are all currently petrol or diesel. Alternative fleets are being investigated.</p>	<p>As above</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>The proposed changes will not have any impact on the welsh language.</p> <p>The provision of the Grass routes service enables customers to access facilities in our County and neighboring towns.</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>The proposals will impact on all customers equally. The restructure proposals will not prejudice any staff with the protected characteristics</p>	

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>Balancing short term need with long term and planning for the future</p>	<p>The demands for the Grass routes service have grown and in some circumstances it has developed into a dial a ride, which is not feasible or sustainable in the longer term. Route optimization will ensure that routes are planned to minimize any duplicated routes which may mean that some users will have to adjust their preferred travel times. This will enable us to reduce the fleet and by default fuel and maintenance costs as well as staff resources. This will ensure that the redesigned service is sustainable for the longer term.</p>	<p>We will where possible continue to accommodate customer demands. The review will incorporate feedback from drivers (volunteers and paid) and customers.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The Grass routes service has to date relied on volunteer drivers to help deliver the service, due to changes in license categorization, the availability of volunteer drivers is reducing and we are now more reliant on paid drivers. We will however, continue to try and attract volunteers and we will utilize feedback from customers and stakeholders to inform any changes.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The customers and volunteer drivers are the key stakeholders of the Grass routes service and they will be consulted.</p> <p>Staff and trade unions will be consulted as part of the restructure proposals and feedback will be considered and where appropriate changes will be undertaken to the proposals.</p>	<p>Any consultation will need to be framed within the context that the key drivers will be to reduce the carbon footprint, reduce costs and ensure the future sustainability of the service.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The costs of the PTU service have continued to escalate as service demands have increased. This has resulted in an inefficient service where we have tried to accommodate all users' requests. The proposed review will enable us to realign the service ensuring that it is viable, efficient, reflects the need to reduce our carbon footprint and is sustainable in the longer term</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p data-bbox="237 600 376 632">Integration</p> <p data-bbox="203 655 539 762">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="589 355 1312 632">Inevitably the proposals will reduce the level of flexibility that the current service has provided. This however is no longer sustainable as we need to reflect on the requirement to reduce our carbon footprint, reduce unnecessary or duplicate journeys and reduce costs. This will have consequences on our customers and our staff. We are considering alternative fuel vehicles and improvements to our booking systems.</p>	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	N/A	The Grass routes service is well used by our older citizens to maintain their independence any reduction in service routes will therefore disproportionately impact on this group.	Where possible we will continue to offer the same routes, however customers may be asked to adjust pick up and drop off times to ensure that the buses are well utilized and we avoid duplicate routes to accommodate user preferences.
Disability	Our newer minibuses are disabled compliant and able to accommodate all users. All new minibus vehicles are DDA compliant and we are removing older vehicles which are not compliant.	The Grass routes service is well used by our older citizens, who may also be disabled or have mobility issues, to maintain their independence any reduction in service routes will therefore disproportionately impact on this group.	Where possible we will continue to offer the same routes, however customers may be asked to adjust pick up and drop off times to ensure that the buses are well utilized and we avoid duplicate routes to accommodate user preferences.
Gender reassignment	No disproportionate impact on this group	No disproportionate impact on this group	
Marriage or civil partnership	No disproportionate impact on this group	No disproportionate impact on this group	
Pregnancy or maternity	No disproportionate impact on this group	No disproportionate impact on this group	
Race	No disproportionate impact on this group	No disproportionate impact on this group	
Religion or Belief	No disproportionate impact on this group	No disproportionate impact on this group	

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?
Sex	No disproportionate impact on this group	No disproportionate impact on this group	
Sexual Orientation	No disproportionate impact on this group	No disproportionate impact on this group	
Welsh Language	No disproportionate impact on this group	No disproportionate impact on this group	

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	None	The service provides vital transport to those accessing support services such as day care and medical appointments. By optimizing routes this may impact on preferred or necessary travel times for users	The supporting guidance and service policies need to be reviewed and amended to ensure that those users with medical and safeguarding needs are prioritized when allocating seats and determining routes

Corporate Parenting	None	None	
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5. What evidence and data has informed the development of your proposal?

- Service data – this includes current routes, user numbers, and service costs.
- Route optimisation benefits derived from School Transport review
- Fleet availability & demand
- Increased service costs

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 proposals will result in a more efficient operating model in terms of the staffing base and the service provided, however this may have a negative impact on service users who will need to have more flexibility around travel times and it will result in job losses with the Operations unit. The changes will however enable the service to more resilient, compliant with legislation and contribute positively to our climate emergency action plan.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Prepare a revised operating model based on evidenced service need	Proposed structure to be completed by the end of December to enable staff	Debra Hill-Howells / Gareth Emery	

	consultation to commence early in the new year		
Undertake a review of the Grass Routes service using route optimization principles	January – April 2020	As above	
Review the Grass routes policies and booking systems	As above	As above	

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:	January 2020
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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	Cabinet	20.12.19	



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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Frances O'Brien Peter Davies Matt Gatehouse Matt Phillips</p> <p>Phone no: 01633 644686 E-mail: francesobrien@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>As part of the Authority's MTFP process and in setting an annual budget, we have reviewed all of our current fees & charges and if there is any scope to increase this for 2020/21.</p> <p>Full details of all proposals can be found under Efficiency Saving Proposal CFC001 – Enterprise Fees and Charges (inc associated spreadsheet)</p>
<p>Name of Service:</p> <p>Enterprise, Resources and Chief Executives</p>	<p>Date Future Generations Evaluation form completed</p> <p>18th December 2019</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Maintaining a service that provides access to healthy meals	<p>A five pence increase in the charge for school meals will result in an increase in cost for those with school-aged children.</p> <p>Raising the cost of cemetery fees may have a disproportionate impact on those above the age of 18 who will incur the additional costs.</p>	<p>Ensure the Social Services and Well-being Act charging legislation is adhered to, so service users are means tested to determine their ability to pay.</p> <p>Free school meals are available for those on incomes below a certain level. We will continue to promote Free School Meal entitlement</p> <p>If a family cannot afford to pay for a burial they may be entitled to assistance in the form of a S46 burial. A local authority has a responsibility to organise a S46 funeral where</p> <ol style="list-style-type: none"> 1. no funeral arrangements have been made 2. no relatives of the deceased can be found, or 3. the relatives of the deceased cannot or will not arrange a funeral <p>The Local Authority however will be entitled to recover the costs of the funeral from the deceased estate.</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	<p>Both the Careline Alarms and installation charges are remaining fixed for 2020/21 and are not being increased in line with inflation.</p> <p>The Disabled Facility Grant administration fee remains fixed for 2020/21.</p>	N/a	Ensuring that the Careline service continues to be offered to those how require it.
Gender reassignment	N/A	N/A	
Marriage or civil partnership	N/A	N/A	N/A
Pregnancy or maternity	N/A	N/A	N/A
Race	N/A	N/A	N/A
Religion or Belief	N/A	N/A	N/A




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?
Sex	N/A	N/A	N/A
Sexual Orientation	N/A	N/A	N/A
Welsh Language	None identified	None identified	All signage and material arising from budget proposals will be compliant with the Welsh Language measure 2011
Poverty	Although Poverty isn't a protected characteristic, it is important to assess and understand the impact of our proposals on those in poverty, especially if there is a cumulative impact from a number of proposals. This is in line with our Social Justice policy.	Increases in school meal charges will have a more significant impact on those on lower incomes. Increases in cemetery fees will have a disproportionate impact on those on lower incomes.	Free school meals are available for those on incomes below a certain level. We will continue to promote Free School Meal entitlement to ensure greater awareness and take up. The Local Authority will undertake a S46 funeral where the family is unable or unwilling to organise the funeral, but the costs can be recoverable from the deceased estate.



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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Allows for the fees and charges we levy to be uplifted to reflect current price of goods, services and works</p>	<p>The full range of increased fees and charges incorporated within this proposal will be subject to full engagement and consultation with the community and elected members of the authority prior to being considered for inclusion in the 20/21 budget.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>N/A</p>	<p>N/A</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Uplift in fees and charges allows resources to be allocated to priority areas across the authority such as social care and education.</p> <p>Increase in school meals charges enables us to maintain a service that focuses on providing nutritional meals to young people that supports their physical wellbeing and health.</p>	<p>The full range of increased fees and charges incorporated within this proposal will be subject to full engagement and consultation with the community and elected members of the authority prior to being considered for inclusion in the 20/21 budget.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	N/A	N/A
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Adhere to the charging legislation of the Act will mean a fairer and consistent charging for services across Wales.	As above
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	N/A	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	N/A	N/A

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>Increases in fees and charges have been considered in the context of whole life cost analysis over the long-term in order to ensure sustainable and cost effective service delivery now and in the future.</p>	<p>Mitigating arrangements are in place to minimize the impact of increased fees of charges on people on low incomes</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Fee increases are considered in conjunction with opportunities to deliver services more efficiently in collaboration with existing and new partners</p>	<p>Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>These proposals will form part of the budget exercise and will be subject to a public consultation exercise. This will include sessions with existing groups such as the Access for All forum that represents people with disabilities.</p>	<p>Ensure that proposals and the accompanying Future Generations evaluations are used during, and updated as a result of, consultation and engagement.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Proposed fee increases enable priority services across the authority to receive additional financial support for pre-emptive services to be delivered that help reduce demand for costly provision in the future</p>	<p>Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposal will generate additional revenue and ultimately support the economy of Monmouthshire</p>	<p>Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process</p>

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

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	Social justice is about reducing inequalities in society by working towards more equal distribution of wealth and opportunities so everyone can achieve their full potential. Increasing charges enables to maintain services that are accessible to all..	There is a risk that any budget proposals that increase in costs will have a disproportionate impact on people on low incomes and therefore will widen inequality.	The council is committed to aligning evidence based policy, programmes of work and resources with the aim of supporting people and communities to fulfil their potential and live the lives they want to live. Mitigation is in place to reduce the financial burden on people who can least afford it.
Safeguarding	There are no specific positive impacts identified at this stage	There are no specific negative impacts identified at this stage	Safeguarding is at the heart of everything the council does. All staff are trained to a level that is appropriate to their role.
Corporate Parenting	There are no specific positive impacts identified at this stage	There are no specific negative impacts identified at this stage	

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

<ul style="list-style-type: none"> • Review of competitors charges • Review of practices within other public sector organisations • Current spend and income data • Feedback Select Committees, SLT and Cabinet

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?

. These will be added following the budget consultation.

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
The assessment will continue to be updated as individual budget proposals are developed and shaped by consultation.	As part of budget consultation	

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

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.0	Cabinet	20/12/19	

<p>Name of the Officer Tyrone Stokes</p> <p>Phone no: 01633 644589 E-mail: tyronestokes@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>As part of the Authority's MTFP process and in setting an annual budget, we have reviewed all of our current fees & charges and if there is any scope to increase this for 2020/21.</p>
<p>Name of Service</p> <p>Finance</p>	<p>Date Future Generations Evaluation form completed</p> <p>18th November 2019</p>


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




- 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	Allows for the fees and charges we levy to be uplifted to reflect current prices, or for means tested services, to only pay for what they can afford, in line with benefits and pensions predicted uplift	Ensure the SSWB Act charging legislation is adhered too, so service users are means tested to determine their ability to pay.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	N/A	N/A
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	N/A	N/A
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	N/A	N/A
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Adhere to the charging legislation of the Act will mean a fairer and consistent charging for services across Wales	
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and	N/A	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	N/A	

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>Balancing short term need with long term and planning for the future</p>	<p>When reviewing what fees & charges to uplift we have considered this in decided which ones to increase or not</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	N/A	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	N/A	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	N/A	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p data-bbox="237 600 376 632">Integration</p> <p data-bbox="203 655 539 762">Considering impact on all wellbeing goals together and on other bodies</p>	N/A	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Will only apply to a small cohort of service users those being assessed as being financially viable to pay the maximum charge	Those people who have been assessed as able to afford to pay the maximum contribution will have to pay the increased charge.	The council has a legal obligation under the Social Services and Wellbeing Act 2014 to conduct means tested assessments on its service users.
Disability	Will only apply to a small cohort of service users those being assessed as being financially viable to pay the maximum charge	Those people who have been assessed as able to afford to pay the maximum contribution will have to pay the increased charge.	The council has a legal obligation under the Social Services and Wellbeing Act 2014 to conduct means tested assessments on its service users.
Gender reassignment	N/A	N/A	
Marriage or civil partnership	N/A	N/A	
Pregnancy or maternity	N/A	N/A	
Race	N/A	N/A	
Religion or Belief	N/A	N/A	
Sex	Will only apply to a small cohort of service users those being assessed as being financially viable to pay the maximum charge	Those people who have been assessed as able to afford to pay the maximum contribution will have to pay the increased charge.	The council has a legal obligation under the Social Services and Wellbeing Act 2014 to conduct means tested assessments on its service users.

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?
Sexual Orientation	N/A	N/A	
Welsh Language	N/A	N/A	

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

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

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

Proposed increases by Department of Works and Pensions on benefits and State Retirement Pension uplifts and Consumer Prices Index as at September 2019.

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?

- Positive impact will be ensuring we at least keep in line with inflation for non means tested charges where applicable
- Negative impact – for those charges that are means tested some people who have the ability to pay more will do. As the ability to pay is means tested a service user will not pay more than they can afford.

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
Inform service users affected for means tested fees and charges	Following consultation and agreement through the budget setting process	SCH Finance Manager	On target
Non means tested fees & charges	Following consultation and agreement through the budget setting process	Individual budget managers	On target

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: 1 st June 2020	SCH DMT
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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	<i>DMT</i>	20 th Nov 2019	