

# Public Document Pack



County Hall  
Rhadyr  
Usk  
NP15 1GA

Monday, 5 June 2017

## Notice of meeting

### Economy and Development Select Committee

Tuesday, 13th June, 2017 at 10.00 am

The Council Chamber, County Hall, Rhadyr, Usk NP15 1GA

### AGENDA

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

Item No	Item	Pages
1.	To note the appointment of the Select Chair.	
2.	To appoint a Vice-Chair.	
3.	Apologies for absence.	
4.	Declarations of Interest.	
5.	Public Open Forum.	
6.	To confirm the minutes of the previous meeting.	1 - 14
7.	Presentation for the Overview of Enterprise.	
8.	Youth Enterprise - European Structural Fund (ESF) Programmes - INSPIRE2WORK Extension.	15 - 28
9.	Revenue and Capital Monitoring 2016/17 Outturn Statement.	29 - 62
10.	List of actions arising from the previous meeting.	63 - 64
11.	Economy and Development Select Committee Forward Work Programme.	65 - 66

<b>12.</b>	<b>Council and Cabinet Business Forward Plan.</b>	<b>67 - 78</b>
<b>13.</b>	<b>Discussion regarding the timings of future Economy and Development Select Committee meetings.</b>	

**Paul Matthews**

**Chief Executive**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P. Pavia  
J. Becker  
D. Blakebrough  
A. Davies  
D. Dovey  
M. Feakins  
R. Roden  
B. Strong  
A. Watts

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# Aims and Values of Monmouthshire County Council

## Sustainable and Resilient Communities

### Outcomes we are working towards

#### **Nobody Is Left Behind**

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

#### **People Are Confident, Capable and Involved**

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

#### **Our County Thrives**

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

### Our priorities

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

### Our Values

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



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# Public Document Pack Agenda Item 6

## MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 6th April, 2017 at 2.00 pm

**PRESENT:** County Councillor S. Jones (Chairman)

County Councillors: D. Dovey, D. Edwards and A. Wintle

**Also in attendance:**

County Councillors R.J.W. Greenland, P. Jones and V. Smith.

Vivien Collins – Project Manager for Superfast Cymru

David Elsmere – Partnership Manager for Superfast Business Wales

Mary Shooter – Llanover Community Council

Andrew Neville - Llanover Community Council

Alan Williams - Llanover Community Council

Morgan Chandler – Landlord, Upper Llanover

**OFFICERS IN ATTENDANCE:**

Cath Fallon	Head of Economy and Enterprise
Rob O'Dwyer	Head of Property Services and Facilities Management
Hannah Jones	Youth Enterprise Manager
James Woodcock	Business Insights Manager
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

**APOLOGIES:**

County Councillors: B. Hayward, D. Evans, J. Prosser and S. White.

**1. Chair's announcement**

As this was the final meeting of the Economy and Development Select Committee before the local Elections are held on 4<sup>th</sup> May 2017, the Chair wished to thank the Scrutiny Manager, the Democratic Services Team and the Select Committee for their input and support during the previous five years.

**2. Declarations of Interest**

County Councillor S. Jones declared a personal, non-prejudicial interest pursuant to the Member's Code of Conduct in respect of agenda item 6 – Update regarding rate re-valuations, as she is the Head of the Welsh Retail Consortium. She stood down from chairing this agenda item but remained in the meeting. County Councillor A. Wintle was elected to chair agenda item 6, as the Vice-Chair was not present at the meeting.

County Councillor S. Jones declared a personal, non-prejudicial interest pursuant to the Member's Code of Conduct in respect of agenda item 7 – Y Prentis Update as she works for an organisation that deals with levy payers in the retail industry.

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### **3. Confirmation of Minutes:**

#### **3.1. Economy and Development Select Committee dated 9th February 2017**

The minutes were confirmed and signed by the Chair.

In doing so, it was noted that the organisers of the velothon had been invited to attend today's meeting but were unable to do so. An invitation has been extended to the organisers, with a view to them attending a future meeting of the Select Committee.

The Scrutiny Manager would make available to the Select Committee the return on investment report.

#### **3.2. Joint Select Committee (All Four Select Committees) dated 27th February 2017**

The minutes were confirmed and signed by the Chair.

### **4. Broadband Provision in Monmouthshire**

We welcomed Vivien Collins, Manager for Superfast Cymru and David Elsmere, Partnership Manager for Superfast Business Wales to the meeting in order to receive the following presentations:

- An update on Superfast Cymru deployment.
- An update on Superfast Business Wales.

#### **Superfast Cymru Deployment**

Statistics relating to Monmouthshire:

• Total Premises in Intervention Area	-	23,290
• Total Premises Passed at 24Mbps and above	-	16,596
• FTTC Premises Passed	-	15,481
• FTTP Premises Passed	-	1,115
• LA Intervention Area Percentage Complete	-	71.26 %
• FTTC Take- up	-	32.26%
• FTTP Take-up	-	21.45%
• Average Download Speeds	-	78Mbps

Having received a presentation regarding Superfast Cymru deployment, the Chair allowed members of the public and representatives from Llanover Community Council to outline their concerns and ask questions with regard to this matter. In doing so, the following points were noted:

- Llanover had received a presentation from BT last year. However, not one of the promises made by BT have been followed up. There appears to be no sanctions in place to ensure the completion of the promises made. In response, it was noted that BT has quarterly targets that have to be met but they are not location



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specific. However, BT has to meet the numbers set. If this does not happen, financial penalties are put in place.

- In response to a question raised regarding the definition of an isolated area, it was noted that there is no definition. However, the Manager for Superfast Cymru stated that with regard to specific places that are currently experiencing problems with their broadband connection, she would raise these issues with BT.
- It was noted that 96% of properties in Wales would receive broadband access other than the very remote areas within Wales. Monmouthshire is a rural County, however, it is not remote.
- Concern was expressed regarding the lack of knowledge displayed by BT when an engineer visits the Llanover area. Often, engineers rely on local knowledge to inform them of the location of the boxes and which property is connected to which box. This happens regularly. It appears that this information is not held for the next time that an engineer visits a particular location. The Manager for Superfast Cymru stated that this matter would be taken back to BT.
- A property in Llanover has three BT lines for three different businesses. However, not one of the lines receives reliable broadband provision. This is affecting the efficiency of the businesses. The property is only located two miles from the main highway. The resident is paying for two broadband lines but is not receiving an adequate service. The Manager for Superfast Cymru agreed to take the details of the property and would obtain a response from BT.
- It was noted that the farming community needs to have a reliable broadband provision as certain data and grant claims can only be submitted to government departments online.
- The landlord of a public house in Upper Llanover is experiencing similar problems with unreliable broadband provision which is having a detrimental effect on his business. The Manager for Superfast Cymru stated that she would take away the specifics of this issue and pass them on to BT.
- Two of the major sectors in Monmouthshire are tourism and farming which are being negatively impacted upon by the lack of good quality broadband provision.
- It was considered that Welsh Government should insist on the provision of a minimum broadband speed with a view to ensuring a consistent service.
- The Manager for Superfast Cymru stated that for those areas without broadband provision to date and which may not be in the programme, these areas can apply for an Access Broadband Cymru (ABC) Grant.

#### **Members' Scrutiny**

- Surveys for the Raglan area have been returned and the main issues here are the poor broadband service that is being provided.

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- With regard to the next steps, it was noted that on completion of the current contract in 2017, during the last six months the aim is to go out to procurement to take the network further. The Minister has earmarked a £80M budget for the next three to five years.
- Areas that are not located within the Intervention area may apply for an Access Broadband Cymru (ABC) Grant.
- Communities that are not located within the Intervention area would need to write to the Minister requesting that they be included.
- A public consultation exercise will be held at the beginning of May 2017 for one month. This will allow communities to check whether they have been included in the Intervention area. This will be via a premises level and not a post code level.
- With regard to individual inquiries, the Authority is holding a database for those premises that have an issue, to register. Some pilot schemes are currently running. One of these is for TV white space which uses analogue television signals for broadband. The other pilot scheme is AB Internet. The funding for the AB Internet pilot scheme, which includes Llanover, came directly from the UK Government.
- With regard to cabling, it was noted that cabling can be installed but is not live. When it does become live, which can take up to two to three months, BT will then start contacting residents. There is an availability checker on the Welsh Government Website. Communications regarding this information is not common. BT need to be made aware of this issue.
- The EcoPOP system uses renewable energy to power the AB internet system. However, there have been some issues regarding reliability of this system which has been noted.
- Monmouthshire was one of the first regions in Wales to receive fibre cabling but is the last region to be connected.
- The new housing estates in Monmouth have fibre cabling. Other areas within Monmouth rely on copper cabling with slower speeds.
- Concern was expressed that the contract with BT relies on the number of connections provided. Therefore, BT will go to the areas that are easier to connect rather than going to the areas that necessarily require connection sooner. It was considered that the contract needed to be reviewed.
- The upcoming City Deal and the reduction in the tolls on the Severn Bridge is good news. Therefore, enquires are being made by businesses with regard to the opportunities and availability for new business locations in Monmouthshire. However, Monmouthshire has the worst broadband provision in Wales which is having a negative impact on existing businesses and businesses looking to establish locations within the County.

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- It was noted that without the intervention area over 16,000 premises within Monmouthshire would not have received the service.
- With regard to the numbers targets, it was noted that BT is required to go to a number of specific postcodes which are identified as priority areas. These areas are determined at the beginning of the project and are known as value zones and are located in the more hard to reach areas. BT have to reach 100% of these value zones.
- It was advised that the County Council and the Town and Community Councils within Monmouthshire should write to the Welsh Government Minister and ensure that they are vocal in the public consultation exercise for the next phase.
- An invitation to attend a future meeting of the Select Committee should be extended to the Minister to hear the concerns directly.
- Monmouthshire is currently at 71% broadband coverage. New figures will be available at the end of May 2017.
- It was considered that rural communities were missing out on broadband provision even though funding for broadband provision in rural communities has been made available.
- Concern was expressed that broadband provision in Monmouthshire was poor and needed to be brought up to the same standard as other counties within Wales. This message would be taken back to BT.
- The consultation process will be available on line and also via post.
- Many residents are paying for Superfast Broadband but are connected to the wrong Cabinets and are paying for a service that they cannot access. This matter would be taken back to BT.
- In response to a question raised, it was noted that some of the premises left are those where a connection is expensive to install. There is a finite budget for the programme. The aim is to get as many premises passed as possible. Therefore, some of the very expensive premises will be outside the programme. There is also a contract clause which states that if it is likely to cost more than £1700 to go to a single property then BT has to go to the Welsh Government to ask permission to go to the property or whether BT should go to an area that will provide better value for money.
- Contrary to information provided regarding Superfast Broadband provision in Devauden, it was noted that this service had not been installed in the village and residents were still waiting to be connected.
- BT had put in a claim on a monthly basis for a number of premises under a number of exchanges. There are two full time consultants who investigate whether the information provided by BT is technically correct. 20% of premises

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are then physically checked to ensure that the connections are correct. This includes download speeds.

#### Superfast Business Wales

##### Member Scrutiny:

- There are five workshops that will be held in Monmouthshire.
- With each of the local authorities, Superfast business Wales has a delivery plan which is a working document.
- Part of the workshop delivery is live via websites so good broadband connectivity is required to demonstrate the programme.
- Breakfast events are also held.
- Liaison with the County Council is key to ensuring success and the Authority is very supportive of the programme.
- The Select Committee would welcome a progress update in a few years.

##### **Committee's Conclusion:**

- We have not seen the assurances that we were seeking or hoping for.
- There are opportunities to influence improvements.
- Answers to the questions raised are required.
- The approach being taken by BT is actively damaging to the County because we are falling behind the rest of Wales.
- We need to ensure that we are supporting our rural communities, businesses and tourism by building up the digital infrastructure which needs to be effective and fit for purpose for the future.
- Be aware of the consultation period which commences in May 2017 and to act accordingly.
- Members to receive a map of Monmouthshire identifying areas within the County, at a premises level, that are receiving a satisfactory broadband provision.
- The Chair will write on behalf of the Select Committee, capturing the issues discussed today and send to the Minister with a request that the Minister attends a future meeting of the Select Committee to answer questions regarding this matter.

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### **5. Youth Education-Enterprise Offer**

#### **Context:**

To scrutinise the 2017/18 Action Plan for the Youth Education-Enterprise Offer.

#### **Key Issues:**

To raise awareness of and develop the Youth Education-Enterprise Offer by working with schools, colleges and other partners to enhance current provision in a more cohesive way. The offer will utilise good practice from partners to enhance existing enterprise and entrepreneurship opportunities in Monmouthshire.

To provide learning, training and employability opportunities through the delivery of Inspire2Achieve (I2A) and Inspire2Work (I2W) ESF (European Structural Fund) programmes for 11-24 year olds, working towards ESF priority 3 – Youth Employment. Specific Objective 1 – To reduce the number of 16 -24 years olds who are Not in Education, Employment or Training (NEET) and Specific Objective 2 – To reduce the number of those becoming Not in Education, Employment or Training (NEET) amongst 11 -24 year olds.

To sustain the Engagement and Progression Coordinator (EPC) function, which will contribute to reduced risk of young people becoming NEET and better outcomes for young people by brokering the right options and support interventions.

To work closely with partners to implement a support package for those most vulnerable NEET 16-24 year olds to extend their skills and interests, and reduce homelessness by promoting independent living.

To seek to increase engagement between young people and local business in stimulating future career pathways and local employment opportunities, by introducing national events to a local audience and collaborating with local employers.

To provide work experience / placement, traineeship and apprenticeship opportunities within a policy framework, supporting the 'Y Prentis' apprenticeship programme.

#### **Member Scrutiny:**

- In response to a Select Committee Member's question regarding young carers, it was noted that the report makes reference to vulnerable young people which includes young carers.
- It was essential that every young person reaches their full potential. For some young people, apprenticeship schemes were vital in enabling them to achieve their goals.
- It would be appropriate to review progress of the action plan throughout the year including success stories of case studies.

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- Try to engage more business.
- The Offer will be taken into schools and colleges with a view to opening up more opportunities for young people. Inviting businesses into schools will also be undertaken inviting open dialogue between schools / colleges and businesses.

#### **Committee's Conclusion:**

We resolved:

- (i) to support the Youth Education-Enterprise Offer Action Plan to enable continued engagement and participation with young people, schools and partners.
- (ii) that Members promote the Youth Education-Enterprise Offer in their representation role in their wards across Monmouthshire.
- (iii) to visit Business Mentors.

#### **6. Business Rate Re-valuations**

##### **Context:**

To provide an update regarding business rate revaluation from 1<sup>st</sup> April 2017.

##### **Key Issues:**

- The revised rateable values come into force on 1st April 2017.
- The Council uses the rateable value to calculate business rate bills by multiplying it by a rate poundage set annually by the Welsh Government.
- For 2017/18 that poundage is 0.499. New rates bills show the revised rateable value and the amount payable for the 2017/18 financial year.
- The revaluation exercise has resulted in significant changes in rateable value for some businesses and Welsh Government recognises that businesses need time to adjust to an increase in their rate liability and so have introduced new regulations to provide a transitional relief scheme. No application is required – The Council will automatically apply this relief to eligible businesses as follows:
  - 2017/18 75% of the increase in charge.
  - 2018/19 50% of the increase in charge.
  - 2019/20 25% of the increase in charge.

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### **Qualification for Transitional Relief**

- Ratepayers in receipt of Small Business Rate Relief (SBRR) on 31<sup>st</sup> March 2017 which is either reduced or removed as a result of an increase in rateable value following the revaluation.
- The business premises must be shown in the Rating List on 31<sup>st</sup> March 2017.
- There must be an increase in rate liability greater than £100.
- The property must be occupied.
- The ratepayer must continue to be the same as the one liable on 31<sup>st</sup> March 2017.
- The ratepayer must not be in receipt of relief under S44A (applies to property which is partially unoccupied for a short time only).
- If someone qualifies for transitional relief it will be shown on their rates bill.

### **Small Business Rate Relief (SBRR)**

The SBRR scheme will continue into 2017/18. Properties with a rateable value up to £6,000 pay nothing. Properties with a rateable value between £6,001 and £12,000 receive tapered relief. Businesses in receipt of SBRR may also benefit from the transitional relief scheme.

If someone qualifies for small business relief it will be shown on their rates bill.

### **Targeted High Street Rate Relief Scheme**

Welsh Government has recently announced funding of £10 million to be distributed between the 22 local authorities in Wales to provide further assistance to certain retail businesses including those which have seen their rates increase significantly as a result of the revaluation. The scheme is based on the previous Wales Retail Relief Scheme, using broadly the same exceptions and eligibility criteria to define what constitutes a retail property.

Some details of the scheme have only just been finalised but it will provide two tiers of relief. Up to £500 (tier 1) and £1,500 (tier 2) to qualifying properties with a rateable value of £50,000 or less in the financial year 2017/18.

This new High Street relief can be given in addition to SBRR and transitional relief and will be applied to the net bill after all other reliefs have been applied. Relief is given based on the circumstances of the property and the ratepayer on 1<sup>st</sup> April 2017. Changes that occur after that date have no impact on eligibility for relief.

### **Businesses not entitled to the targeted High Street relief include:**

- Properties with rateable value greater than £50,000.

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- Properties not reasonably accessible to the public.
- Properties situated in out of town retail parks or on industrial estates.
- Properties that are not occupied.
- Those in receipt of mandatory charitable rate relief.

#### Member Scrutiny:

- Some businesses in Monmouthshire are experiencing business rates increases of up to 585%.
- The Cabinet Member has written to Mark Drakeford, Cabinet Secretary, Welsh Government, to make him aware of the issues Monmouthshire is experiencing at a local level.
- Monmouthshire is experiencing an average increase of 7% whilst Cardiff is receiving a decrease of 5%.
- In England, where there have been business rates increases for small businesses and public houses, these have been capped at an increase of £50 per month and then graduated over a period of time to allow businesses to get used to the increases. This scheme is not being operated in Wales.
- There is concern that businesses are not being protected against these large increases in business rates which could lead to disaster for some businesses in Monmouthshire.
- There is an appeals process which is free. In the interim, businesses will be required to pay any increases during the appeal process but the money will be reimbursed if the appeal is won. Appeals will be expedited where there are hardship cases.
- Bills have now gone out to businesses for their business rates. These bills take account of any small business rates relief that a business might be eligible for and transitional relief but the high street rate relief scheme had not been finalised in time to be incorporated into business rates bills. Therefore, bills will need to be re-issued in due course to reflect any high street rates relief that businesses might be eligible for.
- Concern was expressed that hospitality businesses were being targeted with regard to their rateable values.
- Moderation across Wales has not been applied.

#### **Committee's Conclusion:**

- A Member's briefing from the Valuation Office Agency (VOA) regarding rate revaluations should be considered.



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- The views outlined would be forwarded to the Welsh Government expressing the concerns raised in respect of business rate increases for Monmouthshire's businesses.

### 7. Y Prentis

#### **Context:**

To scrutinise the 2016-18 Y Prentis Business Plan.

#### **Key Issues:**

Y Prentis was established in 2012 by CMC<sup>2</sup> and Melin Homes as a 'not for profit' company, limited by guarantee. Y Prentis is the only Construction Industry Training Board's (CITB) approved deliverer of shared apprenticeships in construction in South East Wales. Its vision is to 'provide long term sustainable employment opportunities to help young people maximise their potential' and its aim is to recruit 50 new CITB sponsored apprentices per year and 10 Y Prentis sponsored apprentices per year.

Y Prentis is clear in its priorities which are to:

- Deliver more apprenticeships to meet industry need.
- Keep the pipeline of new entrants flowing.
- Develop a career offer that promotes the construction sector as a route to economic prosperity for people of all backgrounds.
- Work with CITB, schools, colleges, universities and other training providers to ensure we develop their knowledge and understanding of the construction sector's requirements.
- Provide support to help businesses to improve their competitive edge and to take advantage of new opportunities.
- Work with the CITB, industry and government to help deliver infrastructure projects.

#### **Member Scrutiny:**

- To date, Y Prentis has enabled over 160 young people into sustainable living wage apprenticeships of which 12 have been from Monmouthshire.
- In response to a Select Committee Member's question, it was noted that the detail of the levy is still being developed. Officers are waiting for Welsh Government frameworks and advice.

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- Demand is already high and is forecast to continue to be by high in the coming years in terms of skills required for the construction industry. Y Prentis is perfectly positioned to provide that service.
- A study is being undertaken via the Rural Development Programme (RDP) in terms of needs for the catering sector. There are likely to be opportunities for apprenticeships in this field and in many other areas.
- The Y Prentis Model can apply to different sectors but it is particularly suited to the construction industry and also engineering.
- In response to a Select Committee Member's question, it was noted that Y Prentis has eight partnered colleges. Y Prentis is partnered with 60 contractors and it has in the region of 30 clients. The dialogue with colleges with regards to what is required is ongoing but does need to be taken further.
- The type of education needed to be put in place in all schools and colleges needs to be able to cater for the types of apprenticeships on offer. The education strategy is currently being reviewed. Therefore, this is a good opportunity to address these issues.
- The Y Prentis model covers the whole of the South East Wales region. Therefore, no one is excluded from the portfolio of potential projects that could factor into providing training opportunities for young people.
- In response to a Select Committee Member's question regarding Y Prentis finances, it was noted that Y Prentis is operating at a surplus and has a healthy reserve to fall back on if required.
- There is a close working relationship being undertaken with Careers Wales with regard to advising young people. It was noted that Costain was currently working on the Heads of the Valleys Dualling between Gilwern and Brynmawr and were encouraging the public to visit the site. Schools should be encouraged to take students to the site. It was noted that this matter had been identified and there was an appetite to follow this matter through.

#### **Committee's Conclusion:**

- The Economy Committee at the Welsh Assembly has an ongoing inquiry regarding apprenticeships. Monmouthshire County Council could put forward its view with regard to this matter with a view to helping to shape national policy.

#### **8. Economy and Development Scrutiny Forward Work Programme**

We scrutinised the Economy and Development Select Committee Work Programme.

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In doing so, the work programme would be amended to include the organisers of the velothon attending a future meeting of the Select Committee.

We resolved to receive the report and noted its content.

#### **9. Cabinet & Council Forward Work Programme**

We resolved to receive and note the Cabinet and Council Forward Work Programme.

#### **10. Next meeting**

The next meeting of the Economy and Development Select Committee will be held on Thursday 8<sup>th</sup> June 2017 at 10.00am.

**The meeting ended at 4.50 pm.**

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**SUBJECT: YOUTH ENTERPRISE – EUROPEAN STRUCTURAL FUND (ESF) PROGRAMMES - INSPIRE2WORK EXTENSION**

**MEETING: ECONOMY AND DEVELOPMENT SELECT COMMITTEE**

**DATE: 13<sup>th</sup> June 2017**

**DIVISION/WARDS AFFECTED: ALL**

**1. PURPOSE:**

- 1.1** Further to Cabinet approval for the implementation of the Inspire2Work (I2W) programme in [March 2016](#), Youth Enterprise requests in principle support for additional match funding from Authority reserves. This funding will enable the enhanced delivery of the existing I2W programme which provides post 16 support, intervention and employment opportunities utilising European Structural Fund (ESF) monies.

**2. RECOMMENDATIONS:**

- 2.1** To support an Individual Member decision to release additional match funding for the next three years to January 2020, enabling support for an additional 120 participants across an extended 18-24 age range. The funding will enable the extension of the existing team to include an Employability Officer and administrative apprenticeship opportunity. The Employability Officer duties will be extended for other programmes across additional funding streams on a timesheet basis.

**3. KEY ISSUES:**

- 3.1** The current I2W programme for 16-18 year olds was approved by Cabinet in March 2016 for three years at total project cost of £381,601 split between 55% ESF of £171,720 and MCC match funding £209,881.
- 3.2** Following the delayed final approval of the programme in February 2017 one of the project's original partners, Melin Homes, has withdrawn from the project. This provides an opportunity for the Authority to extend its current programme provision beyond 16-18 year olds to 16-24 year olds.
- 3.3** Members have previously been made aware that Welsh Government has implemented the Youth Engagement and Progression Framework 2013, which provides a delivery model centred on the needs of young people identifying six key areas for achieving better outcomes for young people. The principles of the framework is embedded in the I2W programme and is designed to secure added value whilst reflecting the needs and aspirations of Monmouthshire's young people and the Authority's Single Integrated Plan.

**4. REASONS:**

- 4.1** Inspire2Work enables Not in Education, Employment or Training (NEET) 16 -24 year olds to gain a range of skills, qualifications and meaningful work placements to feel confident and motivated to enter into sustainable employment or further learning. Outcomes include; NEET young people gaining qualifications upon leaving; NEET young people in education or training upon leaving and NEET young people entering employment upon leaving.
- 4.2** Positive Progression from I2W will include work-based learning, engagement and traineeship programmes which are delivered by Youth Enterprise through Torfaen Training and the Authority's YPrentis Shared Apprenticeship Construction Scheme.

**5. RESOURCE IMPLICATIONS:**

**5.1** ESF programmes require 55% of total project costs to be match funded. The current project funding for I2W over three years is £381,601 ESF £171,720 with Authority match funding provision of £209,881. The enhanced delivery programme will incur circa an additional £180,652 additional cost over the the lifetime of project, consisting of £81,293 ESF and £99,359 match funding. In real terms the additional match funding requirement from Authority reserves will be circa £75,000 broken down as follows: Year One £17,000; Year Two £38,000 and Year Three £20,000.

**6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

**6.1** The programme will improve provision, oportunties and outcomes to those targeted. This includes vulnerable young people; young carers, young parents, homeless, care leavers, young offenders as well as young people economically inactive and furthest from the labour market.

**7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS**

**7.1** The report outlines Youth Enterprise's aims to continue pre and post 16 services in order for them to remain accessible, safe, available and relevant to the young people of Monmouthshire.

**8. CONSULTEES:**

Senior Leadership Team

**9. BACKGROUND PAPERS:**

Future Generations Evaluation	(Appendix 1)
Inspire2Work Project Costs	(Appendix 2)

**10. AUTHOR:**

Hannah Jones, MCC Youth Enterprise Manager

**11. CONTACT DETAILS:**

**Tel: 07738 340418**

**E-mail: [hannahjones@monmouthshire.gov.uk](mailto:hannahjones@monmouthshire.gov.uk)**



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sir fynwy

## Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p><b>Name of the Officer</b> Hannah Jones</p> <p><b>Phone no:</b> 07738 340 418 <b>E-mail:</b> hannahjones@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <ul style="list-style-type: none"> <li>To implement the Inspire2Work programme enabling a reduction in the number of young people aged 16 -24 years who are NEET( not in education, employment or training)</li> </ul>
<p><b>Name of Service:</b> Enterprise/Youth Enterprise Team</p>	<p><b>Date Future Generations Evaluation</b> 1<sup>st</sup> June 2017</p>

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

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




Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The aim of the programme is to create the conditions for young people most at risk to thrive. It will enable young people to feel confident and capable to engage in school with peers and others and enjoy the curriculum. It will support young people to make the right choices to move into further education, employment and training. The programmes will equip young people with the appropriate skills to manage and sustain further education, employment and training.</p>	<p>Developing bespoke interventions and support packages to support the learner's needs.</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><b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The programmes will work within the Environmental Sustainability Objectives set by WEFO( Welsh European Funding Office) and deliver to the indicators set for an ESF(European Structural Funding) Youth Employment and Attainment priority. The programmes will address issues such as waste, recycling, minimize energy usage and efficient use of such resources, whilst also raising awareness of environmental issues and healthy lifestyles. They will also provide targeted environmental education training, including potential for accreditation.</p>	<p>Sharing expertise, networks and resources will ensure a good provision for our young people.</p>
<p><b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The Inspire2Work team will work with young people, supporting them to overcome health and wellbeing barriers by either delivering health or wellbeing workshops and/or support, linking learners with health care professionals, organisations and networks and other health and wellbeing services. The young people's health and wellbeing is a crucial element to reducing their overall risk of becoming NEET.</p>	<p>The one to one support from teams will enable us to identify and address individual need. Setting agreed goals and reinforcing recognition and achievements. A reduction in the barriers to participation is a key element of the programmes enabling young people to be engaged, supported and valued. The level of support offered will be high and consistent.</p>
<p><b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected</p>	<p>The programmes will encourage safe and appropriate use of IT and the internet, developing young peoples' ICT literacy skills, preparing them for further learning, education and training.</p> <p>The programmes will link to the wider community, helping young people be active citizens in their community and have a greater awareness of community safety.</p>	<p>Encourage safer use of the internet and raise awareness of the harmful effects and consequences of inappropriate use of social media</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><b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The programmes are funded by the ESF and the managing authority is WEFO.ESF has undertaken a full Socio Economic Analysis to identify needs, challenges and opportunities across Wales. It will incorporate ESDGC (Education, Sustainable Development and Global Citizenship) elements enable young people to become globally responsible citizens.</p>	<p>Working closely with our Local Authority partners and Careers Wales we will share resources and good practices to ensure young people have the best opportunities to engage in global well –being and how this impact’s on their community.</p>
<p><b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>The programmes will ensure that all marketing, publications and printed literature is available bilingually where appropriate. The programmes will conform to the Welsh Language Legislation Welsh Language Wales Measure 2011 and accompanying welsh language standards. The Eisteddfod will be in Abergavenny in 2016, therefore we will encourage young people on the programme to get involved and support the event.</p>	<p>Encouraging young people to embrace the vibrant welsh culture and language.</p>
<p><b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances</p>	<p>The programme will develop effective ways to engage and provide support for those individuals regardless of ethnic origin, gender, disability sexual orientation or religion to ensure all young people actively participate in and benefit from the programme. The programme will follow WEFO’s guidance and the LA Equal Opportunity’s Policy which stipulates how staff can best promote equality of opportunity and outcomes for young people regardless of age, race, ethnicity and disability.</p>	<p>All of our policies and procedures are guided by the current local and national equal opportunities guidance and legislation.</p>

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p> <p><b>Long Term</b></p>	<p>The long term plan for the future is that young people that have engaged in Inspire2Work will remain in education, employment or training and their risk of becoming NEET is reduced. This will reduce the likelihood of future or continuing poverty amongst young people. It will also deliver improved health and well-being for young people, whilst also instilling a work ethic for young people and seeing aspiration levels rise.</p>	<p>With the financial investment from the Local Authority into this 3 year programme, the aim is to develop resilience in the 'most at risk' NEET young people, so that as their confidence and skills develops, they will be able to progress, either achieving specified softer outcomes or progressing into further employment.</p> <p>We therefore anticipate that over the life of the programmes the number most at risk of NEET and who are NEET will reduce due to the success of the programmes.</p>
 <p>Working together with other partners to deliver objectives</p> <p><b>Collaboration</b></p>	<p>The Inspire2Work is a regional programme. Newport City Council is the lead beneficiary, working with the following joint beneficiaries; City of Cardiff County Council, Monmouthshire County Council, The Vale of Glamorgan Council and Llamau.</p>	
 <p>Involving those with an interest and seeking their views</p> <p><b>Involvement</b></p>	<p>The programmes will involve learners in the design, delivery, evaluation and redesign of the learning experiences. As part of the learning journey, the team understands the necessity for bespoke learning opportunities involving the learner and fostering shared responsibility and autonomy of the learner as well as constant progress.</p>	<p>The programme will discuss at point of referral the learners' needs, vocational pathways and training route options. It will provide formative reviews of the learner experience, carry out Learner Voice questionnaires, have informal discussions and feedback during the programme and end of programme evaluations.</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><b>Prevention</b></p>	<p>The Inspire2Work programme is both preventative initiative to enable the reduction in the risk of young people becoming NEET and reduction in the number of young people who are NEET.</p> <p>It is anticipated that the long term impact of the programmes will challenge behaviours, actions and attitudes, subsequently establishing firm foundations on which to support in the future and provide generic skills.</p>	<p>The programmes will be monitored and reviewed on a quarterly basis to ensure targets are on track and then young people feel the programmes are meeting their needs and expectations.</p>
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p><b>Integration</b></p>	<p>The programmes will work with young people, supporting them to overcome health and wellbeing barriers by either delivering health and wellbeing programmes and/or support, linking young people with health care professionals, organisations and networks and other health and wellbeing services. The young peoples' health and wellbeing is a crucial element to reducing their overall risk of becoming NEET.</p>	<p>The programmes will be monitored and reviewed through amount of referrals to speclaist support for emotional wellbeing; progress of each young person during the programme and through termly discussions with other professionals within the school community.</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](mailto: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	We aim to engage with young people 11-24years most at risk of becoming NEET (not in education, employment or training) or who are NEET.	None identified	N/A
Disability	We aim to engage and support young people to meet with individual needs without discrimination.	None identified	N/A
Gender reassignment	We aim to provide a provision which is inclusive for transgender people and groups We will address any issues in regards to work placements, employment and training opportunities.	None identified	N/A
Marriage or civil partnership	Not applicable	None identified	N/A
Pregnancy or maternity	Risk assessment will be in place for pregnant young people ensures all health and safety measures have been addressed and the well-being of the young person is paramount.	None identified	N/A
Race	Young people referred onto the Inspire2Work programme will be given the same opportunities regardless of race. The relevant support will be provided to meet individual needs	None identified	N/A

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Religion or Belief	We aim to offer bespoke packages of support that will take into account young peoples' religion and religious beliefs.	None identified	N/A
Sex	We aim to offer opportunities that will take into account individual needs regardless of sex.	None identified	N/A
Sexual Orientation	We aim to offer opportunities that will take into account individual needs regardless of sexual orientation.	None identified	N/A
Welsh Language	We will adhere to the Welsh Government Welsh Language Policy. We will aim to provide bilingual learning opportunities if there is a need.	None identified	N/A

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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 a priority, young people on the programmes will have a multiple barriers and are vulnerable individuals. All staff and volunteers have completed the Safeguarding level 1. The programme will link with the TAF system and monthly multi-agency meetings in schools.	None identified	N/A
Corporate Parenting	Inspire2Work programme targets young people who are looked after children (LAC) and care leavers. We aim to provide a tailor package which is flexible to their needs and circumstances.	None identified	N/A

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

The following data has identified and informed the need to develop the Inspire2Achieve programme;

- The Local Authority Early Identification process identifying young people most at risk in key stage 3 and 4.
- The Careers Wales 5 Tier model data, identifying young people 16 -18 years in tier 4 who are in education, employment or training yet are at risk due to circumstances.
- Young people 19 -24 years who are vulnerable and are still in education.

The following data has identified and informed the need to develop the Inspire2Work programme;

- The Careers Wales 5 Tier model data young people in tier 1 and 2 of the system who are NEET
- NOMIS figures identifying the number of 19 -24 year olds that claim job seeker allowance
- 16 -24 vulnerable groups identified through local partnership forums.

The work of the 14 -19 Curriculum Group, Multi-Agency Meetings, Post 16 Steering Group and the Keeping in Touch have identified the need for further intervention for those most vulnerable to participate and engage in the curriculum and sustain future education, employment and training.

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

It is anticipated that the Inspire2Work programme will have a positive impact on the young peoples' social, emotional, health and wellbeing, education and skills. This will develop their resilience and improve their life chances. This proposal does acknowledge that due to personal, social and educational barriers, not every young person will progress into full time education, training or employment.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Implementation of the Inspire2Work programme	February 2017	Hannah Jones	Programme Started

**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:	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
25	Departmental Management Team (DMT)	18 <sup>th</sup> August 2015	.Approved by DMT no further amendments
	Children and Young Peoples Select Committee	17 <sup>th</sup> September 2015	Costings to be broken down per year for ESF funding and match funding for future reports
	Cabinet	2 <sup>nd</sup> March 2016	Inspire to Work and Inspire to Work programmes approved

# Inspire2Work

## Inspire2Work Costings

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	Current		Enhanced		Current		Enhanced		Current		Enhanced		Current		Enhanced	
	17-18		18-19		19-20		Total		17-18		18-19		19-20		Total	
	Y1		Y2		Y3				Y1		Y2		Y3			
Delivery	£ 69,665.37	£ 85,848.17	£ 73,066.84	£ 113,187.83	£ 56,701.49	£ 87,739.07	£ 199,433.70	£ 286,775.07	£ 69,665.37	£ 85,848.17	£ 73,066.84	£ 113,187.83	£ 56,701.49	£ 87,739.07	£ 199,433.70	£ 286,775.07
Management	£ 23,249.04	£ 30,438.00	£ 24,448.73	£ 41,702.24	£ 25,440.67	£ 42,694.17	£ 73,138.44	£ 114,834.41	£ 23,249.04	£ 30,438.00	£ 24,448.73	£ 41,702.24	£ 25,440.67	£ 42,694.17	£ 73,138.44	£ 114,834.41
Staff Total	£ 92,914.41	£ 116,286.17	£ 97,515.57	£ 154,890.06	£ 82,142.16	£ 130,433.25	£ 272,572.14	£ 401,609.48	£ 92,914.41	£ 116,286.17	£ 97,515.57	£ 154,890.06	£ 82,142.16	£ 130,433.25	£ 272,572.14	£ 401,609.48
FR40	£ 37,165.76	£ 46,514.47	£ 39,006.23	£ 61,956.03	£ 32,856.87	£ 52,173.30	£ 109,028.86	£ 160,643.79	£ 37,165.76	£ 46,514.47	£ 39,006.23	£ 61,956.03	£ 32,856.87	£ 52,173.30	£ 109,028.86	£ 160,643.79
TOTAL	£ 130,080.17	£ 162,800.63	£ 136,521.80	£ 216,846.09	£ 114,999.03	£ 182,606.54	£ 381,601.00	£ 562,253.27	£ 130,080.17	£ 162,800.63	£ 136,521.80	£ 216,846.09	£ 114,999.03	£ 182,606.54	£ 381,601.00	£ 562,253.27
ESF	£ 58,536.08	£ 73,260.29	£ 61,434.81	£ 97,580.74	£ 51,749.56	£ 82,172.94	£ 171,720.45	£ 253,013.97	£ 58,536.08	£ 73,260.29	£ 61,434.81	£ 97,580.74	£ 51,749.56	£ 82,172.94	£ 171,720.45	£ 253,013.97
MF	£ 71,544.09	£ 89,540.35	£ 75,086.99	£ 119,265.35	£ 63,249.47	£ 100,433.60	£ 209,880.55	£ 309,239.30	£ 71,544.09	£ 89,540.35	£ 75,086.99	£ 119,265.35	£ 63,249.47	£ 100,433.60	£ 209,880.55	£ 309,239.30
No. of Participants	48	88	48	88	46	86	142	262	48	88	48	88	46	86	142	262
Unit Cost	£ 2,710.00	£ 1,850.01	£ 2,844.20	£ 2,464.16	£ 2,499.98	£ 2,123.33	£ 2,687.33	£ 2,146.00	£ 2,710.00	£ 1,850.01	£ 2,844.20	£ 2,464.16	£ 2,499.98	£ 2,123.33	£ 2,687.33	£ 2,146.00





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<b>SUBJECT</b>	<b>REVENUE &amp; CAPITAL MONITORING 2016/17 OUTTURN STATEMENT</b>
<b>DIRECTORATE</b>	<b>Resources</b>
<b>MEETING</b>	<b>Economy and Development</b>
<b>DATE</b>	<b>13th June 2017</b>
<b>DIVISIONS/ WARD AFFECTED</b>	<b>All Authority</b>

### 1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the revenue outturn position of the Authority at the end of reporting period 4 which represents the financial outturn position for the 2016/17 financial year.
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
- assess whether effective budget monitoring is taking place,
  - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
  - challenge the reasonableness of projected over or underspends, and
  - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

### 2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Members consider a net revenue outturn unspend of £884,000, an improvement of £805,000 on quarter 3 outturn predictions.
- 2.2 Members consider a capital outturn spend of £40.03m against a revised budget of £40.98million, after proposed slippage of £17.5 million, resulting in a net underspend of £951k.
- 2.3 Consider and approve the £17.5m capital slippage recommended (detailed in appendix 2), paying attention to those schemes described in para 3.3.6 where slippage has been requested by the service manager but is not being recommended to slip (£198k).
- 2.4 Considers the use of reserves proposed in para 3.4.1,
- 2.5 Supports the apportionment of general underspend in supplementing reserve levels as described in para 3.4.3 below, i.e.:

Priority Investment Fund	£570k
Redundancy & Pension Reserve	£114k
IT Transformation Reserve	£100k
Capital Receipts Generation Reserve	£100k
 Total	 £884k

- 2.6 Members note that the low level of earmarked reserves will severely reduce the flexibility the Council has in meeting the challenges of scarce resources going forward.

- 2.7 Members note the significant reduction in the overall school balance at the end of 2016/17 and supports the continuing work with schools to ensure that the Council's Fairer Funding scheme requirements are met and that the overall schools balance remains positive in 2017/18.

### 3. MONITORING ANALYSIS

#### 3.1 Revenue Position

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

#### 3.1.2 Responsible Financial Officer's Summary of Overall Position Period 4 : Final outturn

Table 1: Council Fund 2016/17 Outturn Forecast Summary Statement at Period 4 (Outturn)

Service Area	Budget Reported @ Month 9	Budget Virements & Revisions made during Period 4	Revised Annual Budget @ Outturn	Outturn	Forecast Over/ (Under) @ Outturn	Equivalent Forecast Over/(Under) @ month 9	Variance in Forecast since month 9
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Adult Services	7016	93	7109	6929	-180	-100	-80
Children Services	9804	-39	9765	10338	573	584	-11
Community Care	20624	1	20625	21413	788	594	194
Commissioning	1543	0	1543	1427	-116	-93	-23
Partnerships	347	0	347	398	51	0	51
Public Protection	1460	0	1460	1378	-82	-3	-79
Resources & Performance	911	-42	869	869	0	3	-3
<b>Total Social Care &amp; Health</b>	<b>41705</b>	<b>13</b>	<b>41718</b>	<b>42752</b>	<b>1034</b>	<b>985</b>	<b>49</b>
Individual School Budget	43224	-63	43161	43191	30	34	-4
Resources	1508	0	1508	1523	15	-4	19
Standards	5066	17	5083	5084	1	140	-139
<b>Total Children &amp; Young People</b>	<b>49798</b>	<b>-46</b>	<b>49752</b>	<b>49798</b>	<b>46</b>	<b>170</b>	<b>-124</b>
Business Growth & Enterprise	1028	-214	814	801	-13	25	-38
Planning & Housing	1362	0	1362	1151	-211	-180	-31
Tourism Life & Culture	2902	80	2982	3424	442	448	-6
<b>Total Enterprise</b>	<b>5292</b>	<b>-134</b>	<b>5158</b>	<b>5376</b>	<b>218</b>	<b>293</b>	<b>-75</b>
Governance, Engagement & Improvement	4620	-21	4599	4502	-97	22	-119
Legal & Land Charges	448	0	448	401	-47	-30	-17
Operations	16922	-126	16796	16425	-371	-152	-219
<b>Total Chief Executives Unit</b>	<b>21990</b>	<b>-147</b>	<b>21843</b>	<b>21328</b>	<b>-515</b>	<b>-160</b>	<b>-355</b>
Finance	2242		2242	2011	-231	-101	-130
Information Communication Technology	2371	-89	2282	2328	46	-1	47
People	1463	0	1463	1505	42	100	-58
Place	-722	42	-680	-576	104	210	-106
<b>Total Resources</b>	<b>5354</b>	<b>-47</b>	<b>5307</b>	<b>5268</b>	<b>-39</b>	<b>208</b>	<b>-247</b>

Precepts and Levies	<b>16484</b>	0	<b>16484</b>	16488	4	4	0
Coroners	<b>80</b>	0	<b>80</b>	100	20	20	0
Gwent Joint Records	<b>183</b>	0	<b>183</b>	182	-1	0	-1
Corporate Management (CM)	<b>186</b>	0	<b>186</b>	553	367	475	-108
Non Distributed Costs (NDC)	<b>726</b>	0	<b>726</b>	818	92	108	-16
Strategic Initiatives	<b>634</b>	-146	<b>488</b>	0	-488	-440	-48
Insurance	<b>1218</b>	0	<b>1218</b>	1396	178	-74	252
<b>Total Corporate Costs &amp; Levies</b>	<b>19511</b>	<b>-146</b>	<b>19365</b>	<b>19537</b>	<b>172</b>	<b>93</b>	<b>79</b>
<b>Net Cost of Services</b>	<b>143650</b>	<b>-507</b>	<b>143143</b>	<b>144059</b>	<b>916</b>	<b>1589</b>	<b>-673</b>
Fixed Asset disposal costs	95	-20	<b>75</b>	75	0	16	-16
Interest and Investment Income	-55	0	<b>-55</b>	-89	-34	-18	-16
Interest payable & Similar Charges	3496	2	<b>3498</b>	2923	-575	-555	-20
Charges required under regulation	3427	62	<b>3489</b>	3373	-116	-54	-62
Contributions to Reserves	105	0	<b>105</b>	318	213	3	210
Contributions from Reserves	-2017	352	<b>-1665</b>	-1880	-215	0	-215
Capital Expenditure funded by revenue contribution		109	<b>109</b>	109	0	0	0
<b>Appropriations</b>	<b>5051</b>	<b>505</b>	<b>5556</b>	<b>4829</b>	<b>-727</b>	<b>-608</b>	<b>-119</b>
General Government Grants	-63567	0	<b>-63567</b>	-63567	0	0	0
Non Domestic rates	-27981	0	<b>-27981</b>	-27981	0	0	0
Council Tax	-63411	0	<b>-63411</b>	-64076	-665	-650	-15
Council Tax Benefits Support	6258	0	<b>6258</b>	5852	-406	-409	3
<b>Financing</b>	<b>-148701</b>	<b>0</b>	<b>-148701</b>	<b>-149772</b>	<b>-1071</b>	<b>-1059</b>	<b>-12</b>
Budgeted contribution from Council Fund	2	0	<b>2</b>	0	-2	-2	0
<b>Net Council Fund (Surplus) / Deficit</b>	<b>2</b>	<b>-2</b>	<b>0</b>	<b>-884</b>	<b>-884</b>	<b>-79</b>	<b>-805</b>

3.1.3 The bottom line situation of a £884k underspend is an improved position since month 9 and is caused mainly by the reduction in overspend exhibited in net cost of services. The overspend in net cost of services is offset by underspends in treasury caused by the continuing cash flow effect of Minimum revenue provision changes, delays in fixed asset disposal, an excess of interest receivable and reduced cost of interest payable, caused ultimately by the levels of capital slippage and underspends at end of year not forecast as necessary by service managers earlier in the year. A surplus on council tax collection has been maintained as forecast through the year along with a reduction in the demand for Council Tax Benefits which has also helped with the overall position.

3.1.4 Whilst any overall underspend is a pleasing result for the year, the outturn variance may seem a big amount. Putting the outturn variance in context, it is less than 0.6% variation against the net cost budget before financing. That is an incredibly close correlation given the volume of budget holders involved in the process, the volatility in pressures and savings proposals experienced during the year and the need to secure compensatory savings to mitigate adverse positions highlighted earlier in the year. The use of periodic monitoring as a tool for change during the year should not be underestimated.

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

Net Council Fund Surplus	2016-17	2015-16	2014-15
	£'000	£'000	£'000
Period 1	1,511 deficit	867 deficit	219 deficit
Period 2	839 deficit	1,066 deficit	116 deficit
Period 3	79 surplus	162 deficit	144 deficit
Outturn	884 surplus	579 surplus	327 surplus

### 3.1.6 Redundancy costs

Members are commonly keen to understand the extent of an redundancy payments made during the year, as staffing remains the most significant and controllable expense to most service areas. As a change from previous years, as part of the 2016-17 budget process, members may recall establishing a corporate revenue budget to mitigate the volatile effect on reserves, similar to the £300k budget held within CYP Directorate for schools redundancies.

Directorate	Service	Redundancy Costs 2016-17
Enterprise	Leisure	34,566
Chief Executives	Highways & Traffic	27,924
	Catering	9,295
	Community Education	2,797
	Community Hubs	3,821
	<b>Sub total</b>	<b>43,837</b>
Social Care & Health	Children's Services	68,124
	CLD team	1,933
	Community Care	2,230
	Day Centres	1,781
	Direct Care	135,481
	Public Health	8,164
	<b>Sub total</b>	<b>217,713</b>
<b>Children &amp; Young People</b>	Schools	282,692
	Early Years	18,202
	<b>Sub total</b>	<b>300,894</b>
<b>Total</b>		<b>597,010</b>

- 3.1.7 Given the financial challenges that will continue to face the Authority for the foreseeable future, Chief Officers continue to be tasked with ensuring that services live within the budgets and savings targets set for the current financial year.
- 3.1.8 A summary of main pressures and under spends within the Net Cost of Services Directorates include,

### **3.1.9 Stronger Communities Select Portfolio (£2,180k net underspend)**

- Chief Executives Unit (£515k underspend)

**Legal division** exhibited a **£47k surplus**, due to staffing savings and windfall land charges grant. **Governance, engagement and improvement** exhibited a favourable swing of £118k between month 9 and outturn to end the year with a **£96k surplus**, largely the consequence of not having to return utilised grant from previous years, new members IT needs falling into 2017-18, and a conscious effort at Community Hubs to reduce expenditure to compensate for the loss in franchise income being felt in Community Education. **Operations exhibited** an improvement of £219k on month 9 position to end the year at a **combined £371k surplus**. The position for each of main Operations areas is as follows, Highways £16k deficit, Property and Procurement £182k surplus (importantly the service has resolved the large deficit in schools catering it received from CYP Directorate when the service moved), Passenger Transport £72k deficit, Transport administration £27k surplus, Waste and Streetscene £249k surplus..

- Resources Directorate (£39k underspend)

**An underspend in Finance Division costs of £231k**, predominantly predicted savings in housing benefit and council tax administration. **IT** shows a worsening position since month 9 ending the year as a **£45k deficit**, the effect of a previous presumption to develop and sell software not being compensated by alternate savings identified by the service. **People services exhibited £43k deficit** due to the delays with implementing the Training budget mandate (£50k) and take up of Flexible benefits being negligible against a target saving mandate of £50k. **Place division** ended the year an improved **deficit of £104k**, still affected by shortfalls against income targets, £47k overspend in respect of Markets, a mixture of increased costs in association with Borough Theatre, and a shortfall in income against income targets. The remainder £75k is a result of an unachievable mandate for the commercialisation/optimising of Enterprise Assets that has recently transferred to the new Directorate. This pressure has been identified and built into 2017-18 budget proposals going forward.

- Corporate (£172k overspend)

There is an excess of net pension strain costs (£108k) caused by past and current redundancy decisions. Corporate management exhibits a £475k overspend caused predominantly by a shortfall in reimbursement in rating appeals forecast as £140k deficit, miscellaneous write off of unrecoverable debts £47k, £318k of employment tribunal settlement costs, and coroner costs being higher than budgeted (£20k overspend). These costs are offset by the underspend within Strategic initiatives of £487k, which reflects Living wage and redundancy budget, where instead the costs sit in individual Directorates through the year, to be absorbed/mitigated in first instance. The main change since month 9 is an increase in Insurance outturn costs which exhibits £178k deficit at end of year. This is caused by the level of provisions needing to be set aside in the insurance reserve to compensate for the extent of significant claims received during the year and the settlement costs experienced in managing an imprest in respect of historic MMI claims on an all Gwent basis.

- Appropriations (£727k underspend)

Caused predominantly by a net £609k saving in treasury/borrowing costs from active treasury management and utilising recurrent short term borrowing as an alternative to taking out more expensive long term borrowing. Net borrowing costs are also favourably affected by any delay in the timing of expenditure, capital slippage and capital underspends where it avoids borrowing presumed. The remainder is an exhibited beneficial effect to minimum revenue provision payments.



- Financing (£1,071k underspend)

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

## RESOURCES DIRECTOR CONTEXT & COMMENTARY

I am delighted to see the directorate achieve an under spend position at the end of the year having struggled throughout the year to contain pressures resulting primarily from budget savings that were identified as being unachievable. These pressures have impacted significantly on the outturn position but have been offset as a result of efforts made across the directorate to contain and limit expenditure. One-off savings were achieved as a result of one-off grant and income in housing benefits and strategic property management and cemeteries. The directorate has also benefitted from vacancy savings resulting from delays in restructuring. Moving into 2017/18 the directorate has benefitted from unachievable budget savings from the current year being removed. That said 2017/18 will still be a challenging year as the directorate looks to deliver its savings plans and continues to support the organisation at large with its agenda for change.

## HEAD OF OPERATIONS CONTEXT & COMMENTARY

The Operations department returned an underspend of £371,000 contribution towards the Council's overall out turn position.

The department provides a wide range of 'public' services often affected by customer demand, contractual relationships, materials/fuel costs and service demands determined for example by matters such as weather, litter, road conditions etc.

Given the inherent volatility in some aspects of service costs along with further budget reductions in 2016/17 the out turn is pleasing although the variation from the month 9 forecast is acknowledged and officers will endeavour in 17/18 to improve the projections in year. Some of the major service issues affecting out turn are mentioned below:

The mild winter with less freezing conditions and no major snow fall allowed Highways operations to return an underspend, obviously the out turn each year is affected by weather conditions so these are difficult to forecast. Similarly property maintenance returned an underspend again aided by a mild and relatively storm free winter period.

Passenger Transport suffered significant sickness absence costs. Working with HR colleagues has seen this position improve dramatically in the latter part of the year but obviously cover has to be found to ensure services are provided so costs are inevitably incurred for overtime or extra staff.

Waste and Street scene predicted an underspend early on due to the structure of annuity payments from WG for to Prosiect Gwyrdd, low take up of the occupational pension scheme (superann) and tonnages down on projections.

### **3.1.10 Economy & development Select Portfolio (£136k net overspend)**

- Enterprise Directorate (£218k net overspend)

**Business growth and enterprise** incurred a net **£14k underspend**, the net effect of RDP grant funded expenditure being deferred. The effect of this is transferred to reserves through Appropriations.

**Planning & Housing (£210k underspend)** – Development control exhibits a deficit of £38k through reduced development and income activity, conversely development plans area exhibits £203k surplus, which is rather artificial as the saving is largely resultant from Local development plan (LDP) costs being deferred which will instead crystallise next year (hence the reserve movement

through Appropriations). Housing exhibits a £45k underspend which is a mixture of net one off grant received in homelessness, an excess of income in lodging scheme being above occupation assumptions, a premise cost savings in no longer sharing accommodation with a neighbour authority and minor staff savings.

**Tourism, leisure & culture (£443k overspend)** - Countryside exhibit an underspend of £20k from part vacancy and extra grant funding. There is a £311k overspend in respect of Cultural services, of which the main pressures are Caldicot Castle (£176k), Old Station (47k), Shire Hall (£18k) and Museums (47k). There is £15k overspend against the budgeted management agreement with Borough Theatre. Leisure services ended the year with a small £6k surplus, which is a particularly good result given senior colleagues involved with Alternate Delivery Model considerations. Events exhibits a £50k deficit against its budgeted surplus, although has mitigated the loss forecast at month 9 by £16k through its recharges to Caldicot Castle. Tourist Information Centres indicate a £62k overspend due the service being run above the level presumed by saving levels volunteered by the Directorate for this service. Youth services are a recent addition to Enterprise Directorate, and have been absorbed in part between Business Growth and Enterprise sub division and Tourism Leisure and Culture subdivision. It was received from CYP with a significant inherent deficit and whilst there is still a £45k deficit, the service does exhibit a collective improvement of £102k since month 6.

- Social Care & Health (£82k underspend)

**Public Protection (£82k underspend)** – predominantly an excess of wedding deposits received by registrars (£37k), and the net fees & charges within Public Health service (£41k).

## **ENTERPRISE DIRECTOR'S CONTEXT & COMMENTARY**

The outturn position reflects the continued pressures in the very area of the service that is currently under consideration for alternative means of delivery – Leisure, Tourism and Culture. Whilst aspects of this remain competitive and strong in generating revenue returns such as Leisure and Outdoor Education, there are parts of the service that don't have the same opportunities to generate income to similar levels purely on account of their scope and function. If these services are to be preserved in future given the wider value and returns they generate to the county, there is a core cost attached to this, which must be considered as part of future delivery expectations.

### **3.1.11 Adult Select Portfolio (net £492k overspend)**

- Social Care & Health

**Adult Services (£180k underspent)** – the net effect of secondments and intermediate care funding sustaining services, a saving of £119k has resulted from the My Day review and the effect of superannuation savings, which compensates for the £91k net overspend in Direct Care due to additional staff costs.

**Community Care (£788k overspend)** – this area has now overtaken Children's Services as the most significant financial challenge affecting Social Care Directorate. The net pressure is reported due to 2 cases administered by Community Learning Disability team incurring £348k overspend, the continued care package demands predominantly within the Chepstow team and Mental Health Care team, which collectively result in £1million deficit. These are compensated in part by savings within the other 2 teams (£199k), reported Frailty partnership cost underspends (£126k) and net Independent Living and Intermediate Care funding total collectively £251k.

**Commissioning (£116 underspend)** – predominantly a savings within Drybridge Gardens service area caused by a refund on the last 3 years management agreement and a vacant unit at the site, and a return of historic un-utilised funding from a third party.

## SCH DIRECTOR'S CONTEXT & COMMENTARY

Overall the Social Care and Health outturn was an overspend of £1.034million. This includes an overspend £51k for the Monmouthshire/ Torfaen Youth Offending Services which was a planned position to be met from service's reserves whilst changes to the staffing model are implemented. The considerable pressures reported throughout the year in adult and children's social services were reflected in the year end position. Children's Social Services reported an overspend of £572K as a consequence of pressures in placements for Looked After Children legal costs, agency workforce. These pressures were recognised in the 2017/18 budget and activity in all 3 areas is being taken forward through the Children's Services Improvement programme. Adult Social Services outturn was an overspend of £492K. The overspend arose as a consequence of not achieving the practice change mandate, which exposed underlying pressures in older adult mental health services and the Chepstow Integrated Team arising from demographic pressures and pressures within the social care market. Again, these pressures have been reflected in the 2017/18 budget and a significant piece of work is underway to try and put commissioning of care at home on a sustainable footing. The overall Social Care and Health position was supported by an underspend of £81k in public protection, due to increased income generation from wedding deposits and a re-designed charging rate schedule.

### 3.1.12 Children & Young People Select Portfolio (net £670k overspend)

- Social Care & Health (£623k adverse)

**Children's Services (net £573k overspend)** – this is now no longer the greatest financial challenge within Social care. Encouragingly the direct child care cost element only exhibits £64k deficit. Conversely staffing team costs still exhibits £508k adverse situation, mainly described by the service as being caused by the continuing use of agency staff.

**Youth offending team partnership (£51k deficit)** – whilst this shows as an overspend as part of the management accounting spreadsheets, this service is a partnership administered by the Council on behalf of itself and others and the deficit balance is transferred through Appropriations to a ring-fenced reserve.

- Children and Young People (net £46k overspend)

**School Budget Funding** exhibited a **£30k overspend** due to additional support provided by LEA in respect of staffing and IT charges. There is an **overspend of £16k** within the **Resources subdivision** caused by net interim management arrangements. **Standards subdivision** exhibits a **breakeven** position which hides some large movements, with £63k savings in ALN management and £40k savings in EAS costs compensating for the net direct additional learning needs costs of £104k.

## SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

Overall the Social Care and Health outturn was an overspend of £1.034million. This includes an overspend £51k for the Monmouthshire/ Torfaen Youth Offending Services which was a planned position to be met from service's reserves whilst changes to the staffing model are implemented. The considerable pressures reported throughout the year in adult and children's social services were reflected in the year end position. Children's Social Services reported an overspend of £572K as a consequence of pressures in placements for Looked After Children legal costs, agency workforce. These pressures were recognised in the 2017/18 budget and activity in all 3 areas is being taken forward through the Children's Services Improvement programme. Adult Social

Services outturn was an overspend of £492K. The overspend arose as a consequence of not achieving the practice change mandate, which exposed underlying pressures in older adult mental health services and the Chepstow Integrated Team arising from demographic pressures and pressures within the social care market. Again, these pressures have been reflected in the 2017/18 budget and a significant piece of work is underway to try and put commissioning of care at home on a sustainable footing. The overall Social Care and Health position was supported by an underspend of £81k in public protection, due to increased income generation from wedding deposits and a re-designed charging rate schedule.

## CHILDREN & YOUNG PEOPLE DIRECTOR'S CONTEXT & COMMENTARY

The Children and Young People's Directorate has worked very hard to close the year with a small overspend. This is an excellent outcome set against a challenging year where there has been interim management arrangements in place within the directorate and the ongoing pressures to meet the needs of children throughout the County.

The Directorate's outturn position is an overspend of £46,000; this is an improvement of £124,000 compared to Month 9. The primary factor is ongoing pressure on the Additional Learning Needs (ALN) budget. This area, in particular, remains under significant pressure and subject to volatility due to the requirement to support an increasing number of our pupils with complex needs.

Outside of the retained directorate budget the largest area of spend is within the Individual School Budgets (ISBs). Whilst the outturn position is broadly in line with budget this masks the considerable pressure that schools have experienced in existing with their allocated budget. There has been a call upon school reserves in year of £887,000 leaving schools with year end balances of £268,000. Within this figure there is a range of deficits and surpluses and the situation is challenging for many of our schools

### 3.2 2016/17 Savings Progress

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

In summary they are as follows,

								Appendix 1	
Budgeted Service Savings Mandates Progress 2016/17									
DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Savings reported achieved @ outturn	Percentage progress in achieving savings	Delayed savings	Savings not achievable	
	£'000	£'000	£'000	£'000	£'000	%	£'000	£'000	
Children & Young People	600	600	600	600	600	100%	0	0	
Social Care & Health	640	640	12	12	12	2%	0	628	
Enterprise	310	285	285	245	245	79%	40	25	
Resources	544	318	299	260	120	22%	215	209	
Chief Executive's	1,565	1,442	1,442	1,437	1,437	92%	85	43	
<b>Total Mandated Service Savings 2016-17</b>	<b>3,659</b>	<b>3,285</b>	<b>2,638</b>	<b>2,554</b>	<b>2,414</b>	<b>66%</b>	<b>340</b>	<b>905</b>	

There has been 1 change identified by services since month 9 reporting, relating from the delay in our rating appeals being considered by Valuation Office.

- 3.2.2 Forecasted mandated savings are currently running at 66%, down from 70% at period 3, with currently £095,000 being deemed unachievable, and a further £340,000 unlikely to crystallise in 2016-17.
- 3.2.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.
- 3.2.4 Consequently the savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have justifiable reasons explaining delayed implementation. The following summary of savings mandates are still reported to be red or amber risk.

### 3.2.5 **Stronger Communities Select Portfolio**

#### Resources Directorate

- Mandate A5: Sustainable Energy Initiatives: Expected income targets of £34,000 are unachievable, alternative delivery plan of increased income on property rental portfolio and reduced expenditure on repairs and maintenance proposed
- Mandate B3: Training Services Consolidation: Consolidation of authorities existing training functions and increased revenue streams of £50,000 are unachievable. Alternative delivery plans are being considered.
- Mandate B5a: Community Asset Transfer £60,000: MCC still in discussions over transfer of Chepstow Drill Hall and Melville Theatre. £45,000 of the £60,000 savings contained within the mandate are forecast to be achieved.
- Mandate B5b: Optimisation/commercialisation of assets within Enterprise Division. This mandate was originally wholly with Enterprise Directorate. Responsibility for £75k of £100k was transferred to Resources Directorate recently, but is unlikely to be achieved this close to year end. The mandate has been regarded as unachievable longer term and alongside others is an element of pressures to be accommodated as part of 2017-18 budget process
- Mandate B16: Flexible Employment Options £50,000: Scheme exhibits little demand amongst staff.
- Mandate B17: Rating appeals £140,000. Appeals have been lodged with Valuation Office, but due to demands in producing a revised business rate listing a backlog in appeals cases being heard has resulted. It is anticipated the appeals the Council have submitted will be heard during 2017-18
- Mandate B18: Strategic Property Review: £21,000 shortfall identified as a failure to achieve Residential Letting Income and the Depot Rationalisation Programme which will take longer than expected.

#### Chief Executive's Office

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

### **3.2.6 Economy & Development Select Portfolio**

Enterprise (ENT) Directorate

- Mandate B5 b and c: Community Asset Transfer / Income Generation £25,000 of the original £100,000 relates to revised Leisure income targets. The remaining improvements from optimisation of assets has transferred to Resources Directorate. Neither element is forecast to be achieved this year, and has been added to the pressures for consideration as part of 2017-18 budget process.

### **3.2.7 Adult Select Portfolio**

Social Care & Health (SCH) Directorate

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

### **3.2.8 Children and Young People Select Portfolio**

Children and Young People (CYP) Directorate

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

### 3.3. Capital Position

3.3.1 The summary Capital position at Outturn is as follows

<b>MCC CAPITAL BUDGET MONITORING 2016-17 AT Outturn by SELECT COMMITTEE</b>						
<b>SELECT PORTFOLIO</b>	<b>Actual Spend at Outturn</b>	<b>Slippage Brought Forward</b>	<b>Total Approved Budget 2016/17</b>	<b>Capital Slippage to 2017/18</b>	<b>Revised Capital Budget 2016/17</b>	<b>Capital Expenditure Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Children &amp; Young People</b>	27,792	39,731	43,207	(15,302)	27,906	(114)
<b>Adult</b>	79	30	86	0	86	(7)
<b>Economic &amp; Development</b>	4,314	680	5,280	(966)	4,314	0
<b>Strong Communities</b>	7,847	3,243	9,777	(1,100)	8,677	(830)
<b>Capital Schemes Total</b>	<b>40,031</b>	<b>43,684</b>	<b>58,350</b>	<b>(17,368)</b>	<b>40,982</b>	<b>(951)</b>

#### Slippage to 2017-18

3.3.2 Total Slippage at Outturn is (£17,367k), which mainly relates to Future Schools (£14,909k), £522k within individual S106 schemes, the Solar Farm (£505k), £351k within Schools ICT, Bryngwyn cattle market sewage works at £183k and a further £152k in relation to Granville Street / Wyebridge Street car parks.

3.3.3 In comparison with quarter 3 service managers collectively identified slippage levels of £12.4m, necessitating £25m actual expenditure in last quarter. Whilst that level of spend hasn't been achieved the extent of slippage is roughly half the level of 2015-16 levels, which is encouraging given the motivations and communications made to reduce in year slippage.

3.3.4 This will be the third year that a more detailed examination of slippage requests is made based upon the principles established previously i.e.

- whether there has been little or no progress in previous 12 month,
- the level of expenditure incurred this year has been less than in year budget and slippage b/fwd., to consider any opportunity to realign the budget to more realistic levels or reprofile budget more accurately over multiple years,
- or where there are identified problems/barriers to progress e.g. no agreement over scheme, archaeological considerations, planning considerations not yet satisfied or where the manager hasn't clearly evidenced why this should be a slippage in the request made.

- 3.3.5 The capital monitoring tends to be used by Members as a progress/performance tool. Examination of slippage requests suggest capital projects continue to be put into current year when there is little likelihood of being progressed. It is recommended that any report advocating to Council additional capital expenditure needs to highlight accurately which year the spend relates to so it can be profiled into the correct capital programme. Similarly with Property maintenance the slippage narratives indicate work can only proceed at certain times of the year. Where that hasn't occurred it would be sensible to reallocate the budget to an alternate priority and reintroduce in the following year out of the next year's allocation.
- 3.3.6 Appendix 2 indicates the extent of capital slippage requests received, which have been categorised into those proposed to Members for endorsement and those not. This year, in support of better considering the correct year for slipping approved expenditure into, a third column has been added to the table, to indicate those schemes where slippage is endorsed but where the year involved is still to be confirmed. The presumption being to add them back into those years at the slippage level indicated without a need for additional Council report.

		£'000
Extent of Slippage Requested		17,730
Endorsed to be added to 2017-18 capital programme		17,317
Endorsed to be added to a future capital programme		215
Rejected for slippage purposes		198
Total		17,730

### Capital Outturn

- 3.3.7 Major revisions to the capital programme within year included Cabinet approvals for the Solar Farm at Oak Grove (£4,455K) and £600k for the Public Realm Abergavenny Town Centre scheme other than specific Grant funded or S106 Schemes.
- 3.3.8 Allowing for the extent of supported slippage requests, outturn capital spending was £40.03million against a budget of £40.98 million, creating an underspend of £951k.
- 3.3.9 However this is not all available for redistribution. For instance the underspends resulting from not automatically slipping sc 106 scheme balances forward will provide no net saving to the authority and will be returned to sc106 balances for refresh and possible reallocation. Similarly the IT reserve funded schemes not slipped will have those net resources returned to IT reserve and the low cost Home Ownership amount will be returned to receipts pool to be available to facilitate future back to back sales as such sales are demand led rather than annualised. Also the underspend in relation to Highways schemes (£376k) was earmarked to be funded by grant. So effectively looking at the financing table below, the saving for redistribution can be equated to the unsupported borrowing avoided i.e. £205k.
- 3.3.10 During the capital budget consultation, a number of other areas were identified where there is a commitment to invest, however the schemes currently sit outside the 2017-18 programme as work progresses to identify the funding requirements. These were:
- 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. Subsequently Members agreed to supplement the existing DFG budget by £300k, from 2017-18
  - 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.

3.3.11 Whilst we have added some additional headroom into the Appropriations budget to afford, whether it will be sufficient or not remains to be seen. It is proposed to park further consideration of 2016-17 underspend, until colleagues report back to Council for approval to add to the capital programme.

### Capital Financing and Receipts

3.3.12 Given the anticipated capital spending profile reported in para 3.3.1, the following financing mechanisms are expected to be utilised.

<b>MCC CAPITAL FINANCING BUDGET MONITORING 2016-17 at Outturn By FINANCING CATEGORY</b>						
<b>CAPITAL FINANCING SCHEME</b>	<b>Annual Financing</b>	<b>Slippage Brought Forward</b>	<b>Total Approved Financing Budget 2016/17</b>	<b>Provisional Budget Slippage to 2017/18</b>	<b>Revised Financing Budget 2016/17</b>	<b>Forecast Capital Financing Variance 2016/17</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Supported Borrowing	2,400	0	2,400	(0)	2,400	0
General Capital Grant	1,461	0	1,461	0	1,461	0
Grants and Contributions	11,877	16,050	17,853	(5,628)	12,225	(348)
S106 Contributions	713	880	1,407	(522)	885	(172)
Unsupported borrowing	19,738	11,553	25,605	(5,662)	19,943	(205)
Earmarked reserve & Revenue Funding	894	590	1,219	(302)	917	(23)
Capital Receipts	2,948	14,500	8,292	(5,253)	3,039	(91)
Low cost home ownership receipts	0	112	112	0	112	(112)
Unfinanced	0	0	0	0	0	0
<b>Capital Financing Total</b>	<b>40,031</b>	<b>43,684</b>	<b>58,350</b>	<b>(17,368)</b>	<b>40,982</b>	<b>(951)</b>

## Useable Capital Receipts Available

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

Movement in Available Useable Capital Receipts Forecast

<b>TOTAL RECEIPTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Balance b/f 1 <sup>st</sup> April	5,311	18,935	4,472	510
<b>Add:</b>				
Receipts received in YTD	16,568	0	0	0
Receipts forecast received	0	10,596	5,560	5,660
Deferred capital receipts	4	4	4	4
<b>Less:</b>				
Receipts to be applied	-2,948	-22,635	-4,471	-509
Set aside	0	-2,428	-5,055	-3,281
<b>Predicted Year end receipts balance</b>	<b>18,935</b>	<b>4,472</b>	<b>510</b>	<b>2,384</b>
<b>Financial Planning Assumption 2016/20 MTFP Capital Budget</b>	<b>18,151</b>	<b>6,452</b>	<b>3,985</b>	<b>3,481</b>
<b>Increase / (Decrease) compared to MTFP Capital Receipts Forecast</b>	<b>784</b>	<b>-1,980</b>	<b>-3,475</b>	<b>-1,097</b>

3.3.14 The balances forecast to be held at the 31<sup>st</sup> March each year are generally lower than forecast in the MTFP, mainly due to the delayed LDP receipts. This difference is eradicated by March 2020 when all the LDP sites are forecast to have been sold. This is offset by the approval of £1,050,000 of capital receipts to fund the Abergavenny Public Realm scheme which was not part of the 2016/20 MTFP.

3.3.15 Members may recall a need to generate £32m receipts to afford their tranche A Future schools aspirations. Those levels aren't yet secured, this isn't a problem per se as the Council has been prioritising the use of Welsh Government funding ahead of its own. Next year capital receipt usage predominantly in regard to Future schools equates to £22m, but ahead of reserve levels and cash balances continue to be used as a source of internal borrowing to mitigate revenue costs within Appropriations budget.

3.3.16 There is an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford.

### 3.4 Reserves

#### 3.4.1 Slippage on Earmarked Reserve funded projects

The following table indicates the extent of budgeted reserve funding utilised by Directorates and that element of approved expenditure they request to be deferred. These include,

Project	Reserve Source	Reserve funding utilised 2016-17	in	Reserve funding deferred 2017-18	to
		£'000		£'000	
Digital Programme costs	IT transformation	21		40	
Handsets (Connected worker)	Invest to Redesign			49	
Adult Social Care Transformation	Invest to Redesign	48			
HR restructure	Invest to Redesign	25		0	
Innovation and marketing assistance	Invest to Redesign	76		113	
Volunteer coordinator	Invest to Redesign	40			
External Investment Post	Invest to Redesign			14	
Informing the future of Cultural services	Invest to Redesign	51		0	
CYP services redesign	Invest to Redesign	12		37	
City Deal Contribution	Invest to Redesign	31			
Local Development Plan	Priority Investment			100	
Regional Development Plan	Priority Investment			63	
Eisteddfod	Priority Investment	287			
SCH Leadership Review	Priority Investment	51		74	
Future Monmouthshire	Priority Investment	120		130	
Children's Service Temporary staff	Priority Investment	169			
Schools sickness and maternity compensation scheme	CYP sickness and maternity reserve	10			
Elections Account	Election Reserve			100	
Youth Offending Team Partnership	Trading Account	51			
Redundancy Strain Costs	Redundancy & pension	593		0	
Insurance Provisions and MMI costs	Insurance Reserve	153			
Fixed asset disposal	Capital receipts generation reserve	75		21	
Vehicle leasing	Invest to Save Advances	67			
<b>TOTAL</b>				<b>740</b>	

3.4.2 The following reserve balances reflects capital and revenue movements during 2016-17 and provide a prediction on 2017-18 year end level based on existing approval levels and slippage levels above.

	2015-16	Net Draw On Reserve	Replenishment of Reserve	2016-17	Net Draw On Reserve	Replenishment of Reserve	2017-18
	B/fwd			C/fwd			Outturn prediction
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>General Reserves</b>							
Council Fund	- 7,111	0	0	- 7,111	0	0	- 7,111
School Balances	- 1,156	887	0	- 269		0	- 269
<b>Sub Total</b>	<b>- 8,267</b>	<b>887</b>	<b>-</b>	<b>- 7,380</b>	<b>-</b>	<b>-</b>	<b>7,380</b>
<b>Main Earmarked Reserves</b>							
Invest to Redesign	-1,298	337	0	-961	437	-135	-658
IT Transformation	-827	199	-100	-728	169	0	-558
Insurance & Risk Management	-1,236	153	0	-1,083	0	0	-1,083
Capital Receipt Regeneration	-322	75	-100	-348	142	0	-205
Treasury Equalisation	-990	0	0	-990	0	0	-990
Redundancy & Pensions	-1,274	593	-114	-795	298	0	-497
Capital Investments	-1,265	489	0	-776	157	0	-618
Priority Investments	-1,120	690	-570	-1,000	1,000	0	0
<b>Sub Total</b>	<b>-8,333</b>	<b>2,535</b>	<b>-883</b>	<b>-6,681</b>	<b>2,205</b>	<b>-135</b>	<b>-4,610</b>
<b>Other Earmarked Reserves</b>							
Museum Acquisitions	-57	0	0	-57	0	0	-57
Elections	-108	0	-25	-133	100	-25	-58
Grass Routes Buses	-140	9	-54	-184	0	-5	-189
Youth Offending Team	-325	51	0	-274	0	0	-274
Building Control Trading	-12	0	-14	-26	0	0	-26
Outdoor Education Centres	-190	0	0	-190	0	0	-190
Schools Maternity & Sickness	-104	10	0	-94	0	0	-94
Highways Plant & Equipment		0	-75	-75	0	0	-75
Homelessness Prevention Fund		0	-5	-5	0	0	-5
Rural Development Plan		0	-86	-86	86	0	0
<b>Sub Total</b>	<b>-936</b>	<b>71</b>	<b>-259</b>	<b>-1,124</b>	<b>186</b>	<b>-30</b>	<b>-967</b>
<b>Total Reserves</b>	<b>-17,536</b>	<b>3,494</b>	<b>-1,142</b>	<b>-15,184</b>	<b>2,391</b>	<b>-165</b>	<b>-12,958</b>

3.4.3 Earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design.

With regard to the allocation of bottom line surplus to replenish reserves, the Sc151 officer's considered advice already indicatively reflected above would be:

Priority Investment Fund	£570k
Redundancy & Pension Reserve	£114k
IT Transformation Reserve	£100k
Capital Receipts Generation Reserve	£100k

Total £884k

Despite the proposed top up, current predicted use of the Priority investment reserve means that it will likely expire by the end of 2017-18 as a funding source.

- 3.4.4 Given the forecast use of earmarked reserves, Cabinet has previously approved a policy on earmarked reserves to ensure that earmarked reserves are focused on investment in areas where they can achieve most impact.

### Schools Reserves

- 3.4.5 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. The net effect of an individual school's annual surplus or deficit is shown in a ring-fence reserve for the particular school. Details of the 2016-17 outturn position is shown in the table below.

#### Outturn movement on school reserves

	Opening reserves 2016-17 (Surplus)/Deficit	Budgeted reserve draw (based on formal budgets submitted by schools)	Predicted Reserve levels at Year end (period 1)	Actual Year end position at Outturn (Surplus)/ Deficit	Variance against budgeted level (favourable)/ adverse
<b><u>Abergavenny cluster</u></b>					
E003 King Henry VIII Comprehensive	(107,368)	241,418	134,050	139,355	5,305
E073 Cantref Primary	(41,987)	13,373	(28,614)	(52,766)	(24,152)
E072 Deri View Primary	(86,054)	61,965	(24,089)	(27,297)	(3,208)
E035 Gilwern Jnr & Inf	(41,298)	14,114	(27,184)	(39,636)	(12,452)
E037 Goytre Fawr Jnr & Inf	(53,920)	33,609	(20,311)	(25,371)	(5,060)
E041 Llanfair Kilgeddin CV Jnr & Inf	(66,824)	66,824	0	0	0
E093 Llanfoist Fawr	(93,789)	44,634	(49,155)	(68,056)	(18,900)
E044 Llantillio Pertholey Jnr & Inf	(37,176)	42,426	5,250	(20,967)	(26,217)
E045 Llanvihangel Crocorney Jnr & Inf	23,605	5,543	29,148	3,117	(26,031)
E090 Our Lady and St Michael's RC Primary School	(30,654)	18,973	(11,681)	(45,505)	(33,824)
E067 Ysgol Gymraeg Y Fenni	(58,741)	21,073	(37,668)	(48,966)	(11,299)
Successful Futures Grant Funding from EAS	0		0	0	0
<b><u>Caldicot cluster</u></b>					
E001 Caldicot Comprehensive	(208,860)	203,597	(5,263)	(33,736)	(28,473)
E068 Archbishop Rowan Williams Primary	(84,489)	68,591	(15,898)	(49,657)	(33,759)

E094 Castle Park	21,446	23,321	44,767	46,115	1,348
E075 Dewstow Primary School	(112,598)	113,117	519	(90,125)	(90,644)
E034 Durand Jnr & Inf	(60,520)	24,781	(35,739)	(53,931)	(18,192)
E048 Magor Vol Aided Jnr & Inf	(56,008)	5,669	(50,339)	(35,179)	15,159
E056 Rogiet Jnr & Inf	(59,613)	62,602	2,988	(34,184)	(37,172)
E063 Undy Jnr & Inf	(16,641)	(32,724)	(49,365)	50,037	99,402
E069 Ysgol Gymraeg Y Ffin	(13,168)	59,720	46,552	67,410	20,858
Successful Futures Grant Funding from EAS	0		0	0	0
<b><u>Chepstow cluster</u></b>					
E002 Chepstow Comprehensive	414,066	(257,190)	156,876	81,068	(75,809)
E091 Pembroke Primary School	(36,201)	32,718	(3,483)	(8,826)	(5,343)
E057 Shirenewton Jnr & Inf	(81,560)	6,152	(75,408)	(87,369)	(11,961)
E058 St Mary's Chepstow RC Jnr & Inf	(25,385)	39,403	14,018	13,192	(826)
E060 The Dell Jnr & Inf	(50,266)	45,000	(5,266)	(46,094)	(40,828)
E061 Thornwell Jnr & Inf	(2,253)	24,371	22,118	20,534	(1,584)
E096 Chepstow Alliance	0	0	0	0	0
Successful Futures Grant Funding from EAS	0		0	0	0
<b><u>Monmouth cluster</u></b>					
E004 Monmouth Comprehensive	(45,772)	45,772	0	100,573	100,573
E032 Cross Ash Jnr & Inf	(51,269)	26,099	(25,170)	(45,620)	(20,451)
E092 Kymin View Primary School	(18,774)	32,352	13,578	(10,294)	(23,872)
E039 Llandogo Jnr & Inf	11,446	(694)	10,752	9,736	(1,016)
E074 Osbaston Church In Wales Primary	(37,344)	7,600	(29,744)	(18,570)	11,174
E051 Overmonnow Jnr & Inf	19,101	(39,372)	(20,271)	(3,959)	16,312
E055 Raglan Jnr & Inf	(18,369)	14,005	(4,364)	111,977	116,341
E062 Trellech Jnr & Inf	(86,281)	19,535	(66,746)	(85,762)	(19,016)
E064 Usk CV Jnr & Inf	(71,295)	41,465	(29,830)	(56,108)	(26,278)
Successful Futures Grant Funding from EAS	0		0	0	0
	(1,264,808)	1,129,841	(134,967)	(344,862)	(209,895)
<b><u>Special Schools</u></b>					
E020 Mounton House	154,854	(50,000)	104,854	142,417	37,563
E095 Pupil Referral unit	(46,208)	0	(46,208)	(66,340)	(20,132)
	108,646	(50,000)	58,646	76,077	17,431
<b>TOTAL</b>	<b>(1,156,163)</b>	<b>1,079,841</b>	<b>(76,322)</b>	<b>(268,786)</b>	<b>(192,464)</b>

3.4.6 6 schools exhibited a deficit position at the start of 2016/17. Throughout the year this was anticipated to rise to 12 by end of 2016-17. Members had previously queried that prediction based on the level of past adhoc grant receipts received late in the year which had the effect of supplementing year end balances and mitigating past finance concerns about the declining extent of balances and lack of replenishment.

Unfortunately those additional grant receipts haven't been manifest in this last quarter such that the earlier forecast provided has proved accurate at outturn with 12 schools being in deficit.

3.4.7 Collectively school balances at the beginning of the financial year amounted to £1,156,000, given the year end position the following pattern is apparent.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)
2016-17	(269)

Collectively schools have utilised £887k from their reserves this year, which is actually £192k less than originally budgeted, such that the collective outturn reserve is £287k, rather than £76k surplus reported at month 9.

3.4.8 Fairer Funding Regulations adopted by Councils and Governing Bodies commonly preclude governing bodies from planning for a deficit position. This was changed last year in MCC to allow licensed deficits where a recovery plan is agreed and followed. This flexibility only extended as far as there being a collective schools reserve surplus i.e.

*“There is an arrangement in place whereby schools are allowed to plan for a deficit budget funded by a collective surplus of school balances held by the authority on behalf of schools.”*

3.4.9 It remains unlikely that the collective level of reserves will sustain the traditional annual draw by schools on reserves in recent years, which will add additional focus to addressing the need to remain within budget in 2017/18 as part of Governors formal section 52 budgets rather than passporting the consequences to their reserves, given that flexibility is now pretty much exhausted.

#### **4 REASONS**

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

#### **5 RESOURCE IMPLICATIONS**

5.1 As contained in the report.

#### **6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS**

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

## **7 CONSULTEES**

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

## **8 BACKGROUND PAPERS**

Outturn Monitoring Reports (Period 4), as per the hyperlink provided

<http://corphub/initiatives/Budgetmon/20162017/Forms/Q4.aspx>

NB. Given a heightened computer security, and the disablement of automatic links within documents, if clicking the link above does not automatically direct you to the monitoring reports, it should, if you cut and paste it into your internet browser address window.

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### **Appendices (attached below)**



Appendix 1 Mandated Savings Progress Report  
Appendix 2 Capital Slippage Analysis





## Appendix 1






### Budgeted Service Savings Mandates Progress 2016/17

DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Savings reported achieved @ outturn	Percentage progress in achieving savings	Delayed savings	Savings not achievable
	£'000	£'000	£'000	£'000	£'000	%	£'000	£'000
Children & Young People	600	600	600	600	600	100%	0	0
Social Care & Health	640	640	12	12	12	2%	0	628
Enterprise	310	285	285	245	245	79%	40	25
Resources	544	318	299	260	120	22%	215	209
Chief Executive's	1,565	1,442	1,442	1,437	1,437	92%	85	43
<b>Total Mandated Service Savings 2016-17</b>	<b>3,659</b>	<b>3,285</b>	<b>2,638</b>	<b>2,554</b>	<b>2,414</b>	<b>66%</b>	<b>340</b>	<b>905</b>

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









2016/17 Budgeted Service Savings Mandates Progress											
SOCIAL CARE & HEALTH											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Transition - Bright New Futures (SCH) (Julie Boothroyd)	A24	In 2014 we combined our Transitions Project Team within Bright New Futures Project. ( based in Bridges)	12,000	12,000	12,000	12,000	12,000	0	0	Fully met the mandate at year end	
Adult Social Care Transformation (Julie Boothroyd)	A34	The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.	628,000	628,000	0	0	0	0	628,000	This mandate relates to Community Care which, at year end, had an overspend of £788K. This mandate target has been reduced down to £200K in the 2017/18 budget.	
			<b>640,000</b>	<b>640,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>0</b>	<b>628,000</b>		

## 2016/17 Budgeted Service Savings Mandates Progress


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

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2015/16 Budgeted Service Savings Mandates Progress







RESOURCES											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Sustainable Energy Initiatives (Ben Winstanley)	A5	Investing in biomass boilers, solar farms and reduction in Carbon Commitment.	34,000	0	0	0	0	0	34,000	Unachievable	
Rationalise Business Support (Tracy Harry)	B2	Review the business support functions across the whole Authority to identify savings.	50,000	28,000	50,000	50,000	50,000	-	-	On track and expected to be fully met	
Training Services Consolidation (Peter Davies)	B3	Consolidation of the Authorities existing training functions.	50,000	-	-	-	-	-	50,000	Unachievable	
Community Asset Transfer/ Income generation (Peter Davies / Deb Hill-Howells)	B5	Community Asset Transfer of two properties	60,000	45,000	45,000	45,000	45,000	15,000	-	£60k of £160 relates to Estates of which £45k has been found. £15k shortfall is due to delayed implementation on Melville theatre and ongoing discussion with Town Council over Drill Hall.	
		Optimisation of Assets - PD	75,000	-	-	-	-	-	75,000	Unachievable	
Flexible Employment Options (Peter Davies)	B16	Market to all staff the Authority's flexible benefits and employment packages.	50,000	50,000	-	-	-	-	50,000	Unachievable	
Business rates evaluation - Appeals (Ruth Donovan)	B17	Rate refunds following Appeals by Cooke & Arkwright	140,000	140,000	140,000	140,000	-	140,000		Appeals lodger with Valuation office, backlog of appeals resulted from staff being transferred to new list creation. It is anticipated our appeals will be heard during 2017-18	
Strategic Property Review (Ben Winstanley - Deb Hill-Howells)	B18	Reduction in Corporate Building Maintenance, Purchase Card rebates , Facility Management Restructure and reductions in Transport Costs and Supplies and Services costs	60,000	30,000	39,000	0	0	60,000		Alternative delivery plan has not been possible due to pressures within the service	








2015/16 Budgeted Service Savings Mandates Progress

RESOURCES											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Discretionary Fees and Income (Joy Robson)	B23	Increased Discretionary Fees & Charges	25,000	25,000	25,000	25,000	25,000	-	-	Spread across authority, assume it has been achieved.	
<b>TOTAL</b>			<b>544,000</b>	<b>318,000</b>	<b>299,000</b>	<b>260,000</b>	<b>120,000</b>	<b>215,000</b>	<b>209,000</b>		

2016/17 Budgeted Service Savings Mandates Progress

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

CHIEF EXECUTIVE'S UNIT											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
<b>Community Hubs</b> (Rachel Jowitt)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.	25,000	25,000	25,000			25,000		Achievable through alternative Delivery Plan. Contact Centre experiencing overspend exceeding mandate target	
<b>Legal Services</b> (Job Trantor)	B7	Income generation by providing Legal Services to external organisations.	25,000	25,000	25,000	25,000	25,000	-		Currently staff resource is totally used up undertaking internal legal work so there is no spare capacity to generate income from outside of the organisation. <b>This will not affect outturn in 16-17 as it has been offset by a grant windfall in Land Charges.</b>	
<b>Promoting Business Waste</b> (Rachel Jowitt)	B8	Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.	80,000	80,000	80,000	80,000	80,000			On Track	
<b>Leadership Team Structure Review</b> (Paul Matthews)	B11	Re-alignment of Senior Key Posts and Roles.	315,000	272,300	272,300	272,300	272,300		42,700	Waiting for update on the achievability, alternative delivery option	
<b>Highways Infrastructure Income Generation</b> (Roger Hoggins)	B13	Income generation from highway advertisements across Monmouthshire (£50k)	150,000	150,000	150,000	150,000	150,000			Planning approval delays means £25,000 relating to advertising income will be delayed. <b>Shortfall will be managed within service budget.</b>	
<b>Grounds – Funding Review</b> (Rachel Jowitt)	B14		75,000	75,000	75,000	75,000	75,000			on track	

CHIEF EXECUTIVE'S UNIT											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Highways Maintenance (Roger Hoggins)	B15	Reducing the budgets within the highways section.	200,000	200,000	200,000	200,000	200,000			on track	
Property Services and Facilities Management Review (Rob O'Dwyer)	B19	Reduction in corporate building maintenance budgets. Purchase rebates from the use of procurement cards. (£15k), Facility Management restructure (£35k)	100,000	100,000	100,000	100,000	100,000			The section is forecast to achieve the full mandate saving, shortfall from purchase rebates will be covered through general expenditure efficiencies.	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils PCs	110,000	90,000	90,000	90,000	90,000	20,000		Public conveniences are forecast to achieve £90,000 of the £110,000k mandate saving due to delayed implementation of which £80k is a contribution from the Town Council.	
		Grounds	83,500	83,500	83,500	83,500	83,500			On Track	
		Waste	71,500	71,500	71,500	71,500	71,500			On Track	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils (Shortfalls) Museums (£0 out of £20k) Tourism (£5,000 out of £25k) Community Hubs (£70,000 out of £90K))	135,000	75,000	75,000	95,000	95,000	40,000		No contribution from Town council for museums. Only £5k received from Chepstow TC for TIC. £90k achieved from Hubs, increased savings of £20k being achieved through alternative delivery model for hubs. So High Risk on Museums, Low Risk on Tourism and Community Hubs	
Collaboration and realigning structures in operations (Roger Hoggins)	B22		100,000	100,000	100,000	100,000	100,000			£70k of total saving related to Highways efficiencies from restructure, delay in implementation has meant staff savings have been delayed as well. Should not impact on outturn position as shortfall will be covered by managed efficiencies in expenditure.	
<b>TOTAL</b>			<b>1,565,000</b>	<b>1,442,300</b>	<b>1,442,300</b>	<b>1,437,300</b>	<b>1,437,300</b>	<b>85,000</b>	<b>42,700</b>		



## Appendix 2 – Capital Slippage Analysis

SELECT	Budget Holder	SCHEME TITLE	Year End Slippage Request	Amount Proposed for endorsement	Amount endorsed but proposed to be added back expenditure year is certain	Amounts not proposed for endorsement
CYP	Simon Kneafsey	New Monmouth Comp – 21c Schools	-9,281,832	-9,281,832		
CYP	Simon Kneafsey	New Caldicot School – 21c Schools	-4,627,357	-4,627,357		
CYP	Simon Kneafsey	Welsh Medium Secondary (Joint Project)	-1,000,000	-1,000,000		
CYP	Rob O'Dwyer	Chepstow School – Removal & Replacement of Asbestos Cladding Panels	-15,000	-15,000		
CYP	Rob O'Dwyer	Usk Primary: Remodel Entrance, Office & Shower	-26,469	-26,469		
CYP	Sian Hayward	Schools ICT Outline Business Case	-351,233	-351,233		
SCOMM	Rob O'Dwyer	Generic - Asbestos removal	-27,281	0		-27,281
SCOMM	Rob O'Dwyer	Generic - Radon response	-7,610	0		-7,610
SCOMM	Rob O'Dwyer	Aber Castle - Refurb to prolong & cons ancient walls	-22,492	-22,492		0
SCOMM	Rob O'Dwyer	Monitor & update fire & intruder alarms	-3,910	-3,910		
SCOMM	Rob O'Dwyer	Generic - Fire Safety remedial works to ensure compliance with 2005 regulatory reform	-5,391	0		-5,391
SCOMM	Rob O'Dwyer	Abergavenny LC - Replace CHP Plant	-21,240	-21,240		
SCOMM	Rob O'Dwyer	Hilston Park: Internal Areas	-7,500	0		-7,500
SCOMM	Rob O'Dwyer	Chepstow Museum: Repair External Lime Render	-12,584	-12,584		
SCOMM	Rob O'Dwyer	Generic - Rectification after Fixed Wire Testing	-6,756	0		-6,756
SCOMM	Rob O'Dwyer	Shire Hall – Emergency Structural Investigation and repairs to staircase	-7,500	-7,500		
SCOMM	Deb Hill -Howells	Community Hubs	-51,122	0	-51,122	
SCOMM	Dan Davies	Caldicot Castle Kitchen	-10,071	0		-10,071

SCOMM	Mike Moran	Monmouth Sports Ground Drainage	-1,902	0	-1,902
SCOMM	Ben Winstanley	Non County Farms Fixed Asset Disposal Costs	-84,874	-84,874	
SCOMM	Roger Hoggins	Car Park Granville St & Wyebridge St	-152,214	-152,214	
SCOMM	Mathew Lewis	Structural Repairs - PROW	-22,647	-22,647	
SCOMM	Paul Keeble	Footway Reconstruction	-99,445	-99,445	
SCOMM	Paul Keeble	Carriageway Resurfacing - Various	-52,562	-52,562	
SCOMM	Paul Keeble	Safety Fence Upgrades	-71,370	-71,370	
SCOMM	Mark Davies	Signing Upgrades And Disabled Facilities	-23,091	-23,091	
SCOMM	Mark Davies	Road Safety & Trafficman Programme	-75,088	-75,088	
SCOMM	Sian Hayward	Purchase of Sharepoint and Active Directory Licences	-5,572	0	-5,572
SCOMM	Lisa Widenham	Upgrade to the Agresso system	-9,888	-9,888	
SCOMM	Lisa Widenham	Provision of online facilities Revenue's section	-13,000	-13,000	
SCOMM	Shirley Wiggam	Low Cost Home Ownership	-112,293	0	-112,293
SCOMM	Deb Hill-Howells - Ben Winstanley	County Farms Maintenance & Reinvestment	-30,000	-30,000	
SCOMM	Mike Moran	Sc 106 Multi Use Games Area Bayfield Open Space	-5,470	0	-5,470
SCOMM	Mike Moran	S106 – Recreation Croesonen	-6,129	0	-6,129
SCOMM	Debbie McCarty	S106 – Town Centre Partnership	-1,700	-1,700	
SCOMM	Mike Moran	S106 Crick Wildlife Garden (Caer Off Site)	-10,866	-10,866	
SCOMM	Mike Moran	S106 Mardy Allotments (Croesonen)	-18,900	0	-18,900
SCOMM	Mike Moran	S106 Croesonen Play Park (Croesonen)	-14,527	-14,527	
SCOMM	Mike Moran	S106 Monmouth Petanque Floodlights (Monmouth)	-2,493	0	-2,493
SCOMM	Mike Moran	S106 Monmouth Gateway (Monmouth)	-20,000	0	-20,000
SCOMM	Mike Moran	S106 St Thomas Church Refurb (Monmouth)	-2,000	-2,000	
SCOMM	Mike Moran	S106 Wyesham Community Woodland (Monmouth)	-21,000	-21,000	
SCOMM	Mike Moran	S106 Destination Play Area (Monmouth)	-85,000	0	-85,000
SCOMM	Mike Moran	S106 Drybridge Nature Park (Monmouth)	-9,537	-9,537	
SCOMM	Mike Moran	S106 Cricket Wicket and Changing Rooms (Little Mill)	-20,000	-20,000	
SCOMM	Mike Moran	S106 Little Mill Trail (Little Mill)	-27,720	0	-27,720

SCOMM	Mike Moran	S106 Gilwern Fitness Equip (Ty Mawr)	-7,065	0	-7,065
SCOMM	Mike Moran	S106 Gilwern Petanque Terrain (Ty Mawr)	-3,960	0	-3,960
SCOMM	Mike Moran	S106 Heaven Scent Garden (Ty Mawr)	-945	0	-945
SCOMM	Mike Moran	S106 Clydach Playing Field Barrier (Ty Mawr)	-70	-70	
SCOMM	Mike Moran	S106 Gilwern Bowling Green (Ty Mawr)	-496	-496	
SCOMM	Mike Moran	S106 Gilwern Playing Field Improvements (Ty Mawr)	-10,190	-10,190	
SCOMM	Mike Moran	S106 Incredible Edible Project (Ty Mawr)	-1,215	-1,215	
SCOMM	Mike Moran	S106 - Upgrading play area Caldicot Castle	-8,935	-8,935	
SCOMM	Mike Moran	Rogiet Playing Field Car Park and Magor GRIP study	-40,084	-40,084	
SCOMM	Mike Moran	S106 Gilwern Towpath Upgrade (Cae Meldon)	-18,000	-18,000	
SCOMM	Mike Moran	S106 Gilwern Scooter Park (Cae Meldon)	-21,555	-21,555	
SCOMM	Mike Moran	S106 Gilwern Comm Centre Heating (Cae Meldon)	-11,475	-11,475	
SCOMM	Mike Moran	S106 Gilwern OEC (Cae Meldon)	-56,802	-56,802	
SCOMM	Mike Moran	New Playing Pitches (Clydach Juniors – Cae Meldon)	-53,000	-53,000	
SCOMM	Mike Moran	S106 Llanelly Hill Welfare Car Park (Cae Meldon)	-22,441	-22,441	
SCOMM	Mike Moran	Cae Meldon S106 Off Site Recreation	-23,020	-23,020	
E&D	Rob O'Dwyer	Replacement Cattle Market	-183,357	-183,357	
E&D	Amy Longford	Caerwent House, Major Repairs	-50,800	-50,800	
E&D	Ben Winstanley	Solar Farm – Oak Grove	-505,740	-505,740	
E&D	Deb Hill Howells	Sc106 Woodstock Way Linkage Scheme	-226,504	-226,504	
			<b>-17,730,290</b>	<b>-17,317,110</b>	<b>-214,712</b>
					<b>-198,468</b>



## Economy and Development Select Committee

### Action List

6<sup>th</sup> April 2017

Minute Item:	Subject	Officer	Outcome
3.	Minutes – 9 <sup>th</sup> February 2017	Hazel Ilett	Make available to the Select Committee the return on investment report.
4.	Broadband Provision in Monmouthshire	<p>Cath Fallon</p> <p>County Councillor S. Jones</p>	<p>Members to receive a map of Monmouthshire identifying areas within the County, at a premises level, that are receiving a satisfactory broadband provision.</p> <p>The Chair will write on behalf of the Select Committee, capturing the issues discussed today and send to the Minister with a request that the Minister attends a future meeting of the Select Committee to answer questions regarding this matter.</p>

6.	Business Rate Re-valuations	Cath Fallon / Hazel Ilett  Cath Fallon / Hazel Ilett	A Member's briefing from the Valuation Office Agency (VOA) regarding rate revaluations should be considered.  The views outlined would be forwarded to the Welsh Government expressing the concerns raised in respect of business rate increases for Monmouthshire's businesses.
7.	Y Prentis	Cath Fallon / Hazel Ilett	The Economy Committee at the Welsh Assembly has an ongoing inquiry regarding apprenticeships. Monmouthshire County Council to put forward its view with regard to this matter with a view to helping to shape national policy.
8.	Economy and Development Select Committee Forward Work Programme	Hazel Ilett	The work programme to be amended to include the organisers of the velothon attending a future meeting of the Select Committee.

## *Monmouthshire's Scrutiny Forward Work Programme 2017*

Economy Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
<b>Pre-Election Period ~ Friday 17<sup>th</sup> March</b>				
13 <sup>th</sup> June 2017	<b>Overview of Enterprise</b>	To provide an overview of the work and the direction of the 'Enterprise Directorate'.	Cath Fallon Ian Saunders	Policy Development
	<b>Inspire to Work Programme</b>	To report progress on the programme for scrutiny to monitor on an on-going basis.	Hannah Jones Cath Fallon	Performance Monitoring
	<b>Budget Monitoring</b>	To scrutinise the outturn budget monitoring position for revenue and capital budgets.	Mark Howcroft	Budget Monitoring
Page 65 23 <sup>th</sup> July 2017	<b>ICT in Schools programme</b>	To present the progress of the programme to date and to discuss the wider aspects of digitisation in education.	Sian Hayward	Performance Monitoring
	<b>* TBC * Velethon 2016</b>	To review the return on investment of the Velethon held in the county.	Nigel Russel Event Director, Velethon Wales	Post-event scrutiny

### Potential Future Work Programme items:

- × Chief Officer Enterprise Annual Report
- × I-county ~ summer 2017
- × City Deal ~ regular updates
- × Asset management
- × County Farms

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## Council and Cabinet Business – Forward Plan

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

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

Subject	Purpose	Consultees	Author
<b>15<sup>th</sup> MARCH 2017 - CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 19 <sup>th</sup> January 2017.		Dave Jarrett
Outcomes of the Recycling Review.	Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Safeguarding Progress Report			Teresa Norris
Effectiveness of Council Services: Quarter 3 Progress			Matt Gatehouse
Cemeteries - amendments to charging policy			Deb Hill Howells
The Knoll, Abergavenny Section 106 funding			Mike Moran

Subject	Purpose	Consultees	Author
ADM – Business Case			Tracey Thomas
EAS Business Case			Will Mclean
Community Governance			Will Mclean
2017/18 Education and Welsh Church Trust Funds Investment and Fund	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
<b>8th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Private sector housing enforcement			Huw Owen
PSPO x 2: Fairfield Car Park and Abergavenny Skate Park			Andrew Mason
Homeless Reserve Fund			Ian Bakewell
Fostering Fees Review			Claire Marchant
Accounts Payable Strategy – Further automation of the procedure to process payment			Lisa Widenham
Appropriation of the land at Rockfield Farm, Undy	From County farms use to planning use		Gareth King
Cemeteries – amendments to charging policy			Deb Hill Howells
Direct Care Leadership Restructure			Colin Richings
Transport Policy			Clare Morgan
Disposal of land on Garden City Way for Affordable			Ben Winstanley

Subject	Purpose	Consultees	Author
Housing			
Cae Maldon Bus Routes			Christian Schmidt
Monmouthshire Museums Centralisation of Staffing Structure			Cath Fallon
<b>9<sup>TH</sup> MARCH 2017 - COUNCIL</b>			
Council Tax Resolution 2017/18 and Revenue and Capital Budgets 2017/18	To set budget and Council tax for 2017/18		Joy Robson
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
Asset Investment Strategy			Peter Davies
Outcome of Recycling Review	To agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
Procurement Strategy for Household Waste Recycling Centre, Transfer Stations and Residual Haulage.	For Council to approve the procurement strategy and affordability envelope for the procurement of a new contract running from 2018-2030 (7 years plus 5 years extension possibility).		Rachel Jowitt
Approval of Car Park Capital Budget in 2017/18			Roger Hoggins
<b>20<sup>TH</sup> MARCH 2017 - COUNCIL</b>			
ADM Business Case			Tracey Thomas
Pay Policy			Tracey Harry/Sally Thomas
Well-being Assessments for the county and Objective setting for the Council	i) Well-being of Future Generations Assessment (author Matthew Gatehouse) ii) Population Needs Assessment (authors Matthew Gatehouse/Phil Diamond) iii) Council's Well-being Objectives and Plan (author Matthew Gatehouse/Richard Jones) iv) Biodiversity and Ecosystem Resilience Forward Plan (author Matthew Lewis)		Matt Gatehouse
Safeguarding Progress Report			Teresa Norris

Subject	Purpose	Consultees	Author
Position Statement report re: Social Services			Geoff Burrows
Council Diary			Nicola Perry
Chief Office CYP Appointment			Tracey Harry
WAO Kerbcraft			Clare Marchant
Community Governance			W. McLean
<b>29<sup>th</sup> MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Contracts Manager – Adult and Children’s Commissioning			Ceri York
Proposed 40 Mph Speed Limit Portal Road And Link Road Monmouth			Paul Keeble
Food Law enforcement policy - Monmouthshire alternative to prosecution policy (mapp)			David H Jones
To make Permanent the current temporary post of the Carers Services Development Manager			Kim Sparrey
Staffing Restructure: Development Management Team			Mark Hand
Staffing Restructure: Planning Policy Team			Mark Hand
Monmouthshire Lettings Service			Steve Griffiths
Permanent appointment of Temporary Admin Support post (RBC13A).			Nigel George
<b>5<sup>th</sup> APRIL 2017 - CABINET</b>			

Subject	Purpose	Consultees	Author
Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees			Mark Hand
<b>12<sup>th</sup> APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Young Carers' Strategy 2017 -20			Kim Sparrey
Supporting People Plan and Grant Spend			Chris Robinson
Additional Grant Funding for Local Authority to deliver the High St Rates Relief Scheme			Ruth Donovan
Proposed re-alignment of the Estates team to meet budget mandate savings	Cllr Murphy		Deb Hill- Howells
Living Levels Landscape Partnership:	Cllr P Hobson		Matthew Lewis
Flexible Early Retirement – Planning Services			Mark Hand
Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees			Mark Hand
<b>26<sup>th</sup> APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Welfare Rights Review	ITEM DEFERRED TO 24/5/17		Tyrone Stokes

Subject	Purpose	Consultees	Author
Proposed 20 MPH Speed Limit, A472 Usk	Cllr B Jones		Paul Keeble
Community Hubs Restructure	Cllr RJB Greenland		Deb Hill Howells
Monmouthshire Local Development Plan Draft Sustainable Tourism Accommodation Supplementary Planning Guidance	Cllr B Greenland		Martin Davies
Monmouthshire Local Development Plan Rural Conversions To A Residential Or Tourism Use (Policies H4 & T2) Supplementary Planning Guidance	Cllr B Greenland		Martin Davies
<b>16<sup>TH</sup> MAY 2016 – ANNUAL MEETING</b>			
<b>18<sup>TH</sup> MAY 2017 – DEFERRED BUSINESS COUNCIL</b>			
<b>24<sup>TH</sup> MAY 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Welfare Rights Review			Tyrone Stokes
Event Opportunities – Summer 2017			Dan Davies
A40/A466 Wyebridge, Monmouth – Proposed Junction Improvement			Paul Keeble
Proposed acquisition of land Magor			Deb Hill Howells
<b>7<sup>TH</sup> JUNE 2017 – CABINET</b>			

Subject	Purpose	Consultees	Author
To approve the Corporate Safeguarding Policy			Teresa Norris / Claire Marchant
Anti Fraud, Bribery & Corruption Policy Statement – REVISED AND UPDATED			Andrew Wathan
Welsh Language Progress Report.			Alan Burkitt
Highway Grant and Section 106 budgets			Paul Keeble
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 5 of the 2016/17 financial year held on the 20 <sup>th</sup> March 2017.		Dave Jarrett
Revenue & Capital Monitoring 2016/17 Outturn Forecast Statement	To provide Members with information on the outturn position of the Authority for the 2016/17 financial year		Mark Howcroft
CYP Support Services Re-Structure	To propose a restructure within CYP support services to achieve saving from the Medium Term Financial Plan		Nikki Wellington / Sharon Randall Smith
<b>14<sup>TH</sup> JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Sale of Freehold of Land at Plot 9a Wonastow Rd, Monmouth	The sale of the Freehold has been agreed subject to approval to Mandarin Stone who currently lease the area on a long lease from MCC.		Nicola Howells
Installation of charging points for electric cars in MCC public car parks	To seek approval for the installation of charging points for electric cars in MCC car parks in the county.		Roger Hoggins
Release of restrictive covenant at Former Abergavenny Magistrates			Nicholas Keyse

Subject	Purpose	Consultees	Author
Court and Police Station			
<b>28<sup>th</sup> JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Social Housing Grant			Shirley Wiggam
<b>29<sup>th</sup> JUNE 2017 - COUNCIL</b>			
To approve the Corporate Safeguarding Policy			Teresa Norris / Claire Marchant
To approve the Whole Authority Safeguarding Group Action Plan			Teresa Norris / Claire Marchant
To approve the action plan following the WAO report on safeguarding			Roger Hoggins / Paul Keeble / Graham Kinsella
<b>5<sup>th</sup> JULY 2017 – CABINET</b>			
Contaminated Land Inspection Strategy			Huw Owen
To approve the action plan following the WAO report on safeguarding			Roger Hoggins / Paul Keeble / Graham Kinsella
Annual Report of the Director of Social Services			Claire Marchant
<b>12<sup>th</sup> JULY 2017- INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>26<sup>th</sup> JULY 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>27<sup>th</sup> JULY 2017 - COUNCIL</b>			
Annual Report of the Director of Social Services			Claire Marchant
<b>9<sup>th</sup> AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>23<sup>rd</sup> AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>6<sup>th</sup> SEPTEMBER 2017 – CABINET</b>			



Subject	Purpose	Consultees	Author
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 1 held on the 29 <sup>th</sup> June 2017.		Dave Jarrett
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 2 held on 27 <sup>th</sup> July 2017.		
Proposed sale of land at Crick Road to Melin Homes			Deb Hill Howells
<b>13<sup>TH</sup> SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>20<sup>ST</sup> SEPTEMBER 2017 - COUNCIL</b>			
MCC Audited Accounts 2016/17 (formal approval)	To present the audited Statement of Accounts for 2016/17 for approval by Council		Joy Robson
ISA260 report – MCC Accounts -	To provide external audits reports on the Statement of Accounts 2016/17		Joy Robson
<b>27<sup>TH</sup> SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>4<sup>TH</sup> OCTOBER 2017 - CABINET</b>			
MTFP and Budget Proposals for 2018/19	To provide Cabinet with Revenue Budget proposals for 2018/19 for consultation purposes		Joy Robson
<b>11<sup>TH</sup> OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>25<sup>TH</sup> OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>1<sup>ST</sup> NOVEMBER 2017 – CABINET</b>			
Capital Budget Proposals	To outline the proposed capital budget for		Joy Robson

Subject	Purpose	Consultees	Author
	2018/19 and indicative capital budgets for the 3 years 2019/20 to 2021/22		
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2018/19		Joy Robson
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 3 held on the 21 <sup>st</sup> September 2017.		Dave Jarrett
<b>8<sup>TH</sup> NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>9<sup>TH</sup> NOVEMBER 2017 – COUNCIL</b>			
<b>22<sup>ND</sup> NOVEMBER 2017– INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>6<sup>TH</sup> DECEMBER 2017 – CABINET</b>			
Council Tax base 2018/19 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2018/19 and to make other necessary related statutory decisions.		Sue Deacy/Wendy Woods
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 4 held on the 9 <sup>th</sup> November 2017		Dave Jarrett
<b>13<sup>TH</sup> DECEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales)Regulations 1995	To see approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2018/19 financial year as required by statute		Joy Robson
<b>14<sup>TH</sup> DECEMBER 2017 - COUNCIL</b>			

Subject	Purpose	Consultees	Author
<b>3<sup>RD</sup> JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>10<sup>TH</sup> JANUARY 2018 – CABINET</b>			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 5 held on the 14 <sup>th</sup> December 2017		Dave Jarrett
Final Draft Budget Proposals or recommendation to Council			Joy Robson
<b>17<sup>TH</sup> JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) (Wales) Regulations 1995	To seek members approval of the results of the consultation process regarding payment to precepting Authorities for 2018/19 as required by statute		Joy Robson
<b>31<sup>ST</sup> JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>7<sup>TH</sup> FEBRUARY 2018 – CABINET</b>			
<b>14<sup>TH</sup> FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>22<sup>ND</sup> FEBRUARY 2018 – COUNCIL</b>			
<b>28<sup>TH</sup> FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>1<sup>ST</sup> MARCH 2018 - COUNCIL</b>			

Subject	Purpose	Consultees	Author
<b>7<sup>TH</sup> MARCH 2018 - CABINET</b>			
2018/19 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2018/19 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
<b>14<sup>TH</sup> MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>28<sup>TH</sup> MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>11<sup>TH</sup> APRIL 2018 - CABINET</b>			
Welsh Church Fund Working Group 2018	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 6 held on the 22 <sup>nd</sup> February 2018		Dave Jarrett
<b>18<sup>TH</sup> APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			
<b>19<sup>TH</sup> APRIL 2018 - COUNCIL</b>			
<b>9<sup>TH</sup> MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION</b>			