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Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Thursday, 8 December 2016

Dear Councillor

CABINET

You are requested to attend a **Cabinet** meeting to be held at **County Hall, The Rhadyr, Usk, NP15 1GA** on **Friday, 16th December, 2016**, at **2.00 pm**.

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Consideration of reports from Select Committees (none)
4. To consider the following reports (Copies attached):
 - i. **Section 106 Funding - 3G Pitch and Caldicot Castle Play Area Upgrading** 1 - 12
Ward/Division Affected: Caldicot

Purpose: To seek member approval to utilise the Section 106 balances held by the Council from the Taylor Wimpey development site in Church Road, Caldicot.

To revise approval previously agreed in respect of the Caldicot Castle and Cas Troggy play areas.

Author: Mike Moran, Community Infrastructure Coordinator

Contact Details mikemoran@monmouthshire.gov.uk
 - ii. **Admission of Newport City Council as an Additional Partner to the SRS** 13 - 24
Division/Wards Affected: None

Purpose: The ambition of the Shared Resource Service (SRS) has always been to expand the provision of Information & Communications Technology (ICT) services to other public sector partners. Newport City Council has completed and agreed a business case through its own authorisation and committee processes, and is formally requesting to become a partner in the SRS This is another milestone in the SRS journey, and one to celebrate the expansion of the collaborative service

model.

This report seeks approval from the Police & Crime Commissioner (PCC) and the Cabinets of SRS partners to invite Newport City Council (NCC) to join the SRS.

Author: Sian Hayward

Contact Details: sianhayward@monmouthshire.gov.uk

iii. **Review of the Authority's fees and charges proposed for inclusion within the 2017-18 budget** 25 - 72

Division/Wards Affected: All

Purpose: To review fees and charges made for services across the Council and identify proposals for amending charges with effect from April 2017.

Author: Mark Howcroft – Assistant Head of Finance

Contact Details: markhowcroft@monmouthshire.gov.uk

iv. **Draft budget proposals 2017/18 for consultation** 73 - 174

Division/Wards Affected: All

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

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

Author: Joy Robson – Head of Finance

Contact Details: joyrobson@monmouthshire.gov.uk

v. **Capital budget proposals 2017/18 to 2020/21** 175 - 202

Division/Wards Affected: All

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

Author: Joy Robson – Head of Finance

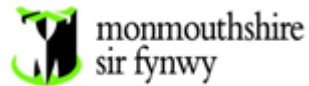
Contact Details: joyrobson@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Partnership and External Working	Ward
P.A. Fox (Leader)	Organisational Development Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy, Trading Standards, Public Protection, Licensing	WLGA Council WLGA Coordinating Board Local Service Board	Portskewett
R.J.W. Greenland (Deputy Leader)	Innovation, Enterprise & Leisure Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems, Development Control.	WLGA Council Capital Region Tourism	Devauden
P.A.D. Hobson (Deputy Leader)	Community Development Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety, Environment & Countryside.	Community Safety Partnership Equalities and Diversity Group	Larkfield
E.J. Hacket Pain	Schools and Learning School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education.	Joint Education Group (EAS) WJEC	Wyesham
G. Burrows	Social Care, Safeguarding & Health Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing.	Gwent Frailty Board Older Persons Strategy Partnership Group	Mitchel Troy
P. Murphy	Resources Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety, Building Control, Energy.	Prosiect Gwrydd Wales Purchasing Consortium	Caerwent
S.B. Jones	County Operations Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk.	SEWTA Prosiect Gwyrdd	Goytre Fawr



Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

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SUBJECT:	SECTION 106 FUNDING, 3G PITCH AND CALDICOT CASTLE PLAY AREA UPGRADING
MEETING:	CABINET
DATE TO BE CONSIDERED:	16th DECEMBER 2016
DIVISION/WARDS AFFECTED:	CALDICOT

1. PURPOSE

- 1.1 To seek member approval to utilise the Section 106 balances held by the Council from the Taylor Wimpey development site in Church Road, Caldicot.
- 1.2 To revise approval previously agreed in respect of the Caldicot Castle and Cas Troggy play areas.

2. RECOMMENDATIONS

- 2.1 that Council be recommended to increase the 3G capital budget (Capital Budget Code 90761) by £26,335 to include the additional expenditure incurred on this project.
- 2.2 that £26,335 of the Church Road Section 106 balance be used to offset the overspend that has occurred in carrying out additional works at the Severnside 3G pitch in Caldicot;
- 2.3 that £63,500 of the Church Road Section 106 balance be used to completely upgrade the children's play area at Caldicot Castle;
- 2.4 that the upgrading of the children's play area at Cas Troggy, Caldicot be delayed pending wider consideration of play areas generally across the county.

3. KEY ISSUES

- 3.1 At its meeting in April 2016 this year, Cabinet agreed that the remaining S106 balance held by the Council from the Taylor Wimpey development site in Church Road, Caldicot should be utilised to carry out upgrading and improvement works to the play areas at Caldicot Castle and Cas Troggy. However additional work/costs incurred on the Caldicot 3G pitch preclude both play area works being progressed. The additional works involved:

(i) **Leisure centre electrical supply** – when the 3G pitch was installed, the electrical supply to the leisure centre did not allow the floodlights on the 3G pitch and the artificial turf pitch (ATP) to work simultaneously and this meant that the centre could not realise the income required from the new pitch. The cost of upgrading the electrical supply was £8,563;

(ii) **Ball retention fence** – when the pitch was designed originally the 3.2m high boundary fence was meant to deal with 95% of the stray balls from the pitch but this has proved not to be the case – at the Church Road end of the pitch the stray balls caused damage to the greenhouses in the rear gardens of adjoining properties. This was highlighted by our Insurance Section as a serious risk of future insurance claims, particularly as one of these properties has a row of ground mounted photovoltaic panels in the rear garden directly behind the goal area of the pitch. In response to this risk, a 6.5m high ball retention fence has been fitted at that end of the pitch at a cost of £8,864;

(iii) **Maintenance** - when the pitch was installed, the annual maintenance cost of the pitch was estimated at between £12,000 and £20,000 depending on the volume of use and other factors such as weather conditions, etc. Effectively, because the grounds maintenance budget for the school/leisure centre site sits within the school budget, the leisure centre has had to absorb the maintenance costs for the new pitch. In an effort to minimise costs, the twice annual specialist maintenance (£4,945pa) is undertaken by the pitch installer but the routine weekly maintenance is being undertaken by leisure centre staff. These duties have been incorporated into the regular work rotas of the site Duty Officers. To enable the weekly maintenance duties to be undertaken a new tractor and drag brush were purchased as a “one-off” item of expenditure at a cost of £5,363 using some of the additional funding that had been included in the 3G budget code. The cost of these two maintenance items (the first year’s specialist maintenance was also picked up from this budget) was £10,808.

The outcome of these three items of expenditure is that:

- a) the lights on the 3G and ATP pitches can be used simultaneously, allowing the centre to achieve its annual income target from the new 3G pitch;
- b) the installation of the ball retention fence has significantly reduced the risk of any future insurance claims from stray balls – any new claims will be the responsibility of pitch users;
- c) the purchase of the maintenance equipment means that the Council can now maintain the 3G pitch at an annual cost of circa £5,000 as opposed to the original estimate of between £12,000 and £20,000.

3.2 Unfortunately there has been a confusion with a previous 3G pitch virement which means that the Church Road S106 balance is insufficient to pay for the additional works to 3G pitch and the work proposed at both the Caldicot Castle and Cas Troggy play areas.

3.3 A scheme to completely upgrade the castle play area has been drawn up at a cost of £63,500 and it is proposed to carry out this work in time for the new visitor season in April/May 2017. The majority of the wooden equipment at this site has been removed, as it was condemned in a recent inspection by

the Council's insurers so the play area at the Castle is likely to be closed for a period of approximately five months until the improvement works are completed.

- 3.4 Design works for the Cas Troggy play area have not yet commenced as the view taken by officers is that this play area is adequate and in a safe condition at this time. The play equipment at this site consists of metal equipment which is more durable than wood.

4. REASONS

- 4.1 Cabinet cannot approve an increase the capital budget for this project, as it approved the 2016/17 capital budget earlier this year, so this needs to be a recommendation to full Council.
- 4.2 There is an unfunded overspend of £26,335 at month 6, relating to the works identified in para 3.1, that needs to be addressed;
- 4.3 There is an urgency to proceed with the improvement works to the castle play area, so that it can be reopened in time for the 2017 visitor season;
- 4.4 the play area at Cas Troggy is still in a serviceable condition and the Council needs to undertake a review of fixed play provision across the county;

5. RESOURCE IMPLICATIONS

- 5.1 If the recommendations in this report are agreed, then the works proposed will fully utilise the remaining Church Road S106 balance as follows:

Church Rd Section 106 Reserve Balance b/fwd.	(£91,788)
Work incurred on the 3G pitch	£26,335
Proposed work at Caldicot Castle Play area	£63,500
Revised balance c/fwd.	(£1,953)

6. FUTURE GENERATIONS EVALUATION

See Appendix A

7. CONSULTEES

Cabinet Members	Local Caldicot Members
Strategic Leadership Team	Monitoring Officer
Assistant Head of Finance/Deputy S151 Officer	
Head of Tourism, Leisure and Culture	

8. BACKGROUND PAPERS

Report to Cabinet on 18th March 2015
Report to Cabinet on 3rd April 2016

9. AUTHOR

Mike Moran, Community Infrastructure Coordinator

10. CONTACT DETAILS

Tel: 07894 573834 **Email:** mikemoran@monmouthshire.gov.uk

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Name of the Officer: Mike Moran Phone no: 07901 854682 E-mail: mikemoran@monmouthshire.gov.uk	Use of Section 106 funding in Caldicot
Name of Service: Enterprise	Date completed: 5 th December 2016





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


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

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	Neutral	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Neutral	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The proposals in this report involve improving peoples' physical and mental well being.	

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	The proposals will contribute to the safety and cohesiveness of the local community in which it is sited.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Neutral	
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	There are no specific proposals in this report to promote and protect the Welsh language but the proposed use of funding will encourage people to participate in recreational activities	Encourage the use of the Welsh language in any on site signage.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The play area improvements will encourage participation by disabled people.	Continue to promote DDA compliance in all schemes and to provide participation opportunities for people of all ages and backgrounds.

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 achievability and sustainability of the proposals have been assessed and officers are confident of the longer term sustainability of the project.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The project involve close working with other parties and potential partners.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The views of the local members and the Town Council have been sought.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The project involves the enhancement of facilities, as per the broad intention of the Section 106 Agreements from where the money has arisen. Problem prevention is not the basis upon which the funding has been given but by investing in the improvement of existing facilities will help to prevent problems occurring.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The project will have a positive impact on the health & well being of people living in the area of benefit stipulated in the Section 106 Agreements.</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

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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	<p>No employment/training issues identified The recommendations will benefit young children and their families living in the local community</p>		<p>Continue to consider the needs of people with protected characteristics when formulating proposals</p>
Disability	<p>The improvements proposed will be designed to be accessible to people with disabilities.</p>		
Gender reassignment	<p>Neutral</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?
Marriage or civil partnership	Neutral		
Pregnancy or maternity	Neutral		
Race	Neutral		
Religion or Belief	Neutral		
Sex	The project recommended for investment in this report is of equal benefit to both males and females.		
Sexual Orientation	Neutral		
Welsh Language	Neutral	Although the report's recommendations are considered to be neutral they do nothing specifically to promote the use of the Welsh language	It may be possible in the future, when advertising the availability of S106 funding, to encourage applications that actively promote the Welsh language

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?

	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	Neutral		
Corporate Parenting	Neutral		

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

- Local population data taken from the 2011 Census figures

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 Impacts

- The proposal complies with the statutory tests relating to Section 106 funding
- The scheme recommended for approval will have a positive impact upon the health and well being of local residents
- They will benefit new & existing residents in the local community
- Some people with protected characteristics will benefit from the projects recommended for approval

Negative Impacts

- It is difficult to demonstrate that the project will have a meaningful benefit for promoting the Welsh language

The above impacts have not materially changed the recommendations in this report

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
If the reports recommendations are approved, place orders for the supply of the equipment	January 2017	DSO Landscape Unit	When delivered, the new equipment will be installed at the Castle play area

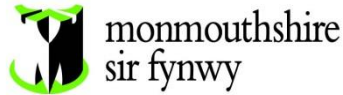
8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	Impacts to be when equipment installed and further reviewed in April 2018 after full year of operation
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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	Consultation with local elected members and Town Council	January/February 2016	Town Council suggested other sites may need to be considered for investment
2	Investigation of comments made by Town Council investigated	March 2016	No amendments made – other sites inspected and found to be in reasonable condition
3	Consideration of report by MCC Cabinet	13 th April 2016	Original decision on use of funding sought
4	Revised report drafted	November 2017	
5	Decision sought from MCC Cabinet	16 th December 2017	

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SUBJECT:	Admission of Newport City Council as an Additional Partner to the SRS
MEETING:	Cabinet
DATE:	16th December 2016
DIVISION/WARDS AFFECTED:	None

1. PURPOSE:

- 1.1 The ambition of the Shared Resource Service (SRS) has always been to expand the provision of Information & Communications Technology (ICT) services to other public sector partners. Newport City Council has completed and agreed a business case through its own authorisation and committee processes, and is formally requesting to become a partner in the SRS. This is another milestone in the SRS journey, and one to celebrate the expansion of the collaborative service model.
- 1.2 This report seeks approval from the Police & Crime Commissioner (PCC) and the Cabinets of SRS partners to invite Newport City Council (NCC) to join the SRS.

2. RECOMMENDATIONS:

- 2.1 That each partner cabinet agrees to Newport City Council joining the SRS as a partner, realising benefits for both the SRS and each partner organisation.

3. REASONS:

- 3.1 The SRS Strategy (2016 - 2020) is focused on consolidating the demand of multiple partners and brokering the supply of single ICT solutions. The SRS strategy is scalable to support Welsh Government public sector objectives.

It operates with 5 strategic aims to:

- 1) Deliver effective ICT services from a single combined unit
- 2) Provide a solid foundation upon which partner organisations can operate in order to improve service delivery
- 3) Ensure the investment in ICT is focused on delivery of the corporate priorities of the partner organisations
- 4) Develop a capable, professional workforce that can meet the challenges within ICT over the coming years
- 5) Provide a collaborative platform for public sector organisations to share digital capacity and capability through shared platform

4. Newport City Council's Business Case for Joining the SRS

- 4.1 The NCC business case outlines the need to develop and implement a sustainable service improvement model for its ICT provision that addresses or mitigates the current challenges in its current ICT provision.
- 4.2 The challenges experienced by NCC offer an opportunity to the SRS to showcase its ability, supported by its strategic vision, to realise its potential for public sector collaboration in line with Welsh Government aspirations.
- 4.3 The SRS Public Board received the summary business case from Newport along with a formal request to join in September 2016. The business case explored the comparable options of retaining delivery of ICT services 'in-house' or seeking a Partnership with SRS Public to deliver core ICT services with a focus on 'delivering more for less'. The preferred option in the business case includes essential or core ICT Services only.
- 4.4 Newport ICT provision currently consists of 32 members of staff providing desktop, infrastructure, service desk, education services, application support project management, supporting 5000 corporate users and 18,500 users across 45 schools.
- 4.5 If it is agreed that Newport will be offered an opportunity to join the SRS as a partner, the proposed date for the commencement of this agreement would therefore be April 2017. The staff will be transferred into the SRS with Torfaen County Borough Council as the host employer. There is a separate paper detailing the proposal for staff transfer that has been through the SRS Public Board as well.

5. SRS Due Diligence

- 5.1 The SRS Public Board received a due diligence paper from the SRS Chief Operating Officer in October 2016 that was a product of a series of sessions held with all partner organisations and the Chief Financial Officer (S151) or representatives in Monmouthshire. The paper detailed a number of areas to clarify including technology, financial, organisational and governance based.
- 5.2 The SRS Public Board has received NCC's full business case and due diligence response, and can now assure the existing partner organisations that accepting a new partner is in line with its strategic aims to grow the business and does not introduce a level of risk that would cause failure of the SRS service to existing partners.
- 5.3 With the addition of new partners the SRS is able to further achieve economies of scale and realise savings through the equal share of strategic and service management costs.

6. The Benefits for the SRS

- 6.1 The strategic review of the SRS last year included an assessment of the roles needed at a leadership level within the SRS to put in place a structure capable of continuing the successful growth of the SRS. The SRS Board has recognised the need for business skillsets that will enhance the existing Leadership Team capacity

as the organisation develops. The additional financial investment arising from the introduction of a new partner will enable an effective business leadership structure to be established which will provide a strong core to enable further business growth across Wales.

- 6.2 The current Newport City ICT service aligns with the organisational structure being implemented in the SRS. The new partnership will allow all existing partners to benefit from an increased capacity and capability to provide knowledge, resilience and expertise. There are similarities in the systems, technologies and applications used in Newport City with those of the Shared Resource Service and this will assist with the effective knowledge transfer required with the merger.

7. The Benefits for Monmouthshire County Council

- 7.1 The SRS Public Board can assure all partner organisations, their elected Members and their officers that accepting Newport City Council as a new partner will enable the SRS to establish a strong business foundation in order to progress with its strategic aims to further grow the enterprise. It will also enable the SRS to achieve economies of scale for the benefit of all partners. The specific advantages for Monmouthshire County Council are that:

- i. Collaboration and integration will bring better preparedness for any future amalgamation of local authorities as we will be working off single standard ICT platforms, where databases can be integrated where required.
- ii. The additional investment into the SRS will bolster service excellence within the SRS, assisting with the delivery of MCC's iCounty strategy and enabling efficiency savings to be realised through the equal share of strategic and service management costs
- iii. The new partner will bring new technology skills and expertise, further increasing the knowledge, expertise and resilience for partners.

8. Performance Monitoring, Audit and Risks

- 8.1 The SRS will monitor the impact on performance using its existing Performance Framework. The SRS will also closely monitor staff/team capacity to ensure that there is no detrimental impact on existing service provision and this will be reported back through the SRS Strategic Board, the SRS Performance Board and through MCC's own scrutiny and committees as required.
- 8.2 The risks associated with this project have been considered as part of the due diligence work and have all been formally responded to by the SRS and Newport. A risk log will be kept as the transition progresses and the SRS will monitor registered risks on an ongoing basis. This enhanced performance management structure will benefit all partner organisations to ensure continued quality and effectiveness.
- 8.3 The internal audit arrangements, which are set out and agreed with the SRS Board will need to be reviewed to incorporate the changing size of the organisation. NCC will need to align their existing arrangements for ICT audit into this process.

9. RESOURCE IMPLICATIONS:

- 9.1 There are no resource implications as a result of this report for MCC. There is an increase in income of £101,000 arising from accepting Newport City Council into the SRS. Partner organisations will work through the level of investment required both

within the SRS and the respective partner organisations to deliver effective digital services.

10. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

The significant equality impacts identified in the assessment (Appendix 1) are summarised below for members' consideration:

- Overall this proposal will provide a more resilient and effective ICT service, enabling future digitisation opportunities across Monmouthshire's communities and businesses.
- There will be benefits to both the SRS Partner Organisations and the communities they serve from this proposal. The benefits to partners include greater efficiency and effectiveness in the provision of technology services, sharing systems and processes and delivering a unified, effective economic robust service. Communities will benefit from a more consistent digital service across several local authorities.

The actual impacts from this report's recommendations will be reviewed every 3 years and criteria for monitoring and review will include:

- Evaluating the performance of the SRS against the impacts above.

11. CONSULTEES: SLT, SRS Public Board, SRS Leadership Team, Newport City Council , Blaenau Gwent County Borough Council, Torfaen County Borough Council, Gwent Police

12. BACKGROUND PAPERS: None

13. AUTHOR: Sian Hayward

14. CONTACT DETAILS:

Tel: 07971893998

E-mail: sianhayward@monmouthshire.gov.uk



Future Generations Evaluation (Includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Sian Hayward</p> <p>Phone no: 07971893998 E-mail: sianhayward@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To admit an additional partner to the SRS being Newport City Council</p>
<p>Name of Service</p> <p>Digital and Technical</p>	<p>Date Future Generations Evaluation form completed 01/12/16</p>





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.


Page 17 Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>This proposal will ensure the efficient use of staff resources, sharing and expanding technical skills and knowledge over a wider area throughout greater Gwent</p>	<p>Further integration of other partners is anticipated creating a centre of technology excellence, providing jobs and enhancing skills</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>Further expansion of digital services will enable communities to become more digitally connected and reduce reliance on paper and transportation.</p>	
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>No impact</p>	

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Provision of communications technology across a wider geographical area will provide more consistent customer experience across Greater Gwent communities and enable connectivity and access to council services.</p>	<p>Further integration of local authorities will provide integrated and seamless access to council services</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>		
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>No impact, either positive or negative</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>		

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term Balancing short term need with long term and planning for the future</p>	<p>This proposal is a long term investment in unifying the technology platforms that support council services. It is essentially a longer term plan stretching through the next 5-10 years</p>	
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>This is a prime example of collaboration and working together across county boundaries to unify back office systems and services.</p>	
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>The stakeholders are all of the existing partners in the SRS, new proposed partners, Welsh Government. All have been fully involved and consulted throughout this proposal</p>	
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>		

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="300 213 524 373">Positively impacting on people, economy and environment and trying to benefit all three</p> <p data-bbox="129 347 300 373">Integration</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.

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	This proposal seeks to TUPE NCC employees into the SRS. This will mean they become employees of TCBC under the same terms and conditions. This move could impact on people with protected characteristics, though it is being covered under the detailed project planning process undertaken by TCBC.		TCBC has a plan for the TUPE transfer, and has considered all of the impacts of this within the business case and proposal. The SRS board has been provided with assurance that all of the relevant staff TUPE transfer challenges are being considered.
Disability			
Gender Reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i>		

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	<i>Safeguarding in this context applies to both children (not yet reached 18th birthday) and vulnerable adults (over 18 who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of himself or herself, or unable to protect himself or herself against significant harm or serious exploitation.)</i>	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	
Corporate Parenting	<i>This relates to those children who are 'looked after' by the local authority either through a voluntary arrangement with their parents or through a court order. The council has a corporate duty to consider looked after children especially and promote their welfare (in a way, as though those children were their own).</i>		

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

The Newport City Council Business case
 The SRS strategic plan for expansion and admission of new partners.
 Consultative reports provided to the SRS board
 MCC SLT discussions and agreement of the proposals
 WG aspirations for greater collaboration and integration

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?

Overall this proposal will provide a more resilient and effective ICT service, enabling future digitisation opportunities across Monmouthshire's communities and businesses.

There will be benefits to both the SRS Partner Organisations and the communities they serve from this proposal. The benefits to partners include greater efficiency and effectiveness in the provision of technology services, sharing systems and processes and delivering a unified, effective economic robust service. Communities will benefit from a more consistent digital service across several local authorities.

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

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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:	Through the SRS Board
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SUBJECT: REVIEW OF THE AUTHORITY'S FEES & CHARGES PROPOSED FOR INCLUSION WITHIN THE 2017-18 BUDGET

DIRCTORATE: RESOURCES - FINANCE

MEETING: SPECIAL CABINET

DATE: 16th DECEMBER 2016

DIVISION/WARDS AFFECTED: ALL

1 PURPOSE:

- 1.1 To review fees and charges made for services across the Council and identify proposals for amending charges with effect from April 2017.

2 RECOMMENDATION:

- 2.1 That the proposed fees and charges for 2017/18 identified for each type of chargeable service made, as outlined in Appendix 1, be adopted.
- 2.2 That the increase in charges takes effect at a date no later than 1st April 2017, with any pressures resulting from increases taking place after this date to be managed by Chief Officers within their respective directorate budget allocations.
- 2.3 That Chief Officers effectively manage the budget pressures highlighted by services not increasing charges in line with the 2.5% increase assumed in the 2017-21 MTFP. Consideration should also be given to the cost effectiveness and administrative costs that result from implementing small increases to existing charges.

3 BACKGROUND:

- 3.1 WAO recently completed a timely national study called "Charging for Services and generating income by local authorities" dated 10 November 2016 which looked at national context and Councils robustness in setting fees and charges. Their summary conclusions and recommendations were that,
- 3.2 WAO commonly regarded that a wide range of payment options for collecting charges was available and are mostly offered. MCC currently provides a range of payment methods such as Direct Debits, Internet/automated telephone payments, Cash/cheques receipted by a cashier, and Telephone payment taken by a cashier. These methods are more expensive when they involve staff or fees for processing card payments. The collection costs are not passed on explicitly to payers, but are part of the costs of running the Council.
- 3.3 In considering good practice, Authorities tend to promote payment options that have the lowest transaction costs and are the cheaper to administer and provide – payment by direct debit for example – as well as increasing to seek payments in advance to

mitigate having to chase for non-payment and arrears. Technology can be put to good effect to improve payment security and reduce transaction costs. Innovative ways to pay for services include payment via authority websites, payment using mobile phones for example to pay for ticketless parking, and the cashless payment for services such as school meals using smartcards. The use of technological payment solutions is beginning to increase across the Principality, but not universally, and its roll out is often dependent on the new system not costing more than traditional methods of collecting income. Progress in using digital and smartphone applications to make payments, whilst widely acknowledged as a potential area for improvement and growth in the future, is in the early stages of being rolled out across Welsh Authorities.

- 3.4 As an indication of the specific Monmouthshire context, direct debits remain MCC's preferred payment method, and the Council is actively trying to move away from cash. Currently 76% of our Council Tax customers pay by direct debit compared to the Welsh average of 60%. 45% of income receipted through our cash system is through automated telephone payments. A cashless system for schools is currently being introduced (2 went live from October) and the anticipation is this facility will be available to all schools in time for start of next financial year. Web based payment facilities are available but could be enhanced. Payment functionality is available through the recent My Monmouthshire app but would need to be configured/integrated with existing systems. In that regard a full review of MCC income is being undertaken and the market is being evaluated pending our cashiering system contract being renewed in April 2018.
- 3.5 WAO, whilst acknowledging that the legal basis for setting and managing charges is complex, conclude that authorities are not always strategic in their approach to charging, such that Authorities are aware of the broad legal restrictions in place when reviewing charges, but many have not addressed the opportunities and risks in developing policies to generate income. MCC is reported as being an early adopter of an income generation strategy, but as yet this hasn't identified any major opportunities to derive significant income above inflationary growth.
- 3.6 This may be because Local authorities need to balance their income aspirations with the ability of their communities to pay more. In that regard there is a very mixed picture in how well Welsh authorities generate income from charges, and Welsh authorities are often highlighted as not generating as much income from charges as counterparts in England and Scotland.
- 3.7 So whilst charging for services is a recognised feature of some local authority activities, many services have traditionally been provided at little or no direct charge to the user. The provision of services at low, or no, charge has led to citizens often receiving heavily subsidised or free services in return for paying their council tax. The reductions in public funding and financial uncertainty created by 'Brexit' has brought charging into sharper focus for local authorities. Authorities are being encouraged by the Welsh Government to look to charges in a way that was not considered 10 years ago.
- 3.8 Part of the WAO examination involved providing a map of weekly median pay per Council area. This has been converted into the following table,

Gross Weekly Median Pay	Councils
£0-£399	
£400-£424	Ceredigion, Blaenau Gwent

£425-£449		Gwynedd, Denbighshire, Merthyr Tydfil
£450-£474		Carmarthenshire, Newport, Pembrokeshire, Powys, Rhondda Cynon Taff
£475-£499		Anglesey, Conwy, Caerphilly, Neath Port Talbot, Swansea, Torfaen, Wrexham
£500-£524		Bridgend, Cardiff, Vale of Glamorgan
£525-£549		
£550-£574		Flintshire
£575-£599		
£600+		Monmouthshire

The table above shows that the range of gross weekly pay in 2014-15 ranged from £403 in Blaenau Gwent to £610 in Monmouthshire. The perceived theory is that Authorities where earnings are higher will be better placed to charge and raise more income than those where income levels remain low, and certainly fees & charges can be expected to be a more important/significant part of Monmouthshire's annual budget setting given the historically low funding per capita the Council derives from central government, and given the regard that Councils have towards Council tax affordability and comparisons.

- 3.9 In conclusion the WAO study does provide a helpful provocation. It has only recently become available to us and will require further study to better understand what particular aspects of this national review are pertinent to address in the Monmouthshire context. The anticipation is this intelligence will be available to Future Monmouthshire initiative in addressing our 4 year budget setting consideration starting in 2018/19.

4 METHODOLOGY

- 4.1 When reviewing charges, local authorities will increasingly need to consider both the options for reducing the level of subsidy they provide to services, but also the socio-economic circumstances of their local community.
- 4.2 At a more detailed level, different services have different clients groups and the decision to increase or introduce charges will have very different impacts, both positive and negative. Consequently from a medium term financial planning perspective there is a planning assumption to only raise charges in accordance with inflation, and for 2017-18 a 2.5% inflation assumption has been made. This means however that unless there is a beneficial change in how many people use the service or a reduction in running costs, the authority will derive little financial benefit/headroom from setting a charge in line with inflation.
- 4.3 Consequently the consideration to raise charges to any higher level remains with the service manager and Directorate management teams who have a closer understanding of their customer base and the socio economic circumstances of their local communities.

5 REASONS:

- 5.1 To identify the charges to be adopted for 2017/18 financial year.
- 5.2 To ensure that resultant pressures are also identified in order to allow them to be managed by Chief Officers within their respective directorate budgets.

- 5.3 To identify scope for increasing charges beyond the 2.5% increase modelled in the draft revenue budget proposals, or to consider charging where there is scope to charge for services for which there is currently no charging regime.

6 RESOURCE IMPLICATIONS:

- 6.1 This report seeks to bring all fees and charges together in one report for Member consideration instead of individual reports being presented for each service.
- 6.2 The fees and charges report 2017/18 is consistent with the final budget report that will be recommended to Council during the February cycle, and includes an assumed 2.5% increase in income in the base budget, together with revisions recommended by service managers to refine their income budgets as reflected by the forecasted income projections in the current 2016/17 financial year.
- 6.3 There are a few budget setting proposals to raise external income above inflationary levels, these have been highlighted in purple for Members. There are some additional proposals in waste that haven't yet been adjusted but could also have an effect on income levels but these are proposed to be considered separately in response to a service managers' report.
- 6.4 In the 2017/18 financial year, there is anticipated to be an increase in the external income budgets from £14.2 million to £14.7 million before revision.
- 6.5 Some charges cannot be increased in line with the medium-term financial planning assumption of 2.5%, as a result of there being specific restrictions imposed on the level of charges e.g. legislation, national tariffs. Some income budgets are also suffering strain during 2016/17 and it is anticipated that this pressure will carry into 2017/18, and there continues to be situations where the manager intends to manage the additional income through increased activity rather than increasing unit fees and charges. These illustrative pressures, as outlined in appendix 1, will need to be managed within directorates' 2017/18 revenue budget proposals and as part of the ongoing budget setting process. Currently this pressure is forecast as £408,000 gross, of which £366,000 was prudently recognised as a pressure in the budget proposals, so there is a net £42,000 for service managers to manage, predominantly affecting TICs, Passenger transport, Housing Careline, and Adult Education.
- 6.6 Any other budget pressures that may be generated as a result of fees and charges identified by the MTFP model (and subsequently being increased by 2.5% by the model) not being contained in appendix 1, possibly as a result of them not falling within a charging regime, will also need to be managed within directorates' 2017/18 revenue budget proposals.

7 FUTURE GENERATIONS CONSIDERATION:

- 7.1 An evaluation has been provided in Appendix 2 to consider the effect of fee increases on future generations and protected characteristics. The Council will provide specific services to individuals with protected characteristics e.g. age, disability etc. It is difficult to quantify the extent of impact without regard to individual circumstances, vulnerability and access to welfare and support payments, but there are anticipated to be affordability considerations for those individuals whose resources are deemed sufficient to pay for their own services.

7.2 The Council maintains a variety of means testing aspects in the provision of services to the more vulnerable. These mechanisms will continue.

7.3 It is inherently difficult to presume individuals will not have less disposable income if Councils fees and charges increase. However as Council tax receipts and revenue support grant is insufficient to fund the full extent of Council services, the provision of fees and charges helps sustain these services into the future for customers where the traditional alternative would be to withdraw services.

8 CONSULTEES:

8.1 Senior Leadership Team
All Cabinet Members
Head of Legal Services
Head of Finance

9 BACKGROUND PAPERS:

- Appendix 1 – Proposed Fees and Charges for 2017/18 budget
- Appendix 2 – Future Generations Assessment.

10 AUTHOR:

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Review of Fees and Charges for 2016/17 For 2017/18 BUDGET APPROVAL

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
ENT				4,757,824	4,734,639		23,597
RES				1,597,690	1,501,901		95,789
CEO				4,356,105	4,386,032		47,168
CYP				-	-		-
SCH				3,986,928	3,746,899		241,373
Total				14,698,547	14,369,472		407,926

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
ENTERPRISE DIRECTORATE				4,757,824	4,734,639		23,597
ENT	Countryside	Public Path Orders	Recovery of actual costs	-	-	Actual costs incurred	-
		High Hedge Determinations	Maximum allowable	-	-	£320 per inspection	-
ENT	Old Station	Old station Tintern Car Parking	Inflation increase and optimising visitor dwell times	17,495	17,907	£1.00; £3.50; £15.00 (season). Manager intends to address increased income through activity not fee increase	-
		Old station Tintern Camping	Inflation increase (rounded) & simplifying charging structure	2,213	2,213	£4.00 Manager intends to address increased income through activity not fee increase	-
		Old station Signal Box Hire	Inflation increase taking account of	3,075	3,075	£65 - £95 Manager intends to address increased income through activity not fee increase	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Old station Tintern Sales	Inflation increase	25,625	25,625	Variable event charges and shop sales	-
		Old station Tintern Catering	Inflation increase	9,243	9,243	Per rental agreement	-
ENT	Caldicot Castle	Caldicot Castle Admission Charges	Subject to further consideration through current visitor study; intention to drive up visitor numbers and new approach proposed	38,950	38,950	Maintain free general admission, variable events and activity charging	-

		Caldicot Castle Country Park Caravan Rallies	Inflation increase (rounded)	3,588	2,050	£6.00	1,538
DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
ENT	TICs	Tourist Information Centres - Sales etc.	RRP & Market	30,153	15,000	Various	15,153
CEO	Libraries	DVD Loans	Annual Increase	-	-	Budget proposal to cease DVD loans	-
		Audio & Visual Loans	Annual Increase	4,480	4,480	£1.35 Per 3 week loan	-
		Overdue Charges	Annual Increase	15,494	15,494	21p per day, max charge £15.00 For concessionary groups, 11p per day, max charge £7.50	-
		Internet Usage	Annual Increase	13,791	13,791	£1.00 per half hour for non- member	-
		Photocopying	Annual Increase	4,015	4,015	From 20p to 35p per sheet.	-

		Reservation Fees (Inter Library Loans)	Annual Increase	639	639	£4.10 per reservation	-
DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Promotional Sales Commission	Annual Increase	4,309	4,309		-
ENT	Leisure Sites	Sporting Equipment	Annual Increase	-	-	Range from £1.35 - £28.50 depending on item purchased	-
		Abergavenny		6,582	6,582	Manager intends to address increased income through activity not fee increase	-
		Monmouth		4,803	4,803		-
		Chepstow		6,002	6,002		-
		Caldicot		4,803	4,803		-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Swimming Badges	Annual Increase	-	-	Range from £3.00 - £8.60	
		Abergavenny		2,402	2,402	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,001	3,001		-
		Chepstow		1,891	1,891		-
		Caldicot		3,480	3,480		-
		Cafeteria & Bar	Annual Increase	-	-	Range from 35p - £9.00	-
		Abergavenny		28,297	28,297	Manager intends to address increased income through activity not fee increase	-
		Monmouth		14,349	14,349		-
		Chepstow		47,464	47,464		-
		Caldicot		11,038	11,038		-
		Vending Machines	Annual Increase	-	-	Range from 30p - £3.80	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Abergavenny		52,983	52,983	Manager intends to address increased income through activity not fee increase	-
		Monmouth		49,824	49,824		-
		Chepstow		60,710	60,710		-
		Caldicot		38,633	38,633		-
		Swimming Lessons	Annual Increase	-	-	Range from £0 - £250	-
		Abergavenny		109,224	109,224	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		106,941	106,941		-
		Caldicot		98,855	98,855		-
		Sauna	Annual Increase	-	-	Range from £1.00 - £17.80	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Abergavenny		3,503	3,503	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		4,982	4,982		-
		Caldicot		2,996	2,996		-
		Sports Classes	Annual Increase	-	-	Range from 0p - £100	-
		Abergavenny		24,706	24,706	Manager intends to address increased income through activity not fee increase	-
		Monmouth		18,954	18,954		-
		Chepstow		40,596	40,596		-
		Caldicot		13,033	13,033		-
		Swimming Pool Usage	Annual Increase	-	-	Range from £0 - £61.50	-
		Abergavenny		54,499	54,499	Manager intends to address increased income through activity not fee increase	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Monmouth		-	-		-
		Chepstow		52,327	52,327		-
		Caldicot		36,736	36,736		-
		Sports Hall Bookings	Annual Increase	-	-	Range from £5.70 - £43.60	-
		Abergavenny		12,393	12,393	Manager intends to address increased income through activity not fee increase	-
		Monmouth		11,038	11,038		-
		Chepstow		16,557	16,557		-
		Caldicot					
		Room Lettings	Annual Increase	-	-	Range from £13.80 - £24.80	-
		Abergavenny		2,320	2,320	Manager intends to address increased income through activity not fee increase	-
		Monmouth		13,246	13,246		-
		Chepstow		38,270	38,270		-
		Caldicot		30,014	30,014		-
ENT	Fitness Suites	Sale of Equipment – Fitness	Annual Increase	-	-	Range from £2.00 - £13.50	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Abergavenny		5,519	5,519	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,698	3,698		-
		Chepstow		4,416	4,416		-
		Caldicot		2,759	2,759		-
		Fitness Suite Inductions	Annual Increase	-	-	Range from 0p - £30.00	-
		Abergavenny		-	-	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,864	3,864		-
		Chepstow		3,312	3,312		-
		Caldicot		3,864	3,864		-
		Fitness Suite Membership	Annual Increase	-	-	Range from 0p - £366 Consisting of "pay as you go" and annual memberships.	-
		Abergavenny		227,592	227,592	Manager intends to address increased income through activity not fee increase	-
		Monmouth		175,401	175,401		-
		Chepstow		257,457	257,457		-
		Caldicot		193,509	193,509		-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Fitness Classes - Personal Instruction, Fit for Life and Advance Courses	Annual Increase	-	-	Range from 0p - £50	-
		Abergavenny		46,199	46,199	Manager intends to address increased income through activity not fee increase	-
		Monmouth		47,303	47,303		-
		Chepstow		48,407	48,407		-
		Caldicot		40,679	40,679		-
ENT	Leisure Sites	Advertising	Annual Increase	-	-	Range from £39.85 - £113.08	-
		Abergavenny		1,737	1,737	Manager intends to address increased income through activity not fee increase	-
		Monmouth		1,625	1,625		-
		Chepstow		2,208	2,208		-
		Caldicot		1,160	1,160		-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Outdoor Facility Hire & Non- Sports Hall Block Bookings	Annual Increase	-	-	Range from £4.10 - £45	-
		Abergavenny		22,830	22,830	Manager intends to address increased income through activity not fee increase	-
		Monmouth		38,270	38,270		-
		Chepstow		29,803	29,803		-
		Caldicot		97,922	97,922		-
		Swimming Lessons 1-2-1	Annual Increase	-	-	1:1 Lessons £15.20 - £19.40	-
		Abergavenny		3,533	3,533	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		7,136	7,136		-
		Caldicot		10,395	10,395		-
		Casual Bookings	Annual Increase	-	-	£5.70 - £43.60	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Abergavenny Monmouth Chepstow Caldicot		9,605 7,396 13,797 11,597	9,605 7,396 13,797 11,597	Manager intends to address increased income through activity not fee increase	- - - -
		Hire of Facilities	Annual Increase	-	-	£4.35 - £50.75	-
		Abergavenny Monmouth Chepstow Caldicot		5,519 36,426 7,726 5,519	5,519 36,426 7,726 5,519	Manager intends to address increased income through activity not fee increase	- - - -
ENT	Allotments	Allotment plots	Annual Increase	1,292	1,292	£26.93 per plot	-
ENT	Housing Services	Careline Alarms non business Careline Alarms St rate	Weekly equipment rental Weekly equipment rental	172,829	168,614	£4.50 per week per client	4,215
		Careline Installation Charges	Charge for equipment installation	8,825	8,610	£40 per installation est. of 200	215

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Careline Equipment Collection Fee	Charge for collecting returned equipment from user.	-	-	£35 per unit	-
		Disabled Facility Grant Admin Fee	Charge to client for arranging and administering home adaptation work.	59,255	57,810	£950 per grant	1,445
ENT	Outdoor Education	Residential outdoor education visits mainly by MCC and TCBC pupils	To cover costs of running the service and enable any developments/improvements	860,065	859,958	Avg Per pupil Primary £225 Secondary £236: increase of 5%	107

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
RES	Revenues	Council Tax / NNDR court fees	Fixed by Statute	175,945	171,654	Summons stage - £40 per case. Liability order stage - £30 per case. Budget proposals recognised a pressure of £30k	4,291
RES	Human Resources & Training	External Training	To reflect pro rata cost of training provision	5,000	5,000	New charge proposed as part of 2017/18 budget setting process. Individual recovery rates will depend upon cost of courses incurred	-
RES	Asset Management	Markets- Caldicot	Per stall	20,500	20,500	No increase in Charge - MTFP increase shortfall will be managed within service.	-
		Markets - Monmouth	Per stall	10,250	10,250	No increase in Charge - MTFP increase shortfall will be managed within service.	-
		Markets- Abergavenny	Per stall or Sq. ft. of space	381,774	310,098	No increase in Charge - MTFP accommodated a £70k pressure reflecting historic rents shortfall.	71,676

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Tuesday Market inside per table		-		£15.38	
		Tuesday Market Outside per foot of floor space		-		£2.34	
		Wednesday Market per table		-		£9.22	
		Friday Market per table		-		£10.25	
		Saturday Market inside per table		-		£15.38	
		Saturday Market Outside - Small		-		£11.28	
		Saturday Market Outside - Large		-		£22.55	
		Sunday Market per table		-		£10.25	

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
RES	Cemeteries	Cemeteries Service Charge	Inflation Increase	191,515	191,515	2017/18 most fees to increase by 2.5%	0
		INTERMENT IN <u>EARTHEN GRAVE:</u>					
		Stillborn and non-viable fetuses		-		For charges below lower charge is In County, higher charge is Out of County Residents	-
		Children under 5 years of age (New ERB)		-		No Charge	-
		Persons of 5 years of age and over:				Removed Charge	-
		New Single Depth (New ERB)		-		£1,092 / £2,567	-
		New Double Depth (New ERB)		-		£1,407 / £3,359	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		New Treble Depth (New ERB)		-		£2,253 / £5,470	-
		Re-opened grave to single depth - (New ERB)		-		£739 / £1,687	-
		Re-opened grave to single depth (Transfer ERB)		-		£652 / £1,472	-
		Re-opened grave to double depth - (New ERB)		-		£1,021 / £2,393	-
		Re-opened grave to double depth - (Transfer ERB)		-		£935 / £2,178	-
		Cremated remains in Garden of Remembrance		-		£124 / £991	-
		Re-opened cremated remains - (New ERB)		-		£517 / £1,131	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Re-opened cremated remains (Transfer ERB)		-		£431 / £915	-
		Cremated Remains in new full grave		-		£517 / £1,131	-
		<u>BRICKED GRAVE:</u>					-
		Single Depth		-		£1,445 / £3,452	-
		Double Depth		-		£2,008 / £4,860	-
		Treble Depth		-		£2,568 / £6,261	-
		<u>RESERVATION OF GRAVE SPACE</u>					-
		Normal		-		£223 / £563	-
		Cremated Remains		-		£135 / £357	-
		<u>RIGHT TO ERECT MEMORIALS</u>					-
		Normal Grave Space					

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Headstones		-		£78 / £193	-
		Memorial Vases or Tablets		-		£49 / £125	-
		Re-Erection of Memorial following safety testing failure		-		£31 / £78	-
		Replacement of existing memorial		-		£31 / £78	-
		Cremation Plots		-			
		Memorial Vases or Tablets		-		£49 / £125	-
		<u>ADDITIONAL INSCRIPTIONS ON MEMORIALS</u>		-		£31 / £78	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		<u>EXCLUSIVE RIGHT OF BURIAL</u> Initial Issue		-		£386 / £805	-
		Each subsequent transfer		-		£300 / £589	-
RES	County Farms	Water Charges	Cost Recovery	34,850	34,000	Tenants charged on individual usage.	850
		Agricultural Rents	Reviewed every 3yrs per contract, in line with other estates	249,471	243,386	Estates rents revised by £28k combined as a budget pressure proposal	6,085
		Cottage Rents	Reviewed every 3yrs per contract, in line with other estates	20,500	20,000	Reviewed in line with other estates	500

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Grazing Rights	Reviewed every 3yrs per contract, in line with other estates	20,500	20,000	Reviewed in line with other estates	500
RES	Asset Management	Rents from shops and other properties	All individual	300,556	293,225	Various - all individual	7,331
		Industrial Unit Rent	Reviewed every 3yrs per contract, in line with other estates	186,830	182,273	Various - all individual Expenditure will be reduced to compensate for reduction in budget	4,557
CHIEF EXECUTIVE OFFICER DIRECTORATE				4,356,105	4,386,032		47,168

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
CEO	Legal	Legal advice for external clients	Based on retrieving a proportion of whole legal budget	58,436	32,000	Charged at Officer time rate. Reduction in budget forms part of 17-18 MTFP pressure list.	26,436
CEO	Electoral Registration	Electoral Registration	Set by government legislation	1,616	1,616	£20 - £190	-
CEO	Cleansing	Trade Sacks Green garden waste bags		15,759 303,656	15,760 303,656	£2.50 per sack or £1.40 if exempt i.e. charity. Waste figures increases currently exclude additional budget proposals to raise charges above inflation, which will be part of a separate report provided by manager Currently under review as part of 17-18 MTFP proposals	- 0

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Commercial Waste Wheelie Bin		466,294	466,294	£11.38 to £22.55 for Coll & Disp chg., but £7.40 to £15.00 for just collection chg.	0
CEO	Highways	Highways Advertising	Dependent upon site location	51,250	51,250	Sliding Scale based upon Location, Sign Size etc. Sliding scale from Prime Site £1,500 to Other Site £1,000	-
CEO	Transport	Private MOTs	Fixed nationally	6,150	6,000	£54.85 for a Car MOT - Price Fixed centrally. Prices increase depending on size of vehicle	150
CEO	Passenger Transport	Home to school transport,	Inflation Increase	508,303	495,905	Various - depends upon the length of the hire and the number of drivers, hire times and fuel prices.	12,398
CEO	Network Management	Skip/scaffolding licences on Public Highways		15,637	15,637	£79 (incl vat), Budget includes increase in income above inflation as per budget proposals	-
		Section 171 Licence		-	5,000	£405 (incl vat)	-
		Section 50 licenses		5,779	5,779	£405 (incl vat)	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Street Naming		23,800	23,800	£39 (Incl vat). Budget includes increase in income above inflation as per budget proposals	-
CEO	Traffic & Transport	Road Closures		55,457	55,457	£1,883 Budget includes increase in income above inflation as per budget proposals	-
		Local searches		2,255	2,255	£Various	-
		Road Works Administration charge		4,100	4,100	£117	-
		Design & inspection fees (external/internal clients)		22,000	22,000	£Various. Budget includes increase in income above inflation as per budget proposals	-
CEO	Car Parks	Pay and Display Income		1,343,573	1,415,667	£1.10 - 2 hr. stay, £1.60 - 3 hr. stay, £2.20 - 4 hr. stay, £4.20 all day. £3.00 daily charge Tuesday only at Byefield Lane. Over stay £5.00	-
		Contravention Fees		92,250	90,000	£30	2,250
		Residential Street Permits		2,204	2,150	£40	54

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Residential Off Street Permits		4,818	4,700	£40	118
		Season Tickets Off Street		77,746	75,850	£390 pa. £200 6 months or £100 3 months	1,896
		Rents letting of car parks		3,362	3,280	£1500 per visit depending on what it will be used for.	82
		Wayleaves & Easements		1,025	1,000	£200	25
CEO	Property Services	School Meals	Price per meal.	871,577	871,577	Budget proposal to raise unit meal prices by additional £0.05 over inflation to £2.10, realising extra £21k.	-
CEO	Land charges	Property Search Fees		147,056	147,056	LLC1 Fee - Statutory £4 (electronic) or £6 (postal). CON29R - Discretionary £100 - These charges are now regulated to ensure charge only reflects cost. So could increase or decrease depending on review.	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
CEO	Adult Education	Tuition fees-franchised course	Per course as per franchise agreement Coleg Gwent	154,127	150,368	Franchised course income determined by Coleg Gwent - significant decrease	3,759
		Tuition fees self-financing course	Set price to cover all costs plus 25%	117,875	117,875		-

CHILDREN & YOUNG PEOPLE DIRECTORATE				-	-		-
CYP		None		-	-		-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
SOCIAL CARE & HEALTH DIRECTORATE				3,986,928	3,746,899		241,373
SCH	ADULT SERVICES						
		Community Meals & Day centre meals	Annual Increase	319,853	319,853	£4.15, budget proposal to harmonise of meal rates at community meals level + inflation, introduces circa £25,000 extra income	-
		Mardy Park café	As part of 2017/18 budget mandate process and new income	2,000	2,000	Various	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Mardy Park room hire	As part of 2017/18 budget mandate process and new income	1,000	1,000	Various	-
		Overmonnow Room Hire	As part of 2017/18 budget mandate process	2,800	2,800	Various	-
		Non-residential fees	Annual Increase in line with inflation. Actual charge based on Financial Assessment to a maximum of £60 per week	658,183	426,233	£11.66 The combined shortfall in income levels of this and line below was recognised as a pressure and accommodated in 2017/18 budget proposals	231,950

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Part III - Budden Crescent	Actual charge based on client's Financial Assessment	7,919	1,576	Charge is dependent on Financial Assessment and guidelines set by WAG.	6,343
		Residential/Nursing Fees which includes Part III own care home being Severn View	Actual charge based on Financial Assessment	2,577,587	2,577,587	Charge dependant on Financial Assessment and guidelines set by WAG. Self-funding clients in Severn View will pay £510.60	-
SCH	Public Health	Air Quality	Fixed by Govt	1,629	1,629	Fixed by Government	-
		Food Safety training	Set internally based upon market rates	11,523	11,523	Market Price	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
		Sampling of Water Quality on private water supplies	Fixed - Inflation Increase on Admin Fee	6,830	3,750	Cost Recovery & Inflation Increase on Admin. Pressure anticipated to be managed by reviewing food safety charges and income from air quality	3,080
		Veterinary Inspection Recharge	Recovery of costs	1,025	1,025	Cost Recovery	-
		Riding Establishments	Law requires no more than cost recovery	1,697	1,697	£300	-
		Petrol Station Permits	Fixed by Govt	2,050	2,050	Fixed by Government	-
		Petrol Station Licenses	Fixed by Govt	2,563	2,563	Fixed by Government	-
		Registration for acupuncture, tattooing and ear piercing	Law requires no more than cost recovery	178	178	Cost Recovery	-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
SCH	Trading Standards.	Animals Licences		3,661	3,661	Cost Recovery	-
		Meteorological Verification Tests		276	276	Set Nationally	-
		Explosives		1,044	1,044	Cost Recovery	-
		Poisons/ Hazardous substances		-	-	Cost Recovery	-
SCH	Licensing	Hackney Licenses	Inflation Increase	27,596	27,596	Charges for 17/18 will be set by the Licensing Committee which won't meet until Feb 2017. To note fees are either for three and five years so income can fluctuate.	-
		Lottery and Gaming Licensing	Fixed by Govt	9,932	9,932		-
		Other Licenses	Fixed by Govt No more than cost recovery by law	103,759	103,759		-
				-	-		-

DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
SCH	Registrars	Registrations - General Income		243,823	245,167	Budget proposals involve additional £6.4k income over and above inflation	-
		Approved Venue - Marriage & Civil Partnership Old Parlour		-		£340 - £460	-
		Celebratory Services at approved or other venues		-		£196 as per budget proforma for 2017/18	-
		License for approved venues - New		-		£340 - £460	-
		License for approved venues - Renewal		-		£1,500	-
		Commemorative certificates & wallcharts		-		£1,200	-
				-		£5	-

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<p>Name of the Officer completing the evaluation</p> <p>Mark Howcroft Phone no:01663 644740 E-mail:markhowcroft@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>This proposal seeks to evaluate the effect of increases to fees & charges in 2017/18 as part of the Revenue Budget Proposals</p>
<p>Name of Service</p> <p>Councilwide</p>	<p>Date Future Generations Evaluation form completed</p> <p>01/12/16</p>





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.


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Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The provision of local authority services can involve paying a fee or a charge, to part contribute to the funding of such services, appreciating that revenue support grant and Council tax receipts would not be sufficient to retain the level of services on offer. This paper seeks to identify the charges proposed to apply for 2017/18 for member consideration. The motivation to review charges is not based on protected characteristics, but by association public services will tend to be utilized by the vulnerable, e.g. aged, disabled, children etc however the revision of charges</p>	<p>The Council undertakes a variety of “means testing” considerations in the evaluation of levying fees and charges, mainly around statutory provision. This safety mechanism exists to assess the economic ability of individuals to pay for services, and where such means tests indicate, such services will continue to be provided at a concessionary rate.</p> <p>Managers have considered whether a rise in activity or a rise in fee is the more appropriate way of meeting 2017/18 budgeted income targets</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	allows for services to these groups to be maintained.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)		
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood		Leisure service managers are intent address income increases through activity changes rather than fee and charge increases at leisure centres. Reduction in social care income levels have been factored into budget setting process
A Wales of cohesive communities Communities are attractive, viable, safe and well connected		
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		Leisure service managers are intent address income increases through activity changes rather than fee and charge increases at leisure centres.
A more equal Wales People can fulfil their potential no matter what their background or circumstances		

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term Balancing short term need with long term and planning for the future</p>	<p><i>It is difficult to balance short term financial necessity against longer term implications as clearly raising charges will mean customers having to part with a greater proportion of their disposable income. However the raising of fees & charges annually does ensure that services have a greater probability of being available into the future.</i></p>	
 <p>Collaboration Working together with other partners to deliver objectives</p>		
 <p>Involvement Involving those with an interest and seeking their views</p>		
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>		

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="152 344 311 379">Integration</p> <p data-bbox="331 213 517 400">Positively impacting on people, economy and environment and trying to benefit all three</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.

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		Negative in relation to care charge fees, Community Meals etc and any fee increase due to inflationary increase in the charge built within the MTFP	Means testing mechanism for statutory charges
Disability		Negative in relation to care charge fees, Community Meals etc and any fee increase due to inflationary increase in the charge built within the MTFP	Means testing mechanism for statutory charges
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

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	<i>This report considers external fees and charges. It is not been authored to directly impact upon either safeguarding or corporate parenting of Monmouthshire residents. It may have some indirect application in considering individual's financial circumstances, but the means testing safety measure identified above would still apply</i>	.	
Corporate Parenting	<i>As safeguarding</i>		

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

2016-17 fees and charges schedule
 Revenue MTFP proposals
 Feedback from Select Committees and engagement events

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?

Due to a trend in reducing government settlements across public sector, and increasing trend in costs, the Council has a responsibility to reduce its net budget by circa £5m per annum. Previous examination suggests that most Council service areas are provided to a very economic unit cost of provision. The uplift in fees and charges annually mitigates the effect of that £5m pressure, allows sustainability of services to be maintained and avoids an alternate need to remove or reduce services.

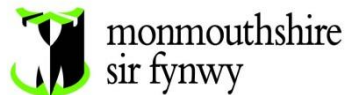
7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

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:	December 2016
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SUBJECT:	DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION
MEETING:	CABINET
DATE:	16th December 2016
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 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.
- 1.2 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.

2. RECOMMENDATIONS:

- 2.1 That Cabinet approves the release of the draft budget savings proposals for 2017/18 for consultation purposes.
- 2.2 That Cabinet approves that the consultation period and opportunity to present alternative proposals that have been Equality Impact assessed ends on 31st January 2017.
- 2.3 That Cabinet agrees to continue to work 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.

3. KEY ISSUES:

Background

- 3.1 Cabinet received a report on the MTFP and budget process at their meeting of 2nd November 2016. The report outlined the assumptions that were being used in the construction of the budget for 2017/18 and the MTFP and highlighted the outcome of the provisional settlement announcement for Monmouthshire.
- 3.2 As a reminder the following assumptions have been used for the 2017/18 budget:
 - Council Tax – 3.95%
 - Other external income – 2.5%
 - Pay inflation – 1%
 - Non pay inflation – 0%
 - Vacancy factor – 2% (except schools)
 - Superannuation – 21.1% (Actuarial review pending)
 - Schools Budget – 0%
 - Aggregate External Finance – 0.12% reduction based on the provisional settlement

- 3.3 The above assumptions led to a gap of £2.509 million in 2017/18 rising to a gap of £10.5 million over the medium term. At that time further work was being undertaken to assess the pressures both in the current year budget and any new pressures arising from changes in regulations for example. Savings and income generation proposals were also being worked up and reviewed through an internal and external challenge process guided by the principles and thinking established through Future Monmouthshire.

Pressures

- 3.4 The work on pressures has highlighted that a number of significant pressures need to be taken into account in next years budget. This is most notable in Social care where a combination of increasing complexity of care and demand for services together with changes implemented by Welsh government in relation to caps on charging for care and capital threshold limits and the impact of the National living Wage increase on care contracts has combined to generate £2 million pressure in next years budget. A summary table of pressures is provided below and further information on the other pressures is provided in Appendix 1. It is noticeable that there are a limited number of pressures identified for years 2 to 4 of the MTFP, however it is common for them to be recognised closer to the year in question and this needs to be borne in mind when considering the remaining gap in the MTFP.

	2017/18	2018/19	2019/20	2020/21
Summary of Pressures by Directorate	£000s	£000s	£000s	£000s
Children and Young People	0	0	0	0
Corporate	678	58	112	0
Social Care and Health	2016	434	434	0
Operations	679	47	72	0
Resources	608	0	0	0
Enterprise	585	0	0	0
Chief Executive Office	105	0	0	0
TOTAL PRESSURES	4671	539	618	0
One off pressures to be reserve funded	-581	0	0	0
NET TOTAL PRESSURES	4090	539	618	0

- 3.5 Previously agreed savings that have not been achieved in the past have also been recognised as pressures in the model together with any current year budget overspends that look set to continue into 2017/18. In previous budgets Directorates have been asked to manage these pressures within services, however given the level of savings already being delivered by some service areas a decision has been taken to recognise these pressures in the budget for 2017/18 to mitigate this risk.
- 3.6 Some of the pressures have been recognised as one off pressures and so will be proposed to be met from earmarked reserves. The remaining gap created will be addressed ongoing through focussed work, involving service reviews and redesign, challenge-setting, transfer of external knowledge and best practice.

Budget Proposals for 2017/18

- 3.7 After several years of taking significant resource out of the budget the means of achieving further savings becomes increasingly more challenging. The work on Future Monmouthshire has meant some changes to the budget process for 17/18. Future Monmouthshire is about keeping the Council 'going' and 'growing' and whilst the pressure of 17/18 is immediate, a one-year Page 74 has been developed which aims to position

short-term decisions in the context of a longer-term programme which aligns with the medium Term Financial Plan. Across the board, all service areas were asked to consider how their services would look within a range of reductions available to them, whilst simultaneously, looking ahead and ensuring wherever possible, proposals support the medium term direction of travel. Over 240 proposals were highlighted through this work and is testament to the hard work of service managers willing to continue to look for every available possibility to make efficiencies and work differently whilst minimising the impact on the people and communities of Monmouthshire.

- 3.8 To in-build an additional element of review, all proposals have been considered and tested through a process of internal and external independent challenge. The internal challenge resulted in an initial ranking of savings as red, amber or green and helped identify where further attention could be focused to develop a set of proposals to meet the resource gap. At this stage the list of proposals that fell into the red category have been set aside as requiring further work to assess the impact, risk and full implications of the idea. These now form part of the ongoing work programme of Future Monmouthshire and will ensure that there is an ongoing pipeline of schemes and proposals. This pipeline will support the annual budget process and moreover, embed and ingrain the task of ongoing improvement, efficiency and effectiveness in the every day. The green and amber proposals were then categorised in to the following areas: Income generation, Staff, Organisational efficiency and service reduction. 68 of the proposals were classed as organisational efficiency as they enabled the services to work better and smarter without impact on the service outcomes.
- 3.9 External challenge was also undertaken to provide a high level independent view and challenge of the 2017/18 budget proformas, whilst ensuring that proposals for efficiency savings are aligned to the strategic direction of the Council to be delivered through the Future Monmouthshire programme. The review considered data analysis, facilitated sessions, ranking of the proposals for deliverability and identifying any areas of additional opportunity. The feedback provided accorded in most areas with the internal challenge process and has been taken into account in presenting the proposals in this report. In addition the analysis, provided a useful overview of how the process can be improved in the future. Areas of additional opportunity were highlighted, in particular around future opportunities for service integration commercialisation, income generation, procurement and adult social care are currently being considered and will form part of the ongoing pipeline of activity being built out through Future Monmouthshire. There is a possibility some of these will be sufficiently developed in time to help with meeting the remaining gap as presented below. This remains priority work in progress.
- 3.10 A summary of all the proposals are shown in the table below, and are shown in more detail in the attached appendices 2 and 3.

			Income	Org Efficiency		Staffing	Reduction			
	No of proposals	TOTAL Value	Value	No.	Value	No.	Value	No.	Value	No.
Chief Executive Office	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1
Children and Young People	7	£245,461	£0	0	£125,000	5	£70,461	1	£50,000	1
Enterprise	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0
Operations	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	18	£266,476	£14,288	2	£154,500	11	£97,688	5	£0	0
Social Care and Health	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
TOTAL	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

Links to Vision and Priorities

3.11 This approach has been key to enabling a continued focus on the Council's Single Integrated Plan with its vision of sustainable and resilient communities and 3 themes of the County's Single Integrated Plan of; Nobody is left behind, People are capable, confident and involved, Our County thrives and their associated outcomes. This has also allowed the core priorities, as identified within the Administration's Mid Term Report and Continuance Agreement 2015-17, to be maintained, namely:

- direct spending in schools,
- services to vulnerable children and adults and
- activities that support the creation of jobs and wealth in the local economy,
- maintaining locally accessible services

3.12 The budget proposals contained within this report have sought to ensure these key outcomes and priorities can be continued to be pursued as far as possible within a restricting resource base. This does not, however, mean that these areas will not contribute to meeting the financial challenges. The aim is to make sure everything is efficient so that as broad a range of service offer, in line with those functions that matter most to our communities, can be maintained. In the light of this, and current year pressures, the previously identified saving of £600k relating to changing practice in Adults social care has been reviewed and results in a reduction on the saving to £200k, as referenced above, additional review work is currently being undertaken in Adult Social Care to identify where ground can be regained, in future years. Chief Officers in considering the proposals and strategy above have also been mindful of the whole authority risk assessment.

3.13 The following table demonstrates the links at a summary level that have been made with the 4 priorities, Single Integrated Plan and the strategic risks:

Proposal	Link to Priority Areas / Single Integrated Plan	Link to Whole Authority Risk assessment
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Schools budgets have been protected at 2016/17 levels,	Direct Spending in schools is maintained People are Capable, confident and Involved Our County Thrives	Budget proposals are mindful of the risk in the register around children not achieving their full potential
Social care budgets will see additional resources going into the budget for Children's and adults social services to meet the pressures in these areas.	Services to protect vulnerable people Nobody is left behind	These proposals seeks to address the risks around more people becoming vulnerable and in need and the needs of children with additional learning needs not being met
The drive for service efficiencies savings has continued across all service areas in order to avoid more stringent cuts to frontline services.	Further reviews of management and support structures and streamlining of processes, contributes to the aims of creating a sustainable and resilient communities.	Addresses risks around the ability to sustain our priorities within the current financial climate
The need to think differently what income can be generated has been a clear imperative in working up the proposals. Clear examples are the income opportunities in and Highways, and operations to maximise trading opportunities	Being able to generate further income streams responds to the consultation responses in previous years regarding a preference for this compared to services cuts and contributes to the aims of creating a sustainable and resilient communities.	

Treasury Impact

- 3.14 The Capital MTFP is being considered as a separate report on this agenda and for the purposes of establishing the revenue impact of the capital MTFP, the current summary position in the Capital report has been taken.
- 3.15 Members will be aware that Council recently considered and approved a change to its Policy in relation to the amount it sets aside in relation to the Minimum Revenue Provision for the repayment of supported debt. This has created a cash flow benefit in 2017/18 of £1.5 million.
- 3.16 Further work on the Treasury aspects of the budget are still being validated and include, a review of the current year underspend, the profile of capital expenditure and potential slippage, a review of maturing debt over the medium term and the balance between the level of fixed and variable rate debt in the Council's portfolio. The balance of risk is an important consideration in this review as are the principles of security, liquidity and yield when considering any investment strategies.

Council Tax

3.17 The Council Tax increase in the budget has been modelled as 3.95% per annum across the MTFP as a planning assumption. The Council tax base report on this agenda has concluded an assessment of collection rates and growth in properties. The effect of this is to increase the amount of income available from Council Tax as £515k. In addition, the demand for Council Tax Reduction Scheme payments has been assessed as reducing next year by £370k on the forecasts being projected forward from the current year activity.

Summary position

3.18 In summary, the 2017/18 budget gap is now £243k, if all the savings proposals contained in the Appendix 3 are approved. Clearly there is a gap still to meet and further work is progressing through Future Monmouthshire to bring forward measures to balance to budget as set out in 3.9 above around the themes of services integration, commercialisation, adult care and procurement. Specific areas being considered include:

- Implementing a corporate landlord model
- Reviewing whole place and 'place based' partnership resources
- Some cross cutting areas of spend such as marketing, photocopying, travel, pool cars and IT equipment.
- Procurement review
- Optimisation review of adult social care
- Validation of treasury budgets over the MTFP

SUMMARY POSTION	
Item	£000
Gap as per MTFP report to Cabinet 2nd Nov	2,509
Adjustments	
Net total pressure = £4,090k so add residual pressures	1,590
Adjustment to savings	400
Change of Policy on Minimum Revenue Provision for supported borrowing	- 1,536
Reduced demand for Council Tax reduction scheme payments	- 370
Council tax base, collection rate and number of properties	- 515
Remaining gap	2,078
Service proposals	- 1,835
Revised Gap/-Surplus	243

Reserves strategy

3.19 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £9.3 million in 2016/17 to £5.6 million at the end of 2019/20. Taking into account that some of these reserves are specific, for example relating to joint arrangements or to fund capital projects, this brings the usable balance down to £4 million. The general fund reserve is sustained at its current level of £7 million, and this is within the 4-6% of net expenditure range considered as appropriate to maintain.

3.20 The recently approved Reserves strategy has sought to ensure that earmarked reserves are not used to balance the budget for ongoing expenditure and that they are instead used

to the best effect and impact on one off areas of spend to help the authority transform itself to the new resource levels available to it. A review of the pressures highlighted above as part of the 2017/18 budget has identified that a number of these pressures are one off investments and as such can be reserve funded.

Next Steps

- 3.21 The information contained in this report constitutes the budget proposals that are now made available for formal consultation. Cabinet are interested in consultation views on the proposals and how the remaining gap may be closed. This is the opportunity for Members, the public and community groups to consider the budget proposals and make comments on them. Cabinet will not however, be prepared to recommend anything to Council that has not been subject to a Future Generations Assessment and Equality Impact Assessment and therefore a deadline to receive alternative proposals has been set as 31st January 2017.
- 3.22 Public consultation (to include the formal requirement to consult businesses) and Select Committee Scrutiny of Budget proposals, will take place between the 16th December 2016 and the 31st January 2017. In the past three years we have undertaken extensive community engagement around the budget and the impact of any potential changes under the banner of #MonmouthshireEngages. The budget proposals contained within this report are extensions of previously agreed changes and in addition there has not been any substantive or material service developments; on this basis we will not be conducting another large scale public engagement. There will be opportunity for the community to provide consultation responses via public meetings to be held in Usk, meetings of the Schools budget forum, JAG, and Equality and Diversity group and via the website and social media where details of the proposals will be published and a short film will be available.

In building the 2018/19 budget we will have the ability to rely upon the extensive quantitative and qualitative information generated through the wellbeing assessment (known as Our Monmouthshire).

- 3.23 The scrutiny of the budget proposals are key areas of this part of the budget process. The following dates have been set for Select committees:

Economy and Development – 5th January 2017
Children and Young People – 12th January 2017
Adults - 24th January 2017
Strong Communities - 26th January 2017
Joint Select committee – 31st January 2017

- 3.24 Final budget proposals following consultation and receipt of the final settlement will go to a special Cabinet in mid Feb 2017 and Council Tax and budget setting will then take place at Full council on 9th March 2017.

4 REASONS:

- 4.1 To agree budget proposals for 2017/18 for consultation purposes

5. RESOURCE IMPLICATIONS:

- 5.1 As identified in the report and appendices

6. FUTURE GENERATIONS AND EQUALITY IMPLICATIONS:

The future generation and equality impacts of the saving proposal have been initially identified per Directorate in Appendix 4. As the impact on services has been kept to a minimum, no significant negative impact has been identified. Further consultation requirements have been identified and are on going. Further assessment of the total impact of the all the proposals will be undertaken for the final budget report.

The actual equality impacts from the final budget report's recommendations will be reviewed and monitored during and after implementation.

7. CONSULTEES:

SLT
Cabinet
Head of Legal Services

8. BACKGROUND PAPERS:

Appendix 1: Pressures
Appendix 2: Summary of budget proposals by Directorate service areas
Appendix 3: Directorate proposals
 a - Chief Executive office
 b - Children and Young People
 c - Enterprise
 d - Operations
 e - Resources
 f - Social Care Health
Appendix 4: Future Generations Evaluation per Directorate

9. AUTHOR:

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APPENDIX 1: Pressures list as at 28th Nov 2017

Directorates	Complete list of pressures	2017/18 £000	Comments
Corporate	Apprenticeship levy	173	Announcement in the Chancellors Autumn statement last year introduced an Apprenticeship levy on employers from April 2017 to fund the plans to create 3 million new apprenticeship roles by 2020. The levy is 0.5% of an employer's pay bill. The levy payment itself can be converted into an electronic voucher and used to purchase training from recognised providers. Approximately the same amount will be levied from the schools payroll.
	Rate revaluations - MCC	174	Valuation Office assessment of new rateable values from 2017, very uncertain as to whether any appeals would be successful
	Discretionary relief - village halls and other char	0	A request to consider providing full business rate relief to village halls as part of the budget setting process has been made. Such a change would require a change to the policy and would affect more than just village halls and cost approximately £108k. It is recommended that a review of the Policy is undertaken by Select committee in order that any proposals to change the Policy are clearly defined and that the additional benefit and/or cost of any change is made explicit.
	South Wales Fire Authority - population increase	92	South Wales Fire Authority levy is based on population
	Insurance premium tax	40	Increase in rate of this tax as per UK budget
	Levies	23	Notifications received from levying authorities
	Employers costs (pension and staff rep)	156	Part funded from earmarked reserves
	Foundation living wage	20	To honour Authority commitment to pay Foundation living wage. Recent announcement of an increase in Foundation Living wage from £8.25 to £8.45
	Total Corporate pressures	678	
	Social Care and Health		
SCH adults	Pay costs to cover bank holidays	90	Part of existing Terms and Conditions
	Increase in residential use	250	There is pressure on the residential budget a notional 50 places is allocated per integrated hub the south team are currently running at 60 plus
	Increase in Living wage impact on social care con	434	National Living wage is projected to reach £9.20 by 2020, this is the effect on social service contracts
	Loss of income due to changes in Charging Policy from the Care Act namely respite treated as non residential and capped a £60 per week	236	Prior to the new charging policy issued by Welsh Government following the Care Act, respite care was chargeable under residential rules i.e. no maximum limit. From 1st April 2016 respite care is now capped at a maximum of £60 per week, meaning previous self funding respite clients not supported by MCC are now approaching us for funding as the maximum they can expect to pay is £60 per week.
	Deprivation of Liberty Safeguards	110	Deprivation of liberty safeguards – increasing numbers with costs attached to staffing of the team, administration and the costs of advocacy. There is no designated budget for this area of work - relates to all of the Directorate
SCH - Childrens	Staffing budget	186	4 temporary posts have been made permanent
SCH - Youth Offending Team	Reduction in grant funding streams	29	MCC share of Youth Justice Board and WG grant funding reductions pressure.
	Legal costs in relation to revocations	180	This is a one off pressure - propose to fund by earmarked reserve rather than add to base budget
SCH - adults	Increase in capital threshold limit from £24k to £30k	501	External factors, very difficult to estimate the cost impact as don't know which clients will now fall within the new limit. Have estimated using lowest weekly rate for resi care and based on no. of new self funded this year to date. Then taken off the new burdens money in the Provisional settlement.
	Total Social Care pressures	2016	

Children and Young People	Pension auto enrolment	0	Pension auto enrolment has been reviewed as the process to auto enrol has been implemented, most Directorates either have budget to cover pension contributions, or many staff opt back out so that the impact has been manageable. Therefore any potential residual pressure has been removed.
	Rate revaluations - Schools	0	Valuation Office assessment of new rateable values from 2017, shows a net increase of £49k across all schools, these will be reviewed and appeals submitted where appropriate
	Total Children and Young People pressures	0	
Operations			
	Waste	311	Increasing contract costs and additional households, no change
	Passenger Transport Unit	30	Additional school transport costs associated with the new Welsh school at Duffryn, no change
	Highways - South Wales Trunk Road Agency	338	Contract now at cost, so pressure in budget
	Total Operations pressures	679	
Resources			
Finance	Summons income, loss of HB grant, Debit and credit card and cashing system fees, budget error	126	Pressures from external sources in the main, outside service control
Digital team	Additional Staff	60	System administrator and system analyst role investment outlined in Cabinet report, part funded from existing budgets
Estates	Property issues	16	2016/17 budget pressure relating to Property rationalisation and community asset transfer
Estates	County farms reduced income following sale	28	Budget for rent needs to reduce as farms are sold
Estates	Markets	70	Mandate for income from markets not deliverable
ICT	Resources mandates - IT	100	Unachievable mandate highlighted as 2016/17 pressure
People services	Resources mandates - HR and training	100	Unachievable mandate highlighted as 2016/17 pressure
People services	Human Resources#]]] restructure	58	To put in place a sustainable structure following staff turnover as per Cabinet report
ICT	ICT replacement budget and digitisation	50	To provide for a rolling programme of ICT replacement and facilitate digitisation agenda
	Total Resources pressures	608	
Enterprise			
	Tourism Leisure and Culture - Youth service	200	2016/17 budget pressures
	Toursim Leisure and Culture - Caldicot castle	80	2016/17 budget pressures
	Development plans - Local Development Plan	275	£275k One year pressure only so propose to fund from reserves, need to consider service contribution to reserve for use every LDP cycle.
	Development plans Community Infrastructure Levy	30	£30k one year pressure only, until CIL is up and running when admin costs can be claimed back through CIL monies
	Total Enterprise pressures	585	
Chief Executive Office			
	Legal	25	Income target mandate not deliverable
	Contact centre	30	Blue badges and telephony licences
	Abergavenny Hub	50	Not able to fully deliver mandate without investment in joint building
	Total Chief Executive Office pressures	105	
	TOTAL PRESSURES	4671	
	Reserve funded	-581	
	NET TOTAL PRESSURES	4090	

APPENDIX 1

	2017/18	2018/19	2019/20	2020/21
Summary of Pressures by Directorate	£000s	£000s	£000s	£000s
Children and Young People	0	0	0	0
Corporate	678	58	112	0
Social Care and Health	2016	434	434	0
Operations	679	47	72	0
Resources	608	0	0	0
Enterprise	585	0	0	0
Chief Executive Office	105	0	0	0
TOTAL PRESSURES	4671	539	618	0
One off pressures to be reserve funded	-581	0	0	0
NET TOTAL PRESSURES	4090	539	618	0

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APPENDIX 2

			Income		Org Efficiency		Staffing		Reduction	
	No of proposals	TOTAL Value	Value	No.	Value	No.	Value	No.	Value	No.
CEO/Legal/ Partnerships	Community Hubs & Libraries	£89,991	0	0	0	0	£85,991	2	£4,000	1
	Contact Centre	£14,474	0	0	0	0	£14,474	1	0	0
	Legal	£30,752	0	0	0	0	£30,752	2	0	0
	Policy	£13,275	0	0	£200	1	£13,075	1	0	0
	Community Safety	£1,829	0	0	£1,829	1	0	0	0	0
	Partnerships	£5,900	0	0	£5,900	1	0	0	0	0
	Communications	£17,813	0	0	£17,813	1	0	0	0	0
	TOTAL	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000
CYP	Children and Young People	£245,461	0	0	£125,000	5	£70,461	1	50,000	1
	Tourism Leisure and Culture	0	0	0	0	0	0	0	0	0
Enterprise	Planning	£43,124	9,000	3	£34,124	9	0	0	0	0
	Housing	£40,923	0	0	£34,923	3	£6,000	1	0	0
	Economic Development	0	0	0	0	0	0	0	0	0
	TOTALs	16	£84,047	9,000	3	£69,047	12	£6,000	1	0
Operations	Property Services	£173,774	£21,000	1	£115,713	8	£37,061	3	0	0
	Highways	£160,597	£37,000	3	£77,370	12	£2,000	1	£44,227	3
	Waste	£259,000	£50,000	3	£70,000	1	£24,000	1	£115,000	2
	Fleet	£61,573	£6,915	1	£37,158	4	£9,000	1	£8,500	1
	Passenger Transport Unit	£15,000	0	0	£15,000	1	0	0	0	0
	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	Finance	£135,000	0	0	£84,000	7	£51,000	2	0	0
	Digital	£66,000	0	0	£66,000	3	0	0	0	0
	Estates	£55,976	£9,288	1	0	0	£46,688	3	0	0
	People services	£9,500	£5,000	1	£4,500	1	£0	0	0	0
	TOTALs	18	£266,476	£14,288	2	£154,500	11	£97,688	5	0

SCH

Children	All savings proposals are being focused on managing financial pressures.									
Adults	12	£236,024	£30,800	4	£130,243	5	£16,000	1	£58,981	2
Public Protection	11	£41,035	£20,635	6	£14,000	4	£6,400	1	0	0
TOTAL	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
Total service proposals	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

APPENDIX 2

High Level Summary of Green Amber Budget Proposals

			Income		Org Efficiency		Staffing		Reduction	
	No of proposals	TOTAL Value	Value	No.	Value	No.	Value	No.	Value	No.
Chief Executive Office	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1
Children and Young People	7	£245,461	£0	0	£125,000	5	£70,461	1	£50,000	1
Enterprise	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0
Operations	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	18	£266,476	£14,288	2	£154,500	11	£97,688	5	£0	0
Social Care and Health	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
TOTAL	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

£1,835,021

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APPENDIX 3A - CEO PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Community Hubs & Libraries	3	£89,991	0	0	£0	0	£85,991	2	£4,000	1
Contact Centre	1	£14,474	0	0	£0	0	£14,474	1	0	0
Legal	2	£30,752	0	0	£0	0	£30,752	2	0	0
Policy	2	£13,275	0	0	£200	1	£13,075	1	0	0
Community Safety	1	£1,829	0	0	£1,829	1	0	0	0	0
Partnerships	1	£5,900	0	0	£5,900	1	0	0	0	0
Communications	1	£17,813	0	0	£17,813	1	0	0	0	0
TOTAL	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1

**APPENDIX 3A - CEO PROPOSALS
COMMUNITIES, HUBS & LIBRARIES**

No.	Title	Value	Theme
5.1	Re-structure of management level of Community hubs and SLS	£52,414	Staffing
5.2	Cease the purchase and rental of DVD's	£4,000	Reduction
10.1	Amalgamation of SLS supporting posts from 2 into 1	£33,577	Staffing
	Total	£89,991	

CONTACT CENTRES

No.	Title	Value	Theme
5.1	Reduction of staff (Information Officer) by half a post	£14,474	Staffing

LEGAL

No.	Title	Value	Theme
5.1	Colleague reducing days.	5,779	Staffing
5.2	Colleague reducing days.	24,973	Staffing
		30,752	

POLICY

No.	Title	Value	Theme
10%			
5.1	Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours	13,075	Staffing

5.2	Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying	200	Org Efficiency
	TOTAL	13,275	

COMMUNITY SAFETY

No.	Title	Value	Theme
5.1	Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system.	1,829	Org Efficiency

PARTNERSHIPS

No.	Title	Value	Theme
5.1	£5,900 non staff costs can be made through removal of professional fees and licenses	5,900	Org Efficiency

COMMUNICATIONS

No.	Title	Value	Theme
10.1	reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day).	17,813	Org Efficiency

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APPENDIX 3B CHILDREN AND YOUNG PEOPLE PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
CYP	7	£245,461	0	0	£125,000	5	£70,461	1	50,000	1

APPENDIX 3B CHILDREN AND YOUNG PEOPLE				
No.	Title	Value	Theme	
CYP Resources				
5.2	Removal of training budget	£8,000	Org efficiency	
10.1	Loss of 3 posts within support services	£70,461	Staffing	
10.2	Removal of professional fees for the directorate	£8,000	Org efficiency	
Early Years				
5.2	To remove the funding provided to childcare voluntary organisations - Wales PPA, Mudiad Meithrin & Clybiau Plant Cymru Kids' Club.	14,500	Org efficiency	
ALN				
10.4	Reduce the Independent Special School Budget	50,000	Reduction	
Other				
	Reduction in pupil numbers	81,000	Org efficiency	
	Reduction in contribution required by EAS	13,500	Org efficiency	
		£245,461		
			Org efficiency	£125,000
			Reduction	50,000
			Staffing	£70,461
			Total	£245,461
				5
				1
				1
				7

APPENDIX 3C - ENTERPRISE PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
TLC	0									
Planning	12	£43,124	9,000	3	£34,124	9	0	0	0	0
Housing	4	£40,923	0	0	£34,923	3	£6,000	1	0	0
Economic Development	0									
Totals	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0

PLANNING

No.	Title	Value	Theme
Development Plans			
5.1	Reduce 'Premises' budget line B050 by £1,527 to £0	£1,527	Org Efficiency
5.2	End membership of Severn Estuary Partnership, reducing E002 budget line by £3,490	£3,490	Org Efficiency
5.3	Reduce 'Photocopying' budget line D061 by £2,000 to £3,080	£2,000	Org Efficiency
5.4	Reduce 'Postage' budget line D161 by £1,000 to £1,290	£1,000	Org Efficiency
5.5	Reduce 'Advertising' budget line by £1,000 to £2,008	£1,000	Org Efficiency
5.6	Reduce 'Professional Fees' budget line D080 by £8,183 to £98,244	£8,183	Org Efficiency
Development Management			
5.1	Additional fee income from pre-application advice fee charges	£5,000	Income
5.2	Move towards paperless planning files and consultations; reduction in copying and printing and postage	£5,000	Org Efficiency
5.3	Additional fee income from i) a new Fast Track pre-application advice service and ii) a new Fast Track applications service for householder developments and lawful development certificates (for a proposed use or development)	£2,000	Income
5.4	Fee income from a new Completion certificates service for developers or solicitors/ householders buying and selling their home	£2,000	Income
5.5	Reduce Professional & Specialist Fees budget (D080)	£9,286	Org Efficiency
Development Control			
10.1	Reduce supplies and services budget (£33k) by £2,638	£2,638	Org Efficiency
	Total	£43,124	
			Income
			Org Efficiency
			3
			£9,000
			9
			£34,124
			12
			£43,124

HOUSING

No.	Title	Value	Theme		
5.1	Decision already made to end the joint/shared Housing Solutions Service with TCBC and re-align the service to an MCC only focus.	20,462	Org Efficiency		
10.2	Replace Flare grants software with Ferret software	6,000	Org Efficiency		
10.3	Continue to tackle the use of B & B through increased prevention and private sector housing development	8,461	Org Efficiency		
10.4	Re-structure of Housing Renewal team	6,000	Staffing		
	Total	40,923			
			Org Efficiency	34,923	3
			Staffing	6,000	1
				40,923	4

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APPENDIX 3D - OPERATIONS PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Property Services	12	£173,774	£21,000	1	£115,713	8	£37,061	3	0	0
Highways	19	£160,597	£37,000	3	£77,370	12	£2,000	1	£44,227	3
Waste	7	£259,000	£50,000	3	£70,000	1	£24,000	1	£115,000	2
Fleet	7	£61,573	£6,915	1	£37,158	4	£9,000	1	£8,500	1
PTU	1	£15,000	0	0	£15,000	1	0	0	0	0
Total	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6

Passenger Transport Unit

No.	Title	Value	Theme
5.1	Collaboration of passenger transport units with Newport CC(saving taken in 15/16 for management support this is in addition through restructuring)	15,000	Org Efficiency

FLEET

No.	Title	Value	Theme		
Car parking					
10.1	To withdraw from renting Severn Bridge Social Club car park, Bulwark.	£8,500	Reduction		
10.3	To decrease general contracts maintenance budget	£4,500	Org Efficiency		
Salary Sacrifice scheme					
10.1	Proactively market the scheme with a view to increase numbers.	£6,915	Income		
Transport workshop					
10.1	Restructure/redesign within the Transport Section (posts)	9000	Staffing		
10.2	Savings on spare parts	£11,500	Org Efficiency		
10.3	Savings on consumables & outside contract work	£21,158	Org Efficiency		
	TOTAL	£61,573			
			Org Efficiency	£37,158	4
			Reduction	£8,500	1
			Income	£6,915	1
			Staffing	£9,000	1
				£61,573	7

WASTE

No.	Title	Value	Theme		
5.4	Reduce grass cutting frequency to release core staff to focus on income generation and more external work	£100,000	Reduction		
5.5	Charge schools for the full cost of their waste collections and disposal	£30,000	Income		
5.6	Reduce scheduled cuts and maintenance of Monmouth sports grounds to level of original lease agreement	£15,000	Reduction		
5.9	Project Gwyrdd annuity payment from WG for 17-18	£70,000	Org Efficiency		
5.10	Increase bulky waste collection charges by 50% (£12 to £18) and reduce our contribution to Homemakers accordingly	£10,000	Income		
5.11	Additional income from trade waste	£10,000	Income		
5.12	Managing impact of reduced activity/ income on tree works	£24,000	Staffing		
	TOTAL	£259,000			
			Reduction	£115,000	2
			Income	£50,000	3
			Staffing	£24,000	1
			Org Efficiency	£70,000	1
				£259,000	7

HIGHWAYS

No.	Title	Value	Theme
Highways SWTRA & trading			
10.1	Reduction in maintenance budget to reflect impact of investment in new (LED) lanterns	£8,000	Org Efficiency
10.2	Reduce pumping station maintenance budget	£2,000	Reduction
MCC Highways			
5.1	RSL VEB1000 RECYCLING PLANT : IN PLACE AND OPERATIONAL SAVING	£13,970	Org Efficiency
5.4	WELFARE UNITS : IN PLACE AND OPERATIONAL SAVING	£10,150	Org Efficiency
5.7	OVERTIME BACK OFFICE : ADJUST START AND FINISH TIMES	£1,750	Org Efficiency
5.8	SIM CARDS : REVIEW AND REDUCE WHERE NOT REQUIRED	£1,500	Org Efficiency
5.9	REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST	£1,500	Reduction
10.2	Reduction in salt budget to reflect reduced usage over recent years. Stock levels remain constant (budget pays for what is used rather than what is stocked). Actual usage in year may result in overspend depending upon weather conditions	£20,000	Org Efficiency
10.5	BARTERING / HIRING KIT : PARTNERSHIPS WITH NCC / TCBC	£3,500	Org Efficiency
10.6	Reduction in response budget to reflect reduced winter maintenance (response to snowfall) in recent years. Actual conditions during the winter will remain at current standards but a risk of resulting overspend exists	£10,000	Org Efficiency
10.7	REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST	£1,500	Org Efficiency
10.8	CROSS HIRE WITHIN OPS : USE IN HOUSE KIT BEFORE HIRE	£1,000	Org Efficiency
10.9	HIRE EXTERNALLY : SOME CONTRACTORS AFTER PLANT VEHICLE ETC	£2,000	Staffing
10.1	FILL STRUCTURE : RELEASE ADDITIONAL HOURS BEING WORKED	£3,000	Org Efficiency
Highways Infrastructure & Projects			
10.1	Reduce the amount of SCRIM investigations undertaken each year.	£3,000	Org Efficiency
10.2	Reduce the amount of revenue structures maintenance undertaken each year.	£40,727	reduction
TOTAL			
Traffic and Development			
	to increase road closure charges by 50% and recover costs against appropriate capital scheme	£20,000	Income
10.1	to increase skips, scaffolding licences and street name & numbering fee by 50% in 2016/ 2017	£10,000	Income
10.3	to extend charges to other services (to be identified by working group)	£7,000	Income
10.5		£160,597	

Income	£37,000	3
Org Efficiency	£77,370	12
Staffing	£2,000	1
Reduction	£44,227	3
	£160,597	19

PROPERTY SERVICES AND FM

No.	Title	Value	Theme
Building maintenance			
10.1	Train existing staff to carry out risk assessments	£25,000	Org Efficiency
Procurement			
10.1	To withdraw the 60% of the Corporate Procurement Training budget.	£6,000	Org Efficiency
Cleaning			
5.1	Non replacement of Shared Facilities Manager, following resignation. (£11,500 saving)	£6,500	Staffing
Catering			
10.1	Mounton House Restructure	£19,063	Staffing
	Increase School meal price from £2.00 to £2.10 (5p already in MTFP)	£21,000	Income
Property Services			
5.1	flexible retirement, reduced 5 days to 3	£11,498	Staffing
Office Services			
10.3	Vehicles – reduction in leasing costs for courier vehicles	£2,000	Org Efficiency
10.4	Press Notices – cease advertising Bank Holiday office closures in the Press	£3,000	Org Efficiency
10.5	Refreshment provision – cease providing refreshment supplies	£1,000	Org Efficiency
5.1	Increase the time between risk assessments for Legionella, Asbestos, Fire & Glazing from the current 2/3 years to minimum of 5 years	£10,000	Org Efficiency
10.2	10% reduction in corporate building maintenance reactive budget	£53,713	Org Efficiency
	Realignment of budget for previous efficiencies achieved	£15,000	Org Efficiency
	TOTAL	£173,774	

Income	£21,000	1
Org Efficiency	£115,713	8
Staffing	£37,061	3
Reduction	0	0
	£173,774	12

3E - RESOURCES PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Finance	16	£135,000	0	0	£84,000	12	£51,000	4	0	0
Digital	3	£66,000	0	0	£66,000	3	0	0	0	0
Estates	4	£55,976	£9,288	1	0	0	£46,688	3	0	0
People/HR	4	£9,500	£5,000	1	£4,500	1	0	0	0	0
TOTALs	27	£266,476	£14,288	£2	£154,500	16	£97,688	7	0	0

FINANCE

No.	Title	Value	Theme		
5.1	Delete two part time vacant posts from structure (Cashiers & Systems)	£31,000	Staffing		
5.2	Revise and reduce the structure of the Benefits Shared service thereby reducing MCC's annual contribution	£20,000	Staffing		
5.3	Reduce the Sections budget for postage costs to reflect the planned shift to automation, email and self service through the web	£6,000	Org Efficiency		
5.4	Release savings from Security Carrier tender evaluation	£10,000	Org Efficiency		
5.5	Cancel contract for folding machine maintenance to reflect reduced mail in 5.3 and planned moved to outsourcing of mail to Canon	£4,000	Org Efficiency		
5.6	Savings in insurance fees and studies	£30,000	Org Efficiency		
10.3	Cut the budget for consultancy across the Division	£22,000	Org Efficiency		
10.7	Reduce the number of cases referred to external Enforcement Agents	£5,000	Org Efficiency		
10.11	Training budget internal audit	£7,000	Org Efficiency		
	TOTAL	£135,000			
			Income	0	0
			Org Efficiency	£84,000	12
			Staffing	£51,000	4
			Reduction	0	0
				£135,000	16

DIGITAL			
No.	Title	Value	Theme
Digital IT			
5.1	Reduction in Enterprise Agreement	£13,000	Org Efficiency
5.3	General reduction in laptop replacement budget	30000	Org Efficiency
SRS			
5.1	Specific Server virtual management software no longer required, using existing software to remove cost	23000	Org Efficiency
		£66,000	

ESTATES					
No.	Title	Value	Theme		
Asset Management					
5.1	Removal of Assistant Markets Officer Post	£23,288	Staffing		
10.2	Community Development Officer - 3 to 2 days	£7,400	Staffing		
10.3	Facilities Officer reduced hours	£16,000	Staffing		
Sustainability					
5.1	Savings from Solar Farm	£9,288	Income		
		£55,976			
			Income	1	£9,288
			Staffing	3	£46,688
				4	£55,976

PEOPLE, HR ETC						
No.	Title	Value	RAG	Theme		
5.2	Generate income from selling training	5,000	Green	Income		
5.3	Stop producing paper payslips for schools and move to electronic payslips	4,500	Amber	Org Efficiency		
	total	9,500				
				Income	1	5,000
				Org Efficiency	2	4,500
					3	£9,500

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APPENDIX 3F - SCH

Social Care & Health

			Income		Org Efficiency		Staffing		Reduction	
	No of proposals	TOTAL Value	Value	No	Value	No	Value	No	Value	No
Children	All savings proposals are being focused on managing financial pressures.									
Adults	12	£236,024	£30,800	4	£130,243	5	£16,000	1	£58,981	2
Public Protection	11	£41,035	£20,635	6	£14,000	4	£6,400	1	0	0
TOTAL	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2

	CHILDREN			
	No	Title	Value	Theme
	Following challenge and feedback all proformas marked as red, savings will be used to manage pressure			

ADULTS					
No	Title	Value	Theme		
Direct Care Older					
5.1	Parity on pricing structure between day service and community meals	£25,000	Income		
5.2	Development of café at Mardy park and establish private and business partnerships to develop catering services	£2,000	Income		
5.3	Hire of Mardy Park outside or core hours	£1,000	Income		
Adult Resources					
5.1	Restructure finance and benefits advice team to replace 2 posts on lower grades	£16,000	Staffing		
5.3	Reduce IT Development budget	£10,000	Org Efficiency		
10.2	alignment of welfare benefits information, advice and assistance services	£13,000	Org Efficiency		
Adult Commissioning					
5.1	Detailed Contract Review	£56,243	Org Efficiency		
5.2	Terminate room rental in Abergavenny	£4,000	Org Efficiency		
Adults S408 ILT					
5.2	Changing transport practice. two types of transport savings:- mileage incurred by staff to transport service users, and cost of providing transport	£26,981	Reduction		
Adults 406 MCHT					
5.1	Review of transport policy to support people who can transport themselves	£32,000	Reduction		
5.2	explore live in carer rather than hourly cost via care agency	£47,000	Org Efficiency		
Adult Direct Care Disability					
5.2	income generation from MDMY	£2,800	Income		
		£236,024			
			Org Efficiency	£130,243	5
			Staffing	£16,000	1
			Income	£30,800	4
			Reduction	£58,981	2
				£236,024	12

PUBLIC PROTECTION					
Stage 2 - Proceeding to Full Proposal/Business Case Development.					
No	Title	Value	Theme		
5.1	training provided during core time rather than over time	£7,000	Org Efficiency		
5.2	FSA Grant for food safety management work	£7,225	Income		
5.3	Start charging for health export certificates	£2,500	Income		
5.4	food standards sampling grant	£810	Income		
5.5	Implement "buy with confidence" trader approval scheme	£2,500	Org Efficiency		
5.6	Regional Animal Health Coordination	£2,500	Org Efficiency		
5.7	WHoTS Coordination -recharge	£3,000	Income		
5.8	Set up Primary Authority Partnership scheme for TS proactive work	£2,000	Org Efficiency		
5.9	Restructure of licensing team	£6,400	Staffing		
5.1	Increase charge for marriages at Old Parlour Usk	£1,300	Income		
5.2	Increase cost of certificates of "priority certificates"	£5,800	Income		
		£41,035	Total proposals	11	
		£41,035			
			Income	6	£20,635
			Org Efficiency	4	£14,000
			Staffing	1	£6,400
			Reduction	0	0
				11	£41,035

<p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p><u>Communities, Hubs and Libraries</u> Re-structure of management level of Community hubs and SLS Cease the purchase and rental of DVD's Amalgamation of SLS supporting posts from 2 into 1</p> <p><u>Contact Centres</u> Reduction of staff (Information Officer) by half a post</p> <p><u>Legal</u> Colleague reducing days. Colleague reducing days.</p> <p><u>Policy</u> Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying</p> <p><u>Community Safety</u> Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system.</p> <p><u>Partnerships</u> £5,900 non staff costs can be made through removal of professional fees and licenses</p> <p><u>Communications</u> reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day).</p> <p>Where thchange is organizational efficiency there will be no impact upon the Wellbeing or</p>
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Name of Service – Chief Executive’s Directorate	Date Future Generations Evaluation form completed 9 th December 2016 Wellbeing Goals
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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?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p><u>Communities, Hubs and Libraries</u> There will be a consequence on employment with a reduction of 1 FTE post. <u>Contact Centres</u> There will be a consequence on employment with a reduction of 0.5 FTE</p>	<p><u>Communities, Hubs and Libraries</u> Work will be integrated across the teams, following the alignment of the Libraries and one-stop-shops. <u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system.</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>No impact</p>	<p>Not applicable</p>
<p>A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood</p>	<p>No impact</p>	<p>Not applicable</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p><u>Community Safety</u> There is a risk that a reduction in the spend on CCTV budget could in the longer term compromise the robustness of the system. <u>Contact Centres</u></p>	<p>We will work with partners to ensure the best value for money is achieved for our CCTV provision</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?
	There will be a consequence on employment with a reduction of 0.5 FTE – this is likely to impact on the booking system currently provided to support the Grass Routes Bus service.	<u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	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	No impact	Not applicable
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	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>Balancing short term need with long term and planning for the future</p>	These suite of proposals are designed to allow the continuation of service delivery in the medium term.	None

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p>	<p>Where there are partners involved and relevant to service delivery in these areas we will work alongside them in order to maximize the impact.</p>	<p>None</p>
 <p>Involving those with an interest and seeking their views</p>	<p>We have worked with service users to design the most effective arrangements for public engagement in the Hubs (the merger of libraries and one-stop-shops). This was done with the significant involvement of the service users.</p>	<p>None</p>
 <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Not applicable</p>	<p>None</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>These changes to the services delivered by the Chief Executive's department have been considered against the principle of integration of the act's aims and those of other bodies. The services are in the main support services, with the very clear exception of the contact centre and Hubs and libraries.</p>	<p>None</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	<u>Contact Centre</u> The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.	<u>Contact Centre</u> An electronic booking system is being developed to remove the dependency on telephone bookings.
Disability	Not applicable	<u>Contact Centre</u> The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.	<u>Contact Centre</u> An electronic booking system is being developed to remove the dependency on telephone bookings.
Gender reassignment	Not applicable	Not applicable	Not applicable
Marriage or civil partnership	Not applicable	Not applicable	Not applicable
Pregnancy or maternity	Not applicable	Not applicable	Not applicable
Race	Not applicable	Not applicable	Not applicable
Religion or Belief	Not applicable	Not applicable	Not applicable
Sex	Not applicable	Not applicable	Not applicable

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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	Not applicable	Not applicable	Not applicable
Welsh Language	Not applicable	Not applicable	Not applicable

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	Not applicable	Not applicable
Corporate Parenting	Not applicable	Not applicable	Not applicable

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

Discussions with the team leaders across these service areas have been used to identify risks.

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?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The most significant impact affecting public facing services is the changes to the staffing at the contact centre where a particular impact could be felt in the administration of the Grass Routes Bus Service. This is being mitigated by the introduction and development of the e;lectronic booking system.

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

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

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

The impacts of this proposal will be evaluated on:	
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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
0.1	Cabinet	16/12/2016	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p>	<p>There are a series of five proposals to reduce central costs within the Children and Young People Directorate. They are:</p> <ul style="list-style-type: none"> i. Reduction in expenditure on professional fees ii. Streamlining of funding to voluntary childcare organisations iii. Better management of the Independent Special School Budget iv. Reduction in the ISB due to fall in pupil numbers v. Agreed reduction in the funding to the Education Achievement Service <p>Where the changes are related to organizational efficiency there will be no impact. There is one 'reduction' and its impact will be identified below.</p>
<p>Name of Service – Children and Young People Directorate</p>	<p>Date Future Generations Evaluation form completed</p> <p>9th December 2016</p>




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

- 1. 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	No impact	None necessary
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	None necessary
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	No impact	None necessary
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No impact	None necessary
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	None necessary
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	No impact	None necessary
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	None necessary

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 reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution.</p>	<p>None necessary</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution. The future provision of Additional Learning Needs is currently under review and relevant stakeholders are being involved in the process.</p>	<p>None necessary</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>Putting resources into preventing problems occurring or getting worse</p>	<p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate, mainstream educational settings. This is a more sustainable, longer term solution.</p> <p>The placement of children with ALN into appropriate mainstream settings is part of the ALN review which is predicated on early intervention and prevention.</p>	None necessary
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposal is an early part of the ALN review which is an integrated review of Additional Learning Needs review. This will ensure that the goals and principles are addressed.</p>	None necessary

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	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	None
Disability	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	None
Gender Reassignment	Not applicable	None	Not applicable
Marriage or civil partnership	Not applicable	None	Not applicable
Pregnancy or maternity	Not applicable	None	Not applicable
Race	Not applicable	None	Not applicable
Religion or Belief	Not applicable	None	Not applicable
Sex	Not applicable	None	Not applicable
Sexual Orientation	Not applicable	None	Not applicable

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	Not applicable	None	

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	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	-
Corporate Parenting	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	-

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

- This assessment has been based upon the information provided by the Additional Learning Needs team and the use of trend data to specify the types of additional learning needs we are seeing in the County.

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?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

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

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

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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:

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
0.1	Cabinet	16/12/2016	

<p>Name of the Officer completing the evaluation Mark Hand</p> <p>Phone no: 0773478579 E-mail: markhand@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>To achieve budget savings while retaining an effective and acceptable level of delivery of services that are important to our communities.</p> <p><u>Housing</u> (10% saving on net budget) Re-structure of Housing Renewals team to accept a request for flexible early retirement; Accommodation savings by relocating the Housing service to County Hall, Usk from the Melin offices at Pontypool; Replace a back-office IT system with a better but cheaper alternative; Reduce spend on B&B use to accommodate homeless people, by increased prevention measures and increased use of private sector rented accommodation.</p> <p><u>Planning</u> (5% saving on net budget) Additional income in Development Management from additional use of the pre-application service and removing some fee exemptions, and from offering additional discretionary fast-track services and/or ‘Seller’s Packs’; Move towards a paperless service in Development Management with associated reductions in printing and postage costs; Reduced expenditure on buying in professional advice for both Development Management and Planning Policy, and reductions against various other budget lines in Planning Policy; Cease our membership of the Severn Estuary Partnership.</p> <p><u>Building Control</u> (10% reduction in net budget) Reduce spend on supplies and services.</p>
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	Where the change is organisational efficiency, there will be no impact upon the Wellbeing of our communities or significant impact on service delivery.
Name of Service – Enterprise and Innovation Directorate	Date Future Generations Evaluation form completed 15 th December 2016

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.

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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	<u>All</u> All of the proposals seek to make the most efficient use of financial and staff resources. <u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty.	<u>Housing</u> Consideration is being given to succession planning and resilience to mitigate the reduced hours in the Housing Renewals Team. <u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	<u>Planning</u> Consideration is being given to retaining involvement with the Severn Estuary Partnership on a regional basis rather than as an individual Local Planning Authority. However, the current arrangement does not represent value for money for MCC. There is a risk to the Partnership's future activities if others also cease funding. Funding for




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?
		ASERA will continue via Tourism, Leisure and Culture.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	<u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of the physical and mental wellbeing of potentially vulnerable people.	Not applicable
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	<u>Planning</u> As part of the move to becoming paperless, Town and Community Councils will be consulted electronically only, instead of both electronically and by paper as is the current situation. T&CCs have been notified of the proposal and those that have replied are either supportive or are making adjustments to accommodate this change.	<u>Housing</u> Consideration is being given to resilliance and succession planning to ensure that a prompt, efficient and caring service is retained, in particular for DFGs, where work enables people to remain in their homes and communities.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	See comments above regarding Severn Estuary Partnership
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	No impact	Not applicable
A more equal Wales	<u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of	<u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups. However, the

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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?
People can fulfil their potential no matter what their background or circumstances	<p>the physical and mental wellbeing of potentially vulnerable people.</p> <p><u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty.</p>	current fee exemptions do not align with those for the statutory pre-application advice service and provide a free service to organisations such as RSLs who are able to afford to employ planning agents.

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>These suite of proposals are designed to allow the continuation of service delivery in the medium term, with the potential to grow additional discretionary fee-earning planning services.</p>	<p>The additional services will require a review after 12 months to assess if they are meeting customer needs, and if demand is sustainable. If the services are very successful, there may be capacity and delivery issues.</p>
 <p>Working together with other partners to deliver objectives</p>	<p>We seek to work more closely with private sector landlords and with Social Services to better predict and manage demand for accommodation.</p> <p>The additional discretionary planning services should assist home owners, businesses and investors get prompt and effective advice. The level of demand is currently unknown and cannot be quantified until the market has been tested.</p>	<p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date.</p> <p>Consideration is being given to regional level support to the Severn Estuary Partnership, but it needs to be clear how this is value for money to MCC and our communities.</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>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>We have met with the Severn Estuary Partnership to clarify what they do and of what benefit it is to MCC and our communities/environment.</p> <p>We have asked pre-application customers for feedback on the current service provided and on their needs going forwards.</p> <p>All budget proposals were put forward following engagement with colleagues within the affected service areas, with associated working groups carrying out more detailed work on the proposals as needed.</p>	<p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date. T&CCs with concerns have also been put in contact with Andy Smith to advice regarding potential funding for digital inclusion.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>See above.</p> <p>The proposals to reduce B&B use for accommodating homeless people should be beneficial in the longer term.</p>	<p>None</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>These changes to the services delivered by the Enterprise and Innovation directorate have been considered against the principle of integration of the act's aims and those of other bodies, bearing in mind the frontline nature of these services and the needs of our customers, clients and communities.</p>	<p>None</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	Not applicable	<p><u>Housing</u></p> <p>Elderly people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p>
Disability	Not applicable	Not applicable. Fee exemptions would remain for planning advice services for disabled adaptations.	<p><u>Housing</u></p> <p>Disabled people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p>
Gender reassignment	Not applicable	Not applicable	Not applicable
Marriage or civil partnership	Not applicable	Not applicable	Not applicable
Pregnancy or maternity	Not applicable	Not applicable	Not applicable

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	Not applicable	Not applicable
Religion or Belief	Not applicable	Not applicable	Not applicable
Sex	Not applicable	Not applicable	Not applicable
Sexual Orientation	Not applicable	Not applicable	Not applicable
Welsh Language	Not applicable	Not applicable	Not applicable

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	Proposals relating to reduced reliance on B&Bs to accommodate homeless people may be of relevance. Work is on-going to maximize the use of private sector rented properties to accommodate homeless people but also young people currently in foster care but leaving home to attend University or due to their age, as well as young vulnerable mothers.	Not applicable	Work closely with appropriate landlords and with Social Services and relevant partner agencies.
Corporate Parenting	As above	Not applicable	As above

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

Discussions with the team leaders across these service areas have been used to identify risks.

Discussions with colleagues within the teams to suggest budget proposals and to help shape those ideas that have been put forward.

Customer research regarding additional planning services to seek to identify potential demand.

Discussions with Matthew Lewis (Countryside Manager) and Severn Estuary Partnership regarding that proposal.

Independent challenge and scrutiny from PeopleToo.

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?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The main positive impact is being able to maintain customer service while achieving budget savings. The main negative impact is the inevitable additional pressure that this places on colleagues.

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
Consider regional support to Severn Estuary Partnership	By April 2017	SEWSPG	

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:	31 March 2018
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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
0.1	Cabinet	16/12/2016	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation: Roger Hoggins</p> <p>Phone no:01633 644133 E-mail: rogerhoggins@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Operations proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are defined as organisational efficiency, staffing, income or reduction. In some instances the proposals do not impact upon service delivery or upon staff in which case no FGE is provided.</p>
<p>Name of Service: Operations department: Highways, waste&street scene, Property and FM, passenger transport and fleet mgt.</p>	<p>Date Future Generations Evaluation form completed:</p> <p>9th December 2016</p>

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

- 1. 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>FLEET & CAR PARKING</p> <p>10.1 Withdrawal from lease of Severn Bridge Soc Club car park.</p> <p>HIGHWAYS</p> <p>5.1 Invest in asphalt recycling plant</p> <p>PROPERTY & FM</p> <p>5.1 & 10.1 reduction in staffing budgets</p>	<p>The social club has indicated that they will give MCC six months notice at some point in the future in anticipation of their submission of a planning application to develop the site. Although MCC would withdraw from the lease officers will enquire if the social club is willing to continue to allow the site to be used as a car park until such time as it is developed.</p> <p>Capital investment in recycling plant allows planings to be restored to useable asphalt for patching and limited resurfacing works.</p> <p>Reduction by flexible retirement in tehProperty team can be accommodated by remaining staff. The catering provision in Mounton House can be sustained without the current vacant post being filled.</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>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</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 cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>WASTE & STREET SCENE</p> <p>5.4 Reduce grass cutting frequency on public open spaces.</p> <p>5.6 & 5.7 Reduce grounds mtce regime at Monmouth Sports ground and withdraw from maintenance of Bailey Park bowls club.</p> <p>5.10 Increase charge for bulky household waste from £12 to £18.</p> <p>HIGHWAYS</p> <p>10.2 Reduction in structures mtce budget</p> <p>PROPERTY & FM</p> <p>10.2 reduction in reactive corporate building maintenance budget</p>	<p>Visual impact of reduction in cutting frequency will depend upon growing season but officers will endeavor to organize cutting frequencies over the year to reduce the overall impact through the year.</p> <p>Officers are working with the association and clubs to offer support as they take on a greater role in maintaining the facility for the members' benefit.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep highways open.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep our buildings open and fit for purpose.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local</p>		





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Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	<i>This includes the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, pregnancy or maternity</i>	

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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>There are various proposals with differing impacts but in all instances the proposals have been assessed by officers as the most prudent for sustaining long term service provision whilst making necessary service and budget adjustments to meet the budget process in conjunction with the Council's published priorities.</p>	<p>Wherever possible the proposal seek to sustain service provision rather than ending service provision and within the Ops budget setting exercise a certain amount of income assumption is included rather than simply reduction.</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 budget proposals continue the approach of seeking support from other bodies to maintain service provision.</p> <p>This concept is already established in some service areas and officers will continue to work with clubs, associations etc. to achieve this.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Conversations have already been held with those affected and the budget overall will be published for consultation</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Projects will be prioritized to ensure that budgets are best allocated to service areas in most need and for projects of highest overall need comparing usage, cost, demand etc.</p>	
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</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		10.1 Increase primary school meal price	After applying the increase MCC still remains below the average primary school meal charge in Wales.
Disability			
Gender reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			

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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			

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 of the Operations Department proposals have safeguarding implications	
Corporate Parenting		Not applicable	

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

The proposals have been developed by officers and subjected to internal challenge and scrutiny prior to wider consultation on the proposals. The proposals are designed to have least service impact although it is recognised that the reduction in maintenance budgets delays remedial works to council assets. Increases in charges are intended to allow the services to remain competitive or better reflect service costs. In some areas the proposals seek to make best use of new technology to reduce costs with least service impact.

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?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

There are numerous proposals but significant amongst them is a reduction in the revenue maintenance budgets for structures (highways) and property maintenance, assumptions about increased income from fees and additional trading, revenue benefits from investment in plant (recycling, welfare units) and equipment (LED lighting) and staffing cost savings where available without service impact. These have arisen from officer working groups, market analysis, service good practice, research of new technology, budget analysis and priorities. These have arisen through analysis, challenge and are now submitted for further consultation and scrutiny. Inherent within the exercise so far has been an assessment of the potential impact upon the protected characteristics and within the context of the Future Generations and Well being legislation and as far as possible preparing a set of proposals that are sustainable with least impact upon well being and equality albeit acknowledging that the council's priorities and the budget modelling inevitably place pressure upon many of the Operations service areas. This does not denigrate the importance of these services but acknowledges that the budgets must be adjusted by reduction or income to contribute to the budget modelling overall.

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
Implementation of approved budget proposals	Wherever possible for commencement in April 2017	Various heads of service	Ongoing implementation monitoring

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:	Budget approval in February 2017 and ongoing thereafter in line with budget monitoring protocols/frequencies.
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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	Submitted as part of the Budget proposal report to Cabinet – 16 th December 2016	16th December 2016	To be completed .

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monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Peter Davies</p> <p>Phone no: 07768466632 E-mail: peterdavies@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Resources proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are categorized as organisational efficiencies, staffing savings and income generation. There are no service reductions that directly impact on front line service provision.</p>
<p>Name of Service – Resources Directorate, comprising Estates, People Services, ICT, Finance and Revenues</p>	<p>Date Future Generations Evaluation form completed 15th December 2016</p>





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

- 1. 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	No impact	None necessary
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	None necessary
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	No impact	None necessary
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No impact	None necessary
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	None necessary
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	No impact	None necessary
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	None necessary

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>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p>	<p>None necessary</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p>	<p>None necessary</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	Not applicable.	None necessary

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

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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	None	None	Not applicable
Disability	None	None	Not applicable
Gender reassignment	None	None	Not applicable
Marriage or civil partnership	None	None	Not applicable

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?
Pregnancy or maternity	None	None	Not applicable
Race	None	None	Not applicable
Religion or Belief	None	None	Not applicable
Sex	None	None	Not applicable
Sexual Orientation	None	None	Not applicable
Welsh Language	None	None	Not applicable

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

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

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

Budget savings proposals for the resource directorate and subsequent analysis of them.

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?

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

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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
N/A	N/A	N/A	N/A

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

The impacts of this proposal will be evaluated on:

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
0.1	Cabinet	16/12/2016	

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Future Generations

<p>Name of the Officer : Clare Morgan</p> <p>Phone no: 07770 838419 E-mail: claremorgan@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal To provide a transport policy that is equitable for all residents of Monmouthshire. To give practitioners a framework to work within</p>
<p>Name of Service: SCH</p>	<p>Date Future Generations Evaluation 12.12.16</p>

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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>MCC currently pay some individuals travel expenses as part of a care package. This policy will support people towards independent travel, including paying for their own transport costs or making their own arrangements where they have the means and/or capability to do. Social services arranging transport can create dependency rather than enabling independence which is our purpose.</p>	<p>This policy will ensure that there is equity around the application of determining how transport costs are paid and to whom</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>No impact</p>	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>People will be encouraged and supported toward independent transport arrangements</p>	<p>Robust reassessment of need, supporting the person to independence. Physiotherapy to maximize mobility, travel training. There is strong evidence from elsewhere that travel training enables people with disabilities to safely transport themselves</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>No impact</p>	
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>No impact</p>	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>No impact</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>promoting and supporting independent travel</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?

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? Describe how.	If not, what has been done to better meet this principle?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>No impact</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Better collaboration with community groups, third sector, alternative transport modes</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>This will be achieved as part of a reassessment with individuals affected.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	No impact	
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	No impact	

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

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	<i>Minimized dependence on Social Services therefore increasing potential for integration into the general community for people who have mobility difficulties by virtue of illness, physical or mental impairment.</i>	<p><i>Some individuals who currently have their travel costs paid for by MCC will be encouraged to pay their own travelling expenses in the future/ make their own travel arrangements</i></p> <p><i>This policy proposal will impact on individuals who previously may have received transport arranged and paid for by the social Services department who could have had some mobility difficulties by virtue of illness, physical or mental impairment</i></p>	Robust reassessment, maximizing independence, supporting individuals to find community/public based alternative transport options
Gender reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			

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			

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			
Corporate Parenting			

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

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?

Some people who are currently transported by the Council will not receive this service in the future, however their independence will be enabled through the application of this policy. The proposal promotes increased independence for individuals, the use of their own or community resources. Individuals will be supported to maximize their independence and therefore releasing the potential for increased social inclusion.

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
Present policy to relevant senior staff and members for approval	Early 2017	Clare Morgan	
Engage and consult with individuals and their carers about changes in practice and policy at time of review/reassessment	at each review/reassessment	Clare Morgan/Team managers/ assessors in teams	

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:	June 2017 initially
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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>Scrutiny</i>	12.12.16	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

Future Generations





Name of the Officer : Colin Richings Phone no: 07786 702753 E-mail: colinrichings@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal. To increase day services meal charges from the current £1.50 to £4.15 so that they are in line with charges for Monmouthshire Meals
Name of Service: Older People's Day Services	Date Future Generations Evaluation 12.12.16


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	No impact	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	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?
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Meal charge increases are required for the sustainability of the service. The service provides a vehicle for supporting people to stay well in their community. The price increase may be a disincentive for using the service.</p>	<p>By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>No impact</p>	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>No impact</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>No impact</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? Describe how.	If not, what has been done to better meet this principle?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	No impact	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	No impact	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	No impact	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	No impact	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	No impact	

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

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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age		The proposals affect mainly older people as the main recipients of the service.	By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.
Disability		As above	
Gender reassignment			
Marriage or civil partnership			

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?
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

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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		There is the potential that some people may now decline the service as a result of the price increase. Day Services have an important safeguarding function in monitoring the well-being of the people we support.	By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.
Corporate Parenting			

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

The proposal to increase meal charges has been in consideration for some time. The current cost of £1.50 per meal was set approximately 20 years ago and has been subject to no increase in all that time. In parallel charges for Monmouthshire meals have been subject to mainly an annual increase over the same period. Feedback generally from people using our services is that they feel that the cost is far too low and that they would be happy to pay more. However this is informal feedback and implementation of proposals will include formal consultation and discussion with those people using our services.

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

The proposal supports the sustainability of the service but has the potential to place some vulnerable people at risk if they decline the service as a result of the price increase.

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
To communicate sensitively with people receiving our service and ensure that support is in place for anyone with concerns or difficulties as a result	On-going	The manager of the service	

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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:	On an on-going basis
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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
	<i>Scrutiny</i>	12.12.16	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

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SUBJECT: DRAFT CAPITAL BUDGET PROPOSALS 2017/18 TO 2020/21

MEETING: Cabinet

DATE: 16th December 2016

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

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

RECOMMENDATIONS:

- 2.1 That Cabinet issues its draft capital budget proposals for 2017/18 to 2020/21 for consultation purposes as set out and referred to in Appendix 2.
- 2.2 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.
- 2.3 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
- 2.4 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.
- 2.5 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.
- 2.6 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.

3. KEY ISSUES:

Capital budget strategy

3.1 The capital MTFP strategy put in place in the face of an ever reducing resource base from Welsh Government has been reviewed. The strategy going forward has the following key components:

- The core MTFP capital programme needs to be financially sustainable without drawing on further funding.
- The original Match funding identified for the Council's priority of the Future schools programme (£40 million) has been supplemented with £11.9 million additional funding.
- Budgets for Disabled Facilities Grants and Access for all schemes will be maintained in line with the Council's priority of protecting services to vulnerable adults and children.
- No inflation increases will be applied to any of the capital programme with property maintenance budget and Infrastructure maintenance budget set at the same level as last year
- The County farms maintenance and reinvestment programme is based on the revised asset management plan for County farms, supported by the latest condition survey data
- Budget for Area Management of £20k in the programme could be further reduced or cut in the face of other pressures
- £1m unsupported prudential borrowing per annum has been contained in the programme for a number of years and this will continue in the current 4 year programme
- The capital MTFP currently projects no increase in supported borrowing for 2016/17 onwards (provisional settlement received October 2016)
- Use of the capital investment reserve to ease the transition to a balanced budget
- Budget to enhance or prepare assets for sale will be maintained and funded through the capital receipt regeneration reserve in order to maximize this funding stream for the Future schools programme priority

Capital MTFP issues

3.2 The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.

- 3.3 The major component of the capital MTFP for the next few years is the Future schools programme, and the Council has recently approved further funding for this programme at its meeting on the 20th October 2016.
- 3.4 There are a number of other areas where there is a commitment to invest, however the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
- Monmouth Pool – commitment to reprovide the pool in Monmouth as a consequence of the Future schools programme
 - Abergavenny Hub – commitment to reprovide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
 - J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.
- A strategy that enables the core programme, Future schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet have previously accepted this risk.
- 3.6 The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- 3.7 In summary the following other issues and pressures have been identified:
- Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
 - Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, and social care, property investment and possibly Additional Learning needs. The level of investment is currently being assessed however, in accordance with the principle already set above, if the schemes are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.

- The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
- Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Available capital resources

- 3.8 The capital strategy identified above establishes that the core programme will not increase so that available funding can be prioritised for the Future Schools Programme and other commitments provided.
- 3.9 In light of the current pressures on the Authority’s medium-term revenue budget, and the principles on which any prudential borrowing must be taken of affordability, prudence and sustainability, the use of further prudential borrowing has to be carefully assessed.
- 3.10 The table below illustrates the balance on the useable capital receipts reserve over the period 2016/17 to 2020/21 taking into account capital receipts forecasts provided by Estates and revised balances drawn to finance the existing programme. The Council still needs to continue to make a concerted effort to maximize its capital receipts generation over the next few years. Further opportunities to set aside capital receipts to repay debt have been modelled for 2016/17 and 2017/18, however this is dependent on significant asset sales taking place and the profile of expenditure in the relevant years. Further detail is provided in Appendix 4.

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<u>GENERAL RECEIPTS</u>	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Balance as at 31st March	11,226	608	0	5,156	4,861

- 3.11 The above table illustrates that the capital receipts balance is set to reduce over the MTFP. This is dependent on the capital receipts forecasts provided materializing, which in itself is a significant risk, then being used to fund the capital programme. Experience suggests that there is often significant slippage in gaining receipts which may be due to factors outside the control of the Authority. The risk assessment on the receipts projected is contained in Appendix 5. It is crucial that once assets are identified and approved for sale that this decision is acted upon. Exploration of any alternative use of surplus assets needs to be undertaken before Council approves them for sale in order to assist in the capital planning process.
- 3.12 Opportunities to generate further receipts and funding streams in line with the Asset Management Plan are continuously being sought, these are outlined below:

- Review of accommodation/buildings in use by the council, with a view to further rationalization – some further rationalisation of office accommodation has been done, but there may be further potential leading to other buildings being released for sale and this is also key in identifying revenue savings
- Identification of services that can be combined as part of the whole Place agenda and establishment of community Hubs, and therefore release buildings for sale
- Review the existing County Farms strategy
- Community Infrastructure Levy – this will become more relevant for the capital MTFP once implemented and can include funding for more general ‘place-making’ schemes that support the growth proposed in the LDP e.g. sustainable transport improvements, upgrade/provision of Broadband connectivity, town centre improvements, education, strategic sports/adult recreation facilities and green infrastructure.

4. REASONS:

4.1 To provide an opportunity for consultation on the capital budget proposals.

RESOURCE IMPLICATIONS:

Resource implications are noted throughout the report both in terms of how the core programme is financially sustainable, the key issues that require further quantification and also the risks associated with not addressing the pressures outlined in Appendix 1.

FUTURE GENERATIONS ASSESSMENT AND EQUALITY IMPLICATIONS:

- 6.1 Capital budgets which impact on individuals with protected characteristics, most notably renovation grants and access for all budgets are being maintained at their current levels and further work is being progressed to assess how the demand for DFGs can be met.
- 6.2 The equality impact of the mechanism to allocate maintenance budgets to individual schemes should be in place and being used to aid allocation of funding
- 6.3 The actual impacts from this report's recommendations will be reviewed on an ongoing basis by the Capital Working Group.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

None

8. CONSULTEES:

Senior Leadership Team

All Cabinet Members
Head of Legal Services
Head of Finance

9. APPENDICES:

Appendix 1 – Capital MTFP pressures
Appendix 2 – Capital budget summary programme 2017 to 2021
Appendix 3 – Schools programme
Appendix 4 – Forecast capital receipts 2016 to 2020/21
Appendix 5 – Capital receipts risk factors
Exempt Appendix 6 – Forecast receipts
Appendix 7 – Future Generations Evaluation

10. BACKGROUND PAPERS:

List of planned capital receipts: Exempt by virtue of s100 (D) of the Local Government Act 1972

11. AUTHOR:

Joy Robson – Head of Finance

12. CONTACT DETAILS:

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Email: joyrobson@monmouthshire.gov.uk

Appendix 1 - Capital Pressures

Description of Pressure	Forecast Cost	Responsible Officer / Champion
Current Rights of Way issues (Whitebrook byway) - Engineering assessments have been completed on landslip / collapse of byway at Whitebrook, estimated cost of repairs in the region of £70-£80k.	75,000	Matthew Lewis
Current Rights of Way issues (Wye and Usk Valley Walks) - Engineering assessments have been completed on river erosion / landslips on the Wye and Usk Valley Walks. [Monmouth] (Wye Valley Walk) £23,925, [Clytha] (Usk Valley Walk) £46,725, [Coed Y Prior] (Usk Valley Walk) £9,900, site investigations/design £5,500.	86,000	Matthew Lewis
The major review of the waste Mgt and recycling service is ongoing and will report in the new year to Members. Proposals may include consideration of receptacles rather than bags (anticipated cost of between £0.3-1.3m). Current options are exploring the possibility of using revenue budgets to meet this cost.	1,300,000	R Jowitt/C Touhig
Monmouth Community Amenity site upgrade - indicative costs are £1.5-2m if built and run by the Council. The transfer station and CA capital costs could be avoided if the Council decided it was best value to procure a build, finance, operate contract for its sites in future. The work to evaluate these options will follow on after kerbside collection.	2,000,000	R Jowitt/C Touhig
Property Maintenance requirements for both schools & non-schools as valued by condition surveys carried out some years ago. The existing £2m annual budget mainly targets urgent maintenance e.g. health & safety, maintaining buildings wind & watertight, etc., and is insufficient to address the maintenance backlog. A lack of funding means maintenance costs will rise; that our ability to sell buildings at maximum market rates will be affected ; Our ability to deliver effective services will be affected and a Loss of revenue and poor public image.	22,000,000	R M O'Dwyer
Disabled adaptation works to public buildings required under disability discrimination legislation.	7,200,000	R M O'Dwyer
School Traffic Management Improvements - based on works carried out on similar buildings.	250,000	R M O'Dwyer
Refurbishment of all Public Toilets - Capital investment required to facilitate remaining transfers to Town and Community Councils	95,000	R M O'Dwyer
School fencing improvements	68,000	LEA & Headteacher
Modification works to school kitchens to comply with Environmental Health Standards. Without additional funding school kitchens may have to be closed and additional costs for transporting meals incurred, possibly causing disruption to the education process.	38,000	R M O'Dwyer
Radon remedial works Following the commissioning of Radon Wales to carry Radon Surveys of public buildings, remedial works will be required at various premises to resolve issues	75,000	R M O'Dwyer

Countryside Rights of Way work needed to bring network up to statutorily required and safe standard. This should be taken as a provisional figure as surveys and assessments of bridges and structures are on-going and the rights of way prioritisation system which includes risk assessment will more accurately define and rank the backlog. Bridge management report on 787 bridges completed in October 2013 identifies 254 known bridge issues of which 77 need repair, 31 replacement & 80 are missing. 68 have 'other' issues including 51 bridges which require full inspection to further ascertain requirements/costs. 13 bridges are 10m+ and require replacement or repair. It is not possible to cost all of these currently but a ball park figure of £288k has been identified for the first tranche of issues. Additional ROW allocation (30K) helping, but scale of overall pressure means these figures are still relevant	2,200,000	I Saunders
Transportation/safety strategy –Air Quality Management, 20 m.p.h legislation and DDA (car parks)	1,200,000	R Cope
Disabled Facilities Grants (DFGs) - The DFG's budget has remained unchanged for the last ten years. Each year the fully committed/spent date falls earlier in the financial year. This year we expect the budget to be fully committed by end October.	500,000	I Bakewell
Bringing County highways to the level of a safe road network. This backlog calculation figure has been provided by Welsh Government. The Authorities Capital Programme is not addressing the backlog significantly as the annual level of funding available is not of sufficient magnitude to address this. The annual programme is set in relation to the approved budget and this programme is shared with all members. Routes are selected on the basis of their significance within the overall highway network and their condition. Programmes are reviewed annually around December and then distributed to members.	80,000,000	R Hoggins
Investing in infrastructure projects needed to arrest road closures due to whole or partial bank slips. Without additional expenditure there is the potential for deterioration, increased scheme costs, disruption to communities and the travelling public and road closures.	5,000,000	R Hoggins
Backlog on highways structures including old culverts, bridges and retaining walls. With existing budget this backlog will take 23 years to cover and there will be increased likelihood of loss of network availability.	12,700,000	R Hoggins
Reprovision or repair of Chain Bridge - Cost prediction is indicative at present. Summary quotes updated August 15. The bridge is currently under special management measures and inspection. Repair/ reprovion will remove / minimise the need for these measures. Without remedial work, the structure will continue to deteriorate. The current 40T maximum limit will have to be further reduced restricting access to the Lancayo area especially for heavy vehicles. Options evaluated from repairing sufficiently to maintain 40t limit, to converting to footbridge and reprovioning	1,800,000 to 7,500,000. Mid point 4,700,000	R Hoggins
Caldicot Castle remedial works - longer term pressures given the condition of the curtain walls / towers etc. The £2-3m estimate is a ball part figure ranging from just the backlog of maintenance to also including improvements to bring the visitor facilities up to modern standards. An RDP grant is paying for a condition survey / outline conservation plan. The current condition of buildings constrains current operations and will impact on future management options including the assessment of viability of potential Cultural Services Trust. Heritage Lottery Funding is possible (but very competitive) Substantial match funding would still be required.	3,000,000	I Saunders
Severn View Care Facility renewal - the starting point is that MCC is seeking the re-provision of approximately 30 residential beds for older people living with dementia and a day service 6 days per week supporting 15 people per day. The existing home was built c1979 and although the layout is good, it has a number of significant weaknesses which we will seek to address through detailed work on design to meet identified needs in the area.	?	Julie Boothroyd
Band B Schools programme - dependent on WG funding streams	?	

Total Pressures	137,787,000	
Capital investment for revenue savings		
Leisure and cultural services - Currently the service is exploring future delivery options including trust status. Part of the work will involve conditions surveys which may lead to capital works being required to expedite handover of assets. Included:- e.g. museums, Shire hall, Abergavenny castle, Old station Tintern, Caldicot castle	1,000,000	
ALN Strategy -review of current ALN service that includes various County facilities. Options could require Capital Spend but this is unknown at the present time	?	
Abergavenny Hub costs	?	
Office accommodation - reflective of J&E block, Usk HQ and car park changes, scheme currently being reviewed	1,130,000	

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Appendix 2 - Capital Budget Summary 2017 to 2021

	Indicative Budget 2017/18	Indicative Budget 2018/19	Indicative Budget 2019/20	Indicative Budget 2020/21
Asset Management Schemes	1,929,277	1,929,277	1,929,277	1,929,277
School Development Schemes	28,258,224	8,560,044	800,000	50,000
Infrastructure & Transport Schemes	2,240,740	2,240,740	2,240,740	2,240,740
Regeneration Schemes	0	0	0	0
County Farms Schemes	300,773	300,773	300,773	300,773
Inclusion Schemes	850,000	850,000	850,000	850,000
ICT Schemes	0	0	0	0
Vehicles Leasing	1,500,000	1,500,000	1,500,000	1,500,000
Other Schemes	97,460	20,000	20,000	20,000
TOTAL EXPENDITURE	35,176,474	15,400,834	7,640,790	6,890,790
Supported Borrowing	(2,402,000)	(2,402,000)	(2,402,000)	(2,402,000)
Unsupported (Prudential) Borrowing	(3,011,693)	(1,343,216)	(1,375,000)	(1,000,000)
Grants & Contributions	(11,018,512)	(3,965,848)	(1,837,000)	(1,462,000)
Reserve & Revenue Contributions	(17,999)	(17,999)	(17,999)	(17,999)
Capital Receipts	(17,226,271)	(6,171,771)	(508,791)	(508,791)
Vehicle Lease Financing	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
TOTAL FUNDING	(35,176,474)	(15,400,834)	(7,640,790)	(6,890,790)
(SURPLUS) / DEFICIT	0	0	0	0

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Appendix 3 - Schools capital programme	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
	Indicative Budget £	Indicative Budget £	Indicative Budget £	Indicative Budget £
Expenditure:				
Monmouth Comprehensive School - 1600 Place	20,391,004	6,345,133	750,000	
Caldicot Comprehensive School - 1500 Place	7,817,220	2,164,911		
Total Expenditure	28,208,224	8,510,044	750,000	0
Financing:				
External Grant Funding	(9,556,512)	(2,503,848)	(375,000)	0
Capital Receipts	(16,640,020)	(5,662,980)	0	0
Unsupported Borrowing	(2,011,693)	(343,216)	(375,000)	0
Total Financing	(28,208,224)	(8,510,044)	(750,000)	0
(Surplus) / Deficit	0	0	0	0

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Appendix 4 - Forecast Useable Capital Receipts

Amounts in excess of £10,000 are categorised as capital receipts. The balance of receipts is required to be credited to the Useable Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's borrowing requirement.

The forecast movement on the reserve based on forecast capital receipts and the budgeted application of capital receipts (including forecast slippage) to support the financing of the Authority's capital programme is summarised below:

<u>GENERAL RECEIPTS</u>	2016/17	2017/18	2018/19	2019/20	2020/21
	£000	£000	£000	£000	£000
Balance as at 1st April	5,311	11,226	608	0	5,156
Less: capital receipts used for financing	(2,225)	(756)	(509)	(509)	(509)
Less: capital receipts used for financing Monmouth, Caldicot and Welsh medium 21c school provision	(5,352)	(17,186)	(5,663)	0	0
	(2,265)	(6,716)	(5,564)	(508)	4,647
Capital receipts forecast	19,666	7,320	5,560	5,660	210
Deferred capital receipts	4	4	4	4	4
Less: capital receipts set aside:	(6,178)	0	0	0	0
Balance as at 31st March	11,226	608	0	5,156	4,861
<u>LOW COST HOME OWNERSHIP RECEIPTS</u>	2016/17	2017/18	2018/19	2019/20	2019/20
	£000	£000	£000	£000	£000
Balance as at 1st April	112	(0)	(0)	(0)	(0)
Less: capital receipts used for financing	(112)	0	0	0	0
	(0)	(0)	(0)	(0)	(0)
Capital receipts forecast	-	-	-	-	-
Balance as at 31st March	(0)	(0)	(0)	(0)	(0)

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Appendix 5 - Capital Receipts Summary and Risk Factors

The analysis below provides a summary of the receipts and the respective risk factors:

Risk Factor	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/2020 £	2020/21 £	
Education Receipts							
Low / completed	9,596,000	0	100,000	0	0	0	97%
Medium		300,000	0	0	0	0	3%
High	0	0	0	0	0	0	0%
	<u>9,596,000</u>	<u>300,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
County Farm Receipts							
Low / completed	277,000	745,000	0	0	0	0	46%
Medium	0	0	1,200,000	0	0	0	54%
High	0	0	0	0	0	0	0%
	<u>277,000</u>	<u>745,000</u>	<u>1,200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
General Receipts							
Low / completed	301,000	13,790,000	170,000	160,000	160,000	160,000	98.6%
Medium	0	0	200,000	0	0	0	1.4%
High	0	0	0	0	0	0	0.0%
	<u>301,000</u>	<u>13,790,000</u>	<u>370,000</u>	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>	
Strategic Accommodation Review							
Low / completed	0	2,500,000	250,000	0	0	0	54.1%
Medium	0	2,331,000	0	0	0	0	45.9%
High	0	0	0	0	0	0	0%
	<u>0</u>	<u>4,831,000</u>	<u>250,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Dependent on Outcome of LDP							
Low / completed	0	0	3,100,000	3,100,000	3,100,000	0	57%
Medium	0	0	2,300,000	2,300,000	2,400,000	0	43%
High	0	0	0	0	0	50,000	0%
	<u>0</u>	<u>0</u>	<u>5,400,000</u>	<u>5,400,000</u>	<u>5,500,000</u>	<u>50,000</u>	
TOTALS							
Low / completed	10,174,000	17,035,000	3,620,000	3,260,000	3,260,000	160,000	80%
Medium	0	2,631,000	3,700,000	2,300,000	2,400,000	0	20%
High	0	0	0	0	0	50,000	0%
Total	<u>10,174,000</u>	<u>19,666,000</u>	<u>7,320,000</u>	<u>5,560,000</u>	<u>5,660,000</u>	<u>210,000</u>	

Risk Factor key:

High - External factors affecting the potential sale that are out of Authority control

Medium - Possible risk elements attached but within Authority ability to control

Low - No major complications are foreseen for the transaction

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**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

REPORT: Capital Budget Proposals 2017/18 to
2020/21
AUTHOR: Joy Robson
MEETING AND DATE OF MEETING: Cabinet – 16th December 2016

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

Information relating to specific assets values of tenanted properties.

Factors in favour of disclosure:

Provides information on assets the Authority is proposing to sell.

Prejudice which would result if the information were disclosed:

Prejudice negotiations with tenants of County Farms.

My view on the public interest test is as follows:

Outweighed by need to exempt.

Recommended decision on exemption from disclosure:


To apply exemption.

Date: 2nd December 2016

Signed: 

Post: Head of Finance

I accept/~~do not accept~~ the recommendation made above.



Proper Officer

Date: 6/12/16

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By virtue of paragraph(s) 12 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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<p>Name of the Officer completing the evaluation Joy Robson</p> <p>Phone no:01633 644270 E-mail:joyrobson@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Present capital budget proposals for consultation</p>
<p>Name of Service</p> <p>Whole authority</p>	<p>Date Future Generations Evaluation form completed</p> <p>02/12/16</p>


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.





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Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Local resources will be engaged to deliver the projects in the programme</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>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>		

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Investment in Future schools provides a key community facility to help promote this goal	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The budgets for DDA work and DFGs have been maintained at existing levels. Further work is being explored to see if further investment can be made in DFGs to meet demand.	

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	Building Future schools will benefit children and communities for future generations	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>		
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The aim of the report is to present proposals for consultation with key stakeholders</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>		
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>Investment in Future Schools will positively impact on the teaching environment</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.

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			
Disability	DDA abd DFG budgets have been maintained and further work is being progressed to assess how the demand in DFGs can be met		
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i>		

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	Safeguarding is taken into account in the design of the new schools		
Corporate Parenting			

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

Previously determined policy in respect of the priority of investing in future schools. There have been no major changes to the proposals presented here.

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?

Capital budgets which impact on individuals, such as DFGs and DDA works are being maintained at existing levels, and existing and future demand on DFGs is being assessed.

The investment in future schools is expected to have a benefit for children and communities for future generations

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:	Annually when the capital MTFP is reviewed
--	--