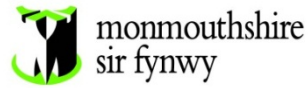


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County Hall
Rhadyr
Usk
NP15 1GA

Monday, 15 October 2018

Notice of meeting

Adults Select Committee

**Tuesday, 23rd October, 2018 at 10.00 am,
The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA**

Please note that a pre meeting will be held 30 minutes prior to the start of the meeting for members of the committee.

AGENDA

Item No	Item	Pages
1.	Apologies for absence.	
2.	Declarations of interest.	
3.	Public Open Forum.	
4.	Scrutiny of the Revenue and Capital Monitoring 2018/19 Outturn Statement (deferred from previous meeting).	1 - 36
5.	Review of the Mardy Local Lettings Policy.	37 - 64
6.	Scrutiny of the Social Housing Grant Programme.	65 - 82
7.	Scrutiny of the Rural Allocations Policy.	83 - 106
8.	To confirm the following minutes:	
8.1.	Joint Select Committee (Adults and Economy and Development Select Committees) dated 7th September 2018.	107 - 116
8.2.	Adults Select Committee dated 11th September 2018.	117 - 124
9.	Adults Select Committee Forward Work Programme.	125 - 128
10.	Council and Cabinet Business Forward Work Programme.	129 - 150

11. Next Meeting.

- Special Meeting - 26th November 2018 at 10.00am.
- Ordinary Meeting – 18th December 2018 at 10.00am.

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

D. Blakebrough
L. Brown
L. Dymock
M. Groucutt
P. Pavia
J. Pratt
R. Harris
R. Edwards
S. Woodhouse

Public Information

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Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

1. Why is the Committee scrutinising this? (background, key issues)
2. What is the Committee's role and what outcome do Members want to achieve?
3. Is there sufficient information to achieve this? If not, who could provide this?
 - Agree the order of questioning and which Members will lead
 - Agree questions for officers and questions for the Cabinet Member

Questions for the Meeting

Scrutinising Performance

1. How does performance compare with previous years? Is it better/worse? Why?
2. How does performance compare with other councils/other service providers? Is it better/worse? Why?
3. How does performance compare with set targets? Is it better/worse? Why?
4. How were performance targets set? Are they challenging enough/realistic?
5. How do service users/the public/partners view the performance of the service?
6. Have there been any recent audit and inspections? What were the findings?
7. How does the service contribute to the achievement of corporate objectives?
8. Is improvement/decline in performance linked to an increase/reduction in resource? What capacity is there to improve?

Scrutinising Policy

1. Who does the policy affect ~ directly and indirectly? Who will benefit most/least?
2. What is the view of service users/stakeholders? Do they believe it will achieve the desired outcome?
3. What is the view of the community as a whole - the 'taxpayer' perspective?
4. What methods were used to consult with stakeholders? Did the process enable all those with a stake to have their say?
5. What practice and options have been considered in developing/reviewing this policy? What evidence is there to inform what works?
6. Does this policy align to our corporate objectives, as defined in our corporate plan?
7. Have all relevant sustainable development, equalities and safeguarding implications been taken into consideration? For example, what are *the procedures that need to be in place to protect children*?
8. How much will this cost to implement and what funding source has been identified?
9. How will performance of the policy be measured and the impact evaluated.

Questions for the Committee to conclude...

Do we have the necessary information to form conclusions/make recommendations to the executive, council, other partners? If not, do we need to:

- (i) Investigate the issue in more detail?
- (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...
- (iii) Agree further actions to be undertaken within a timescale/future monitoring report...

General Questions....

Empowering Communities

- How are we involving local communities and empowering them to design and deliver services to suit local need?
- Do we have regular discussions with communities about service priorities and what level of service the council can afford to provide in the future?

Service Demands

- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?

Financial Planning

- Do we have robust medium and long-term financial plans in place?
- Are we linking budgets to plans and outcomes and reporting effectively on these?

Making savings and generating income

- Do we have the right structures in place to ensure that our efficiency, improvement and transformational approaches are working together to maximise savings?
- How are we maximising income? Have we compared other council's policies to maximise income and fully considered the implications on service users?
- Do we have a workforce plan that takes into account capacity, costs, and skills of the actual versus desired workforce?

REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2018/19 OUTTURN STATEMENT
DIRECTORATE	Resources
MEETING	Adults Select Committee
DATE	11th September 2018
DIVISIONS/ WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the revenue and capital outturn position of the Authority at the end of reporting period 1 which represents the financial outturn position for the 2018/19 financial year based on May inclusive activities.
- 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 forecast of £471,000 overspend.
- 2.2 Members consider a capital outturn spend of £35.7m, which accords with budget provision for the year, after proposed slippage of £75,000. This describes a breakeven position not uncommon for this early in the year, although there is a potential for additional 21c schools costs in respect of additional asbestos removal and treatment costs not anticipated, which colleagues indicate could be the order of £350,000.
- 2.3 Considers the use of reserves proposed in para 3.8.1,
- 2.4 Members note that the low level of earmarked reserves will notably reduce the flexibility the Council has in meeting the challenges of scarce resources going forward.
- 2.5 Members note the extent of movements in individual budgeted draws on school balances, and acknowledge a reported net forecast deficit of £622k resulting, and support the amendments to MCC's Fairer Funding Regulations as described in para 3.8.13 for onward engagement with schools forum and governing bodies

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 1

Table 1: Council Fund 2018/19 Outturn Forecast Summary Statement at Outturn

Service Area	Initial 2018-19 Annual Budget	Virements to budget	Period 2 Annual Budget	Revised Forecast Outturn	Forecast Over/ (Under) @ Month 2	Forecast Over/ (Under) @ Outturn
	£'000			£'000	£'000	£'000
Adult Services	7,501	0	7,501	7,573	72	242
Children Services	11,373	0	11,373	11,655	282	1,578
Community Care	22,704	0	22,704	22,572	-132	-1,020
Commissioning	1,631	0	1,631	1,583	-48	-156
Partnerships	366	0	366	366	0	25
Public Protection	1,417	0	1,417	1,435	18	-58
Resources & Performance	676	0	676	660	-16	-25
Total Social Care & Health	45,668	0	45,668	45,844	176	586
Individual School Budget	43,620	0	43,620	43,620	0	169
Resources	1,440	0	1,440	1,440	0	-85
Standards	5,113	0	5,113	5,495	382	93
Total Children & Young People	50,173	0	50,173	50,555	382	177
Business Growth & Enterprise	1,456	0	1,456	1,464	8	7
Governance, Democracy and Support	3,893	0	3,893	3,882	-11	-75
Planning & Housing	1,815	0	1,815	1,815	0	54
Tourism Life & Culture	3,445	0	3,445	3,503	58	289
Total Enterprise	10,609	0	10,609	10,664	55	275
Legal & Land Charges	458		458	455	-3	-23
Operations	15,394	47	15,441	15,652	221	615
Total Chief Executives Unit	15,852	47	15,899	16,117	218	592
Finance	2,486	0	2,486	2,439	-47	-231
Information Communication Technology	2,679	0	2,679	2,733	54	4
People	1,680	-47	1,633	1,667	34	-9

Commercial and Corporate Landlord Services	844	0	844	1,002	158	-79
Total Resources	7,689	-47	7,642	7,841	199	-315
Precepts and Levies	18,467	0	18,467	18,467	0	-4
Corporate Management (CM)	120	0	120	61	-59	-135
Non Distributed Costs (NDC)	669	0	669	669	0	-21
Strategic Initiatives	493	0	493	43	-450	-318
Insurance	1,333	0	1,333	1,333	0	-173
Total Corporate Costs & Levies	21,082	0	21,082	20,573	-509	-632
Net Cost of Services	151,073	0	151,073	151,594	521	683
Fixed Asset disposal costs	153	0	153	153	0	0
Interest and Investment Income	-56	0	-56	-61	-5	-136
Interest payable & Similar Charges	3,326	0	3,326	3,331	5	-729
Charges required under regulation	4,500	0	4,500	4,500	0	-117
Contributions to Reserves	224	0	224	224	0	-221
Contributions from Reserves	-1,408	0	-1,408	-1,408	0	349
Capital Expenditure funded by revenue contribution			0	0	0	0
Appropriations	6,739	0	6,739	6,739	0	-854
General Government Grants	-63,091		-63,091	-63,091	0	0
Non Domestic rates	-30,177		-30,177	-30,177	0	0
Council Tax	-70,838	0	-70,838	-70,838	0	-270
Council Tax Benefits Support	6,294		6,294	6,244	-50	-211
Financing	-157,812	0	-157,812	-157,862	-50	-481
Net Council Fund (Surplus) / Deficit	0	0	0	471	471	-652

3.1.3 The outturn variances reported by way of last year's surplus and this year's forecast deficit may seem a significant amount, but putting such variances in context, they both equate to less than 0.5% variation against the net cost budget before financing. This 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. Clearly a surplus is more attractive to the Council than an equivalent deficit, so the use of periodic monitoring as a tool for change during the year should not be underestimated.

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

Net Council Fund Surplus	2018-19	2017-18	2016-17	2015-16	2014-15
	£'000	£'000	£'000	£'000	£'000
Period 1	471 deficit	164 deficit	1,511 deficit	867 deficit	219 deficit
Period 2		62 deficit	839 deficit	1,066 deficit	116 deficit
Period 3			79 surplus	162 deficit	144 deficit
Outturn		652 surplus	884 Surplus	579 surplus	327 surplus

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

3.2.1 Stronger Communities Select Portfolio (£142k net underspend)

- Chief Executives Unit (£218k overspend)

Legal division exhibited a small **£3k surplus**, due to staff and service savings exceeding loss in reported income. **Operations anticipates a collective £221k deficit**. The position for each of main Operations areas is as follows, Highways £39k surplus, catering £42k deficit, cleaning and transport administration breakeven, Passenger Transport £100k deficit, Waste and Streetscene £118k deficit.

- Resources Directorate (£199k overspend)

Finance Division predict an underspend of £47k, predominantly predicted savings in Revenues and Exchequer sub division and saving in management cost. **IT predicts an £54k overspend**, due to overestimation of SRS reserve returned to MCC at year end, and a degree of salary savings not yet delivered within SRS. **People services predicts £34k deficit**, mainly the result of sickness and maternity cover within the division. **Landlord division anticipates a £158k deficit**, predominantly the effect of procurement gateway review savings not yet delivered.

- Corporate (£509k underspend)

The net effect of the unutilised redundancy budget (£450k), together with rate refund receipts (£59k) in respect of Council's buildings.

- Appropriations (breakeven)

Net use of reserves is currently predicted as budgeted. The usual annual beneficial treasury position has been forecast as being on budget, as an explicit saving was agreed as part of 2018-19 budget process. The actual outturn will be influenced by progress with the capital programme spends, any need for temporary borrowing in advance of capital receipts funding being available, and the interest rates experienced. Treasury consultants predict an increase in such rates starting in autumn 2018.

- Financing (£50k underspend)

The net effect from anticipated Council tax benefit payments, however this will need to be closely monitored throughout the year **Page 14** as significant changes being implemented

around universal credit introducing a potential volatility in demand for other support mechanisms.

RESOURCES DIRECTOR CONTEXT & COMMENTARY

The overspend reported at this early stage of the year signals some early pressures within services and equal risks of certain savings proposals having the potential to not fully deliver. However, a targeted focus on procurement savings together with continued efforts to curtail non essential spend aims to look to improve the forecast position for the directorate as the financial year progresses.

HEAD OF OPERATIONS CONTEXT & COMMENTARY

Obviously month 2 is early in the financial year and the accuracy of forecasts reflect this. There is a relatively small overspend already being forecast for catering due to increased refuse collection costs and inability to achieve the staff saving inherent in all budget preparation/modelling. The Waste and Street Scene budget incorporated £100k income from BGCBC to offset civic amenity/recycling centre costs in Llanfoist attributable to BGCBC residents using the site. However BGCBC eventually declined to make this contribution to costs, hence an overspend forecast, ideally to be recovered elsewhere within the waste budget during the year although this service will encounter massive change at the end of the year as the new system is rolled out county wide. Such a major investment and change has potential to impact upon the budget. Finally the PTU budget in 18/19 included several income and budget savings assumptions including personal transport budgets, increased 'in house' SEN transport provision, reduced contract costs etc. totalling around £370k in year. A great deal of work has been undertaken to deliver these budget assumptions but the major benefit assumed by tendering will not be known until late July. There is also some volatility as some aspects out perform e.g. personal transport budgets whereas others are not gaining the financial benefit assumed. The situation will be much clearer at month 7 but at this time a forecast that indicates £100k overspend for PTU would seem appropriate until modelling improves during the year."

Monitoring Division element of Deputy Chief Executive's Combined Directorate

The position for DCEO brief at Month 2 is slighter better than in the comparable period in previous years, on account of income targets being met, staffing changes and adjustments bedding in and a small element of 'growth' in the budget to address continual and historic pressures associated with frontline functions.

The impact of changes and improvements will be a continuing theme in year, with advances in customer care, automation and digitisation. I believe the section is off to a strong start and will continue the important work to drive efficiency and effectiveness both within the service and in supporting activity across the wider Council.

3.2.2 Economy & development Select Portfolio (£73k net overspend)

- Enterprise Directorate (£55k net overspend)

Business growth and enterprise predict a net **£8k overspend**, being the windfall effect of community partnership grant (58k) funding compensating in part for another net annual deficit introduced by Events function (40k). A report is currently being prepared for

Cabinet to indicate the future of Events and how it could be made sustainable, recognising it was advocated to members as a way of sustaining the core activities of the council, rather than creating a further pressure.

Governance, democracy and support predict a net **£10k underspend**, caused by savings in policy and partnerships (£10k), and £53k savings in democratic services (mainly the effect of windfall funding from Cabinet office) compensating for £51k pressure from Contact Centre costs in the form of extra IT and switchboard costs disputed.

Planning & Housing (breakeven) – Development control has historically experienced a significant deficit in income against budget. The extent of some larger sites coming online during the year allows the service to predict higher than usual income levels. The pressure accommodated in respect of lodging scheme as part of 2018-19 budget process, allows the Housing service to predict a breakeven position.

Tourism, leisure & culture (£58k overspend) - £40k of overspend is artificial to the MCC bottom line as it relates to the Outdoor Education service which transfers any surpluses or deficit to its trading reserve.

The pressure within Outdoor Education relates to an eroding income base as historic partners look to withdraw their core support. This has been known for the last 3 years with little change being introduced by service, despite prompts.

The net pressure within Tourism, Leisure and Culture is only £18k, and relates to a staffing pressure of £8k within Tourism and Museums, together with £10k job evaluation regrading consequence in Youth. It wouldn't be intuitive that pressures in TLC division were only £18k, given the focus on Trust consideration, and the extra costs being identified to facilitate the resulting outsourcing. The pressure at outturn for this division was £289k, however pressures in the form of reduced income from Monmouth leisure centre (£49k), and £143k extra budget to facilitate Trust creation were accommodated in 2018-19 budget process. It still feels that there ought to be a net pressure within Tourism, Leisure and Culture, and that the service forecast is perhaps understated, so close monitoring of any costs prior to service transfer will be key, so as not to introduce further volatility in forecasting.

- Social Care & Health (£18k overspend)

Public Protection (£18k overspend) – predominantly the net effect of overtime anticipated in respect of Registrars services, at a level consistent with previous year.

ENTERPRISE element of Deputy Chief Executive's Combined Directorate

The position for DCEO brief at Month 2 is slighter better than in the comparable period in previous years, on account of income targets being met, staffing changes and adjustments bedding in and a small element of 'growth' in the budget to address continual and historic pressures associated with frontline functions.

The impact of changes and improvements will be a continuing theme in year, with advances in customer care, automation and digitisation. I believe the section is off to a strong start and will continue the important work to drive efficiency and effectiveness both within the service and in supporting activity across the wider Council.

3.2.3 Adult Select Portfolio (net £124k underspend)

- Social Care & Health

Adult Services (£72k overspend) – a drop off in community meals income of £14k is anticipated , together with staffing pressures (sickness cover and ERS pension saving not realised) within direct care establishments (Severn View and Mardy Park).

Community Care (£132k underspend) – net savings within Mental Health Care team budget compensate for the inherent pressure to external agreement costs as recharge agreements are historic in nature and haven't kept pace with periodic inflation. Standby service and GWICES budgets are subject to new arrangements, so cost burdens have been predicted based on 2017-18 levels whilst limited activity data is available for 2018-19.

Commissioning (£48k underspend) – predominantly a part year saving to commissioning staffing, and a continued savings within Drybridge Gardens service area.

Resources (£16k underspend) – disposal of vehicle in favour of more cost effective provision.

SCH DIRECTOR'S CONTEXT & COMMENTARY

Given the recent vacancy in Director position, no commentary is provided with the report, and members can instead expect a verbal update at meeting from a management representative.

3.2.4 Children & Young People Select Portfolio (net £664k overspend)

- Social Care & Health (£282k overspend)

Children's Services (net £282k overspend) – this can be a fairly volatile area to manage budget wise, with individual placements potentially having a significant effect. In comparison to 2017-18 activity which was £1.6m overspend, the 2018-19 forecast indicates a significantly improving position. The service did receive net £534k extra resourcing as part of 2018-19 budget process. The service's forecast assumptions also presume circa £390k funding from Health for 2 continuing care cases, reduced activity in external placements (a reduction of 7 whole time equivalents against 58 placements in 2017-18) and encouragingly by the end of June the service should have only 5 agency staff (with the last one expected to leave on 19th August) as numbers having been reducing in recent months due to a planned exit strategy. The M2 position includes a total agency forecast of £145k (part year only due to the expected elimination of agency staff by mid-August). This compares to a 2017/18 outturn on agency staff of over £600k which clearly represents more agency staff in post last year and agency costs having arisen throughout the whole of the year not just for part of it.

Youth offending team partnership (breakeven) – this partnership is managed in a similar fashion to Outdoor Education, in so far as surpluses or deficits do not affect MCC outturn position and are instead transferred to their trading account. The Board overseeing the management of the service has agreed to hold the combined surplus at £150k, which means that circa £99k beneficial effect will be redirected back through to partners at year end. It is not recommended to use this windfall in balancing 2018-19 position as it is also understood that should the partnership balance fall below £150k in future years as a result of overspends these will need to be borne by increased partner contributions. It is proposed to give any extraordinary credit off to an MCC specific reserve to mitigate any future volatility.

- Children and Young People (net £382k overspend)

Service colleagues report **School Budget Funding and Resources Divisions** are anticipated to incur a **breakeven position** at end of year. **Standards subdivision** exhibits a **£382k overspend** reported as largely the consequence of reduced residential place numbers at Mouton House as MCC considers the future use for the facility. Also several pupils currently utilising out of county educational placements are anticipated to take up post 16 educational study opportunities.

SCH DIRECTOR'S CONTEXT & COMMENTARY

Given the recent vacancy in Director position, no commentary is provided with the report, and members can instead expect a verbal update at meeting from a management representative.

CHILDREN & YOUNG PEOPLE DIRECTOR'S CONTEXT & COMMENTARY

The Directorate's Month 2 position is a forecasted overspend of £382,000. This represents a significant concern for the whole directorate. All parts of the directorate are working to reduce those areas of pressure and bring the budget back to a balanced position.

The most significant risk remains the Additional Learning Needs budget which is under significant pressure due to the requirement to support more of our pupils with complex needs. This is a particularly challenging budget given the volatility of children arriving into the area and younger children requiring more complex packages of support. We are continuing to develop a new ALN offer within the County and this will be taken through Cabinet in September 2018. The pressure is currently being experienced in the '*in-county*' element of the budget as we try to ensure that children and young people receive their education as close to home as possible but still receive the support they need.

Schools are facing a challenging financial settlement and have again budgeted to be in a collective deficit by the end of the year. This forecasted position has worsened since budgets were set, in the majority of cases this is due to increasing pupil numbers and the need to employ further staff, overtime the funding will be increased to reflect this. We will continue to work closely with our school colleagues to ensure their plans are as robust as possible to minimise any impact whilst continuing to improve standards for our young people.

3.2.5 Redundancy costs

Members are commonly keen to understand the extent of any redundancy payments made during the year, as staffing remains the most significant and controllable expense to most service areas. Traditionally the expectation is that services absorb the cost of any redundancies in the first instance, only making a call upon the corporate budget where necessary. To date this early in the financial year, there are no approvals or caveated use of redundancy budget agreed by Members, so the full extent of redundancy budget is shown as £450k underspend compensating in part for the net costs of services anticipated. However whilst this report is being written, it is understood that Cabinet are likely to receive a report at its 4th July meeting, to consider management structure changes to the Attractions function within Tourism Leisure and Culture facilitating the Council's Leisure Trust aspirations in providing a more responsive management structure. Costs are not currently indicated, and no prejudgement or allowance for this has been made to the month 2 outturn forecast.

3.3 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.

3.3.1 It isn't particularly usual for a Senior Finance Officer to proffer symptomatic considerations as part of the periodic monitoring report in addition to Directors comments, but it would be sensible to highlight,

- The financial environment facing Councils over the next 4 years will be very challenging. It will be increasingly difficult to find additional remedial savings through the year in addition to those required to allow a balanced budget to be established every February. This volatility risk is traditionally mitigated by a heightened accountability culture whereby service managers are reminded of the need to comply within the budget control totals established by members, and are more responsible for any variances to SLT and Cabinet and equally for Select Committees to exhibit a more focussed reflection upon the adequacy of budget monitoring being applied. Members may wish to re-enforce such accountabilities and review any remedial action proposed by service managers to resolve adverse situations.
- The budget process this year involved the late consideration and development of additional savings caused predominantly by national 2% pay award agreed during the budget process introducing an extra £1m volatility into the usual budget process. By necessity some of the late savings were less robust, and less certain than earlier ones, as evidenced in the savings matrix below. A prudent approach has been adopted in the savings progress reported, as some of the intentions, whilst laudable, will always have an inherent speculative aspect, so for instance in relation to social care activities there is a presumption of colleagues negotiating effectively with other public sector colleagues to passport costs or secure funding/contribution where the nature of service is more reflective of health rather than care. They have been quite successful in such deliberations previously, but probability suggests, they won't win every case.
- An increasing feature for all Councils is how to sustain core services rather than reduce them. This does lend itself to the consideration of activities not traditional to Councils, often described as innovative, commercial or private sector influenced. Experience of such activities within MCC suggest the implementation phase is key to the success or otherwise of such initiatives. Commercial skills aren't necessarily commonplace to a local authority, such that when faced with considering such, members should increasingly test out the practicalities involved and establish a tolerance to any business case received after which officers are required to re-report to members. This

is necessary as the Council has a different duty in the protection of public funds that wouldn't apply in private sector, and the private sector can more easily respond to a deficient project by dropping or amending the proposal. It isn't as easy to do that at pace in a public entity which is problematic as Councils have limited capacity to absorb the effect of deficient projects, so instead public sector will commonly look to reassess the success of the scheme against an alternate lens, most commonly the social benefit when instead the proposal was volunteered to members primarily as a financial benefit.

- Relatedly, there's an unusual degree of work being undertaken by a multi discipline team known as "hit squad" and targeted managers to consider the financial viability of commercial type services e.g. Borough Theatre, Events, PTU, procurement etc. These may have knock on consequences to reserve usage and costs to the Council not currently captured in annual budget agreed by members or evaluated in the current monitoring position.
- Similarly, Members have registered support for the provision of a Leisure Trust to become active during this financial year, acknowledging that there will be an additional cost to this facilitation approved by members to a ceiling of £155,000, to be afforded by one off reserve usage. Any additional costs volunteered during the process to best position the shadow organisation to succeed or reflect responsibilities captured in the future management agreement between new organisation and council e.g. the destabilising effect to Council's central support functions with budgets moving to the Trust, or the prioritising of capital expenditure towards Leisure establishments, aren't yet quantified or factored into current monitoring, but could be anticipated to add to the financial churn this year and the budget process for next.

3.4 2018/19 Budget Savings Progress

3.4.1 This section monitors the specific savings initiatives and the progress made in delivering them during 2018-19 as part of the MTFP budgeting process.

In summary they are as follows,

Disinvestment by Directorate 2018-19	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD
	£000	£000	£000	£000	£000	£000
REVENUE MONITORING 2018-19						
Children & Young People	(631)	(631)	0	0	0	0
Social Care & Health	(925)	(880)	0	0	(30)	(15)
Enterprise	(242)	(144)	0	0	(98)	0
Resources	(771)	(450)	0	0	(272)	(50)
Chief Executives Units	(1,296)	(1,035)	0	0	(91)	(170)
Corporate Costs & Levies	0	0	0	0	0	0
Appropriations	(396)	(396)	0	0	0	0
Financing	(800)	(800)	0	0	0	0
DIRECTORATE Totals	(5,061)	(4,336)	0	0	(490)	(235)

3.4.2 Mandated saving performance is running at 86% of budgeted levels, with currently £235,000 being deemed potentially unachievable, and a further £490,000 to be delayed to later years.

3.4.3 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.

3.4.4 Consequently the savings appendix (appendix 1) 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 highlighted as requiring further work to crystallise or exhibit an anticipated degree of volatility.

3.4.5 Stronger Communities Select Portfolio

Resources Directorate

- Delayed savings are anticipated in respect of the likely introduction of the Revenues sub division's new document image system (£10k), the Procurement gateway review £150k appears to exhibit little progress to date, savings from more zealous use of duplicate payment software (£25k), and the reviewing of technology and systems and introduction of chatbot functionality (£87k) all report delays in implementation and the timing when savings crystallise. An unachievable saving has been identified in the disparity between the assumption to reduce our SRS contribution by £50k in salary savings and the basis of SRS budget preparation.

Chief Executive's Office

- Approved car park price increases weren't introduced in April reducing the anticipated income levels (£20k).
- General postage costs reduction of £5k and external property service fee income £19k, presumed during budget process, aren't yet manifest.
- The savings agenda within PTU is significant and wide ranging and involves significant officer time outside of core PTU team. Latest anticipation from a current retendering exercise suggests a £29k shortfall on the £171k estimated. The £30k saving from reducing payments to contractors but providing a more timely cashflow has been reviewed, as it potentially discourages take up, and perpetuates a need for multiple approaches. The service is still trialling a payment on account process, with the intention of moving all contractors across to it from September, but has instead chosen to take an increased saving from the successful pilot of personal transport budgets. The extended provision of in-house ALN transport service designed to deliver £41k, is not as advanced as other PTU practice changes currently, and the saving of £49k from Raglan training is only anticipated to deliver £20k additional income this year.
- The proposal to effectively sell Recycling activity targets to a neighbouring authority to avoid their penalisation hasn't been progressed, as they've received a relaxation to potential sanctions.

3.4.6 Economy & Development Select Portfolio

Enterprise (ENT) Directorate

- A Council wide target, overseen by Future Monmouthshire colleagues, to reduce agency costs by £80k is reported unlikely to be delivered. Similarly the presumption to reduce Council travel costs by £72k this year is likely to fall short of aspiration by circa £18k.

3.4.7 Adult Select Portfolio

Social Care & Health (SCH) Directorate

- Adult social care proposals are anticipated to the full extent of proposed £638k efficiencies.
- The additional income predicted from Meals on wheels (£15k) and Registrars (£12k) isn't yet manifest, and the increasing cost of meals on wheels has had a perceived reduction in demand.

3.4.8 Children and Young People Select Portfolio

Social Care & Health (SCH) Directorate

- Whilst not a true net saving, a 4 year financial improvement target was established to compensate for £560k pressure volunteered by the service. As present predictions suggest an outturn of only £282k deficit, which would be an improvement above the level established for the year, however this remains one of the more volatile budgets within the Council, where individual decisions can result in significant consequences, so the position will need to be closely monitored through the year.

Children and Young People (CYP) Directorate

- Directorate colleagues report current year savings are anticipated to be delivered in full, although Members may wish to check the progress with breakfast club charging and Mouton House fee increases given their "yellow" Rag status.

3.5 Capital Position

3.5.1 The summary Capital position at Month 2 is as follows

MCC CAPITAL BUDGET MONITORING 2018-19 at Month 2 by SELECT COMMITTEE						
SELECT PORTFOLIO	Forecast Spend at Outturn	Slippage Brought Forward	Total Approved Budget 2018/19	Forecast Capital Slippage to 2019/20	Revised Capital Budget 2018/19	Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	22,062	9,359	22,062	0	22,062	0
Adult	23	0	23	0	23	0
Economic & Development	1,185	98	1,185	0	1,185	0
Strong Communities	12,491	2,376	12,566	(75)	12,491	0
Capital Schemes Total 2018-19	35,761	11,833	38,836	(75)	35,761	0

3.5.2 Capital expenditure at month 2 is predominantly being forecast to budget. The main aspect of this year's capital programme remains the completion of Monmouth and Caldicot Comprehensive Future schools programme. The project lead has recently left the organisation, Property Services indicates the projects will be largely completed on budget. However, whilst not included in the analysis above, indications are a potential overspend of circa £350k presently to address the extent of asbestos clean-up required from old school building demolition and in the ground which couldn't be easily anticipated at contract letting stage.

3.5.3 Slippage to 2019-20

Total Provisional Slippage at Month 2 is (£75,441) due to delays in regard to the New Playing Field Pitches at Clydach Juniors S106 scheme (£53k) that cannot proceed due to delays on the Heads of Valley road dual-ing project, and security of tenure delays on the S106 Llanelly Hill Welfare Car Park scheme (£22k).

3.6 Capital Financing and Receipts

3.6.1 Given the anticipated capital spending profile reported in para 3.5.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2018-19 at Month 2 by FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Financing	Slippage Brought Forward	Total Approved Financing Budget 2018/19	Provisional Budget Slippage to 2019/20	Revised Financing Budget 2018/19	Forecast Capital Financing Variance 2018/19
	£000	£000	£000	£000	£000	£000
Supported Borrowing	2,410	0	2,410	(0)	2,410	0
General Capital Grant	1,467	0	1,467	0	1,467	0
Grants and Contributions	8,881	4,725	8,881	(0)	8,881	0
S106 Contributions	740	650	815	(75)	740	(0)
Unsupported borrowing	10,859	1,231	10,859	(0)	10,859	(0)
Earmarked reserve & Revenue Funding	174	169	174	(0)	174	(0)
Capital Receipts	11,196	5,024	11,196	(0)	11,196	(0)
Low cost home ownership receipts	34	34	34	0	34	(0)
Unfinanced	0	0	0	0	0	0
Capital Financing Total 2018-19	35,761	11,833	35,836	(75)	35,761	(0)

3.7 Useable Capital Receipts Available

3.7.1 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2018/22 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2018/19	2019/20	2020/21	2021/22
	£000	£000	£000	£000
Balance b/f 1 st April	3,411	4,104	6,824	12,570
Add:				
Receipts received in YTD	0			
Receipts forecast received	11,565	3,065	6,091	1,000
Deferred capital receipts	324	164	164	164
Less:				
Receipts to be applied	(11,196)	(509)	(509)	(509)
Set aside	0	0	0	0
Predicted Year end receipts balance	4,104	6,824	12,570	13,225
Financial Planning Assumption 2018/22 MTFP Capital Budget	856	6,122	8,861	10,599
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	3,248	702	3,709	2,626

3.7.2 The balances forecast to be held at the 31st March each year are higher than forecast in the MTFP due to a re-profiling of the LDP receipts for land at Undy (Rockfield Farm).

3.7.3 There is still 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 impacts the extent of treasury savings traditionally secured to compensate for any deficit in net cost of services.

3.7.4 At Month 2, there are no forecasted capital receipt funded schemes to be slipped

3.8 Reserves

Reserve Usage

3.8.1 Revenue and Capital monitoring reflects an approved use of reserves. At month 2, service managers' presumptions are to fully utilise the reserve funding conveyed to them in 2018-19 budget.

	01/04/2018	Contribution to Reserves	Contribution from Reserves - revenue	Contribution from Reserves - capital	31/03/2019
Sub Total Council Fund	-7,286,303	0	0	0	-7,286,303
<i>Earmarked Reserves:</i>					
Sub-Total Invest to Redesign	-1,302,343	-170,681	401,714	0	-1,071,310
Sub-Total IT Transformation	-734,881	0	215,913	0	-518,969
Sub-Total Insurance and Risk Management	-1,046,416	0	0	0	-1,046,416
Sub-Total Capital Receipt Generation	-347,139	0	153,415	0	-193,724
Sub Total Treasury Equalisation	-990,024	0	0	0	-990,024
Sub-Total Redundancy and Pensions	-496,813	0	163,978	0	-332,835
Sub-Total Capital Investment	-648,336	0	0	17,999	-630,337
Sub-Total Priority Investment	-686,751	0	386,751	0	-300,000
<i>Other Earmarked Reserves:</i>					
Museums Acquisitions Reserve	-55,885	0	0	0	-55,885
Elections Reserve	-58,183	-25,000	0	0	-83,183
Grass Routes Buses Reserve	-146,084	-5,000	0	0	-151,084
Youth Offending Team	-248,989	0	98,989	0	-150,000
Building Control trading reserve	-22,254	0	0	0	-22,254
Outdoor Education Centres Trading Reserve	-129,500	0	40,000	0	-89,500
CYP maternity	-142	0	0	0	-142
Plant & Equipment reserve (Highways)	-150,000	0	0	0	-150,000
Homeless Prevention Reserve Fund	-9,536	0	0	0	-9,536
Solar Farm Maintenance & Community Fund	-23,000	-23,000	0	0	-46,000
Rural Development Plan Reserve	-277,665	0	86,471	0	-191,194
Total Earmarked Reserves	-7,373,942	-223,681	1,547,231	17,999	-6,032,393
Total useable revenue reserves	-14,660,245	-223,681	1,547,231	17,999	-13,318,696

3.8.2 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.

As a useful reminder, with regard to the allocation of bottom line surplus to replenish reserves, the Sc151 officer's considered advice at outturn was

Priority Investment Fund	£155k (to extinguish ADM deficit)
Capital Receipts Generation Reserve	£70k (Capital receipts generation reserve part funds Valuation team's cost, and a top up is necessary to accord with their indicative 2018-19 costs.)
Balance Invest to Redesign Reserve	£448k
Total	£653k

3.8.3 Despite those top ups, the current predicted use of the Priority investment reserve means that it will likely expire by the end of 2018-19 as a funding source, as the £300k year end balance is earmarked/allocated to local development plan purposes. 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 hence putting the balance for redistribution into "Invest to Re-design".

Schools Reserves

3.8.4 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing their school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools.

3.8.5 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 which for each school are included in Appendix 2, together with an indication of any recovery plan targets agreed and how close the Governing Body is in satisfying that responsibility in current year.

3.8.6 In summary form the anticipated outturn school balances are predicted to be,

	Opening Reserves 2018-19 (surplus)/deficit	In year position at Month 2 (surplus)/deficit	Anticipated Outturn Position (surplus)/deficit
Combined balance	(£175,225)	£797,703	£622,478

3.8.7 Whilst any extraordinary funding from WG and beneficial revisions to budgeted draw on reserves will sustain the reserve situation for longer than is often predicted, 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 by schools to address the need to remain within budget going forward rather than passporting the consequences to their reserves, given that collective flexibility is now pretty much exhausted.

3.8.8 The following table exhibits the net trend in use, indicating collectively schools are using reserves at a considerably faster rate recently than they are replenishing.

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)
2017-18	(175)
2018-19 forecast	£622

3.8.9 There are however weaknesses in the forecasting approaches of individual schools, such that the budgeted outturn use of reserves seldom matches the reality.

As an example, during last year’s monitoring ,schools reported predicted use of reserves initially was £823k, and necessitated at month 2, the Director of CYP prepare a report outlining to Cabinet his strategy for address.

Subsequently whilst an extraordinary Welsh Government grant of £344k in the last quarter of 2017-18 would have had a beneficial effect on balance levels, collectively they only actually used £94k of their reserves for the year, a £900k variation in original forecasting. That sort of volatility potentially makes it very difficult for senior colleagues and Members to predict the necessary action from year to year.

3.8.10 But based on those school predictions, general trends can be extrapolated, so 12 schools started this year in deficit. There is an increasing trend of schools entering deficit, (net further 6 predicted at present by schools), and that position looks particularly acute in 3 out of the 4 secondary schools, and that 4th comprehensive school has had a very close monitoring regime applied to it during its recovery period, building upon the ownership and responsibility of the Governing body supported by headteacher, bursar and management team to end last year with £180k surplus. It is highly questionable whether that level of engagement and interaction would be possible/likely in respect of 18+ scenarios. CYP colleagues will be prioritising the most significant aspects, but it can be seen from the recovery plan indicators included alongside the reserve position in Appendix 2, that some of the schools starting the year in deficit still had no agreed recovery plan, whilst others showed a perverse agreement to an increasing deficit.

3.8.11 Our Fairer Funding Regulations adopted by Council and Governing Bodies have traditionally precluded governing bodies from planning for a deficit position. This was changed in 2016-17, (which coincides quite closely with declining net balance above) to allow licensed deficits where a recovery plan is agreed and followed. However this flexibility only extended as far as there being a collective schools reserve surplus.

3.8.12 As a result of last year’s month 2 monitoring, Cabinet agreed to a request by Director of CYP to temporarily suspend that revised arrangement in favour of providing even greater flexibility to the effect that.

- *Members allow an exception to the breach of the Fair Funding (Scheme for Financing Schools) Regulations for the financial year 2017-18.*

3.8.13 The approval was 1 year specific, so in agreeing the individual sc52 budgets for each school in 2018-19, schools and LEA colleagues are operating outside of Fairer Funding Regulations requirement again, but that shouldn't be unanticipated given the relatively small flexibility they have in collective surplus levels. But to avoid their need to constantly report a need for a variation annually, it is advocated that the following amendments to MCC's Fairer Funding Regulations be introduced.

Delete the following clause

"4.7.2 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."

and amend the following clauses (underlined to helpfully highlight the improvements to the control environment consistent with removing the above prescription),

4.1 Carry Forward of Balances

"4.1.1 Schools will be able to carry forward from one financial year to the next any shortfall in expenditure relative to the school's budget share for the year, plus or minus any balance brought forward from the previous year. Where the periodic monitoring exercise predicts this shortfall would move the school into a net deficit position, the Governing body is required to meet and provide a Recovery Plan consistent with "Planning for Deficit Balances" in para 4.3.1 below, within 6 weeks of the deficit anticipation becoming known."

Planning for Deficit Balances

"4.3.1 This scheme allows governing bodies to plan for a budget deficit, only where a recovery plan has been prepared and submitted alongside and at the same time as the deficit budget is presented. A Recovery Plan being defined as a Governing Body prepared multi year budget, to be considered and agreed with Cabinet Member Children and Young People, indicating the quantified financial improvement actions to remove the deficit within 3 years, or longer by specific agreement with Cabinet Member Resources."

4.4 Obligation to carry forward Deficit Balances

"4.4.1 Where a school has a deficit balance at the end of the year, such deficit will be carried forward into the next financial year. The recovery plan will be monitored on a termly basis at minimum, but in material cases this will be monitored monthly. Governing body representatives may be required to report periodically to the Council on the progress of recovery actions. The

authority has the right to withdraw the delegated budget and powers of the governing body should the plan not be followed.

“4.7.1 The authority will only support licensed deficits where a recovery plan is in place, as detailed in paragraph 4.3.1. The governing body must request a licenced deficit from the Cabinet Member Children and Young People.

3.8.14 These changes are anticipated to have a twofold benefit in allowing the potential for deficits to be considered in a more timely fashion than at present, and better recognises the accountability for schools financial arrangements rests with Governing Bodies rather their headteachers, who have their financial responsibility delegated to them by Governing Body.

3.8.15 It also helpfully recognises that the problem is not so much with schools actual use of reserves but more to do with their forecast or budgeted draw. The bringing forward of Recovery Plan submissions, to be consistent with annual budget consideration, is designed to provide a better quality of data/information on which to consider the approval of any deficit budget, and would be reassuring to Members that any annual deficit volatility is accommodated within a multi year budget strategy.

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 Chairs
Head of Legal Services

8 BACKGROUND PAPERS

Outturn Monitoring Reports (Period 1)

<http://corphub/initiatives/Budgetmon/20182019/Forms/AllItems.aspx?InitialTabId=Ribbon%2ERead&VisibilityContext=WSSTabPersistence>

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Appendices (attached below)





Appendix 1 Mandated Savings Progress Report






Appendix 2 School Reserves

Appendix 1 – Savings Matrix

Disinvestment by Directorate 2018-19	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD
REVENUE MONITORING 2018-19	£000	£000	£000	£000	£000	£000
Children & Young People	(631)	(631)	0	0	0	0
Social Care & Health	(925)	(880)	0	0	(30)	(15)
Enterprise	(242)	(144)	0	0	(98)	0
Resources	(771)	(450)	0	0	(272)	(50)
Chief Executives Units	(1,296)	(1,035)	0	0	(91)	(170)
Corporate Costs & Levies	0	0	0	0	0	0
Appropriations	(396)	(396)	0	0	0	0
Financing	(800)	(800)	0	0	0	0
DIRECTORATE Totals	(5,061)	(4,336)	0	0	(490)	(235)











Children & Young People	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
	£000	£000	£000	£000	£000	£000	£000
Federated school model	(32)	(32)					
General 5% reduction on supplies & services	(132)	(132)					
Reduce school premature retirement budget	(50)	(50)					
CYP - Increased fee & charges income - Breakfast clubs	(125)	(125)					
CYP Acceleration of ALN review	(107)	(107)					
CYP - Mouton House Increase Charges	(68)	(68)					
CYP - Reduction in ISB for new schools maintenance budget reduction	(117)	(117)					
CHILDREN & YOUNG PEOPLE Budgeted Savings Total	(631)	(631)	0	0	0	0	




Social Care & Health	2018/19 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
Adult Disability Services	(638)	(638)					
Childrens Services (Saving £680k, pressure £561k, net saving in yr 4 £119k)	(113)	(113)					
SCH - Increased fee & charges income - Meals on wheels	(15)	0				(15)	
SCH - Increased fee & charges income - Registrars	(12)	0			(12)		
SCH Targetted reduction high cost placements posts	(147)	(129)			(18)		
SOCIAL CARE & HEALTH Budgeted Savings Total	(925)	(880)	0	0	(30)	(15)	

Enterprise	2018/19 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
ENT (Fut Mon) Increased fee & charges income - Further 2.5% increase for	(32)	(32)					
ENT (Fut Mon) Targetted reduction in agency costs	(80)	0			(80)		
ENT (Fut Mon) Decrease travel costs (travel free weeks, digital use, car sharing, pool car use)	(72)	(54)			(18)		
ENT (Fut Mon) Targetted reduction in overtime	(28)	(28)					
ENT Community hubs- vacant post freeze and software savings	(30)	(30)					
ENTERPRISE Budgeted Savings Total	(242)	(144)	0	0	(98)	0	

Chief Executive's Unit	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
	£000	£000	£000	£000	£000	£000	£000
Car Parks Net 7.5% increase in charges above 2.5% RPI (10% in total)	(100)	(83)			(17)		
Car Parks 10% increase in permits	(10)	(9)			(1)		
Car Parks Increase resident permits from £40-£60	(3)	(3)					
Car Parks Penalties increase to £70 discounted £35	(9)	(7)			(2)		
Grounds/waste - Reduced opening hours at all CA sites	(13)	0			(13)		
Grounds/waste - Stop Bailey park bowls maintenance	(10)	(10)					
Grounds/waste - Rationalise shrub bed maintenance	(12)	(12)					
Grounds/waste - 1 year freeze of Head of waste post	(40)	(40)					
Property - School meals Price Increase (net after 2.5% RPI)	(23)	(23)					
Property income - External Fees (net after 2.5% RPI)	(19)					(19)	
Property - Council wide Postage savings	(5)					(5)	
Highways - Road Traffic Incident recovery of costs	(15)	(15)	0				
Highways - Improved Plant utilisation/recovery	(40)	(40)					
Passenger Transport - Route 65 changes	(25)	(25)					
Passenger Transport - CPC Staff Training	(9)	(9)					
Passenger Transport - S106 Funding to support Sunday Routes 74, 69, 83, 60	(26)	(26)					

Chief Executive's Unit	2018/19 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
CEO/OPS - PTU Improved payment terms at 2.5% reduction in costs	(30)	0					
CEO/OPS - PTU- DPS retendering and route optimisation	(171)	(142)			(29)		
CEO/OPS - TRANS - Independent fleet review	(20)	(20)					
CEO/OPS - PTU Introduction of personal transport budgets	(31)	(61)					
CEO/OPS - PTU extended provision of MCC inhouse ALN transport service	(41)	0				(41)	
CEO/OPS Highways - Insuring Full overhead recovery on all works	(140)	(140)					
CEO/OPS Highways - displace core costs with grant	(200)	(200)					
CEO/OPS Raglan Training Centre income increase	(49)	(20)			(29)		
CEO/OPS - Catering Increased fee & charges income - School meals, extra 25p per meal in addition to 2.5% annual increase agreed for fees & charges	(100)	(100)					
CEO/OPS -PTU school transport concessionary fares increase from £390 to £440 pa.	(16)	(16)					
CEO/OPS Apportionment of Waste Recycling (BGCBC)	(100)	0				(100)	
CEO/OPS Seasonal Garden Waste	(40)	(35)			0	(5)	
CHIEF EXECUTIVES' UNIT Budgeted Savings Total	(1,296)	(1,035)	0	0	(91)	(170)	

Resources	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
	£000	£000	£000	£000	£000	£000	£000
Schools based Revenues SLA (to reflect actual)	(39)	(39)					
Comino system change	(10)	0			(10)		
Housing Benefit team savings	(8)	(8)					
Insurance staff saving	(26)	(26)					
IT Equipment budget saving	(30)	(30)					
IT saving	(50)					(50)	
Public Sector Broadband Agreement PSBA saving (£155k-£22k)	(133)	(133)					
RES (Corp Lan) Commercial Property investment income	(30)	(30)					
RES (Procurement - freeze, cease or consolidate non essential spend)	(155)	(155)					
RES (Procurement - third party supplier spend reduction)	(29)	(29)					

Resources	2018/19 Budgeted Savings £000	Value of Saving forecast at Month 2 £000	Value of Saving forecast at Month 7 £000	Value of Saving achieved at Outturn £000	Delayed Savings £000	Savings deemed Unachievable £000	Traffic Light based Risk Assessment £000
RES (Procurement - Gateway Review)	(150)	0			(150)	0	
RES (Procurement - supplementary duplicate payment review)	(25)				(25)		
RES (Reviewing Technology and Systems and Utilisation of Automation and AI)	(87)	0			(87)		
RESOURCES Budgeted Savings Total	(771)	(450)	0	0	(272)	(50)	

Appropriations	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
	£000	£000	£000	£000	£000	£000	£000
Interest Payable	(533)	(533)					
Interest Receivable	136	136					
MRP	51	51					
APP - Utilise more short term variable borrowing	(50)	(50)					
APPROPRIATIONS Budgeted Savings Total	(396)	(396)	0	0	0	0	

Financing	2018/19 Budgeted Savings	Value of Saving forecast at Month 2	Value of Saving forecast at Month 7	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment
	£000	£000	£000	£000	£000	£000	£000
Council Tax Increase from Base changes (net of CTRS)	(435)	(435)					
FIN - Council tax gain upon completions	(220)	(220)					
CTRS	(95)	(95)					
FIN - Further Reduction in Council tax reduction scheme budget	(50)	(50)					
FINANCING Budgeted Savings Total	(800)	(800)	0	0	0	0	

Appendix 2 – Individual Schools Reserves

	Opening reserves 2018-19 (Surplus)/Deficit	In Year position at Month 2 (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Y/E target balance 2018- 19	Recovery Plan Y/E target balance 2019- 20	Recovery Plan Y/E target balance 2020- 21	Recovery Plan Y/E target balance 2021- 22	Recovery Plan Comments
Abergavenny cluster									
E003 King Henry VIII Comprehensive	162,460	(36,687)	125,773	Recovery Plan Meetings held and recovery path agreed - awaiting signed copy of plan for years 4 and 5.	No recovery target identified for year despite starting year in deficit	105,232	125,533	137,424	5 year recovery plan required and confirmation of Education Achievement Service income awaited.
E073 Cantref Primary School	(65,965)	28,556	(37,409)						
E072 Deri View Primary School	(40,000)	41,836	1,836	Support Staff pay award between 9.191% and 3.734% between SCP 6 and SCP19		(30,402)	(7,690)		Senior Teacher Secondment and Support Staff reorganisation
E035 Gilwern Primary School	(52,253)	10,580	(41,673)	Increased Teaching Costs and additional Support Staff. Also Building Improvement Project (School Extension/Reception)					
E037 Goytre Fawr Primary School	(10,803)	28,317	17,514	Month 3 and Recovery Plan meeting scheduled for 10th of July 2018.					
E093 Llanfoist Fawr Primary School	(49,580)	29,823	(19,757)						
E044 Llantillio Pertholey CiW Primary School (VC)	(4,440)	16,094	11,655	Teachers salary protections are continuing.		(2,866)	(17,755)		Full year effect of 3 Teaching Assistant redundancies.
E045 Llanfihangel Crucorney Primary School	(511)	(14,358)	(14,869)	Additional Support Staff hours plus revision of contract cleaning price estimate	(4,857)				
E090 Our Lady and St Michael's RC Primary School (VA)	7,084	16,328	23,412		No recovery target identified for year despite starting year in deficit	10,182	(1)		Additional pupil numbers, Full Year Effect of Staff changes and revised contracts.
E067 Ysgol Gymraeg Y Fenni	(58,965)	27,418	(31,547)	Agency Support Staff costs for Additional Learning Needs pupil.					

	Opening reserves 2018-19 (Surplus)/Deficit	In Year position at Month 2 (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Y/E target balance 2018- 19	Recovery Plan Y/E target balance 2019- 20	Recovery Plan Y/E target balance 2020- 21	Recovery Plan Y/E target balance 2021- 22	Recovery Plan Comments
Caldicot cluster									
E001 Caldicot School	100,637	(30,109)	70,528		No recovery target identified for year despite starting year in deficit	30,645			Meeting with the school at Month 3. It is anticipated that sufficient efficiencies will be identified to bring school back into surplus by end of 19-20.
E068 Archbishop Rowan Williams CiW Primary School	(79,455)	43,852	(35,603)						
E094 Castle Park Primary School	43,659	(9,000)	34,659		18,544	34,659	28,975	28,394	Recovery plan being updated as Head Teacher leaving at end of summer term. This will generate additional savings that should see school back in surplus.
E075 Dewstow Primary School	(105,626)	54,807	(50,819)						
E034 Durand Primary School	(71,665)	48,820	(22,845)						
E048 Magor CiW Primary School (VA)	19,227	55,731	74,958	Additional agency cover costs partially offset by maternity savings of a teaching post	No recovery target identified for year despite starting year in deficit				Recovery Plan meeting scheduled for 11th of July 2018.
E056 Rogiet Primary School	(26,145)	37,247	11,102						Meeting with the school at Month 3. It is anticipated that sufficient efficiencies will be identified to keep school in surplus in 18-19.
E063 Undy Primary School	28,221	31,650	59,871	Replacement teaching staff on Upper Pay Spine not Newly Qualified with an additional Foundation Phase Teaching required to be employed from 1/9/18. Also two Additional Learning Needs	8,023	10,342	(25,894)		Key Stage 1 top up and additional pupil numbers funding
E069 Ysgol Gymraeg Y Ffin	37,616	(35)	37,581	As per budget - on track for month 2	75,056				Admission numbers are significantly reduced so we are working with the school to further update the recovery plan in order to devise a way of helping the school return to a break even position.

	Opening reserves 2018-19 (Surplus)/Deficit	In Year position at Month 2 (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Y/E target balance 2018- 19	Recovery Plan Y/E target balance 2019- 20	Recovery Plan Y/E target balance 2020- 21	Recovery Plan Y/E target balance 2021- 22	Recovery Plan Comments
Chepstow cluster									
E002 Chepstow School	(158,456)	(444)	(158,900)						
E091 Pembroke Primary School	(181)	16,214	16,033	Education Achievement Service income now anticipated and Information Technology Budget revised.		15,141	20,875		Six support staff leaving 31/8/18. Further recovery plan refinement required at Month 3.
E057 Shirenewton Primary School	(118,599)	62,810	(55,789)						
E058 St Mary's Chepstow RC Primary School (VA)	(6,055)	40,222	34,167	Head teacher absence and the employment of a replacement has added unforeseen pressure to the					
E060 The Dell Primary School	(22,165)	22,060	(105)						
E061 Thornwell Primary School	9,565	8,595	18,160	Welsh Government class size funding means capacity for the School to increase its pupil roll and trigger additional funding from 2019/2020.	No recovery target identified for year despite starting year in deficit	9,058	(10,981)		Additional Pupil Numbers anticipated to be on roll January 2019.

	Opening reserves 2018-19 (Surplus)/Deficit	In Year position at Month 2 (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Y/E target balance 2018- 19	Recovery Plan Y/E target balance 2019- 20	Recovery Plan Y/E target balance 2020- 21	Recovery Plan Y/E target balance 2021- 22	Recovery Plan Comments
Monmouth cluster									
E004 Monmouth Comprehensive	423,951	51,343	475,294		No recovery target identified for year despite starting year in deficit	240,781	56,720	(67,015)	School presented recovery plan in June 2018 to Cabinet Member. Currently on target.
E032 Cross Ash Primary School	(59,356)	45,211	(14,145)						
E092 Kymin View Primary School	(34,657)	34,640	(17)	Staff changes required for the new academic year have resulted in a projected overspend. These changes include: part time deputy headteacher being replaced with a full time deputy; a class teacher on main pay scale leaving and being replaced by a teacher on					
E039 Llandogo Primary School	12,449	10,984	23,433		(1,141)	(1,141)			
E074 Osbaston CiW Primary School (VC)	(635)	597	(38)						
E051 Overmonnow Primary School	(28,389)	14,744	(13,645)						
E055 Raglan CiW Primary School (VC)	147,743	(32,079)	115,664	Agreed long term recovery plan in operation.	No recovery target identified for year despite starting year in deficit	62,644	35,366	17,177	Recovery plan projects surplus of £24,921 in 2022/23
E062 Trellech Primary School	(87,650)	53,782	(33,868)						
E064 Usk CiW Primary School (VC)	(62,920)	81,025	18,105	Additional Foundation Phase teacher to be employed from 1/9/18 which has resulted in a planned deficit. Additional Key Stage 1 top up funding will be triggered in 2019/20 and there will be an					Meeting with the school at Month 3. It is anticipated that sufficient efficiencies will be identified to keep school in surplus in 18-19.
	(151,857)	790,574	638,717						
Special Schools									
E020 Mounton House Special School	33,584	(41,284)	(7,700)	Some staff savings due to a member of staff finishing in August and not being replaced.	28,968	4,947	(39,683)		Month 2 indicates school will return to surplus this financial year.
E095 PRU	(56,951)	48,413	(8,538)						
	(23,367)	7,129	(16,238)						
	(175,225)	797,703	622,478						

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SUBJECT:	REVIEW OF MARDY LOCAL LETTINGS POLICY
MEETING:	ADULTS SELECT COMMITTEE
DATE:	23rd October 2018
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1 To consider a request by Monmouthshire Housing Association to extend a Local Lettings Policy that relates to social housing stock in Mardy, Abergavenny.

2. RECOMMENDATIONS:

- 2.1 To receive a presentation from Monmouthshire Housing Association.
- 2.2 To consider the implications of the Local Lettings Policy in relation to the Housing Act 1996 and the Council's homeless responsibilities.
- 2.3 To recommend to Cabinet that the Policy should be extended for a further two years, subject to a review in one year.

3. KEY ISSUES:

- 3.1 The Council has a statutory responsibility to identify housing need and to lead on actions to respond to this need. In this regard, the Council's Housing Register and Common Allocation Policy is a legal responsibility and is delivered by Monmouthshire Housing Association through the Homesearch Partnership, made up of the Council and local housing associations.
- 3.2 The Council's responsibility is to have an allocation scheme for determining 'priorities'. In regards to priorities, the scheme needs to ensure that 'reasonable preference' is given to certain categories of applicants such as people who are homeless or need to move for medical reasons. However, there is scope to allocate accommodation to people of a particular description, whether or not they fall within the 'reasonable preference' categories and to certain types of property or those within an area, provided that overall compliance with the 'reasonable preference' requirements. **See Appendix 1.**
- 3.3 Under this provision, a Local Lettings Policy was established in 2015 in respect of four streets in the Mardy, Abergavenny – St Andrews Crescent, St Georges Crescent, Llwynu Lane and St Davids Road.
- 3.4 The aim of the policy was to tackle anti-social behaviour, low demand and failed tenancies resulting in a high turnover of properties and increasing void periods. The policy gives priority to applicants in full time employment or 50+ with a view to developing a balanced and sustainable community to tackle the said issues. The impact of the policy is detailed in the attached briefing. **See Appendix 2.** The following provides a summary overview of the impact of the policy:
- The demographic and socio-economic profile of the area has changed;
 - A reduction in voids ;
 - Reduced applications from existing residents wishing to leave the area;

- The average number of bids on vacant properties has improved, although remains well below average for comparable general needs stock
- Whilst turnover has reduced and refusal rates are low, there was an increase in reported anti-social behaviour reported in the area in 2016/17 but this reduced in 2017/18.

3.5 The results of the policy are positive, but Monmouthshire Housing consider that there are further benefits to be achieved by extending the policy for a further two years. An implication of the policy, however, is that the policy effectively temporarily marginally reduces the 'wider pool' of accommodation available for those applicants in the greatest housing need, including homeless applicants. The majority of homeless applicants are not in employment and typically are under 50 years of age.

4. OPTIONS APPRAISAL

4.1 The following options are available:

- **Option 1** – not approve and bring the local letting policy to an end.
- **Option 2** - approve for an extension of one year
- **Option 3** – approve for an extension of two years

5. OPTIONS EVALUATION

5.1 Additional evaluation over and above that listed above is detailed in **Appendix 3**.

6 REASONS:

6.1 Section 167(2E) of the Housing Act 1996 enables Local Authorities to allocate accommodation utilising Local Lettings Policies to

7 RESOURCE IMPLICATIONS:

7.1 There is a small resource implication to this proposal in the context of the Council's homeless responsibilities and the potential impact on the ability of the Council to discharge its legal duties (due to the smaller pool of social housing). This, however, is considered to be a marginal risk and

8. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

8.1 There are no negative implications. **Appendix 4**.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

7.1 There are no implications associated with this proposal. **Appendix 4**.

8. CONSULTEES:

Cabinet Member for Social Justice and Community Development; Chief Officer Enterprise; Head of Planning, Housing & Place Shaping; Housing Options Team Manager; Monmouthshire Housing Association.

9. **BACKGROUND PAPERS:** Housing Act 1996; Code of Guidance for Local Authorities on the Allocation of Accommodation and Homelessness

10. **AUTHOR:** Ian Bakewell, Housing & Communities Manager

11. **CONTACT DETAILS:** Ian Bakewell, Tel: 01633 644479 **E-mail:** ianbakewell@monmouthshire.gov.uk

Appendix 1

S.167 Housing Act 1996 – Reasonable Preference

Every local housing authority in Wales shall have a scheme (their “allocation scheme”) for determining priorities, and as to the procedure to be followed, in allocating housing accommodation. (1A) The scheme shall include a statement of the authority’s policy on offering people who are to be allocated housing accommodation—

- (a) a choice of housing accommodation; or
- (b) the opportunity to express preferences about the housing accommodation to be allocated to them.

As regards priorities, the scheme shall, subject to subsection (2ZA) be framed so as to secure that reasonable preference is given to —

- (a) people who are homeless (within the meaning of Part 2 of the Housing (Wales) Act 2014);
- (b) people who are owed any duty by a local housing authority under section 66, 73 or 75 of the Housing (Wales) Act 2014;
- (c) people occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions;
- (d) people who need to move on medical or welfare grounds including grounds relating to disability; and
- (e) people who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others). The scheme may also be framed so as to give additional preference to particular descriptions of people (being descriptions of people with urgent housing needs).

UPDATE ON LOCAL LETTINGS PLAN FOR THE MARDY

Purpose of Report

To provide an update to Operations sub-group on the Local Lettings Plan (LLP) which was implemented in four streets in the Mardy, Abergavenny in February 2015 – St Andrews Crescent, St Georges Crescent, Llwynu Lane and St Davids Road.

Recommendation:

To approve the continuation of the local lettings plan for the current area of The Mardy, until April 2020. Members are asked to note that any LLP also requires approval from the Homeseach Partnership before being implemented, and that the MHA Chief Executive is taking a presentation about the LLP to the Monmouthshire Public Service Board (PSB).

Background Information

North Abergavenny is recognised within the *Population Needs Assessment Gwent Region Report¹* as an area experiencing high levels of deprivation.

The revised LLP was introduced on 15th February 2015 and was amended in January 2016 to “Priority to applicants who are in full time employment or 50+”, agreement was given in 2017 to apply it until April 2018. The LLP aims to develop and promote balanced and sustainable communities to tackle estate based problems.

The criteria was introduced across four streets consisting of 154 properties; 5 bungalows, 125 flats, 21 houses and three maisonettes. The LLP was implemented due to ASB, a lack of demand and failed tenancies, resulting in a high turnover of properties and increasing void periods. High churn rates are both costly and labour intensive.

Findings

There have been significant positive outcomes since the revised LLP was implemented including positive change to the demographic and socio-economic profile, increased eligible bids, a reduction in voids and fewer homeseach applications from existing residents. The average number of bids on properties has improved, although remains well below average for comparable general needs stock.

Whilst turnover has reduced and refusal rates are low, there was an increase to the level of ASB reported in the area in 2016/17 although this has reduced in 2017/18.

Community Safety & demographics

The LLP area had 19 reports of anti-social behaviour (ASB) in 2014/15, this reduced to 6 in 2015/16 after CCTV was fitted to some areas, but increased to 14 in 2016/17. Reports show reduced new ASB reports, with zero new incidents in St George’s Crescent for the second consecutive year (chart 1a). However four 2016/17 ASB cases were reopened, giving a total 16 cases. St Davids Road continues to have the highest number of incidents reported.

The types of ASB reported vary; with no distinct patterns emerging however, noise complaints continue to be an issue. Noteworthy is that Domestic Abuse now accounts for 1/3 of the reports in 2017/18 with four cases at four different addresses. Along with noise

¹ http://www.monmouthshire.gov.uk/app/uploads/2017/10/Population_Needs_Assessment_Final.pdf

nuisance, domestic abuse is the most common cause of ASB report. It is also worth noting that the number of 'multiple' issue complaints has reduced from three to one in 2017/18.

Of the 12 new ASB cases, 42% of the alleged perpetrators became starter tenants after the LLP commenced, 25% were in tenancy before the LLP and 33% were transferring tenants who moved after the LLP. This suggests that whilst the LLP is restrictive, it by no means guarantees that new tenants will not have ASB complaints made against them.

It should be noted that establishing culture change and improving the socio-economic profile of an area can take considerable time. However housing a larger proportion of tenants in paid work through the LLP has impacted significantly on the economic profile of the area

Using tenant insight data it is evident that the LLP has had significant impact on the economic profile. Since February 2015 there has been a 78% increase in the number of employed households in the area whilst those unemployed (excluding retired households) has dropped by a third (chart 1b). Comparing the LLP area with four comparable streets in Caldicot, demonstrates the LLP area now has higher levels of economic activity (chart 1c), with a higher employment rate and lower unemployment rate.

Data extracted (Chart 1d) from MHA tenant satisfaction surveys in 2015/16 and 2017/18 compares responses from tenants living in the LLP area with a comparable area in Caldicot. The results show that whilst satisfaction levels with MHA services have risen in the LLP area they continue to be substantially lower than for the comparable area. Other responses suggest that tackling ASB is still perceived as a greater issue for LLP residents.

Substantial environmental works have taken place or are planned in the LLP area since 2012 in excess of £320k spend (chart 1e).

Homesearch applications

The LLP seeks to address issues relating to low demand and high churn rates. **There are currently 26 households in the LLP area registered on Homesearch as at February 2018, a 35% reduction from those registered at the previous year's snapshot (Chart 3).**

New Homesearch applications from LLP residents continue to fall (chart 4a), with only 6 new registrations in 2017/18, of the four that gave a reason for wanting to move none are related to dissatisfaction with the area, although LLP residents remain statistically more likely than the MHA average to be registered on Homesearch 16.88% compared to 11.29% (chart 4b), although new registrations show LLP tenants are below the MHA average trend; 3.9% compared to 5.17% (chart 4c). The number of current LLP residents newly registering for Homesearch has now dramatically fallen from 21% to 4% per year since 2014/15; this is a good indicator of higher tenant satisfaction levels with their property/area since the LLP, and the new approach to pre-tenancy work and starter tenancy management. (Chart 4c)

However it should be noted that the total number of registrations for LLP households (chart 4d) show varied reasons for wishing to move and are statistically higher than for MHA tenants in general.

Homesearch bids and allocations:

There have been 18 LLP properties advertised for the 2017/18 period with an average 16.2 bids each, when cleansed for eligibility according to the LLP criteria this reduces down to 8 bids per property, this is lower than the number of eligible bids for 2016/17 (9 bids per property), but is still double the 2015/16 figure of 4 bids (chart 5a). Chart 5b gives a breakdown of banding of successful homeseekers housed by band during 2017/18.

There were 66 two-bedroom apartments let by MHA in 2017/18 with an average number of 38 bids per property, more than double the average number of bids for the LLP area alone,

reducing to 15 bids per property when cleansed for eligibility. Comparison with a neighbourhood area with a similar stock profile (in Caldicot) shows average bids per property in 2017/18 was 47, compared to 16.2 for the LLP (chart 5c) with 37 eligible bids per property compared to 8; however this is for a small sample of 4 void properties, and this area has been subject to high numbers of decants and direct transfers due to redevelopment works, reducing available stock. Demand for the two areas (Homeseach registrations) is comparable, with 300 registrations for 2-bed homes in Caldicot and 278 in Abergavenny.

Of the 18 LLP properties let in 2017/18 56% were let to those with higher housing needs (Band 1-3), this compares to 45% the previous year. Those in Band 2b account for 17% of lets (not far short of the 20% target). There were 28% of LLP lets in band 4 applicants and three (17%) were housed from Band 5 in the period (chart 6a). The comparison of 2 bed apartment lets by banding in the LLP with the whole of MHA shows that households being allocated properties in the LLP area are from lower bands than average (chart 6b). However it should be noted that there are generally low numbers of Band 1 and 2 housing need bidders in the area generally; in the Abergavenny area there are currently only 28 households with a 2 bedroom property need (chart 6c:snapshot March 2018) in Bands 1 and 2, with Abergavenny as first choice area.

There are new social housing developments in the area which may reduce future LLP bid levels.

Voids

The number of void properties (Chart 7a) in the LLP is 18 voids in 2017/18 as it was for 2016/17, though this has reduced from the 2015/16 peak of 25 properties, **Voids in the LLP area continue to be much higher than general (Chart 7b), suggesting there is still work to do on tenancy sustainment. St George's continues to have low level voids.**

LLP void/churn rates in the LLP have remained consistent at 11.69% of the total number of properties, whilst the average MHA void rate has fallen from 7.5% in 2016/17 to 6.70% for 2017/18. Lower churn rates are a general indicator of community and tenancy sustainability as well as desirability of an area; suggesting lower satisfaction and community cohesion in the LLP area than for other areas of MHA.

The reason for tenancy ends (chart 7c), shows that 55% were down to two reasons; a third of tenancy ends are down to transfers and 22% are due to the death of the tenant. There is no pattern to the remainder tenancy end reasons, each of the remaining 8 have a different reason ranging from a 'move to private rent' to 'size of property'.

Void turnaround times

In 2017/18 the average void turnaround time (Chart 8) was 27 days, an increase from the 2016/17 time of 21 days, with 7 of the 18 void LLP properties going over the 24 day target. Of these only 1 was delayed due to low demand requiring re-advertising. This suggests there is a significant improvement in demand in the LLP area.

There was only one refusal for all 18 void LLP properties in 2017/18. At 6% of the total this is a statistically insignificant number compared to the 40% refusal rate of 2016/17.

Conclusions

The LLP has supported demographic and economic change under a restricted criteria. During 2017/18 substantially fewer LLP residents registered on Homeseach to transfer, there has been an increase in eligible bids for properties and void periods, due to re-advertising periods, have reduced. However LLP average bids remain lower than MHA and Abergavenny average, and are significantly lower than for a Caldicot area with a similar stock

profile and similar demand for 2-bedroom apartments. This suggests there are still reputational barriers to overcome, and may indicate that a number of applicants are not bidding due to the LLP restrictions. Refusal rates, once a property is allocated, are lower with improved satisfaction.

The LLP restrictions have undoubtedly resulted in households with lower banding levels being housed in the area than would otherwise have done so, both in terms of the number of bidders being overlooked as not meeting the criteria, and of course there is likely to be a further number of households who will not have made a bid at all. This means that during the lifetime of the LLP some applicants in higher housing need have been overlooked, although the numbers of those in Bands 1 and 2 remains low for the Abergavenny area.

There has been a decrease in new ASB reports in 2017/18 however a number of ongoing ASB cases continue to require management. ASB casework and numbers are too small to give meaningful trend information. However apartments often have higher levels of ASB reported than other types of properties due to density and noise issues. There have been no new reports of ASB in St Georges Crescent in the past 12 months and this street has not had any end of tenancies, suggesting a very stable community and limited need for the LLP.

Ending the LLP puts at risk the progress made with change to the demography of the area, in terms of resident age and economic profile, as well as improving the public perception and resident satisfaction levels, however pressures on social housing continue to grow in Monmouthshire and continuing the LLP prevents access for some households.

The Local Authority may not support extension of the LLP due to the restrictions it places on those in higher housing needs, e.g. homeless households who are not economically active.

It is therefore the view of the authors that the LLP should continue to April 2020 to sustain the demographic, economic and improved housing demand in the area, and to support the aims of the Monmouthshire Wellbeing Plan².

Financial / Business Risk Consequences / Value for Money

Increased void rates due to fewer bids may be a consequence, although void rates are 27 days in 2017/18. Demand (bids) have increased significantly in the last two years, although remain much lower than the MHA average, including bids cleansed for eligibility. LLP properties are more likely to be let to people with little or no housing need.

Staffing / Personnel Implications

The LLP requires additional administration and monitoring, whilst the Homesearch, New Homes and Neighbourhoods teams require resources and time to offer estate management and respond to resident contacts about the LLP.

Environmental Implications

Continuing to operate an LLP will help to increase sustainable and balanced communities and lead to higher levels of customer satisfaction.

Equality & Diversity Implications

Although the allocations Policy permits the use of LLP's with the agreement of MCC, it should be noted that the LLP used by MHA does affect applicants on the basis of their age and employment status. The LLP aims to meet the needs of the wider community by managing demography and create a more balanced community.

Open- MHA will be open in the advertising of these properties, ensuring all applicants are aware of the additional criteria attached to the properties before bidding.

² http://www.monmouthshire.gov.uk/app/uploads/2017/10/Monmouthshire-PSB_well-being-plan_3.0.pdf

Fair- By introducing an LLP, this will help to alleviate pressures for the community by ensuring that all new allocations are to tenants less likely to be perpetrators of ASB, and to better support a balanced and diverse community.

Flexible- MHA will review the LLP regularly to ensure it is having the desired effect, before agreeing (or not) to continue with or amend the plan.

Achieving- By restricting the letting criteria in these streets MHA aims to reduce incidents of ASB, build a positive local reputation, ensure more sustainable tenancies and improve community cohesion.

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LLP Report 2017/18 Charts

Chart 1a: ASB case reports

Chart 1a: ASB case reports	2014/15	2015/16	2016/17	2017/18 (to mid Feb 2018)
St Andrews Crescent	7	1	4	2
St David's Road	8	3	11	8
Llwynu Lane	4	0	0	2
St Georges Crescent	0	2	0	0
Total	19	6	15	12

Chart 1b: Economic activity profile

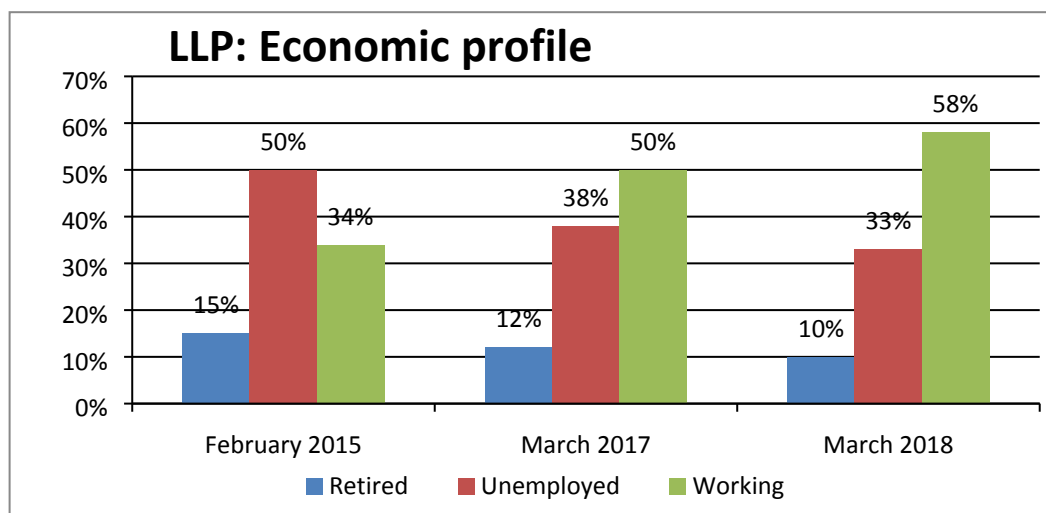


Chart 1c: Caldicot comparable streets and LLP: economic profile snapshot 2018

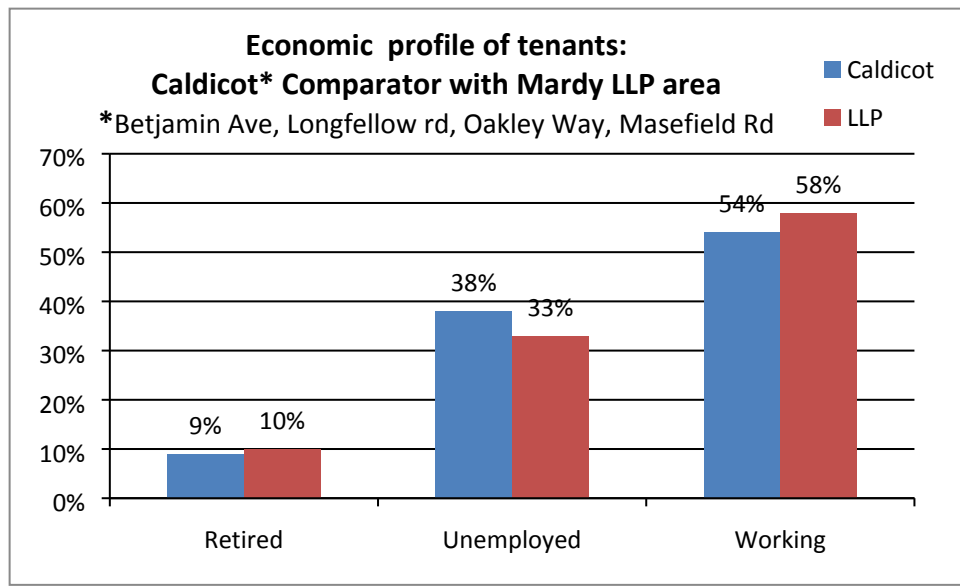


Chart 1d: Tenant satisfaction levels in LLP area and comparable area

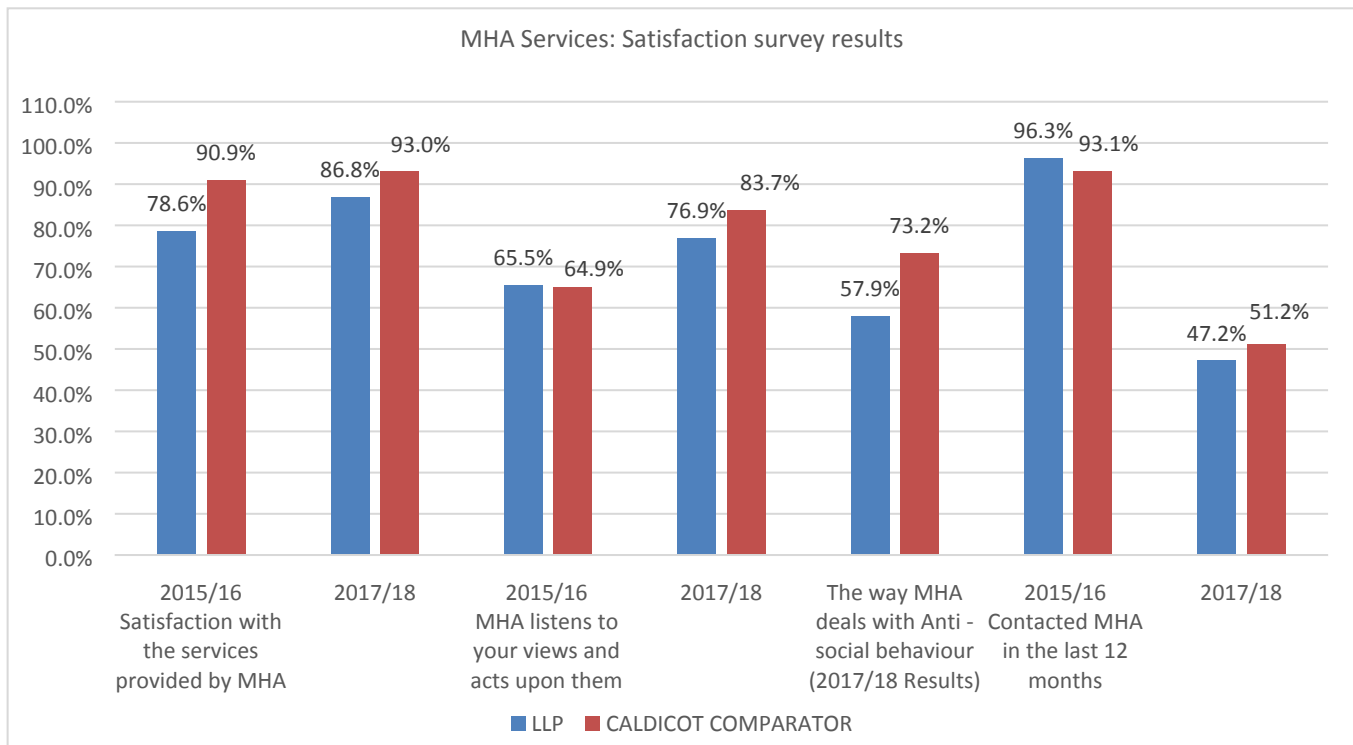


Chart 1e: LLP environmental works spend

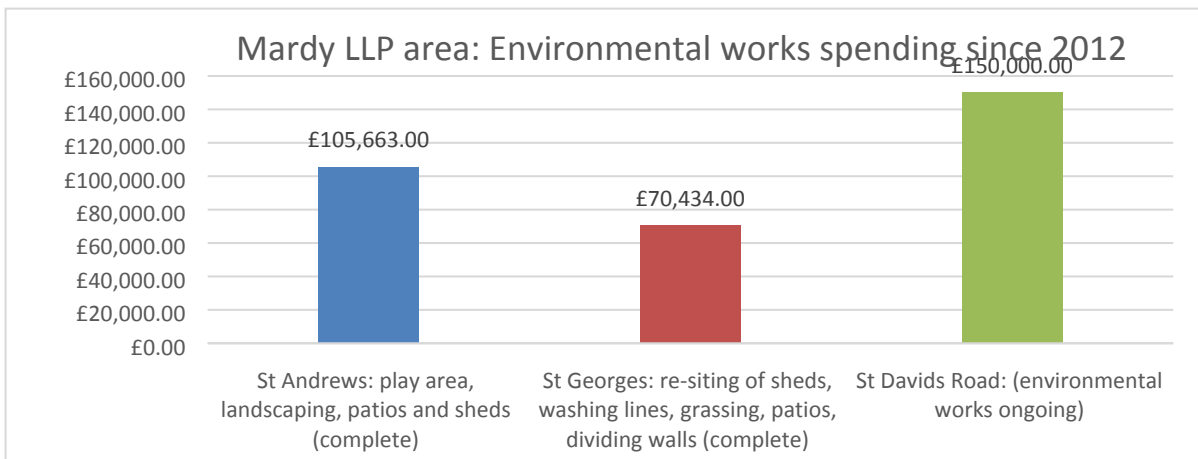


Chart 2: Type of ASB

Type of ASB	New Cases opened 2016/17	New cases opened 2017/18
harassment	1	0
noise	4	4
multiple	3	1
vandalism/damage	1	0
drug/substance misuse	3	2
threatening behaviour	1	0
domestic abuse	0	4
pets and animals	0	1
criminal behaviour	1	0
total	14	12

*** Additional 4 x 2016/17 cases continue (reopened) into 2017/18**

Chart 3: Homesearch registrations in LLP

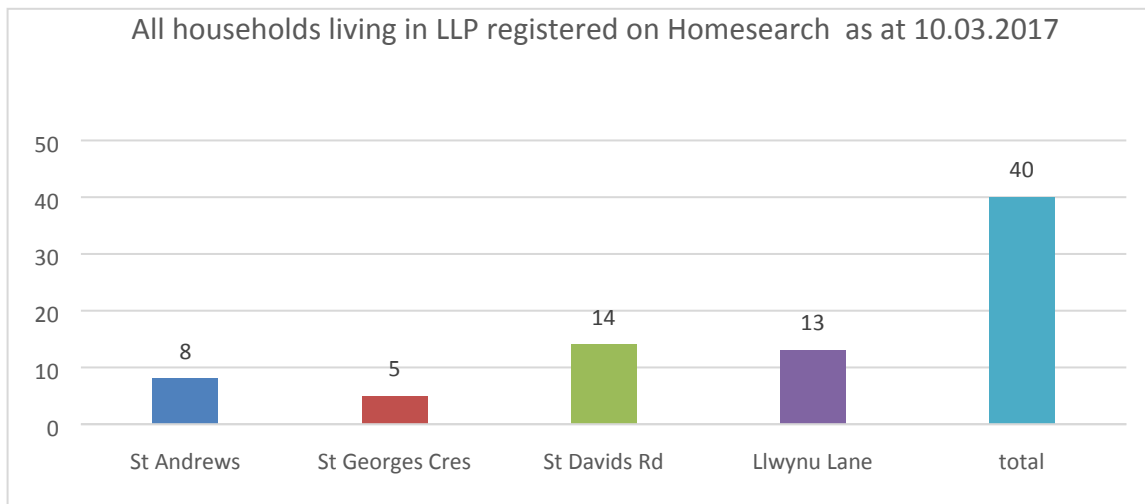


Chart 4a: New homesearch applicants by residents in LLP area by year

Table 4: New homeseach applicants by residents in LLP area by year

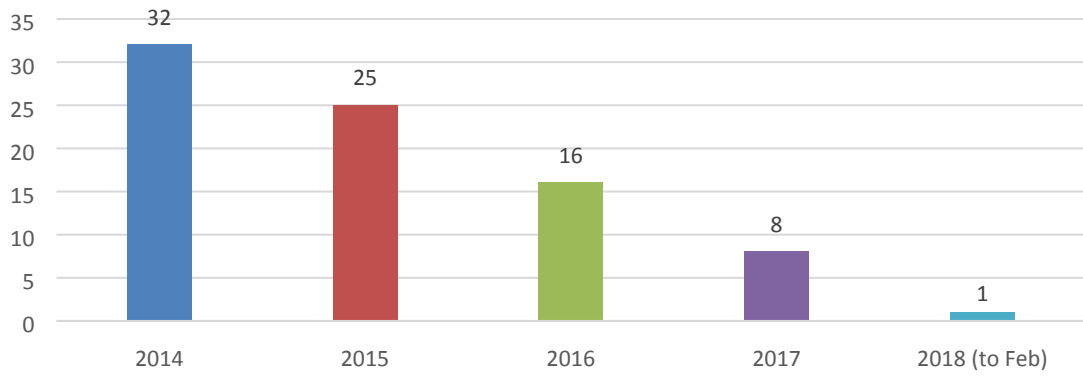


Chart 4b: Total MHA vs LLP tenants registered with Homeseach in February 2018

Chart 4b: Total MHA Tenants vs LLP tenants registered with Homeseach in Feb 2018	
Total MHA tenants registered on HS	415
Total MHA stock	3675
% MHA tenants registered	11.29%
Total LLP tenants registered on HS	26
Total LLP stock	154
% LLP tenants registered	16.88%

Chart 4c: Percentage of new homesearch registrations

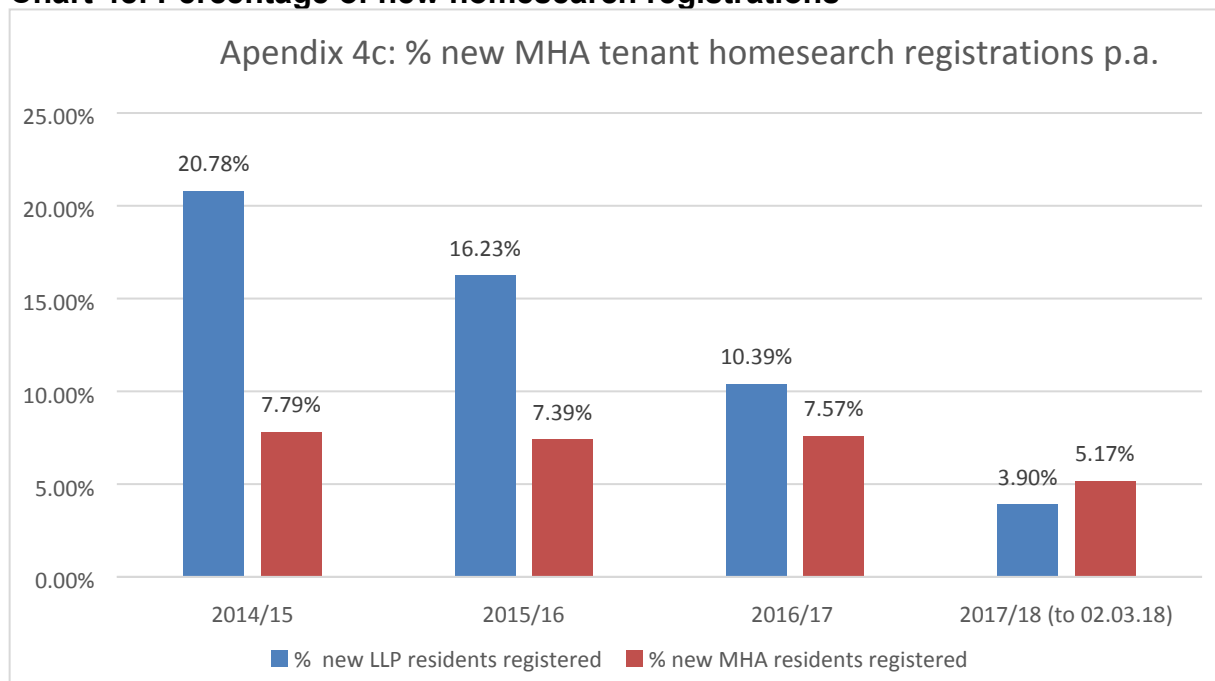


Chart 4d: HS applicants by reason for wanting move

Chart 4d: New Homesearch applicants from LLP area by reason for wanting a move	2014	2015	2016	2017	2018 (as at March)
Asked to leave by family/friends	4	2	1	0	0
Children in flats	1	1	0	0	0
Stated due to poor state of communal area	0	2	0	0	0
Harassment/neighbour dispute	2	2	1	0	0
Move near family/friends	4	2	1	0	0
Health/medical/disability reasons	6	4	5	2	0
Noise nuisance	0	2	0	0	0
Poor condition of property	0	2	0	0	0
Relationship breakdown	1	3	0	1	0
Property overcrowded	3	1	2	0	0
Bedroom Tax	2	2	0	0	0
Social Services Involvement	0	1	0	0	0
Would like to move from flat to house	1	1	1	0	0
Fleeing DV	1	0	1	0	0
Landlord served notice/insecure accommodation	3	0	1	0	0
To move to another community	0	0	0	0	0
To be near amenities/transport links	0	0	1	0	0
To be independent/leaving home	2	0	0	0	0
Move to sheltered	0	0	1	0	0
Smaller property wanted ¹	0	0	0	1	0
Other/not stated	2	0	1	4	1
Total	32	25	16	8	1

Chart 5a: Eligible bids per property

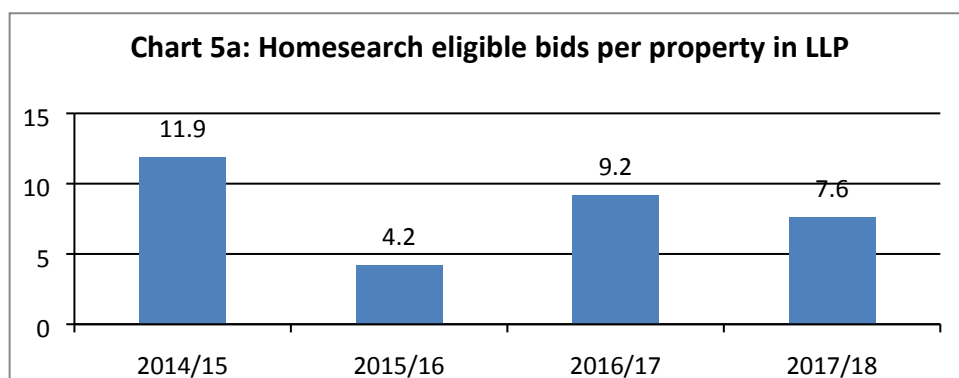


Chart 5b: Homeseekers housed in LLP by Band

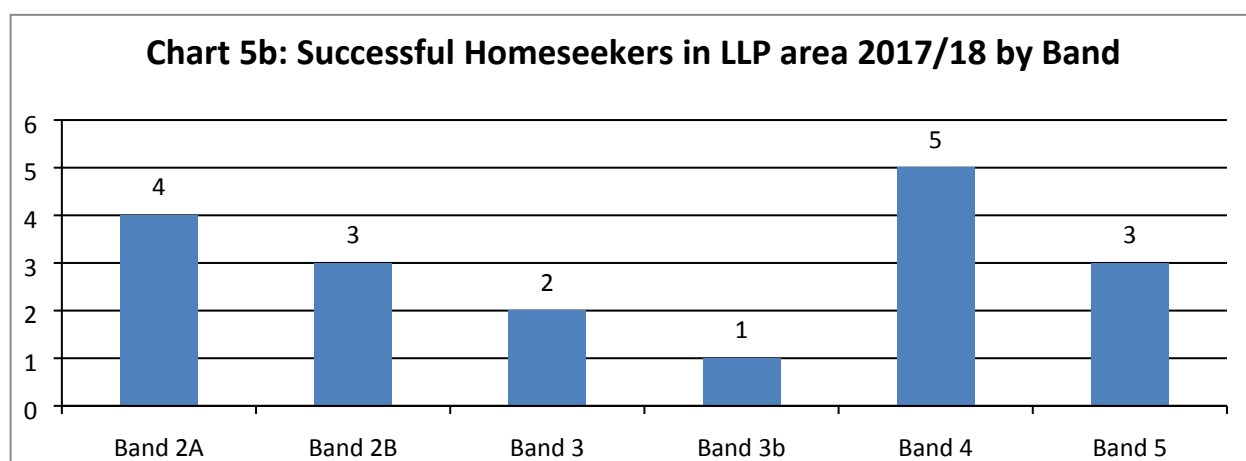


Chart 5c: Bids on 2 bedroom apartments 2017/18

2 bedroom flats: Homeseek bids 2017/18	Number bids per property: All bids	Number bids per property: Eligible bids
LLP area only	16	8
All MHA	38	15
Caldicot area only (comparable streets)	47	37

Chart 6a: Lets in LLP by band

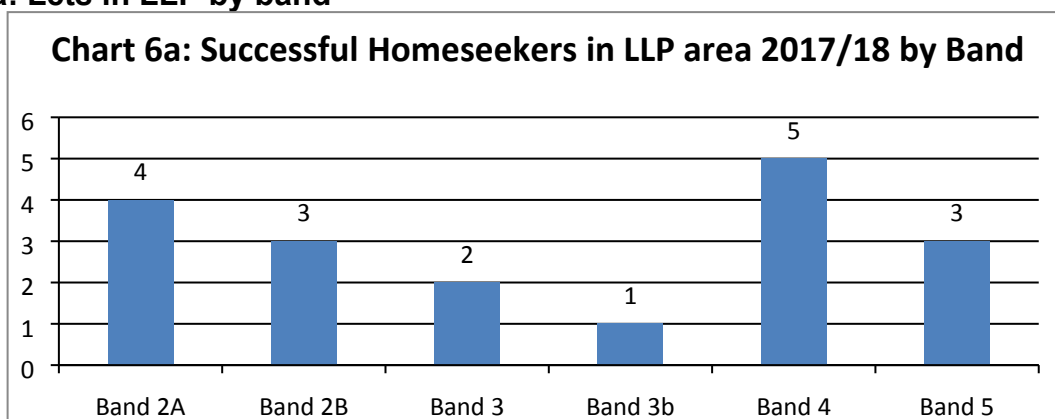


Chart 6b: Homesearch 2 bed apartment lets by banding 2017/18

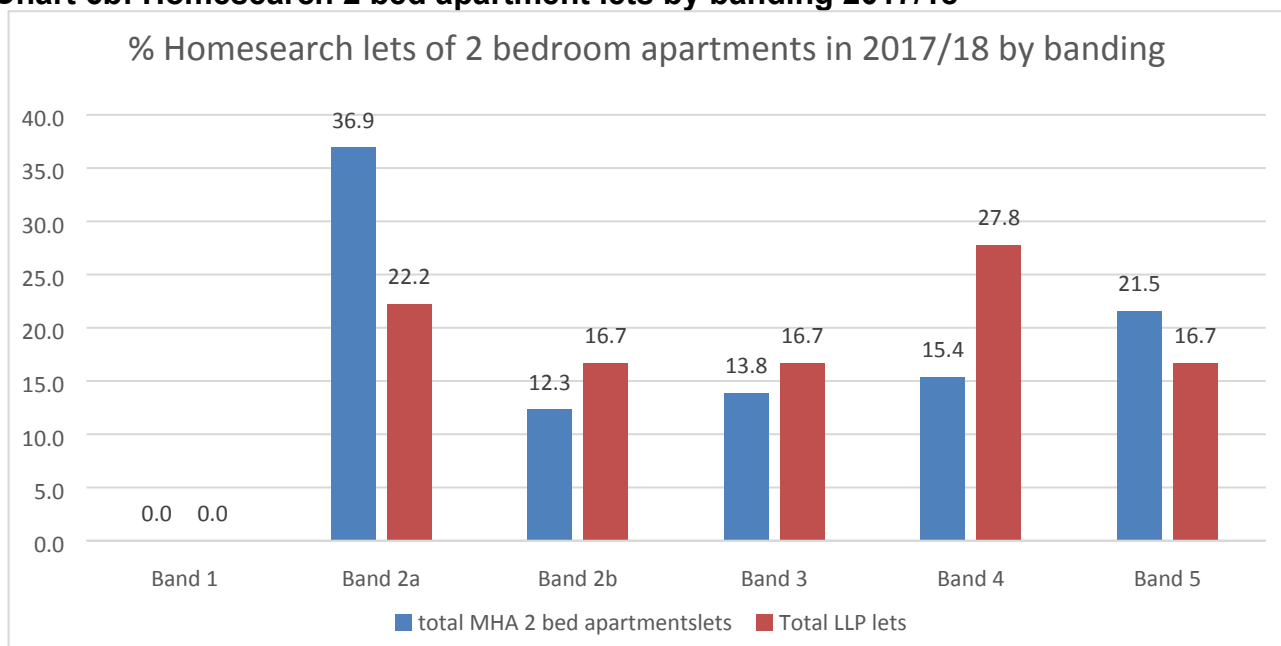


Chart 6c: Abergavenny homesearch applicants in housing need

Homesearch applicants with 2 bed need + Abergavenny 1st choice of area March 2018		
Band 1	0	
Band 2a=21	21	
Band 2b=7	7	Total Band 2: 28
Band 3a	99	
Band 3b	2	Total Band 3: 101

Chart 7a: Total voids in LLP

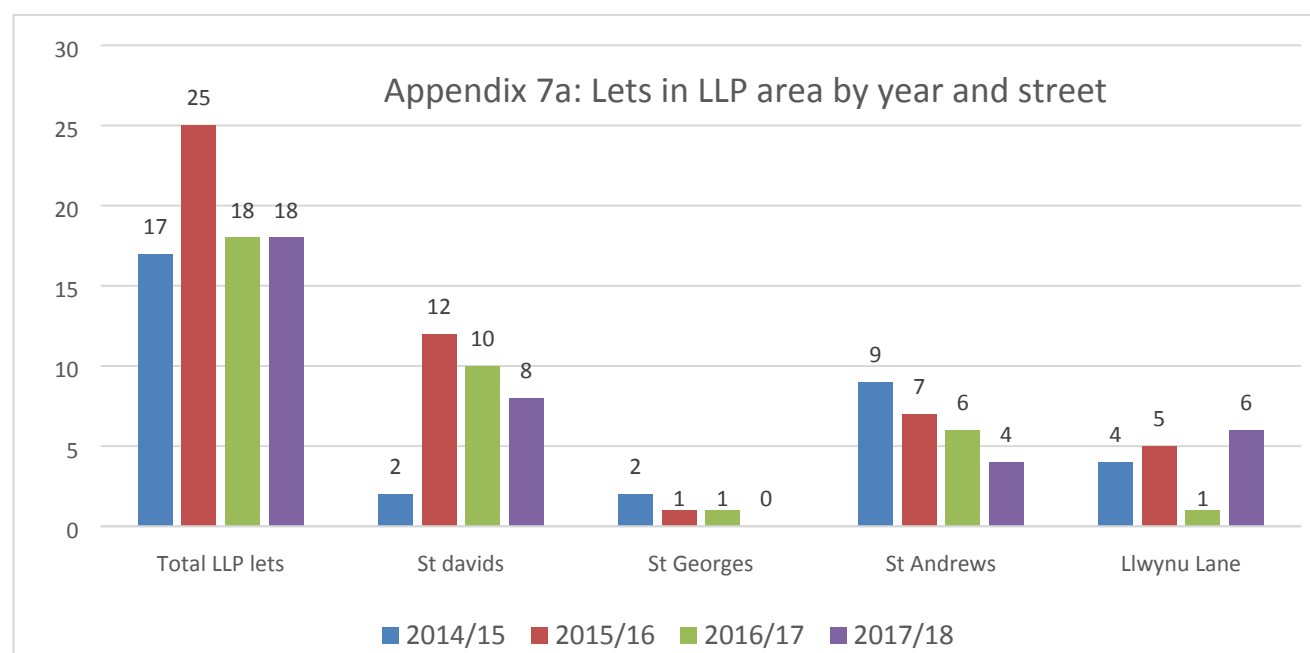


Chart 7b: Percentage voids in LLP compared to MHA

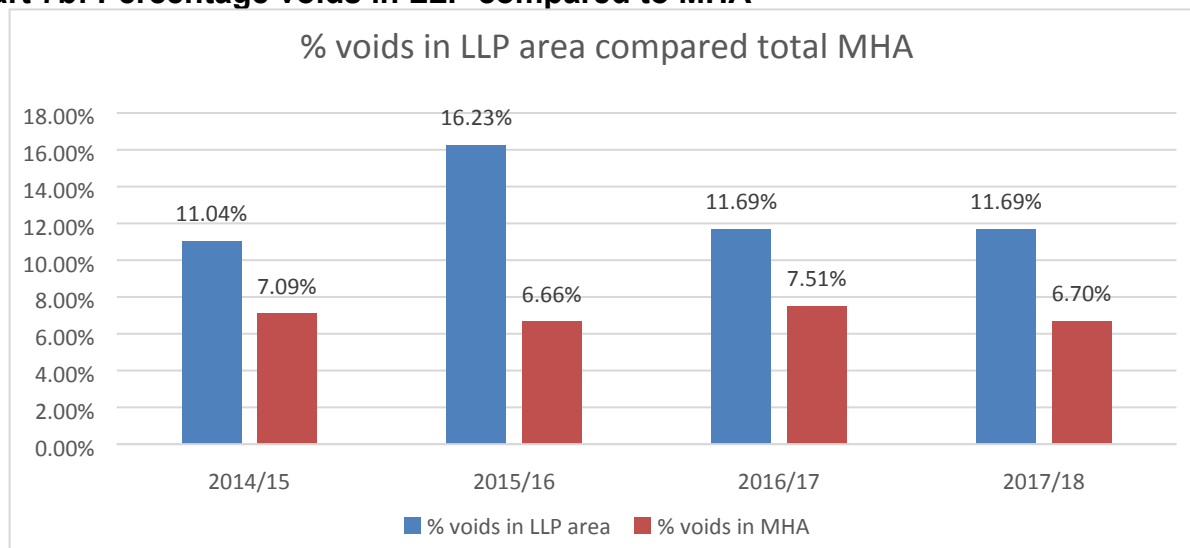


Chart 7c: reasons for tenancy end in LLP area 2017/18

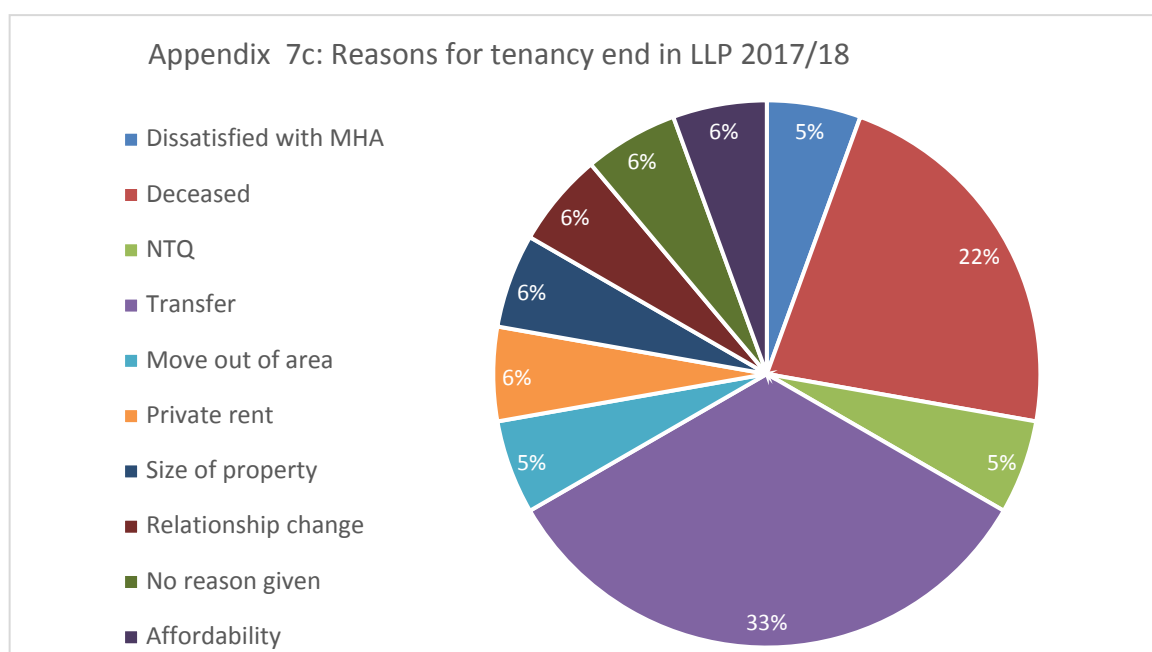


Chart 8: Void 2017/18- properties in LLP over turnaround target of 24 days

Address	Days void	Reason reported
11 ST DAVIDS ROAD	27	Admin error
64 ST ANDREWS CRESCENT	45	void works and delay to sign up
51 LLWYNU LANE	31	void works
72 ST ANDREWS CRESCENT	34	major works
37 ST DAVIDS ROAD	37	major works
41 LLWYNU LANE	91	void works
16 ST DAVIDS CLOSE	28	void works

Appendix 2

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	Review of Mardy Local Lettings Policy
Date decision was made:	23.10.18
Report Author:	Ian Bakewell, Housing & Communities Manager

What will happen as a result of this decision being approved by Cabinet or Council?
The decision will extend a temporary Local Lettings Policy, established in 2017, for a further two years policy. The policy will give priority to arising vacancies to those households in employment or over the age of 50 years. If the decision isn't approved this could be detrimental to
12 month appraisal

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?
The following benchmarks will be used to assess whether the decision has had a positive or negative effect: <ul style="list-style-type: none">• The level of eligible bid for vacancies• Average void periods• The number of vacancies• The number of transfer applicants from existing residents• The number of anti-social behaviour reports• Tenant feedback
12 month appraisal

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

No direct budget savings will be achieved for the Council by implementing this decision. Nor will expenditure be incurred to implement the new policy itself.

The decision seeks to support Monmouthshire Housing to reduce expenditure relating to reduced void and empty property turnover and a reduction in staffing resources that may be needed in relation to disproportionate management requirements.

However, there may be a very small risk that the decision may impact on the Council's reliance on the Monmouthshire Housing social housing stock to discharge its homeless duty, which in turn could possibly result in the need to use bed and breakfast. To reiterate this is considered a very low risk and officers are confident that Monmouthshire Housing, who are extremely supportive of the Council's homelessness responsibilities, will work with the Council to mitigate this risk.

12 month appraisal

Any other comments

None

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monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Ian Bakewell</p> <p>Phone no: 01633 644455 E-mail: ianbakewell@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Extension of Mardy Local Lettings Policy in respect of Monmouthshire Housing Stock</p>
<p>Name of Service</p> <p>Housing & Communities</p>	<p>Date Future Generations Evaluation</p> <p>1st October 2018</p>

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





Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Supports the efficient use of local housing stock eg promotes the attractiveness and popularity of an area and reduces the desire for residents to want to leave the area due to local problems such as ASB.</p>	<p>The Local Letting Policy has been operating since 2017.</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	The proposal will reduce the risk for Monmouthshire Housing of incurring expenditure associated with high turnover and anti-social behaviour.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The proposal in part aims to help reduce anti-social behaviour, which will increase the resilience of the area	Ditto
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Residents being satisfied with their accommodation supports health and well-being. Arguably the policy will make the area in question safer.	Ditto
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The proposal supports a balanced and coherent community	Ditto
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	It is considered that the proposal supports social and economic well-being.	Ditto

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	N/A	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Access to good quality accommodation situated in good quality environments supports people to meet their potential eg a home where children can complete homework or residents are able to use as a base to access employment	The Local Letting Policy has been operating since 2017.

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 Balancing short term need with long term and planning for the future	The proposal is a short-term measure to achieve sustainable improvements for the area in question in the long-term	Ditto

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>This is a partnership between Monmouthshire Housing and the Council and supported by other housing associations on</p>	<p>Working in partnership is a fundamental aspect of the Housing Options service</p>
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>N/A with this report. Although MHA engage with their tenants.</p>	<p>N/A</p>
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>This proposal is a proactive and preventative approach by MHA.</p>	<p>The Local Letting Policy has been operating since 2017.</p>
 <p>Integration Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>The services positively impacts upon the local economy by promoting the status of being employed and will reduce lost income for MHA through reduced turnover.</p>	<p>Ditto</p>

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 note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.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	Neutral. The main allocation policy provides a basis for any necessary response	Neutral.	N/A
Corporate Parenting	Ditto	None	A Supported Lodgings scheme is being developed

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

Monmouthshire Housing briefing note. See Appendix 2

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

- The proposal creates a benchmark to monitor against
- There are no negative impacts

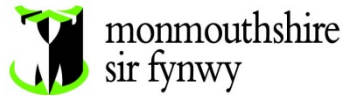
7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
Introduce supported lodgings pilot through Supporting People	Currently in progress	Ian Bakewell	Proposal currently in development

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.

<p>The impacts of this proposal will be evaluated on:</p> <p>July 2019</p>	<p>Will be reviewed on an on-going basis through management arrangements including quarterly performance monitoring reports and Team Meetings</p> <p>The service will be considered during periodic analysis of failed homeless prevention, undertaken to identify possible improvements and understand potential service flaws.</p>
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SUBJECT:	SOCIAL HOUSING GRANT PROGRAMME
MEETING:	ADULT SELECT COMMITTEE
DATE:	23 October, 2018
DIVISION/WARDS AFFECTED:	All

1.0 PURPOSE

The purpose of this report is to brief the Single Cabinet Member on the completion of the Social Housing Grant programme for 2017/2018 and seek approval for the new SHG Programme for 2018-2019.

2. RECOMMENDATIONS

To approve the contents of the programme.

3. KEY ISSUES

- 3.1 It is recognised in Monmouthshire that house prices have risen to a level beyond that which is affordable to many local people. The average house price is currently £298,600 (Wales comparison £185,700) and the lower quartile affordability ratio is 9:1. Therefore, the provision of affordable housing is one of the Council's more pressing concerns, in both urban and rural areas.
- 3.2 The number of applicants on the Common Housing Register is currently 3082.
- 3.3 During 2017/2018 the Housing Options Team received 533 enquiries from households threatened with homelessness. They determined 258 S66 (at risk of becoming homeless within 58 days) and 261 S73 and S75 (actually homeless).

4. REASONS

- 4.1 The Social Housing Grant allocation for Monmouthshire for 2017/2018 was:

SHG Only	£ 627,811
SHG Blended Schemes	£2,715,083
Housing Finance Grant 2	£1,810,055
Total	£5,152,949

The final figure drawn down from the Welsh Assembly Government was £5,890,777.03.

- 4.2 This is an excellent performance with Monmouthshire successfully spending its grant allocation plus £737,828 of additional funding. In 2017/2018 79 new affordable homes were delivered plus 1 existing bungalow, which was purchased and adapted for a family with 2 disabled children, and 12 ex Right to Buy properties were bought back by MHA with the assistance of SHG/HFG2. This makes a total of 92 affordable homes delivered (S106 38 + SHG/HFG 48).
- 4.3 MHA has been awarded grant from the Innovative Housing Programme. They will be building four modern one bedroom courtyard bungalows at St Teilos in Abergavenny and 4 one bedroom mews style starter homes at Elm Road in Caldicot. Total IHP grant will be £963,794. This will be paid to MHA in 2018/19.
- 4.4 The Welsh Government made a significantly larger amount of funding available for 3 years to help deliver their target of 20,000 affordable homes. Monmouthshire benefited from this by receiving allocations of:

- 2017/2018 £5,152,949

- 2018/2019 £5,406,932
- 2019/2020 £2,567,954

2019/20 will see the end of Housing Finance Grant. This will result in social housing grant allocations dropping down to past levels. Monmouthshire's allocation for 2020/2021 is £1,684,333.

4.5 The Programme Delivery Plan for 2018 - 2021 showing the potential spend of our allocation of £5,406,932 for 2018/19 and £3,567,954 for 2019/20 is appended to this report. We work very closely with our RSL partners to trying to find enough sites to build up a healthy reserve scheme list, however, going into the future this is proving very difficult due to land availability.

7. **RESOURCE IMPLICATIONS:** None

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

The delivery of affordable housing impacts positively on the Monmouthshire community in general and the provision of special schmes such as Llys Y Brenin (Old Hererford Road) and the adapted bungalows improve the lives of those with protected characteristics. Affordable housing also makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. It is also a means of providing low cost homes for first time buyers.

9. **CONSULTEES:** Cabinet Member for Enterprise; Chief Officer Enterprise; Head of Planning, Housing & Place-Shaping

10. **BACKGROUND PAPERS:** None

11. **AUTHOR:** Shirley Wiggam, Senior Strategy & Policy Officer, Housing & Communities

12. **CONTACT DETAILS:** E-mail: shirleywiggam@monmouthshire.gov.uk Telephone: 01633 644474

The “Equality Initial Challenge”

Name: Shirley Wiggam Service area: Housing & Communities Date completed: 27 th June 2018		Please give a brief description of what you are aiming to do. Single Member Cabinet Report for approval of Social Housing Grant Programme	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age			Will provide new housing to increase RSL stock
Disability			Will provide new housing to increase RSL stock
Marriage + Civil Partnership			Will provide new housing to increase RSL stock
Pregnancy and maternity			Will provide new housing to increase RSL stock
Race			Will provide new housing to increase RSL stock
Religion or Belief			Will provide new housing to increase RSL stock
Sex (was Gender)			Will provide new housing to increase RSL stock
Sexual Orientation			Will provide new housing to increase RSL stock

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Transgender			Will provide new housing to increase RSL stock
Welsh Language			Will provide new housing to increase RSL stock

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
▶	▶
▶	▶
▶	▶
▶	▶

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Signed

Designation Senior Strategy & Policy Officer **Dated** 28th June 2014

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Social Housing Grant Programme Cabinet Report	Housing & Communities
Policy author / service lead	Name of assessor and date
Shirley Wiggam	

1. What are you proposing to do?

Seek Single Cabinet Member Approval for the 2018-2019 Social Housing Grant Programme.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

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Please give details of the negative impact

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

We undertake community consultation on rural housing sites. With all planning applications developers now have to undertake pre-application public consultation (PAC).

5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

Monmouthshire's Common Housing Register and the Local Housing Market Assessments are used to assess housing need.



Signed

Designation Senior Strategy & Policy Officer

Dated 28th June 2018

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” Shirley Wiggam		Please give a brief description of the aims proposed policy or service reconfiguration Social Housing Grant Programme – programme for new build affordable housing for next 3 years	
Name of the Division or service area Housing & Communities		Date “Challenge” form completed 26 th June 2014	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE Ensure that more people have access to healthy food			
Improve housing quality and provision			Provide more affordable housing to address housing need both in urban and rural areas of Monmouthshire
Reduce ill health and improve healthcare provision			It is well documented that good quality affordable housing reduces ill health
Promote independence			Some of the new stock will be used to provide the opportunity for vulnerable people to live independently for the first time in their lives. Better quality new OAP stock built to lifetime homes

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			standards will allow elderly people to live independently for longer.
Encourage community participation/action and voluntary work			We are engaging with local communities in rural areas to ascertain need with regard to size and tenure of properties. We will also be giving local people the opportunity to comment on design. All developers now have to undertake a PAC (pre-application consultation - public)
Targets socially excluded			
Help reduce crime and fear of crime			All new properties are built to Secure by Design standards.
Improve access to education and training			Apprenticeships will be available for young people on some of these development sites.
Have a positive impact on people and places in other countries			
PLANET			
Reduce, reuse and recycle waste and water			All new affordable properties will be built to at least Code 3+ of the Code for Sustainable Homes.
Reduce carbon dioxide emissions			All new affordable properties will be built to at least Code 3+ of the Code for Sustainable Homes.

Prevent or reduce pollution of the air, land and water			
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)			Steps are taken to enhance wildlife habitats on new development sites.
Protect or enhance visual appearance of environment			
PROFIT			
Protect local shops and services			New homes in rural areas help protect local services.
Link local production with local consumption			
Improve environmental awareness of local businesses			
Increase employment for local people			
Preserve and enhance local identity and culture			
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc			

Increase and improve access to leisure, recreation or cultural facilities			
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What are the potential negative Impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤	➤
➤	➤
➤	➤
➤	➤

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The next steps

If you have assessed the proposal/s as having a **positive impact please give full details** below

New affordable housing has a positive impact on local communities as detailed above.

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

Signed

Shirley

Dated 28th June 2018

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al Schemes

Ownership	Estimated Start Date	Estimated Completion Date	Total Scheme SHG ('000s)	Total Scheme HFG ('000s)	Total Scheme RCG ('000s)	Total Funding ('000s)	Comments
Private	Jun-19	Nov-20	691	460		1,151	
Private	Jun-19	Jun-20	790	527		1,317	
RSL	Mar-20		910	606		1,516	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	

Recycled Capital Grant (RCG)

Monmouthshire

RSL	RCG Total
Melin Homes	458,317
Pobl Group	502,998
Monmouthshire Housing Association	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
	0
TOTAL	961,315



SUBJECT: RURAL ALLOCATIONS POLICY
DIRECTORATE: ENTERPRISE
MEETING: ADULT SELECT COMMITTEE
DATE: 23 October, 2018
DIVISION/WARDS AFFECTED: All

1. PURPOSE:

The purpose of this report is to seek approval to amend the Rural Allocations Policy.

2. RECOMMENDATIONS:

- 2.1 To consider the need and benefits of a Rural Allocations Policy for rural communities.
- 2.2 To approve changes to the Rural Allocations Policy in order to assist the correct allocation of future affordable housing in rural areas and to align rural areas included in the policy with those of LDP Spatial Strategy. See Appendix 1.

3. KEY ISSUES:

The policy was originally intended to cover small rural villages where there was little opportunity for households to find affordable housing. Areas such as Llanfoist and the Severnside Settlements were never intended to be included and have had large housing allocations, both in the UDP and the LDP, which have allowed local people in housing need to have access to affordable housing.

The criteria of the policy, as it currently exists, has caused difficulties for the Homesearch Team when allocating rural properties and has resulted in households with no housing need being allocated a property ahead of local households in genuine housing need.

4. REASONS:

- 4.1 The Council has a statutory duty under the Housing Act 1996 to assess housing need and allocate social housing. S167 of the Act allows persons falling within a particular description to be allocated accommodation, regardless of whether they fall within the 'reasonable preference' categories or not. This includes dealing sensitively with lettings in rural areas to sustain communities by giving priority to those with a local connection to the local area.

4.2 In order to ensure compliance with the legislation there is a need to align the policy with the main Homeseach Common Allocations Policy and it is also considered appropriate to bring the areas considered to be rural in line with those areas in the Local Development Plan. This will ensure that overall, the main Homeseach Allocation Policy will give reasonable preference for allocations to applicants in reasonable preference categories and that the Rural Allocation Policy does not dominate the scheme as required by the regulatory guidance.

4.3 The review will also be used as an opportunity to make the policy criteria clearer both for both local people who are in need of an affordable home and those members of staff undertaking allocations.

5. RESOURCE IMPLICATIONS:

None

**6. WELLBEING AND FUTURE GENERATIONS INPLICATIONS
9INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND
CORPORATE PARENTING:**

It is considered that the proposed changes will impact positively on the Monmouthshire community through ensuring the correct and fair allocation of rural homes. The requested changes will also assist in the sustainability of rural areas by allowing people born and brought up in a community to continue to live there when they have been forced to move out of the community for a short time due to lack of affordable accommodation.

7. CONSULTEES:

8. BACKGROUND PAPERS:

None

9. AUTHOR:

Shirley Wiggam, Senior Strategy & Policy Officer, Housing & Communities

10. CONTACT DETAILS:

Tel: 01633 644474 / 07769 616662

E-mail: shirleywiggam@monmouthshire.gov.uk



Affordable Housing

Rural Allocations Policy

The purpose of the policy is to ensure that homes developed for local people are allocated as intended. This policy is to be used in addition to both Monmouthshire County Council's Common Allocations Policy and any other or succeeding allocations policy for letting of affordable housing in Monmouthshire.

The Registered Social Landlord requires assurance for its future business security that the local connection policy will not be allowed to cause empty properties. There is flexibility built into this policy to allow a broadening of both occupancy levels and geographical connection in order to allow properties to be tenanted swiftly and therefore ensure that the affordable housing resource is utilised.

The Rural Allocations Policy will be used to allocate the first 10 homes on all new housing sites and on all subsequent lettings of these properties (once identified via the first round of lettings) in rural areas of Monmouthshire other than:

- The main settlements of Abergavenny, Caldicot, Chepstow, Monmouth and Usk (Abergavenny includes the waiting list areas of Mardy, Croesonen and Llanfoist – but not Llanellen and Govilon. The settlement of Monmouth includes the waiting list area of Wyesham)
- The Severnside settlements of Magor, Undy and Rogiet.

Geographical Criteria

The aim of this policy is to ensure that households with strong links to rural areas are given the opportunity to remain in these communities thus helping to maintain sustainability in the future. The local qualification will be based on villages within the Community Council boundary where the properties are located and then will cascade out to the immediately adjoining communities using community council boundaries. (See Appendix 1(a) for a list of the properties covered by this policy).

As there are some rural areas in Monmouthshire where development is unlikely due to land supply and topography, the Council reserves the right to widen qualification to a neighbouring Community Council on occasions where there is a proven local need.

Under Occupation

Priority will be given to applicants who have a local connection and who fully occupy a property in line with local housing allowance size criteria. If there are no applicants meeting that criteria then one spare room may be accepted and two considered according to circumstances. Under occupation by two spare rooms will need to be approved by the Operational Sub Group or nominated by the Local Authority. In the case where there are more applications received that meet the rural housing lettings criteria than there are properties to allocate, these applications will then be assessed to the current Monmouthshire Common Allocations Policy.

Rural Housing Lettings Criteria

Priority order: Priority will be given, in the first instance, to (a), with (b) and (c) having equal priority.

- (a) Applicants with a housing need who have lived in the community (defined as the Community Council area) for a period of at least 5 years at the time of application, or in the past.
- (b) Applicants who need to live in the community in order to provide support to a dependent child or adult or to receive support from a principal carer.
- (c) Applicants who are principally (>20 hours per week) employed in the community (defined as the Community Council area).

Applicants will be prioritised using the above criteria and will be shortlisted by housing need accordance with the Monmouthshire County Council Joint Allocations Policy. If more than one applicant has the same priority, the applicant who has lived (or previously lived) in the Community Council area for the longest and will fully occupy the property, will be given priority.

Households already living in affordable housing and considered to be adequately housed in the community council area where the homes are being built (or the neighbouring community council areas, should cascading out be necessary) will not be eligible to apply unless they are downsizing.

In the event there is no suitable [insert Community Council] applicant, these criteria will then be applied in the same order to applicants from immediately adjoining communities as set out above. Should there be no suitable applicant from the Community Council area where the properties are located or from the immediately adjoining Community Council areas then the properties will be allocated to applicants with a connection to Monmouthshire in line with the Monmouthshire Homeseach Common Allocations Policy.

It should be noted however that the Partnership reserves the right to nominate applicants for rural vacancies, who do not meet the above criteria, where it is

considered that the circumstances of the individual case warrant special consideration. Such cases can only be considered for the offer once the decision has been agreed by the Common Housing Register Operational Sub Group and the Housing and Communities Manager.

Evidence of Local Connection

In all cases, at the request of the Registered Social Landlord, the applicant will be expected to demonstrate their local connection **within 7 working days of an offer being made by the Registered Social Landlord**. If no verifiable evidence has been produced within that time period the applicant will be overlooked and the household next in line will be made an offer. Applicants living at home with parents and looking to leave home for the first time would be expected to provide evidence to show that they have local a local connection. This may include evidence that their parents have achieved the local connection. Suitable supporting evidence – any of the following:

- Bank statements
- Service bills
- Medical registration documents
- Education records

If an applicant does not have any of the above forms of supporting evidence we may accept:

- Letter confirming the necessary local connection from the Clerk on behalf of the Community Council
- Letter confirming the necessary local connection from the Elected Member for the Ward in which the development is located

Applicants not living in the Community, but who are applying for reasons of employment must provide evidence to show that they are principally employed (working > 20 hours) within the area, including the date of commencement of employment and confirmation from their employer of employment status, and whether this is likely to continue for the foreseeable future.

Applicants not living in the Community, but who are applying for reasons of providing support to a dependent child or adult or receiving support from a principal carer must provide evidence such as:

- Social Services care package
- Carer's allowance/attendance allowance
- GP letter

Applicants will also be asked to consent to the landlord making enquiries of the electoral register, council tax records and Experian credit checks should it be necessary to confirm local connection.

An offence may be committed if an applicant knowingly gives false information or knowingly withholds information which has been reasonably requested. An offence is

also committed if the applicant allows a third party to provide false information on his or her behalf, or at his or her instigation.

Where there is suspicion, or an allegation has been made, that a person has either provided false information or has withheld information, the application will be suspended pending the outcome of an investigation. If the outcome of any investigation shows that false information was provided or was deliberately withheld, then the application may be removed from the register and there will be no right to re-register for a period of 12 months. Applicants giving false information may be subject to investigation through the organisation's fraud processes.

Future Voids

The properties identified for each site will remain ear marked for all future lettings. Therefore all future lettings for these properties will also be carried out as per this policy.

Monitoring

The Council will ensure that lettings through this policy will not dominate the main allocation scheme. The Rural Allocations Policy will be monitored on an ongoing basis to ensure that overall reasonable preference for allocation in Monmouthshire is given to applicants in the reasonable preference groups.

The policy will also be monitored in order to assess its impact, the outcome of which will be regularly reported.

The policy will also be monitored to ensure that void properties are re-let to qualifying households who satisfy the Rural Allocations Policy.

APPENDIX 2

List of schemes covered by the policy (correct at the time of writing). If unsure whether or not a scheme should be included when allocating, please check with the Strategy & Policy Officer in Monmouthshire County Council's Housing & Communities.

Monmouthshire Housing Association

Bersondy, Llanarth
Tulip Gardens, Llandogo
Southbrook View, Portskewett
St Cadoc's Court, Raglan
Ty Freeman, Gwehelog
Blethyn Close, Mynyddbach, Shirenewton
Mountain Court, Shirenewton

Melin Homes

Nos. 1 – 8 Skirrid Pitch Close, Llanvihangel Crucorney
Nos. 1 – 10 Folly View Close, Goytre (10)
Nos. 1,3,5,6 Roman House, Caerwent
Nos. 27, 37, 38, 39, 43 Ashtree Road, Caerwent
No. 8 Kilpale Close, Caerwent
Nos. 5 -8 Hooper Close, Gilwern (subject to BBNP Policy)
Nos. 11 – 22 Hooper Close, Gilwern (subject to BBNP Policy)

Charter Housing Association

Nos. 1 – 6 Roman Park View, Trellech
Nos. 1 – 6 Kinsey Rise, Broadstone, Trellech
Nos. 1,2,3,4,5,6,7,8,10 Harold Close, Trellech

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The “Equality Initial Challenge”

Name: Shirley Wiggam Service area: Housing & Communities Date completed: 27 th June 2018		Please give a brief description of what you are aiming to do. Single Member Cabinet Report for approval of Revision of Rural Allocations Policy	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age			Increase RSL affordable housing stock in rural areas
Disability			Increase RSL affordable housing stock in rural areas
Marriage + Civil Partnership			Increase RSL affordable housing stock in rural areas
Pregnancy and maternity			Increase RSL affordable housing stock in rural areas
Race			Increase RSL affordable housing stock in rural areas
Religion or Belief			Increase RSL affordable housing stock in rural areas
Sex (was Gender)			Increase RSL affordable housing stock in rural areas
Sexual Orientation			Increase RSL affordable housing stock in rural areas

Transgender			Increase RSL affordable housing stock in rural areas
Welsh Language			Increase RSL affordable housing stock in rural areas

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
▶	▶
▶	▶
▶	▶
▶	▶

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Signed

Designation Senior Strategy & Policy Officer **Dated** 28th June 2014

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Revision of Rural Allocations Policy Cabinet Report	Housing & Communities
Policy author / service lead	Name of assessor and date
Shirley Wiggam	

1. What are you proposing to do?

Seek Single Cabinet Member Approval for the revision of the Rural Allocations Policy. The purpose of the policy is to ensure that homes developed for local people are allocated as intended.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

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Please give details of the negative impact

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

Anyone living in the area, or who has lived in the area in the past, and who meets the criteria of the policy, irrespective of any of the above, can apply for a home. The local community, through the Community Council, is consulted on all rural affordable housing developments. All local households are given the opportunity to register their housing need.

5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

Monmouthshire's Common Housing Register and the Local Housing Market Assessments are used to assess housing need.



Signed

Designation Senior Strategy & Policy Officer

Dated 28th June 2018

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” Shirley Wiggam		Please give a brief description of the aims proposed policy or service reconfiguration Revision of Rural Allocations Policy – policy has been revised to bring it in line with Monmouthshire’s main Common Allocations Policy and the spatial strategy of the LDP.		
Name of the Division or service area Housing & Communities		Date “Challenge” form completed 26 th June 2014		
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details	
PEOPLE Ensure that more people have access to healthy food				
Improve housing quality and provision			Ensure that affordable housing in rural areas is allocated to households with a local connection to the area.	
Reduce ill health and improve healthcare provision			It is well documented that good quality affordable housing reduces ill health	
Promote independence			Some of the new stock will be used to provide the opportunity for vulnerable people to live independently for the first time in	

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			their lives. Better quality new OAP stock built to lifetime homes standards will allow elderly people to live independently for longer.
Encourage community participation/action and voluntary work			We are engaging with local communities in rural areas to ascertain need with regard to size and tenure of properties. We will also be giving local people the opportunity to comment on design. All developers now have to undertake a PAC (pre-application consultation - public)
Targets socially excluded			All local households can register their housing need. This policy allows vulnerable people living in rural areas to register their need for affordable housing.
Help reduce crime and fear of crime			All new properties are built to Secure by Design standards.
Improve access to education and training			Apprenticeships will be available for young people on some of these development sites.
Have a positive impact on people and places in other countries			
PLANET			

Reduce, reuse and recycle waste and water			All new affordable properties will be built to at least Code 3+ of the Code for Sustainable Homes.
Reduce carbon dioxide emissions			All new affordable properties will be built to at least Code 3+ of the Code for Sustainable Homes.
Prevent or reduce pollution of the air, land and water			
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)			Steps are taken to enhance wildlife habitats on new development sites.
Protect or enhance visual appearance of environment			
PROFIT			
Protect local shops and services			New homes in rural areas help protect local services.
Link local production with local consumption			
Improve environmental awareness of local businesses			
Increase employment for local people			
Preserve and enhance local identity and culture			Policy ensures that people local to the area are allocated the affordable

			housing thus helping to preserve local identity and culture.
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc			
Increase and improve access to leisure, recreation or cultural facilities			

What are the potential negative impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤	➤
➤	➤
➤	➤
➤	➤

The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

The Rural Allocations Policy has a positive impact on local communities by ensuring that the housing needs of local people are recorded and local households are given the opportunity to bid for a home in the area they were born and brought up in. Allocation of affordable housing in rural areas to local people helps preserve the identity and culture of Monmouthshire’s villages.

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

A handwritten signature in black ink, appearing to read "S. Lizzam".

Signed

Dated 28th June 2018

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Affordable Housing

Rural Allocations Policy

The purpose of the policy is to ensure that homes developed for local people are allocated as intended. This policy is to be used in addition to both Monmouthshire County Council's Common Allocations Policy and any other or succeeding allocations policy for letting of affordable housing in Monmouthshire.

The Registered Social Landlord requires assurance for its future business security that the local connection policy will not be allowed to cause empty properties. There is flexibility built into this policy to allow a broadening of both occupancy levels and geographical connection in order to allow properties to be tenanted swiftly and therefore ensure that the affordable housing resource is utilised.

The Rural Allocations Policy will be used to allocate the first 10 homes on all new housing sites and on all subsequent lettings of these properties (once identified via the first round of lettings) in rural areas of Monmouthshire other than:

- The main settlements of Abergavenny, Caldicot, Chepstow, Monmouth and Usk (Abergavenny includes the waiting list areas of Mardy, Croesonen and Llanfoist – but not Llanellen and Govilon. The settlement of Monmouth includes the waiting list area of Wyesham)
- The Severnside settlements of Magor, Undy and Rogiet.

Geographical Criteria

The aim of this policy is to ensure that households with strong links to rural areas are given the opportunity to remain in these communities thus helping to maintain sustainability in the future. The local qualification will be based on villages within the Community Council boundary where the properties are located and then will cascade out to the immediately adjoining communities using community council boundaries. (See Appendix 1(a) for a list of the properties covered by this policy).

As there are some rural areas in Monmouthshire where development is unlikely due to land supply and topography, the Council reserves the right to widen qualification to a neighbouring Community Council on occasions where there is a proven local need.

Under Occupation

Priority will be given to applicants who have a local connection and who fully occupy a property in line with local housing allowance size criteria. If there are no applicants meeting that criteria then one spare room may be accepted and two considered according to circumstances. Under occupation by two spare rooms will need to be approved by the Operational Sub Group or nominated by the Local Authority. In the case where there are more applications received that meet the rural housing lettings criteria than there are properties to allocate, these applications will then be assessed to the current Monmouthshire Common Allocations Policy.

Rural Housing Lettings Criteria

Priority order: Priority will be given, in the first instance, to (a), with (b) and (c) having equal priority.

- (a) Applicants with a housing need who have lived in the community (defined as the Community Council area) for a period of at least 5 years at the time of application, or in the past.
- (b) Applicants who need to live in the community in order to provide support to a dependent child or adult or to receive support from a principal carer.
- (c) Applicants who are principally (>20 hours per week) employed in the community (defined as the Community Council area).

Applicants will be prioritised using the above criteria and will be shortlisted by housing need accordance with the Monmouthshire County Council Joint Allocations Policy. If more than one applicant has the same priority, the applicant who has lived (or previously lived) in the Community Council area for the longest and will fully occupy the property, will be given priority.

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It should be noted however that the Partnership reserves the right to nominate applicants for rural vacancies, who do not meet the above criteria, where it is considered that the circumstances of the individual case warrant special consideration. Such cases can only be considered for the offer once the decision has been agreed by the Common Housing Register Operational Sub Group and the Housing and Communities Manager.

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Future Voids

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Monitoring

The Council will ensure that lettings through this policy will not dominate the main allocation scheme. The Rural Allocations Policy will be monitored on an ongoing basis to ensure that overall reasonable preference for allocation in Monmouthshire is given to applicants in the reasonable preference groups.

The policy will also be monitored in order to assess its impact, the outcome of which will be regularly reported.

The policy will also be monitored to ensure that void properties are re-let to qualifying households who satisfy the Rural Allocations Policy.

APPENDIX 1

List of schemes covered by the policy (correct at the time of writing). If unsure whether or not a scheme should be included when allocating, please check with the Strategy & Policy Officer in Monmouthshire County Council's Housing & Communities.

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Southbrook View, Portskewett
St Cadoc's Court, Raglan
Ty Freeman, Gwehelog
Blethyn Close, Mynyddbach, Shirenewton
Mountain Court, Shirenewton

Melin Homes

Nos. 1 – 8 Skirrid Pitch Close, Llanvihangel Crucorney
Nos. 1 – 10 Folly View Close, Goytre (10)
Nos. 1,3,5,6 Roman House, Caerwent
Nos. 27, 37, 38, 39, 43 Ashtree Road, Caerwent
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Nos. 1 – 6 Kinsey Rise, Broadstone, Trellech
Nos. 1,2,3,4,5,6,7,8,10 Harold Close, Trellech

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Public Document Pack Agenda Item 8a

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committee held
at The Council Chamber, County Hall, Rhadyr, Usk, NP15 1GA on Friday, 7th September,
2018 at 10.00 am**

PRESENT: County Councillor D. Blakebrough (Chair)
County Councillor P. Pavia (Vice-Chair)

County Councillors: D. Batrouni, J. Becker, L. Brown, D. Dovey,
A. Easson, R. Edwards, M. Feakins, M. Groucutt, R. Harris,
P. Murphy, M. Powell, J. Pratt, V. Smith, B. Strong, T. Thomas, J.
Treharne, J. Watkins and S. Woodhouse

OFFICERS IN ATTENDANCE:

Mark Hand	Head of Planning, Housing and Place-Shaping
Philip Thomas	Development Services Manager
Shirley Wiggam	Senior Strategy & Policy Officer
Ian Bakewell	Housing & Regeneration Manager
Ben Winstanley	Estates Manager
Sarah Jones	Principal Planning Policy Officer
David Wong	Senior Development Management Officer
Paul White	Specialist Environmental Health Officer
Paula Harris	Acting Scrutiny Officer
Richard Williams	Democratic Services Officer

APOLOGIES:

County Councillors R.J.W. Greenland, D. Jones, R. Roden, A. Webb and K. Williams

1. Election of Chair

We elected County Councillor D. Blakebrough as Chair.

2. Appointment of Vice-Chair

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

3. Declarations of Interest

There were no declarations of interest made by Members.

4. Delivery of affordable housing: discussion to feed into the Welsh Government's call for evidence

Context:

The purpose of the report and presentation is to help inform a discussion to consider Monmouthshire's input into the Welsh Government's call for evidence on affordable housing delivery.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Joint Select Committee held
at The Council Chamber, County Hall, Rhadyr, Usk, NP15 1GA on Friday, 7th September,
2018 at 10.00 am**

Key Issues:

The Welsh Government has issued a consultation over the summer seeking a call for evidence on affordable housing delivery. This is a key topic of interest and relevance to the Council and its communities.

Options Appraisal:

- To respond to the call for evidence, having discussed the relevant issues in the call for evidence.
- To decide to not respond to the call for evidence.

Member Scrutiny:

- The salary earnings table refers to the wages declared.
- The data provided indicates that more social housing is required in Monmouthshire.
- In terms of the figures relating to properties that have received planning permission but have yet to be built, these properties are subject to a natural time lag of developments being built.
- Development sites are coming forward but at a slower rate than required.
- The affordable housing developments that have been approved will be built.
- Discussions have begun regarding what is required in the next Local Development Plan (LDP) regarding affordable housing provision.
- There is a need to maintain the size standards in affordable housing and market housing.
- Affordable housing contribution needs to be on site and be locally based.
- Monmouthshire Housing was given the opportunity to contribute to the report.
- The Authority is recruiting for a supported lodgings co-ordinator to work with our partners. A pilot scheme is being developed via 'supporting people' to promote lodgings. This scheme will also target young people.
- The viability of affordable housing needs to be addressed to ensure that in future, more affordable housing is provided in Monmouthshire.
- Young People in Monmouthshire are struggling to afford to remain in Monmouthshire when they leave home and look for their first property.

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- The Authority could look to support housing associations and encourage such associations to investigate converting empty properties and empty shops into affordable housing units within Monmouthshire. It was noted that these matters will be investigated in the next LDP bearing in mind the way shopping has changed in recent years. However, this will need to be tempered to ensure that viable retail properties are retained.
- There are issues relating to property conversions but they can be achieved. Further investigation would be required. Housing associations within Monmouthshire had been approached regarding the provision of affordable units above shops. Challenges were identified, such as remote landlords, shared access, the cost of health and safety improvements and shared services. However, the opportunities are there to explore bringing some of these properties back into residential use.
- The quality of build of affordable housing needs to be retained to ensure that residents' quality of life is maintained.
- Developers could be encouraged to buy large empty buildings with a view to converting them into affordable units.
- It was considered that the planning application condition to commence building a property within five years is too long and should be reduced to three years.
- The Register of Social landlords (RSLs) each has a private building section and the Authority benefits from these as their profit margins are lower, allowing for a greater affordable housing balance.
- One of the reasons for the delay in getting properties built is due to infrastructure issues throughout the County. Development of some sites are being held up as developers are waiting for Welsh Water to install the appropriate infrastructure before building work can commence.
- A Welsh Government rent to own scheme is available but this scheme is not available within Monmouthshire. This might allow more of Monmouthshire's young people to remain within the County and reduce the numbers leaving to live in more affordable properties outside of the County. It was noted that an allocation of funding has been given to Monmouthshire County Council regarding rent to own. However, it is not an affordable housing scheme but is based on market rent. The RSL has to be able to deal with the developer to obtain the home for less than market value. This scheme could only work when an RSL has a site that it is developing itself. Melin Homes has been approached to undertake this scheme at one of its sites in Abergavenny.
- In terms of the options available as a local Authority, the Authority is looking to work with RSLs with Crick Road development as the first example. A partnership has been formed whereby, the RSL is looking to build market housing which it then uses to subsidise the affordable housing. We, as an Authority, are able to

MONMOUTHSHIRE COUNTY COUNCIL

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input into the design and to ensure the longevity of the properties and that the infrastructure and green infrastructure is adhered to. Affordable housing can be enforced. Working in partnership, allows the Authority to accelerate growth, have a greater influence on the design standard if the Authority is prepared to take a lower receipt.

- Setting up our own housing company will enable the Authority to borrow money and start building. This could be undertaken with partners that already have an established structure set up. The expertise is already there and are specialists in building.
- The Authority is actively looking at modular construction with a view to building affordable homes to modular standards.
- Monmouthshire County Council is the pilot Authority for the Monmouthshire Housing Association (MHA) project with Cardiff University.
- In response to questions raised regarding the viability reports, the Head of Planning, Housing and Place Shaping stated that he would investigate the matter further.
- Welsh Government needs to provide more support to the Authority in order for it to meet Welsh Government targets.
- Community Land Trusts (CLTs) – Properties remain asset locked and would remain affordable in perpetuity. The properties are not built for profit. Less viable Council owned farms could be turned over to a CIC with the CIC using modular housing proposals to build Community Land Trusts for residents of the County, which would remain affordable in perpetuity. This matter could be further discussed at a future meeting of one of the Select Committees.
- The 25% affordable housing in the south of the County needs to be reviewed in the next LDP due to the increase in house prices in this region since the announcement that the Severn Bridge tolls are to be removed.
- An increase in the number of sites coming forward in the County will decrease the value of land within the market. This would aid in the number of affordable housing properties being delivered and have fewer issues regarding viability.
- If the Welsh Government was to give tax relief on capital gains value for the landowners willing to subjugate their land into affordable housing with the prerequisite of affordable housing being a covenant onto the land, then the Authority would, in time, have more land coming forward. There would be fewer chances for developers to negotiate the viability assessment.
- In terms of the LDP process, the Welsh Government commissioned a report to look at why sites are not coming forward. By the time the Authority goes to

MONMOUTHSHIRE COUNTY COUNCIL

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deposit with the plans and submits them to Welsh Government, evidence will be required that sites are deliverable, including viability information.

- The weaknesses in the current proposals are that evidence from 2020 will be considered but it is unknown whether this will be relevant in 2033, as this is the date that the LDP runs to.
- Engagement with developers has taken place regarding candidate sites. However, it is anticipated that developers will not undertake all of their significant and expensive due diligence work regarding a specific site until they have confidence in the Plan.
- The shortage of land within the County is man-made. There is considerable land within Monmouthshire. However, much of the land is unsuitable for building on.
- In response to a Member's question regarding the regionalisation of capacity and expertise, it was noted that considerable collaborative work is undertaken at officer level across the region. The Head of Planning, Housing and Place Shaping chairs the South East Wales Strategic Development Plan. There is also a separate group, namely, the South East Wales Strategic Planning Group. Candidate sites have been established via a regional methodology. An employment methodology has also been agreed to obtain comparable data. Costs and expertise can be shared with other nearby planning authorities that are at a similar stage as Monmouthshire with regard to the development of their new LDPs.
- Strategic matters will be dealt with via the new Strategic Development Plan (SDP).
- There are three identified RSLs that currently work within Monmouthshire and strong relationships have been developed between the Authority and the RSLs. A Select Committee member suggested that the Authority should consider opening up opportunities to work with other RSLs.

Committee's Conclusion:

- More affordable houses need to be built within the County with the quality of build being maintained.
- Build for the future taking into account available land and future proofing such accommodation.
- Quality, affordable housing is required with appropriate standards being put in place also for market housing.
- Developers need to provide appropriate funding towards affordable housing provision.

MONMOUTHSHIRE COUNTY COUNCIL

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- Further capacity and support is required regarding issues surrounding viability in order for the Authority to be able to provide more affordable housing, going forward.
- Space standards is available in England but not in Wales. Welsh Government should be lobbied on this matter.
- Good quality accommodation is essential.
- Infrastructure issues need to be addressed.
- Better, more affordable first time buyer accommodation is required for young people.
- Community Land Trusts (CLTs) – Guidance on how to take this matter forward needs to be investigated with a view to CLTs being incorporated into the LDP.
- Support from Welsh Government regarding building up the capacity of staff.
- Refurbishment of high street locations as potential properties for affordable housing.

5. Our approach to our housing land supply shortfall in advance of the new LDP: dealing with unallocated sites

Context:

To consider the Authority's approach to tackling its housing land supply shortfall, specifically how it deals with planning applications for unallocated sites in advance of the new LDP being adopted in December 2021. This matter will be considered by Council on 20th September 2018 for a decision on the Council's position.

Key Issues:

Some of the challenging issues and opportunities facing Monmouthshire's communities over coming years, include:

- The increasing proportion of Monmouthshire's population aged over 65 and over 85, increasing well in excess of the Wales average.
- The relative absence of 20-40 year olds and Monmouthshire's median age of 48 years (compared to a median age of 34 years in Cardiff).

MONMOUTHSHIRE COUNTY COUNCIL

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- The resulting impact of the above two factors on Monmouthshire's economic base and future prospects of economic growth.
- Cardiff Capital Region City Deal and associated opportunities.
- The economic growth of the Bristol / South West region and the opportunities for Monmouthshire as a border county.
- The imminent removal of the Severn Bridge tolls.
- Monmouthshire's average house price now exceeding £300,000.
- Monmouthshire's affordable housing waiting list of 3000+.
- Monmouthshire's dual economy, with high-earning residents who work elsewhere, and a low paid workforce that lives elsewhere but works within the County.
- Associated commuting patterns, with 40% of Monmouthshire's economically active resident population commuting out of county.
- The challenges of rural isolation and sustaining rural services.
- The wealth of social capital in Monmouthshire's communities.
- Monmouthshire's well-performing schools.
- The beautiful landscapes and heritage that make Monmouthshire special.

These factors will be key considerations as the vision and strategy for Monmouthshire's new Local Development Plan (LDP) is developed. However, consideration needs to be given to what can be done in the interim (between now and December 2021).

Options Appraisal

There are two options:

- The first option is that the Authority gives no weight in its planning decisions to its lack of a five year housing land supply. This means that the Authority retains a Plan-led system, and proposed development on sites not allocated within the current LDP will be unacceptable in principle and planning permission would be refused. This option is essentially process-focused and would provide certainty to Monmouthshire's communities in that the current LDP would be adhered to. Development in other areas could come forwards via the new LDP, and planning permission could be sought in 2022 onwards.
- The second option is that the Authority gives some weight in its planning decisions to its lack of a five year housing land supply. This could be anywhere

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from 'none' to 'considerable weight'. This option is essentially outcome-focused and would seek to make timely progress in tackling some of the issues identified.

Member Scrutiny:

- Monmouthshire currently has a 3.9 year land supply.
- It is important to give considerable weight to look at and consider new sites as they arise.
- Affordable housing is needed across the whole of the County.
- Freedom should remain for smaller unallocated sites to be brought forward for consideration by the Planning Committee for development. This will help in delivering local affordable housing needs within villages. This matter could be looked at in the next LDP.
- The hybrid option, (2(e) in the report, provides flexibility around development of the rural areas and the main towns providing a more balanced approach.
- Obtaining 35% affordable housing provision is essential.
- Adopting the ground rules identified in the report provides more flexibility within the County.
- The intention of the 60/40 sites was to deliver affordable housing in and around Monmouthshire's main villages. The policy allows for rural exception sites around main villages.
- The next LDP will include small scale developments.
- The Welsh Government Cabinet Secretary recognises that there is pressure on local planning authorities and communities from speculative development on unallocated sites.
- A Member stated that the Authority should be considering that no weight should be given to the lack of a five year land supply and only some weight should be given if there are various options that are met. The advantages of this approach, by determining the weight that is given, gives the option to follow the current LDP and argue that no weight should be given to unsuitable developments. It was considered that not all issues had been addressed and the Member was not content with the approach being taken. In relation to the five year land supply, comparing Monmouthshire with other authorities in Wales, Monmouthshire is in a better position than other authorities. It was considered that a better approach would be to be plan led rather than developer led. The Head of Planning, Housing and Place Shaping informed the Committee that the figures outlined in the presentation were correct. The next LDP will provide opportunities to do things differently via different models.

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- The next LDP needs to include sites for cemeteries within the County.
- Where 60/40 sites have not come forward, this is due to landowners aspirations.
- Highways capacity, school infrastructure and Air quality are some of the factors that will be factored into the new LDP.

Committee's Conclusion:

- There is a need for more affordable housing across the County. The Authority cannot afford to take forward a shortfall of housing provision to the next LDP without trying to address some of the issues in the interim.
- Smaller development sites need to be considered to encourage smaller developers to come forward.
- Challenge the 60/40 concept and the affordability factor as a part of the LDP review.
- There are challenges regarding infrastructure, particularly in the south east of the County in terms of being impacted by the Forest of Dean and Gloucestershire.
- There are also practical infrastructure implications, such as the need to consider suitable locations for cemeteries in the new LDP.

Recommendation to Council on 20th September 2018:

Option 2(e) - a hybrid of options 2(a)-(d), as outlined in the report, namely to allow otherwise acceptable development on unallocated sites throughout the County, with the extent of housing reflecting the current LDP's spatial strategy. In other words, the Main Towns would see a greater level of potential growth than Rural Secondary Settlements.

In response to a question raised by a member regarding paragraph 4.4 of the report in respect of the ground rules, the Head of Planning, Housing and Place Shaping stated that he would liaise with the Head of Law regarding this matter.

It was proposed by County Councillor R.G. Harris and seconded by County Councillor J. Becker that the Joint Select Committee supports Option 2(e) - a hybrid of options 2(a)-(d), as outlined in the report, namely to allow otherwise acceptable development on unallocated sites throughout the County, with the extent of housing reflecting the current LDP's spatial strategy. In other words, the Main Towns would see a greater level of

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potential growth than Rural Secondary Settlements.

Upon being put to the vote, the following votes were recorded:

In favour of the proposal	-	8
Against the proposal	-	1
Abstentions	-	1

The proposition was carried.

We recommended to Council that consideration be given to supporting Option 2(e) - a hybrid of options 2(a)-(d), as outlined in the report, namely to allow otherwise acceptable development on unallocated sites throughout the County, with the extent of housing reflecting the current LDP's spatial strategy. In other words, the Main Towns would see a greater level of potential growth than Rural Secondary Settlements, as the Joint Select Committee supports this option.

The meeting ended at 1.47 pm.

Public Document Pack Agenda Item 8b

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 11th
September, 2018 at 10.00 am**

PRESENT: County Councillor D. Blakebrough (Chairman)
County Councillor (Vice Chairman)

County Councillors: L.Brown, L.Dymock, M.Groucutt, P.Pavia,
J.Pratt, R. Harris, R. Edwards, S. Woodhouse, D. Dovey and
A. Easson

Also in attendance County Councillors: D. Dovey and A. Easson

OFFICERS IN ATTENDANCE:

Julie Boothroyd	Chief Officer Social Care, Safeguarding and Health
Clare Morgan	Service Manager, All Age Disability and Mental Health
Paula Harris	Acting Scrutiny Officer
Mark Howcroft	Assistant Head of Finance
Wendy Barnard	Democratic Services Officer
Sian Millar	Divisional Director, Primary and Community Services
Bronwen John	Integration Project Manager and Monmouthshire Head of Partnerships
Phil Diamond	Theme Lead, Population Needs
Eve Parkinson	Head of Adult Services

APOLOGIES:

There were no apologies for absence.

1. Declarations of interest.

County Councillor J. Pratt declared a personal, non-prejudicial interest in respect of her brother being a Professor of Medicine.

2. Presentation by Aneurin Bevan University Health Board (ABUHB) regarding progress on South Monmouthshire Care Closer to Home work and it's alignment to Monmouthshire Integrated Services.

County Councillor J. Pratt declared a personal non-prejudicial interest for this item as her brother is a Professor of Medicine and delivers lectures.

Purpose:

A presentation was provided by the Integrated Service Manager (MCC), Integrated Project Manager (ABUHB) and Divisional Director Primary Community Care (ABUHB) introduced by the Head of Social Care, Safeguarding and Health.

Key Issues:

The Select Committee has requested a presentation from the Aneurin Bevan University Health Board (ABUHB) to focus on the future direction of integrated working between Health and Social Care (linked to Care Closer to Home) and also plans for Chepstow Community Hospital.

Member Scrutiny:

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- A Member noted that GPs provide an important part of service delivery and commented that the plans looked over bureaucratic, and also services were not locally delivered in North Monmouthshire. It was queried how many GPs work in the county, the local availability of Living Well Living Longer health checks to tackle obesity etc. and the average number of patients per GP.

In response, numbers of GPs will be provided following the meeting. It was noted that there is some difficulty in recruiting GPs currently and that this strategy is beginning to improve this situation. It was explained that patients often see a GP for matters better dealt with by others and action is being taken to direct patients to appropriate services. It was added that, whilst the plan looks bureaucratic, the aim is to remove pressure points and provide the right integrated support at the right time. Regarding preventative health clinics, locations in Monmouthshire will be investigated and reported back.

- A Select Committee Member welcomed the integrated approach but was concerned about generic all-age medical care in Chepstow Hospital and asked for an explanation of the services available in the hospital noting the likely closure of Lydney District Hospital, and the need to travel significant distances for care. In response, it was confirmed that generic services are being built up and outpatient appointments in Chepstow Hospital are being increased. It was added that previously there were community beds at the hospital and a limited range of outpatient clinics and a minor injury unit. The community beds have closed because of the success of the integrated team allowing more people to stay at home. The number of outpatient clinics is increasing. It is aimed to provide high volume services for people who can't travel to other centres, in particular for older people and children. Regarding all-age health care, it is the aim to provide all services locally for all ages. It was clarified that the Older Adult Mental Health ward has been mothballed.
- A Member was encouraged by the plans described and acknowledged that there will be occasions when it is necessary to travel to access the best treatment available in the region. The offer was made to include details of services available in pharmacies in ward newsletters to reduce demand for GP services.
- A Member suggested hosting a surgery in the Livestock Market to target the rural community and farmers to encourage early diagnosis and treatment. It was agreed that this was a great opportunity for a team of specialist nurses to hold a clinic.
- It was commented that there is an elderly population in Wales and some concerns were voiced about the balance of local, integrated and effective services, and also the balance between treatment and bureaucracy. It was queried why there are three different boards with responsibilities. It was confirmed that the boards are set by statute. The Integrated Partnership Board tends to be where the main work is done e.g. integration of community services.
- A Member asked how the model works elsewhere, how effectiveness is being measured and urged the use of voluntary groups to assist with public engagement. An update on progress on the new hospital was also requested.

It was explained that the partnership with Swansea University is a research project to look at the early intervention, place-based model and this is part of the evaluative process. The Integrated Service Partnership Board evaluates performance data, and is working towards measuring outcomes for individuals. This is work in progress. It was agreed that the use of the voluntary groups is a key aspect.

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- A Member commented regarding Chepstow Hospital that there are young people in the county living and working with chronic illness, not just elderly people. It was responded that access for younger people with chronic illnesses to local services is a priority. It was added that significant travel for appointments and visitors is unacceptable and stressful, and so local services are vital. Communication is also vital to make patients aware of services available locally. Considering the additional services, it was queried how many have been implemented and when they will be available. It was confirmed that the 6 additional services are in place and the other services mentioned will be live in about 2 months' time.
- A Member commented that more capacity is needed in primary care for better and healthier lives. Minor ailments should be signposted away from GPs to pharmacies. It was added that residents are concerned about the removal of some services (Continence Outpatients, Podiatry Outpatients, Gynaecology Outpatients, Ear, Nose and Throat outpatients and, most importantly, Minor Injuries Unit). It was agreed that this list would be checked and advised that consultants are being asked if they are willing to provide clinics at different locations. A further update on progress with general health care was requested.

The suggestion of community chemotherapy being brought to Chepstow has not happened. It was responded that Velindre Hospital was approached about providing an outreach service in Chepstow but has been unable to meet the request to date.

The Member asked about funding and pooled budget arrangements. It was confirmed that there are already pooled budgets, that there is the opportunity for flexibility and that risks are shared too.

- A Select Committee Member raised the issue of unsatisfactory parking at Nevill Hall Hospital.
- County Councillor D. Dovey was reassured that there is a plan for Chepstow and supported the offer but emphasised the need to consult with councillors as the voice of the people, and to not make misleading statements.
- County Councillor A. Easson informed the Committee that a concern raised at the last meeting had been resolved. He requested more information about the 5 surgeries for 47,000 patients in the south of county and queried depth and response within this capacity, especially in view of proposed housing developments. He asked about plans for Cae Mawr Rd, Caldicot and asked that local members are kept briefed. With other Members, he too was unaware of the services available at Chepstow Hospital. He asked for details of all services provided in Chepstow

In response, it was confirmed that there are 5 practices in the South Monmouthshire Area (3 in Chepstow, 1 in Caldicot and 1 in Tintern). It was explained that practices are independent businesses funded on a per patient basis so if there is new housing, the practice will be funded for the extra patients and the surgery will decide how best to utilise the money to meet the needs of the patients. If there are no recruitment difficulties, there would be no objection to new housing being built. It was added that Monmouthshire is not a particular concern in terms of GP recruitment. Regarding Cae Mawr Rd, an undertaking was given to brief councillors about developments.

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- A Member observed that there needed to be a balance between generic health services and the integrated care centre, suggesting different buildings. Concern was expressed about increasing centralisation of some specialist hospital services that will be more difficult for those who rely on public transport.
- County Councillor Dovey asked if changing demographics are taken account of in view of the increase in applications for new housing in Chepstow and over the border. It was confirmed that the Health Board is aware of these changes. It was added that if a specific request for housing is received it is directed to the neighbourhood care team. The Health Board is notified about longer term developments and is part of the planning process. There are early discussions about involvement in the development of the new Local Development Plan. It was commented that information is also required from across the border.

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Committee conclusions:

The Chair summarised the main points raised as follows:

- Consideration of the generic health position including cross border issues including the impact on Chepstow hospital;
- Concern about centralisation of hospital services noting that it is a rural county with a “patchwork of voluntary transport”;
- Concerns about lack of funding;
- Select Committee Members were encouraged by the explanation of integrated care;
- There is a lack of GPs in the north of the county;
- Preventative health clinics are a priority e.g. tackling problems of obesity;
- There is a need for a balance between bureaucracy and treatment in integrated care;
- A surgery to be trialled at the Livestock Market to accommodate the rural and farming community; and
- The issue of insufficient parking at Nevill Hall Hospital.

In terms of outcomes, the following were agreed:

- Ways to measure the success of both hard and soft outcomes must be available;
- Councillors can assist with consultation and communication to develop the relationship with residents e.g. via ward newsletters;
- Young people with chronic illnesses must have access to local and accessible services;
- More capacity in primary care is required to ensure residents lead healthier lives;
- Concerns were raised about services that have been removed e.g. minor injuries, and the potential to provide services such as community chemotherapy, renal dialysis and keyhole surgery;
- Waiting times need to be improved;
- In terms of partnership working, funding must be fairly divided; and
- Whilst reassured, the Committee were concerned that there is no further removal of services.

As recommended, it was agreed that:

- The presentation should be delivered to all Members at a full council meeting;
- The Health Board should return to review progress of outcomes in six months' time;
- The Health Board (including Chief Executive, Judith Paget) should return to a future meeting to provide more information on generic services;
- Councillors will help the Health Board with any campaign to encourage residents to make more use of pharmacies;
- A pilot clinic for farmers and members of the rural community to be arranged at the Livestock Market; and
- An update on The Grange University Hospital would be provided.

3. Revenue and Capital Monitoring 2018/19 Outturn Statement.

This matter was deferred until the next meeting.

4. Dementia Friendly Community Monmouthshire - Annual Progress Report 2017/18.

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Purpose:

Monmouthshire was accredited as 'working to become dementia friendly' in June 2015. During 2017/18 considerable progress has been made to raise awareness of dementia and encourage organisations to adopt dementia friendly practices and support people living with dementia and their carers.

Key Issues:

Progress Update

1. Ensure the right local STRUCTURE is in place to maintain a sustainable dementia friendly community.
2. Identify leads - CHAMPIONS - to take responsibility for driving forward the work to support your community to become dementia friendly.
3. Have a plan to raise AWARENESS about dementia in key organisations and businesses within the community that support people with dementia to ensure a better understanding of dementia and an appreciation of the condition awareness across Monmouthshire.
4. Develop a STRONG VOICE for people with dementia living in your communities. This will give your plan credibility and will make sure it focuses on areas people with dementia feel are most important
5. RAISE THE PROFILE of your work to increase reach and awareness to different groups in the community
6. Focus your plans on a number of key areas that have been identified locally
7. Have in place a plan or system to UPDATE THE PROGRESS of your community after six months and one year. To participate in the recognition process you will need to set out how you intend to report on progress towards becoming dementia friendly at the six-month stage and self-assess on an annual basis.

Member scrutiny:

The Select Committee welcomed Mr. P. Diamond, Dementia Lead for the Gwent transformation team who provided a progress report on the drive to be a dementia friendly county. Following the presentation, Members asked questions:

- A Member queried the table of training and noted that there had been a tail off in 2017 and asked if no further training is needed or if it was due to costs. It was responded that training is provided as required and performance against targets has surpassed expectations. Across Wales the target of 1m people becoming dementia friends has been achieved.
- A Member referred to a news report of a misdiagnosis of dementia that was instead a hearing problem.
- The work carried out in the community and schools out was praised by a Member. It was questioned if refresher courses are provided and responded that the Welsh Government has launched a learning and development framework called Good Works which will be used in the region. Dementia friends training is sometimes attended a second time. A refresher session can be delivered to Members in future if required.
- A Member was interested in partners and asked if the list could be expanded and suggested that supermarkets could be asked to encourage other shops to become dementia friendly. It was responded that all supermarkets have agreed to become dementia friendly and there is a keenness to work with them. There has also been significant demand from other organisations such as building societies.

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- Level of activity in the South Monmouthshire area was queried. It was responded that a link with the Senior Citizens Group would be welcomed. An exciting development in Chepstow is the proposal to accredit GP surgeries.

Committee Conclusion:

The Select Committee recommended that all Members are encouraged to take up dementia awareness training, and it was recommended that it could be arranged prior to a council meeting.

The Committee encouraged the use of Members and their contacts to arrange more training events.

Another update report was requested in 12 months.

The Select Committee agreed that the initiative was on track and progress was being made against criteria.

5. To confirm and sign the following minutes:

6. Adults Select Committee - 10th July 2018.

The minutes of the meeting held on 10th July 2018 were confirmed as a true record.

7. Special meeting - Adults Select Committee - 19th July 2018.

The minutes of the meeting held on 19th July 2018 were confirmed as a true record.

Regarding Item 3: Older Adult Mental Health Services, it was clarified that only 4 committee members were remaining at the time of the vote and non-committee members were not entitled to vote.

It was suggested that this topic, if considered in the future, should be the subject of a Joint Select Committee.

8. List of actions arising from the previous meetings.

An update on the action list was provided by the Scrutiny Officer:

- B&B Policy: Councillors Pratt, Brown and Woodhouse have a meeting with office staff tomorrow and will provide feedback at the next meeting.
- Personal Data: Councillors Brown and Pratt met with officers about the personal data issue. A report will be circulated with the next agenda.
- Leaflets: Councillor Brown was sent copies of drafts. It was not known if they have been distributed.
- Reports: Provision of an executive summary on all reports is under consideration

9. Adults Select Committee Forward Work Programme.

The following items were added to the Forward Work Programme:

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- It was agreed to circulate the reports:
 - i) containing feedback from the Councillors' day shadowing housing officers; and
 - ii) the update on My Mates,It will be decided at the pre-meeting if these topics proceed to scrutiny at the Select Committee meeting.
- Report on personal data
- Deferred Revenue and Monitoring Report

10. Council and Cabinet Business Forward Work Programme.

The Council and Cabinet Business forward Work Programme was noted.

11. Next Meeting.

Tuesday 23rd October 2018 at 10.00am.

The meeting ended at 1.10 pm

Monmouthshire's Scrutiny Forward Work Programme 2018

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
23rd October 2018	Budget Monitoring	Scrutiny of the Budget Monitoring Outturn Report for the Adult Services Directorate.	Mark Howcroft	Budget Monitoring
	Mardy Local Lettings Review	Policy Review of the Mardy Local Lettings Policy and proposal to extend for a further 2 years.	Ian Bakewell	Policy Development
	Social Housing Grant Report (TBC)	Scrutiny of the grant spend for Social Housing Grant monies.	Shirley Wiggam	Performance Monitoring
	Rural Allocation Policy	To consider proposed amendments to the Rural Allocations Policy.	Shirley Wiggam	Performance Monitoring
End of October/early November *TBC*	Gypsy and Traveller Assessment	Options to meet the requirements of the Gypsy and Traveller Assessment Needs assessment.	Ian Bakewell Mark Hand Steve Griffiths Gareth King	Adults Select Member Workshop
Special Select Committee Meeting 26th November 2018	Crick Road Business Case	Return of the pre-decision scrutiny of the Crick Road Business Case for a care facility.	Colin Richings	Pre-decision scrutiny
	Regional Homelessness Strategy	To consider the draft homelessness strategy together with the strategic action plan.	Ian Bakewell	
	The Local Housing Market Assessment	Scrutiny to consider draft statutory LHMA prior to adoption.	Shirley Wiggam	Pre-decision scrutiny
	Housing Register	Housing Register please to work towards getting permission to renew our delivery agreement with MHA.	Ian Bakewell	Pre-decision Scrutiny
18th December 2018				

Monmouthshire's Scrutiny Forward Work Programme 2018

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
29 th January 2018				
	Scrutiny of draft Budget Proposals 2019-2020	Pre-decision Scrutiny of the draft budget proposals for 2019-20 in line with the Corporate Plan.	Peter Davies	Budget Scrutiny
TBC	Universal Credit (TBC) Need to move this.	A report on the impact of the rollout of Universal Credit. Invite Housing Associations and DWP.	Ian Bakewell	Performance Monitoring
Joint Special with Adults Select April 2018	Homelessness Update	Annual Position update.	Ian Bakewell	Performance Monitoring
	Disabled Facilities Grant	Annual Position update.	Ian Bakewell	Performance Monitoring

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Future Agreed Work Programme Items: Dates to be determined

- ✓ **Crick Road Care Development ~ Final Business Case**
- ✓ **Future Commissioning of Adults Services ~ linked to "Turning the World Upside Down"**
- ✓ **My Mates programme**
- ✓ **Budget Pressures within services and spend analysis**
- ✓ **Community Development and Well-being**
- ✓ **Welfare ~ Discussion with Monmouthshire Housing Association on current stock and new home development, support for welfare reform**

Monmouthshire's Scrutiny Forward Work Programme 2018

- ✓ **Housing Report: Local Housing Market Assessment**
- ✓ **Annual Complaints Report for Social Services**
- ✓ **Review of Rural Allocation Policy ~ 11th September 2018 TBC**
- ✓ **Local Housing Market Assessment ~ 11th September 2018 TBC**
- ✓ **Draft Homeless Strategy ~ 23rd October 2018 TBC**
- ✓ **Local Lettings Plan Feedback (links with the Well-Being Plan, part of the Homesearch and Housing Register delivery...to be delivered by MHA) ~ 11th September 2018 TBC**

Joint Scrutiny with Children and Young People's Select Committee:

- ✓ **"Information, Advice and Assistance Service ~ responsibility of the Social Services and Well-being Act 2014 ~ (January/February 2018)**
- ✓ **The implementation of the Social Services and Well-being Act 2014 ~ (October 2017)**
- ✓ **Mental Health and Learning Disabilities ~ linked to implications of the DOLS (Deprivation Liberty Safeguards) Grant**
- ✓ **Well-being ~ responsibilities of the Social Services and Well-being Act 2014 around connected communities and meeting needs**
- ✓ **Implementation of the Social Services and Well-being Act 2014 ~ review post 18 month together with the duties around prisons ~ (March 2018)**
- ✓ **Safeguarding Performance Reporting and Progress of Regional Safeguarding Boards ~ Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015**
- ✓ **Regional Integrated Autism Service**
- ✓ **Annual Report**

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Cabinet, Council and Individual Cabinet Member Decisions (ICMD) Forward Plan

Monmouthshire County Council is required to publish a forward plan of all key decisions to be taken. Council and Cabinet items will only be considered for decision if they have been included on the planner no later than the month preceding the meeting, unless the item is considered urgent.

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Cabinet	06/06/19	Budget Monitoring report - month 12 (period 3) - outturn	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/18	
Cabinet	03/04/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 9 held on the 7th March 2019.	Dave Jarrett	17/04/18	
Council	07/03/19	Final Budget Proposals		Joy Robson	11/09/18	
Council	07/03/19	Treasury Management Strategy 2019/20	To accept the annual treasury Management	Joy Robson	11/09/18	
Council	07/03/19	Council Tax Resolution 2019/20	To set budget and Council tax for 2019/20	Ruth Donovan	11/09/18	
Cabinet	06/03/19	2019/20 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2019/20 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2018/19 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.	Dave Jarrett	17/04/18	
Cabinet - Special	20/02/19	Final Revenue and Capital Budget Proposals		Peter Davies	20/09/18	

Cabinet	06/02/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 8 held on the 17th January 2019.	Dave Jarrett	17/04/18	
Council	17/01/19	Council Tax Reduction Scheme 2018/19		Ruth Donovan	11/09/18	
Cabinet	09/01/19	Final Draft Budget Proposals or recommendation to Council.		Joy Robson	17/04/18	
Cabinet	09/01/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 7 held on the 13th December 2018.	Dave Jarrett	17/04/18	
Cabinet	09/01/19	Budget Monitoring report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/18	
Cabinet	19/12/18	Draft Revenue Capital Budget Proposals	To outline the proposed capital budget for 2019/20 and indicative capital budgets for the 3 years 2020/21 to 2022/23	Joy Robson/Peter Davies	19/09/18	
Council	13/12/18	Capital Budget Report on 3rd Lane on Wye Bridge	Defer to December	Paul Keeble	20/09/18	
Council	13/12/18	Final approval of MonLife and MonLife Plus		Tracey Thomas	09/08/18	
Cabinet	05/12/18	LA and Schools Partnership Agreement		Cath Saunders	26/09/18	

Cabinet	05/12/18	Reorganisation of ALN and Inclusion Services update	Cabinet consider objections received on the Reorganis	Debbie Morgan	25/05/18	
Cabinet	05/12/18	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 6 held on the 25th October 2018.	Dave Jarrett	17/04/18	
Cabinet	05/12/18	Council Tax Base 2019/20 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 2019/20 and to make other necessary related statutory decisions	Sue Deacy/Ruth Donovan	17/04/18	
Cabinet	05/12/18	Corporate Plan: Progress Report		Matthew Gatehouse	10/07/18	
Cabinet	05/12/18	Reviews of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2019/20	Mark Howcroft	17/04/18	
Cabinet	05/12/18	Implementation of NJC revised payspine April 2019			09/10/18	
ICMD	14/11/18	Proposal to extend supporting people contracts in 2019/20		Chris Robinson	10/09/18	
Cabinet	07/11/18	Targeted Regeneration Investment Programme, The Cross, Caldicot		Cath Fallon	12/10.18	
Cabinet	07/11/18	Cadetship Programme		Tracey Harry	20/09/18	
Cabinet	07/11/18	Structure Report		Roger Hoggins	20/09/18	

Cabinet	07/11/18	Project 5: Development of a Therapeutic Foster Care Service for Complex Young People		Jane Rodgers	30/08/18	
Cabinet	07/11/18	MTFP and Budget Process for 2019/20 to 2022/23	To outline the context and process within which the MTFP over the next 4 years and the budget for 2019/20 will be developed.	Joy Robson	17/04/18	
Cabinet	07/11/18	21st Century Schools - Band B project Team		Will Mclean	12/10/18	
Council	25/10/18	Statement of Gambling Policy and proposals for Casinos		Linda O'Gorman	10/09/18	
Council	25/10/18	Proposal to create a development company		Deb Hill-Howells		
Council	25/10/18	County Hall Accommodation	Seeking approval to undertake borrowing to fund the refurbishment works to County Hall	Deb Hill-Howells	17/07/18	
ICMD	24/10/18	Additional Service Offer at Usk Hub	To seek approval for the development of a business case to site a Post Office within Usk Hub following the announcement of the planned closure of the current facility on Bridge Street	Matt Gatehouse / Richard Drinkwater	04/10/18	
ICMD	10/10/18	Register of Priority Services		Ian Hardman	18/09/18	
ICMD	10/10/18	Joint Heritage Services with Torfaen		Mark Hand	05/09/18	
ICMD	10/10/18	Extension of Lease for Gilwern Library	To seek approval to extend the council's lease of space within Gilwern Community Centre for the continued provision of a library service beyond the end of the current agreement which expires in March 2019	Matthew Gatehouse	03/08/18	

Cabinet	03/10/18	Welsh Church Funding Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2018/19, Meeting 5 held on the 20th September 2018.	Dave Jarrett	17/04/18	
ICMD	26/09/18	Joint Heritage Services with Torfaen	DEFERRED TO 10 OCTOBER	Mark Hand	05/09/18	
ICMD	26/09/18	Amendments to cemeteries management practice to withdraw burial plot reservations.		Deb Hill-Howells	17/07/18	12/09/18
Council	20/09/18	Abergavenny Hub	Final business case to proceed with the creation of a Hub at Abergavenny Town Hall	Deb Hill Howells	17/07/18	
Council	20/09/18	A40 Wyebridge Highway Improvement Scheme		Paul Keeble	12/07/18	
Council	20/09/18	Well-being Objectives and Statement Annual Report 2017/18	For Council to approve the Annual Report 2107/18 on MCCs wellbeing objectives and statement	Richard Jones	30/05/18	
Council	20/09/18	Fairtrade		Hazel Clatworthy	24/05/18	
Council	20/09/18	MCC Audited Accounts 2017/18 (formal approval)	To present the audited Statement of Accounts for 2017/18 for approval by Council	Joy Robson/Mark Howcroft		
Council	20/09/18	ISA 260 report - MCC Accounts - attachment above	To provide external audits report on the Statement of Accounts 2017/18	WAO		
Council	20/09/18	J Block Proposals		Deb Hill-Howells		

Council	17/09/18	Monmouthshire Citizen Advice Bureau Annual Report	To provide members with an opportunity to discuss the work and ask questions of the Chief Executive of CAB Monmouthshire which provides advice to local people and its contribution to the council's purpose of building sustainable and resilient communities.	Matt Gatehouse	05/10/18	
ICMD	12/09/18	Colleague Volunteering Pilot	To seek approval to establish a Colleague Volunteering Pilot for 30 staff across directorates.	Owen Wilce		
Cabinet	05/09/18	NEET		Hannah Jones	09/08/18	
Cabinet	05/09/18	Management of obstructions in the public highway	For Cabinet to approve recommendations made by Strong Communities Select on 30th July	Roger Hoggins	09/08/18	
Cabinet	05/09/18	ICM Phase 2 Implementation of Family Support Services - post statutory threshold		Jane Rodgers	01/08/18	
Cabinet	05/09/18	Targeted Regeneration Investment - South Monmouthshire		Cath Fallon	13/07/18	
Cabinet	05/09/18	Childcare Offer		Rebecca Davis	12/06/18	
Cabinet	05/09/18	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 4 held on the 26th July 2018	Dave Jarrett	17/04/18	
Cabinet	05/09/18	Recommendations on the review of ALN & Inclusion Services	Cabinet to receive recommendations based on the con	Debbie Morgan	25/05/01	
Cabinet	05/09/18	Regional Safeguarding Board Annual Report	Deferred	Claire Marchant		

Cabinet	05/09/18	S106 Procedure Note and S106 Guidance Note	DEFERRED from May	Mark Hand		
ICMD	22/08/18	Anti-Social Behaviour, Crime and Policing Act 2014		Andrew Mason	03/08/18	
ICMD	08/08/18	Children's Services – Supporting First Years in Practice		Jane Rodgers	19/07/18	
ICMD	08/08/18	Safeguarding Business Support Update		Diane Corrister	19/07/18	
ICMD	08/08/18	Financial Systems support team - change of role and job description		Ruth Donovan	03/07/18	
Council	26/07/18	Shadow Board recruitment for the ADM		Cath Fallon	15/06/18	
Council	26/07/18	Stock Transfer – Promises Kept/Missed & Added Value	PRESENTATION ONLY	Ian Bakewell	08/06/18	
Council	26/07/18	Audit Committee Annual Report		Wendy Barnard	24/05/18	
Council	26/07/18	Strategic Development Plan (SDP) Responsibility Audit	DEFERRED	Mark Hand	09/05/18	
Council	26/07/18	Chief Officer Annual Report		Claire Marchant		

Council	26/07/18	Safeguarding Evaluative Report		Claire Marchant		
ICMD	25/07/18	Private Sector Housing Loan Schemes - Change of Terms.		Steve Griffiths	21/06/18	
Cabinet	25/07/18	Youth Enterprise			20/06/18	
Cabinet	25/07/18	Borough Theatre			20/06/18	
Cabinet	25/07/18	Events			20/06/18	
Cabinet	25/07/18	Month 2 Budget Report			20/06/18	
ICMD	25/07/18	Housing Renewal Policy		Ian Bakewell	17/05/18	
ICMD	25/07/18	B&B Policy		Ian Bakewell	17/05/18	
ICMD	25/07/18	'Disposal of land adjacent to A40 at Monmouth for highway improvements'	DEFERRED from June	Gareth King/Cllr P Murphy	03/05/18	13/06/18
Cabinet	25/07/18	Resource Strategy	To comprise Commercial; Procurement; People; Digital; Financial strategies	Peter Davies	23/04/18	

Cabinet	25/07/18	Budget Monitoring report - Month 2 (period 1)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/18	
Cabinet	25/07/18	The delivery of budget savings for 2018/19.	To provide Cabinet with a level of comfort and reassurance around the delivery of Budget savings for 2108/19	Peter Davies	15/04/18	
ICMD	25/07/18	Care Homes Fees – Fair Rate for Care Exercise	Cllr P Jones	Nicola Venus- Balgobin		
ICMD	11/07/18	FLOOD and Water Management Act 2010 - Schedule 3 IMPLEMENTATION of the Sustainable Drainage Systems (SuDS) Approving Body (SAB)		Paul Keeble	22/06/18	
ICMD	11/07/18	RECRUITMENT OF BSSG ADMIN OFFICER		Christian Schmidt	22/06/18	
ICMD	11/07/18	Workforce Update Report - Children's Services	DEFERRED	Claire Robins	07/06/18	
Cabinet	04/07/18	Disposal of Land between Llanishen and Trellech	To declare approx 36 acres of land between Llanishen and Trellech surplus to requirements and to seek consent for its disposal	Gareth King	15/06/18	
Cabinet	04/07/18	Care Leavers Report		Ruth Donovan	07/06/18	
Cabinet	04/07/18	Restructure of attractions services in TLCY		Tracey Thomas	07/06/18	
Cabinet	04/07/18	Review of ALN & Inclusion Services	Cabinet to consider the results of the statutory consulta	Debbie Morgan	25/05/18	

Cabinet	04/07/18	School Meal Debt Management		Roger Hoggins	17/05/18	
Cabinet	04/07/18	Draft NEET Reduction Strategy		Hannah Jones	08/05/18	
Cabinet	04/07/18	Inspire Programmes (Inspire2Achieve and Inspire2W	DEFERRED	Hannah Jones	08/05/18	
Cabinet	04/07/18	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 3 held on the 21st June 2018.	Dave Jarrett	17/04/2018	
Cabinet	04/07/18	Crick Road Business Case	ITEM DEFERRED	Colin Richings		
Cabinet	04/07/18	The Knoll, Section 106 funding, Abergavenny	DEFERRED from June	Mike Moran		07/03/18
Cabinet	04/07/18	Chippenham Mead Play Area	DEFERRED from 6/6/18	Mike Moran		
ICMD	27/06/18	REALLOCATION OF SECTION 106 FUNDING, MONMOUTH		Mike Moran	08/06/18	
ICMD	27/06/18	Definitive Map Modification Order Section 53 (C) (i) Wildlife & Countryside Act 1981 Restricted Byway (53-16) Great Panta Devauden		Paul Keeble/Cllr B Jones	31/05/18	
ICMD	27/06/18	Planning advice charges for LDP candidate sites.		Mark Hand	24/05/18	Report deleted from Planner 7/6/18

ICMD	27/06/18	Early help Duty and Assessment – Hierarchy Update – Service Manager		Claire Robins	24/05/18	
Council	21/06/18	Corporate Parenting Strategy		Claire Marchant	07/06/18	
Council	21/06/18	Plastic Free County		Hazel Clatworthy	24/05/18	
Council	21/06/18	Joint Scrutiny of the City Deal		Hazel Ilett	30/04/18	
ICMD	13/06/18	Housing Restructure		Ian Bakewell	17/05/18	
ICMD	13/06/18	Re-fit Cymru programme	To seek approval to enter into a contract with Local Partnerships to utilise their framework to access energy efficient technologies.	Deb Hill Howells/Phil Murphy	10/05/18	
ICMD	13/06/18	Supporting People contract procurement exemptions		Chris Robinson	10/04/18	
ICMD	13/06/18	Children with Disability - Hierachy Update		Claire Robins	05/03/18	15/02/2018 Report deleted from planner
Cabinet	06/06/18	Twr Mihangel Section 106 Funding		Mike Moran	18/05/18	
Cabinet	06/06/18	Section 106 Off-Site Play Contributions		Mike Moran	18/05/18	

Cabinet	06/06/18	ADM Update		Tracey Thomas	18/05/18	
Cabinet	06/06/18	Proposed 25 year lease of Former Park Primary , Abergavenny, to Abergavenny Community Trust		Nicola Howells	15/05/18	
Cabinet	06/06/18	Council Response to the LGR Green Paper		Matt Gatehouse	14/05/18	
Cabinet	06/06/18	Revenue and Capital Monitoring 2017/18 Outturn Forecast Statement	To provide Members with information on the outturn position of the Authority for the 2017/18 year.	Mark Howcroft	17/04/18	09/03/18
Cabinet	06/06/18	Welsh Church Fund Working Group	The purpose of this combined report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 1 held on 19th April and meeting 2 held on 10th May 2018	Dave Jarrett	17/04/18	
Cabinet	06/06/18	Corporate Parenting Strategy		Jane Rodgers	22/03/18	
Cabinet	06/06/18	Welsh Language Monitoring Report	Moved to Strong Communities Select	Alan Burkitt		07/03/18
Cabinet	06/06/18	Kerbcraft Update	DEFERRED from May			
ICMD	23/05/18	Creation of an Asset Officer Post, Estates		Deb Hill Howells/Cllr P Murphy	03/05/18	
ICMD	23/05/18	Letting of Penarth Farm, Llanishen		Gareth King/Cllr P Murphy	03/05/18	

ICMD	23/05/18	High Street Rate Relief Scheme for 2018/19	To adopt the scheme of 2018/19 in accordance with Welsh Government Guidance	Ruth Donovan	26/04/18	07/03/18
ICMD	23/05/18	Proposed 30mph Speed Limit, Llandeenny Road, Llandeenny, Mill		Paul Keeble/Cllr B Jones	25/04/18	
ICMD	23/05/18	Transfer to Torfaen - Assessment of free school meal entitlement for MCC		Nikki Wellington/Cllr Murphy	10/04/18	
Council	10/05/18	Strategic Asset Management Plan		Peter Davies	23/04/18	
Council	10/05/18	To agree update on the Safeguarding Policy		Cath Sheen	16/04/18	
Council	10/05/18	Local Development Plan Delivery Agreement		Mark Hand	11/04/18	
Council	10/05/18	Boundary Review		John Pearson		
ICMD	09/05/18	Rural Programmes Team – ICT and Finance Apprentice Post		Michael Powell	23/04/18	
ICMD	09/05/18	GDPR Data Protection Policy		Rachel Trusler	20/04/18	
ICMD	09/05/18	Trellech Speed Limits		Paul Keeble	18/04/18	

ICMD	09/05/18	Civil Parking Enforcements	Moved from Cabinet 11/04/18	Paul Keeble	13/04/18	
ICMD	09/05/18	PROHIBITION OF WAITING AT ANY TIME (CHAPEL ROAD, STANHOPE STREET, CANTREF ROAD, AVENUE ROAD, HAROLD ROAD) ABERGAVENNY		Paul Keeble/Cllr B Jones	13/04/18	
ICMD	09/05/18	Creation of fixed term Senior Planning Policy Officer Post for 3.5 years		Mark Hand/Cllr Greenland	12/04/18	
ICMD	09/05/18	Amendment to existing fixed term Senior Landscape and Urban Design Officer post to make it a permanent post;		Mark Hand/Cllr Greenland	12/04/18	
ICMD	09/05/18	Creation of fixed term Apprentice Planner post (exact job title tbc)		Mark Hand/Cllr Greenland	12/04/18	
ICMD	09/05/18	Re-evaluation of Post of Lead - Community Improvement Supervisor		Nigel Leaworthy	10/04/18	
ICMD	09/05/18	Supporting People contract procurement exemptions	DEFERRED TO 13 JUNE	Chris Robinson	15/02/18	
ICMD	09/05/18	Adoption of highway management plan including appointment of Highway Asset inspector and changes to Asset Planning Officer posts		Paul Keeble		09/03/18
Cabinet	02/05/18	Adoption of Road Safety Strategy		Paul Keeble		
Cabinet	02/05/18	Social Justice Srtategy		Cath Fallon		

Council	19/04/18	Bryn Y Cwm Change of name		Matt Gatehouse	21/03/18	
Council	19/04/18	Council Diary 2018/19		John Pearson	12/03/18	12/03/18
Council	19/04/18	Sale of old County Hall Site		Roger Hoggins	16/02/18	
Council	19/04/18	Chief Officer Report CYP		Will Mclean	25/01/18	
ICMD	18/04/18	Communities for Work		Hannah Jones	22/03/18	
ICMD	18/04/18	Disposal of easement at Wonastow Road		Ben Winstanley	14/03/18	
Cabinet	11/04/18	Tree Policy		Roger Hoggins	19/02/18	
Cabinet	11/04/18	VAWDASV		Joe Skidmore	08/02/18	
Cabinet	11/04/18	Disposal of County Hall		Roger Hoggins		
Cabinet	11/04/18	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 6 held on the 22nd February 2018	Dave Jarrett		

ICMD	28/03/18	Property Maintenance Framework Agreement		Phil Kenney/P Murphy	06/03/18	
ICMD	28/03/18	Children's Services Business Support Team - Hierachy Update		Claire Robins	05/03/18	
ICMD	28/03/18	Social Care & Health - Business Support Post		Claire Robins	05/03/18	
ICMD	28/03/18	Staffing Restructure of SCH Workforce Development Team		Sian Sexton	05/03/18	
ICMD	28/03/18	Operational Changes to Trading Standards		Gareth Walters/Sara Jones	27/02/18	
ICMD	28/03/18	Section 106 Major Maintenance Capital for the repairs to the footbridge over the Gavenny at Penyval,		Nigel Leaworthy		
Council	19/03/18	City Deal Business Plan		Paul Matthews		
Council	19/03/18	LDP		Mark Hand		
ICMD	14/03/18	Future of Melin Private Leasing Scheme		Ian Bakewell	15/02/18	
ICMD	14/03/18	2nd Phase Families Support Review		Claire Marchant		

ICMD	14/03/18	Award Garden Waste Contract		Carl Touhig		
ICMD	14/03/18	S106 Transport Projects		Richard Cope		
Cabinet	07/03/18	2018/19 Education and Welsh Church Trust Funds Investment and Fund strategies	To present to Cabinet for approval the 2018/19 Investment 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 LA beneficiaries of the Welsh Church Fund	Dave Jarrett		
Cabinet	07/03/18	Corporate Parenting Strategy		Claire Marchant		
Cabinet	07/03/18	EAS Business Plan		Will Mclean		
Cabinet	07/03/18	Proposed changes to the schools funding formula for the funding of building maintenance costs	To seek approval to reduce the funding of building maintenance costs for our new schools	Nikki Wellington		
Cabinet	07/03/18	Replacement document management system for revenues		Ruth Donovan		
Cabinet	07/03/18	Review of Additional Learning Needs and inclusion services	To seek cabinet approval to commence the statutory consultation process associated with proposed changes to ALN and Inclusion Services	Matthew Jones		
Cabinet	07/03/18	Turning the World Upside Down	DEFERRED	Claire Marchant		
Cabinet	07/03/18	Whole Authority Risk Assessment		Richard Jones		

Council	01/03/18	Treasury Strategy		Peter Davies	08/02/18	
Council	01/03/18	Approval of public service board well-being plan		Matt Gatehouse		
Council	01/03/18	Area Plan - Population Needs Assessment		Claire Marchant		
Council	01/03/18	Council Tax Resolution 2018/19		Ruth Donovan		
Council	01/03/18	Pooled fund for care homes		Claire Marchant		
Council	01/03/18	Social Justice Policy	ITEM DEFERRED	Cath Fallon		
Cabinet	28/02/18	Borough Theatre		Tracey Thomas	19/02/18	
ICMD	28/02/18	Recruitment for Maternity Cover: Development Management Team		Phil Thomas	08/02/18	
ICMD	28/02/18	Restructure of Mental health Social Work Staffing		John Woods	08/02/18	
ICMD	28/02/18	Staffing Restructure of Adult Disability Service		John Woods	08/02/18	

Cabinet	28/02/18	Final Budget Proposals		Peter Davies		
ICMD	28/02/18	Charges in relation to the delivery of the auths private water supply responsibilities		Huw Owen		
ICMD	28/02/18	Fixed Penalty Notice charges for fly tipping offences		Huw Owen/Sara Jones		
ICMD	28/02/18	Gypsy and Traveller Pitch allocation policy report		Steve Griffiths		
ICMD	28/02/18	Re-designation of Shared Housing		Ian Bakewell/Greenland		
ICMD	28/02/18	Removal of under 18 burial charges		Deb Hill Howells		
Council	15/02/18	Active Travel Plan and Civil Parking Enforcement		Roger Hoggins		
Council	15/02/18	Corporate Plan		Kellie Beirne		
Council	15/02/18	Pay Policy		Sally Thomas		
ICMD	14/02/18	All Wales Play opportunities grant		Matthew Lewis/Cllr Greenland		

ICMD	14/02/18	Development Management Enhanced Services proposals		Phil Thomas		
ICMD	14/02/18	Loan to Foster Carers		Jane Rodgers		
ICMD	14/02/18	Personal Transport Budgets		Roger Hoggins		
ICMD	14/02/18	Public Health Wales Act - Intimate Piercing		David Jones		
ICMD	14/02/18	Residents only parking permit scheme Usk View, Merthyr Road, Abergavenny		Paul Keeble		
ICMD	14/02/18	Usk in Bloom		Cath Fallon		
ICMD	08/02/18	Fixed Penalty Notice charges for fly tipping offences		Huw Owen		03/01/18
Cabinet	06/02/18	Future Options for Mounton House School		Will Mclean	27/09/18	
ICMD	31/01/18	Seasonal Garden Waste Collections		Carl Touhig		
ICMD	31/01/18	Staffing changes in Policy and Governance		Matt Gatehouse		

Cabinet	29/01/18	ADM		Kellie Beirne		
Cabinet	29/01/18	Corporate Plan		Kellie Beirne		
Council	18/01/18	Council Tax Reduction Scheme 2018/19		Ruth Donovan		
Council	18/01/18	Response to Older Adults Mental Health Consultation		Claire Marchant		
ICMD	17/01/18	Local Government (Wales) Act 1994 The Local Authorities (Precepts) Regulations 1995		Joy Robson/Mark Howcroft		
ICMD	17/01/18	Supporting People Programme Grant Spendplan 2018-19		Chris Robinson		03/01/18
ICMD	17/01/18	Trainee Accountant Regrade		Tyrone Stokes		
Cabinet	10/01/18	Budget Monitoring Report	The purpose of this report is to provide members with information on the forecast outturn position of the authority at end of month reporting for 2016/17 financial year	Joy Robson/Mark Howcroft		
Cabinet	10/01/18	Chepstow Cluster - proposed distribution of Section 106 monies	To agree the distribution of section 106 to the cluster	Nikki Wellington		
Cabinet	10/01/18	Re-Use Shop at Ilanfoist Household Recycling Centre		Roger Hoggins		

Cabinet	10/01/18	Management of obstructions in the public highway		Roger Hoggins		
Cabinet	10/01/18	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 14th December 2017	Dave Jarrett		