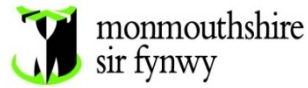


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 10 December 2018

Notice of meeting

Adults Select Committee

**Tuesday, 18th December, 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.	Performance Report Q2 2018/19.	1 - 12
5.	To confirm the following minutes:	
5.1.	Adults Select Committee dated 23rd October 2018.	13 - 24
5.2.	Special Meeting - Adults Select Committee dated 26th November 2018.	25 - 38
6.	List of actions arising from the previous meetings:	
6.1.	23rd October 2018.	39 - 40
6.2.	26th November 2018 (Special meeting).	41 - 42
7.	Adults Select Committee Forward Work Programme.	43 - 44
8.	Council and Cabinet Business Forward Work Programme.	45 - 68
9.	Next Meeting. Tuesday 29 th January 2019 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

Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting www.monmouthshire.gov.uk or by visiting our Youtube page by searching MonmouthshireCC.

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?

SUBJECT: Performance report Q2 2018/19 – Adults Social Services
MEETING: Adult Select Committee
DATE: 18th December 2018
DIVISIONS/WARDS AFFECTED: All

1. PURPOSE

- 1.1 To present the committee with latest, quarter 2 2018/19, performance of Adults Social Services.

2. RECOMMENDATIONS

- 2.1 That Members use this report to scrutinise how well the authority is performing and seek clarity from those responsible on whether performance can improve in any areas of concern identified.

3. KEY ISSUES

- 3.1 The report card explains Adult social services key process and performance during the first half of 2018/19 alongside benchmarking of performance in 2017/18. This comprises of data from the new measurement framework introduced in 2016/17 as part of the Social Services and Well-being Act and further information that is used to evaluate performance. Adult services performance against the full set of measures from the framework is summarised in the how we are performing section.
- 3.2 The performance measures are a blend of quantitative (numerical) data and qualitative data which includes asking people about their experience of social services and whether this has contributed to improving their well-being. The qualitative measures within the framework are derived from questionnaires to adults and carers that social services are supporting. During September questionnaires are posted to carers and the carers team are aiming to encourage a higher return rate.
- 3.3 Welsh Government have again not published local authority level performance data for 2017/18. Wales level means and quartile data for 2017/18 has been published and is included in this report. Qualitative benchmarking data for 2017/18 has not been published.
- 3.4 There are ongoing discussions and workshops on revising the standards and measures as part of the Social Services and Well-being Act performance framework in the future.

4. REASONS:

- 4.1 To ensure that members have an understanding of current Adult Social Services performance and how we compared during 2017/18.

5 RESOURCE IMPLICATIONS

- 5.1 None

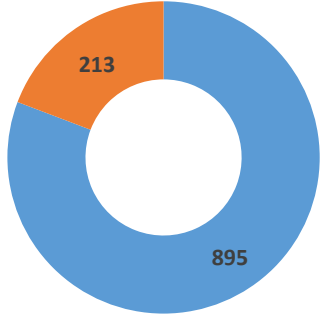
6 WELL-BEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, CORPORATE PARENTING AND SAFEGUARDING)

6.1 There are no specific implications identified as a result of this report although some of the performance indicators relate to our safeguarding responsibilities.

7. AUTHORS:

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Telephone: 01633 644483

Adults Social Services 2018/19 Quarter 2 Performance Report
Corporate Plan Goal Contributed to : Lifelong well-being

<p>Why we focus on this</p>	<p>The Social Services and Well-being (Wales) Act 2014 came into force in April 2016 and is transforming the way care and support is delivered. The vision for social care and well-being in Monmouthshire is ‘to maximise opportunities for all people to live the lives they want to live and the positive outcomes they identify’.</p> <p>The Act introduces a new performance measurement framework for local authorities in relation to their social services functions. This framework forms the basis of information in the report, supported by further data and information that is used to evaluate performance.</p>							
<p>What progress are we making?</p>	<p>People receiving advice or assistance who did not contact the service again for 6 months</p>  <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>No contact for 6 months</td> <td>895</td> </tr> <tr> <td>Contact received within 6 months</td> <td>213</td> </tr> </tbody> </table>	Category	Count	No contact for 6 months	895	Contact received within 6 months	213	<p>Front Door</p> <p>The Act puts an emphasis on early intervention and prevention and introduced the requirement for local authorities to provide information, advice and assistance to people that need it.</p> <p>Monmouthshire is developing a place based approach where advice and assistance will be delivered in people’s communities through a range of providers. The aim is for this to happen early and <i>before</i> people reach the front door of social services. In turn, early advice or assistance should help prevent, reduce or delay traditional care and support needs and promote independence.</p> <p>The planned Care Navigation approach will train GP receptionists and other front line staff to direct people to relevant services, this will also be rolled out into community hubs.</p> <p>The Most Significant Change methodology is being developed as one means of evaluating community based work. This involves the collection of stories which are evaluated to understand the impact of community support on people’s lives. This is underway at present and results will be ready to share in the new year.</p> <p>At the front door of adult social care and health, integrated teams of nurses, therapists, community well-being officers and social workers provide a first point of response from hospital and community bases. The new health and social</p>
Category	Count							
No contact for 6 months	895							
Contact received within 6 months	213							
<p>Chart 1: People receiving advice or assistance who did not contact the service again for 6 months (measure 23)</p>								

care hub in Usk has recently opened to bring support closer to the surrounding community. Mind are another example of community provision of advice and assistance, they are seeing an increase in demand.

Of those people receiving advice or assistance between October 2017 and March 2018, 80.8% did not contact the service again for 6 months (measure 23) see chart 1.

Responses to questionnaires this year tell us that 84% of adults and 76% of carers receiving care and support feel they have had the right information or advice when they needed it.

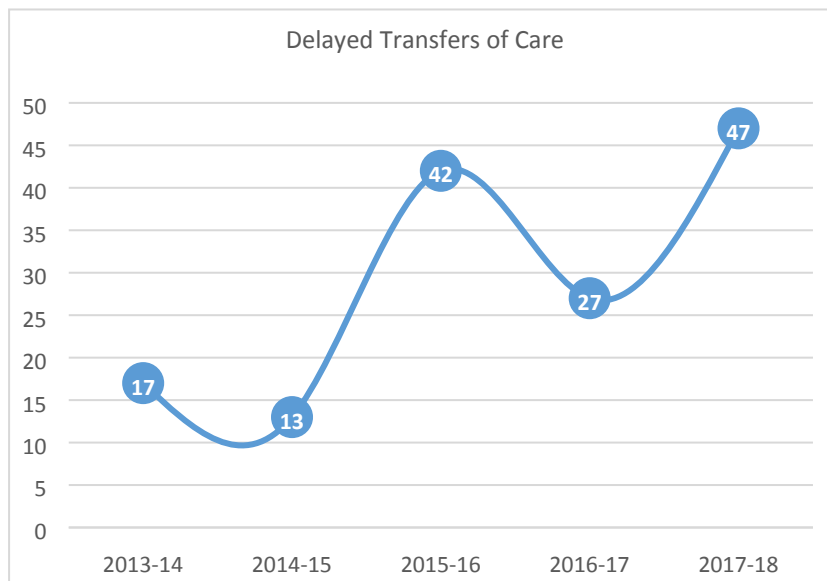


Chart 2: Total number of Monmouthshire Delayed transfers of care for social care reasons (all ages) per year

Adults and carers receiving care and support

Reablement provides intensive short term interventions aiming to restore people to independence following a crisis. The intention is to avoid or reduce hospital or reduce admissions by intensively supporting people at home. At the end of the six week reablement period the goal is for people to be independent and not necessarily need long term services in the immediate future.

Of the 12 *existing service users* who completed a period of reablement 41.7% had a reduced package of care and support 6 months later (measure 20a). 69.4% of *all* reablement clients had no package of care and support 6 months later (measure 20b).

Measurement of personal outcomes is being embedded within teams as a means of understanding whether we are able to support people to achieve the things that matter most to them. The quality and progress of recording personal outcomes is being monitored so that this could develop into a more robust measure of progress in future.

When people need to be treated in hospital, it is important they are able to return home as soon as they are determined well enough. Delayed transfers of care are delays in providing social care which result in longer than necessary hospital stays. During the first half of 2018/19 there were 23 such delays for patients aged 75 and over (measure 19). This is an increase on the 17 delays

Location of Delays for Social Care Reasons

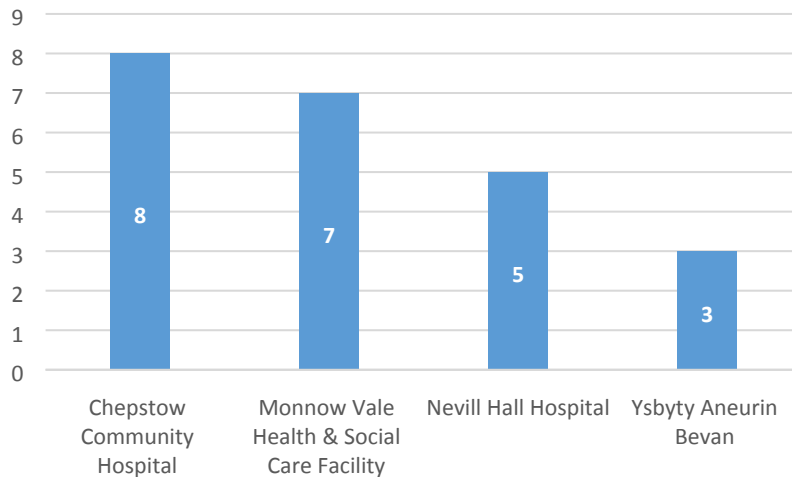


Chart 3: Location of Delayed transfers of care for social care reasons for Monmouthshire residents April – Sept 2018



DARE TO CARE

recorded at the same point in time in 2017/18.

Trend data for delayed transfers for patients of *all ages* is available and is shown in chart 2. The chart shows that 2017/18 was a 5-year peak in the number of delays experienced. Given the winter months are ahead, and the quarter 2 increase, the number of delays this year is likely to be higher this year than last year.

Chart 3 shows where people are delayed and that there is a more significant issue in community hospitals. The majority of delays in hospital were while waiting for a new home care package to be provided.

Brokerage data shows there is an increasing trend in the number of people waiting for a package of care, the number of people waiting is highest in the rural centre of the county. The current Dare to Care campaign aims to increase the number of carers within Monmouthshire. A recent event was held in Chepstow where independent care agencies were present and one is planned in the north of county.

Turning the world upside down is the Council’s programme to radically transform care at home which seeks to fundamentally redesign the way in which services are organised and delivered. This approach seeks to provide long term solutions to address many factors including the current difficulties in securing care. The current sector and service design is under considerable pressure nationally and long term solutions are needed to ensure future sustainability. The next stage will focus on developing an implementation approach which turns design into a practical proposition.

The average length of time Monmouthshire adults (aged 65 or over) are supported in residential care homes during this year is 803 days (measure 21). While it is not apparent ‘what good looks like’ for this measure the Act is clear that the right service should be available to people at the right time and that people’s views are at the centre of decisions about their care and support. 74% of questionnaire respondents living in a residential care

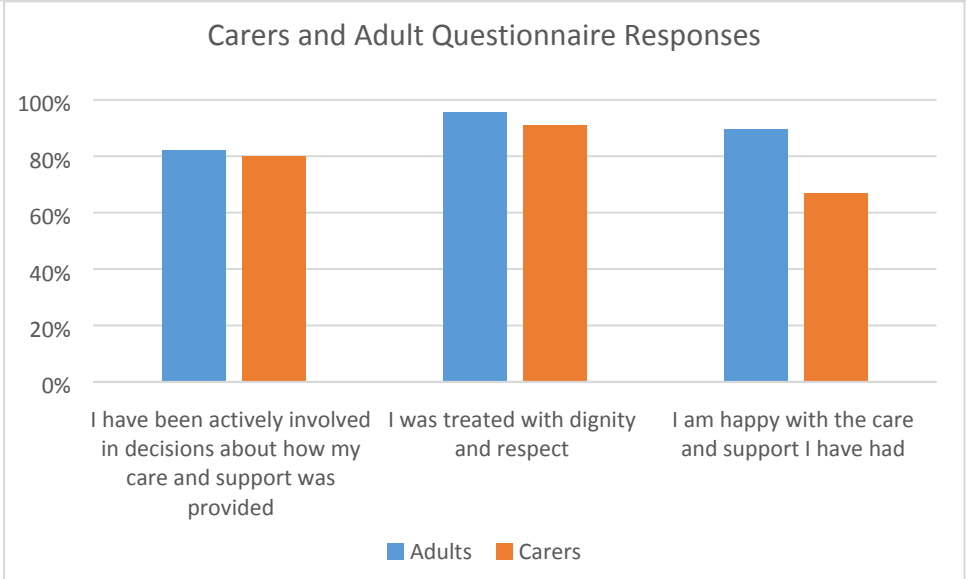


Chart 4: How adults and carers respond to questions

home agreed it was their choice to live in a residential care home.

Monmouthshire has the highest life expectancy in Wales and one of the highest *healthy* life expectancy so it seems likely that Monmouthshire residents enter residential care later in life. Additionally, the aim is to support people to remain in their own home for as long as they are able or choose to. The average age of Monmouthshire adults entering residential care homes (measure 22) is 84 years old.

Questionnaires have been sent to adults and carers receiving care and support. The number of responses from carers is currently being increased, but so far 80% of carers felt actively involved in decisions about how their care and support was provided; 91% were treated with dignity and respect and two thirds were happy with their care and support. A comparison of how adults and carers respond to these questions is shown in chart 4.

The carers team are currently undertaking a review of carers services to ensure the provision is centred around for the carer and not just the cared for individual. Funding has been secured to provide additional respite and day services to provide breaks for carers.

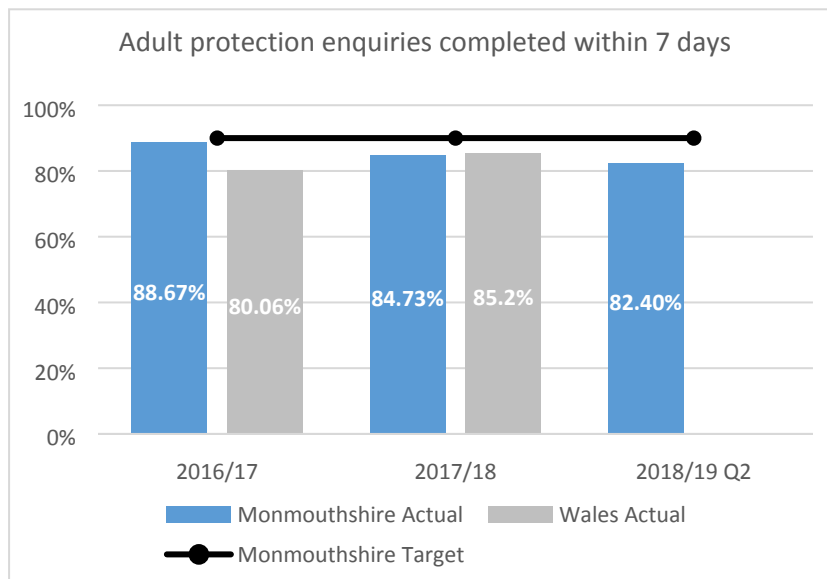


Chart 5: Percentage of adult protection enquiries completed within 7 working days (measure 18)

Safeguarding

During 2017/18 624 safeguarding reports were made on 496 adults. During the first six months of 2018/19 379 reports were made on 265 adults which is an increase compared to last year. Reports are most commonly received from an independent psychiatric hospital (30%), third sector and within the local authority.

If a local authority suspects a person is an adult at risk, it must make whatever enquiries it deems necessary to decide if action should be taken. Enquires should normally be completed within 7 working days. During quarter 2, 82.4% of adult protection enquiries were completed within 7 days (measure 18), slightly below the Welsh average of 2017/18 as shown in Chart 5.

79% of adults and 77% of carers receiving care and support who completed the questionnaire agree they feel safe. Respondents to this question most commonly refer to falling and/or the fear of falling, for example, "I am not always safe on my feet".

Service Comments

The provision of information, advice and assistance (IAA) continues to grow across Monmouthshire, with the number of access points expanding not just within social care and health but also across other sectors. Care navigation is one of the most recent initiatives whereby we are training primary care reception staff to provide advice and sign-posting to people who are attending GP practices for help and support where the support can be provided elsewhere. Welsh Government transformation funding has also provided the opportunity to expand the well-being service and further partnership working across social care, health, primary care, communities, housing and also public health. The focus will be on prevention – supporting people to stay healthy and well with a focus on inclusion and well-being.

Our approach to IAA continues to be very positive with people appreciating the fact that we are accessible, easy to reach and helpful with the advice and support they receive.

Delayed Transfers of Care continue to be a challenge in the acute and community hospitals. There has been an increase this year – this has been as a result of continuing challenges in the independent provider sector and also with complexity – this has at times required the involvements of advocacy / courts etc. to make sure that people are supported to make the right choices. We are making some positive progress with the independent sector – recruitment opportunities in conjunction with housing sector and the on-going work of Turning the World Upside Down. A new initiative in the acute hospitals – Home First – aims to prevent admission by assessing people at the "front door" of the hospital – early indicators are very positive.

There needs to be further focus on Carers and how we ensure that we are providing the right support. We will be reviewing the questionnaires and including carers in that review to make sure that we are asking the right questions in the right way. A recent carer's

	<p>rights day was very positive about MCC's approach to carers and a wonderful opportunity to hear peoples experiences.</p> <p>Eve Parkinson</p>
Collaboration/ Partners we are working with	South East Wales Emergency Duty Team, Aneurin Bevan Health Board, Gwent Police, Gwent Association of Voluntary Organisations, Gwent Wide Adult Safeguarding Board.
What we have spent on this objective	<p>The latest reported Financial Budgetary Forecast for 2018/19 relating to Adult Services is £32.4m, of which, around 70% relates to community care.</p> <p>At month 2 Adult Services are forecast a £125k underspent.</p>

How are we performing?

Quantitative Performance Measures:

Performance Indicators	2016/17 Actual	2017/18 Actual	2018/19 Q2	2018/19 Target	Performance Against Target	Performance Trend	2017/18 Wales Av	2017/18 Quartile
18: The percentage of adult protection enquiries completed within 7 days	88.67%	84.7%	82.4%					
<i>Numerator: The number of adult protection enquiries completed within seven working days</i>	274	455	202	85%	x	↓	85.20%	Middle
<i>Denominator: Total number of adult protection enquiries completed in the year</i>	309	537	245					
19: The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	2.24	4.28	2.22					
<i>Numerator: The number of delayed transfers of care for social care reasons</i>	22	43	23	40 3.86	x	↓	3.5	Middle
<i>Denominator: Monmouthshire population aged 75 or over</i>	9,821	10,050	10,352					
20: The percentage of adults (existing service users) who completed a period of reablement a) and have a reduced package of care and support 6 months later	21.43%	23.1%	41.7%					
<i>Numerator: The number of existing service users completing reablement who had a reduced package of care and support 6 months later</i>	*	6	5	25%	✓	↑	41.20%	Middle
<i>Denominator: The number of existing service users completing reablement</i>	*	26	12					
20: The percentage of adults who completed a period of reablement b) have no package of care and support 6 months later	73.33%	71.3%	69.4%					
<i>Numerator: The total number of people completing reablement who had no package of care and support 6 months later</i>	187	243	109	70%	x	↓	67.60%	Middle
<i>Denominator: The total number of people completing reablement</i>	255	341	157					
21: The average length of time adults (aged 65 or over) are supported in residential care homes	833.55	807.85	803.03					
<i>Numerator: The total number of days from the admission date to a residential care home, to the end of the period</i>	122,532	131,680	138,925	N/A	N/A	N/A	869	N/A
<i>Denominator: The number of people who were placed in a residential care home on or after their 65th birthday</i>	147	163	173					

22: Average age of adults entering residential care homes	79.21	83.78	83.65	N/A	N/A	N/A	82.9	Middle
<i>Numerator: The sum of the ages of each adult entering a residential care home during the year</i>	8,238	7,792	4,015					
<i>Denominator: The total number of adults entering residential care homes during the year</i>	104	93	48					
23: The percentage of adults who have received advice and assistance from the information, advice and assistance service and have not contacted the service for 6 months	76.60%	78.3%	80.8%	77%	✓	↑	64.90%	N/A
<i>Numerator: Number of adults who received advice and assistance from the information, advice and assistance service and did not contact the service again for 6 months</i>	419	1,388	895					
<i>Denominator: Number of adults who received advice and assistance from the information, advice and assistance service</i>	547	1,773	1,108					

*Numerator and Denominator removed due to small numbers.

Qualitative Performance Measures:

Adults and carer's responses to questionnaires:

For many years adult services have undertaken questionnaires to understand service user's views. This is now a requirement of the performance framework measuring the effectiveness of the Social Services and Well Being Act. Below is feedback from adults and carers receiving care and support during the first half of 2018/19.

2017/18 adults responses are based on 595/1922 questionnaire responses (31% response rate) and carers 43/82 responses (52% response rate).

Latest 2018/19 adults responses at Q2 are based on 300/1004 questionnaire responses (30% response rate) and carers 22/64 responses (34% response rate). Further responses continue to be encouraged.

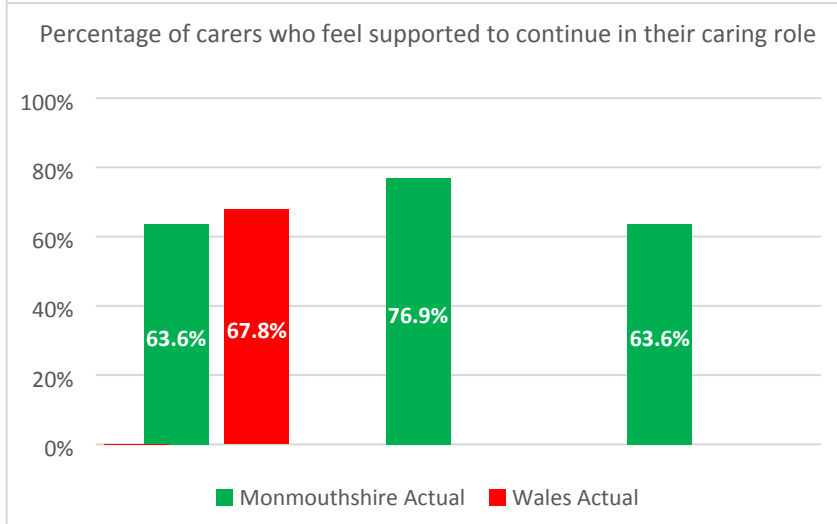
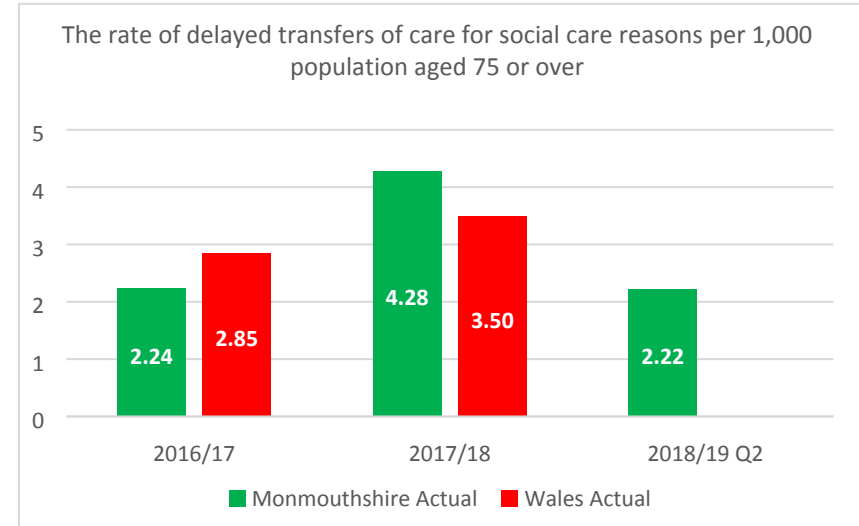
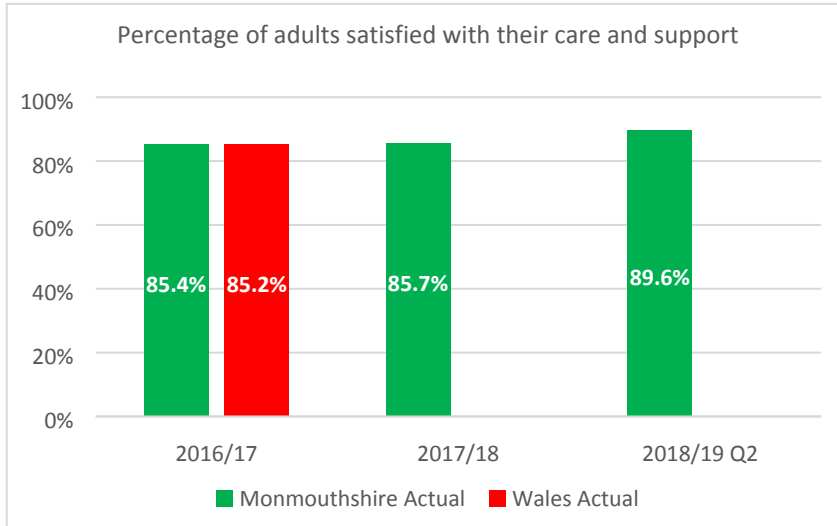
Adults Questionnaire	2016/17	2017/18	Q2 2018/19	Q2 2018/19	Q2 2018/19
	Actual	Actual	Yes	Sometimes	No
I live in a home that best supports my well-being	87.4%	86.4%	88.7%	6.8%	4.5%
I can do the things that are important to me	52.8%	54.1%	51.9%	36.3%	11.9%
I feel I am part of my community	52.7%	52.8%	56.9%	26.9%	16.2%
I am happy with the support from my family, friends and neighbours	84.4%	88.3%	88.7%	8.8%	2.6%
I feel safe	77.1%	79.1%	79.3%	16.8%	3.9%
I know who to contact about my care and support	86.0%	84.4%	84.7%	7.7%	7.7%
I have had the right information or advice when I needed it	81.7%	84.0%	83.6%	15.0%	1.5%
I have been actively involved in decisions about how my care and support was provided	78.6%	81.4%	82.1%	12.3%	5.6%

I was able to communicate in my preferred language	96.9%	97.5%	98.9%	1.1%	0.0%
I was treated with dignity and respect	93.6%	93.0%	95.7%	3.9%	0.4%
I am happy with the care and support I have had	85.4%	85.7%	89.6%	10.0%	0.4%
If you live in a residential care home : It was my choice to live in a residential care home	61.5%	66.7%	73.7%	5.3%	21.1%

Carers Questionnaire	2016/17	2017/18	Q2 2018/19	Q2 2018/19	Q2 2018/19
	Actual	Actual	Yes	Sometimes	No
I live in a home that best supports my well-being	83.7%	82.5%	90.5%	0.0%	9.5%
I can do the things that are important to me	36.4%	35.7%	38.1%	52.4%	9.5%
I feel I am part of my community	38.6%	41.5%	42.9%	42.9%	14.3%
I am happy with the support from my family, friends and neighbours	61.4%	68.4%	63.6%	27.3%	9.1%
I feel safe	86.0%	90.0%	77.3%	18.2%	4.5%
I know who to contact about my care and support	79.5%	87.8%	86.4%	9.1%	4.5%
I have had the right information or advice when I needed it	75.0%	75.6%	76.2%	19.0%	4.8%
I have been actively involved in decisions about how my care and support was provided	86.0%	78.6%	80.0%	20.0%	0.0%
I have been actively involved in decisions about how the care and support was provided for the person I care for	86.0%	78.6%	72.7%	22.7%	4.5%
I was able to communicate in my preferred language	97.7%	100%	95.5%	0.0%	4.5%
I was treated with dignity and respect	93.0%	100%	90.9%	4.5%	4.5%
I feel supported to continue in my caring role	63.6%	76.9%	63.6%	36.4%	0.0%
I am happy with the care and support I have had	68.2%	73.2%	66.7%	19.0%	14.3%

National Performance Indicators – How we compare:

Limited comparable data for 2017/18 was released at the end of November 2018 and has been used below to show how our current performance compared to Wales in 2017/18. Below are the indicators of Adults Services which are also included in the Public Accountability Measures set by Data Unit Wales:



Public Document Pack Agenda Item 5a

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, 23rd
October, 2018 at 10.00 am

PRESENT: County Councillor L. Brown (Vice Chairman)

County Councillors: M. Groucutt, P. Pavia, J. Pratt, R. Harris and
S. Woodhouse

Also in attendance: County Councillor V. Smith

OFFICERS IN ATTENDANCE:

Mark Howcroft	Assistant Head of Finance
Tyrone Stokes	Accountant
Ian Bakewell	Housing & Regeneration Manager
Shirley Wiggam	Senior Strategy & Policy Officer
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

ALSO IN ATTENDANCE:

Julie Nicholas – Monmouthshire Housing Association

APOLOGIES:

County Councillors: D. Blakebrough, L. Dymock and R. Edwards

1. Declarations of interest

There were no declarations of interest made by Members.

2. Public Open Forum

There were no members of the public present.

3. Revenue and Capital Monitoring 2018/19 Outturn Statement

Context:

To scrutinise 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.

Recommendations Proposed To Cabinet:

- That Members consider a net revenue forecast of £471,000 overspend.
- 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

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potential for additional 21st Century Schools costs in respect of additional asbestos removal and treatment costs not anticipated, which colleagues indicate could be the order of £350,000.

- Considers the use of reserves proposed in para 3.8.1 of the report.
- 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.
- Members note the extent of movements in individual budgeted draws on school balances, and acknowledge a reported net forecast deficit of £622,000 resulting, and support the amendments to the County Council's Fairer Funding Regulations, as described in para 3.8.13 of the report, for onward engagement with schools forum and governing bodies.

Member Scrutiny:

- In response to a question raised regarding the long term duty of care for Monmouthshire's elderly population, it was noted that Monmouthshire has an aging demographic and the Welsh Government's older persons funding formula has Monmouthshire at the bottom of this formula with regard to funding allocation. The majority of the budget savings within Adults Services comes from the practice change agenda. This is a challenge but officers are looking at innovative ways of providing care to ensure that people's needs are met. Support is also available via the Gwent wide Frailty Programme, negotiations with external care homes, as well as the domiciliary care market. For this financial year it is anticipated that the Directorate will come in on budget. For the next financial year, the Directorate has to make a saving of £536,000.
- There is recognition at Central Government and Welsh Government about the fragility of social care funding.
- The Authority is actively engaging with its domiciliary care market, not only to identify whether they have the capacity but to make sure that they are financially sustainable, going forward.
- In response to a Select Committee Member's question regarding volatility of budgets within some directorates, it was noted that the Council has a number of choices when volatile situations occur. This is a challenge with declining budgets and decreasing settlements and therefore, budget volatility is a risk to local authorities.

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Committee's Conclusion:

We supported the report and recommendations proposed and that they be presented to Cabinet.

4. Review of the Mardy Local Lettings Policy

Context:

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

Key Issues:

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 Homeseach Partnership, made up of the Council and local housing associations.

The Council's responsibility is to have an allocation scheme for determining 'priorities'. With regard 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.

Under this provision, a Local Lettings Policy was established in 2015 in respect of four streets in the Mardy, Abergavenny – St Andrew's Crescent, St George's Crescent, Llwynu Lane and St David's Road.

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 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.

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- 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.

The results of the policy are positive, but Monmouthshire Housing Association considers 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.

Options Appraisal:

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.

Member Scrutiny:

- The local Member for Mardy welcomes the report and supported option 3 to approve an extension of the letting policy for a further two years.
- The Member for Lansdown supports an extension of the letting policy for a further two years.
- In response to a question raised, it was noted that nobody is moved out to make way for people coming in to the area. Due to the naturally high churn rate that Monmouthshire Housing Association (MHA) had, MHA now applies the criteria to new people coming into the area. MHA has a very low eviction rate.
- In response to a request that the Local Lettings Policy (LLP) be extended into Lansdown ward, it was noted that MHA is working within a statutory context. The Housing register is about meeting statutory duty in terms of the allocation of social housing and monitoring housing need. There are certain categories of need that has to be responded to. The legislation does allow for LLPs, which have to be temporary. Therefore, there is scope to do more but the social housing needs still need to be met.
- MHA does not have any issues regarding letting a void property as Monmouthshire has very few hard to let properties compared with other valley areas. Monmouthshire has fewer people waiting for these properties. People with more complex needs can be concentrated in that area as these properties

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become available more often and fewer people are competing for these properties.

- Private sector rents are rising, creating more pressure on the housing market. Monmouthshire has a programme to build more properties with a view to alleviating this pressure.
- LLPs are time limited and are neighbourhood specific and can be established on new developments as well as existing neighbourhoods. LLPs will be used by multiple authorities across Wales.
- There is an increased number of working families coming into the area because of the priority. The age demographic is therefore falling. There will also be concentrations of older people living in the area.
- There has been considerable investment in environmental and Welsh housing quality standard works in the area. Partnership working has been undertaken to ensure the success of the LLP.
- In terms of the anti-social behaviour figures, only 154 properties are included in the LLP. Anti-social behaviour has been moving around this area and is currently higher in one area compared to others. The LLP was started with the four streets and the preference would be to continue with the four.
- The policy of the Council is to re-house those in greatest need. The Authority has very supportive partners which works well.

Committee's Conclusion:

We resolved:

- (i) to support the recommendation to Cabinet that the Policy should be extended for a further two years, subject to a review in one year;
- (ii) that the Select Committee receives a presentation one year from now outlining the progress of the Mardy Local Lettings Policy.

5. Social Housing Grant Programme

Context:

To scrutinise the report before the Cabinet Member is briefed on the completion of the Social Housing Grant (SHG) programme for 2017/2018 and seek approval for the new SHG Programme for 2018-2019.

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Key Issues:

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.

The number of applicants on the Common Housing Register is currently 3082.

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).

Member Scrutiny:

- In response to a Select Committee Member's question regarding the potential use of empty properties within the high street, it was noted that this matter is more difficult to achieve via the Social Housing Grant Programme. However, empty properties are looked at and any properties that are suitable for Social Housing Grant would be considered.
- The Pobl Group's Development Team had previously been asked to look at the availability of empty properties located above shops in the high street. However, no positive outcomes had arisen from this venture as it had proved difficult in making this a financially viable option. Registered Social Landlords (RSLs) could be contacted again with a view to taking this matter forward and to investigate the possibility of further exploring the use of empty properties located above shops in the high street for the use of affordable housing units.
- Members congratulated the Senior Strategy & Policy Officer for her work in accessing grants which has led to a number of quality developments being established.
- Due to an error in the report, the following figures were provided as being the correct figures:

Social Housing Grant	£1,250,044
Housing Finance Grant 2	£ 716,213
Total Grant	£1,966,257

- In response to a question raised regarding the percentage of affordable housing units, it was noted that it is getting more difficult to reach the affordable housing percentage targets due to viability issues and high land values.

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Committee's Conclusion:

We recommended that the Housing & Communities Manager contacts Registered Social Landlords (RSLs) to investigate the possibility of further exploring the use of empty properties located above shops in the high street for the use of affordable housing units.

6. Rural Allocations Policy

Context:

To seek approval to amend the Rural Allocations Policy.

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 Homeseach 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.

Member Scrutiny:

- In response to a question raised by a Select Committee Member regarding availability of affordable housing in the Llanelly area, it was noted that Llanelly Hill falls within the remit of the Brecon Beacons National Park (BBNP) Policy. New builds would go to local people. BBNP has a local lettings policy which is equivalent to Monmouthshire County Council's Policy as it was some years ago.
- The policy allowed for children who were born and brought up in an area to be able to return to the area, as they had left due to there not being affordable houses for them to live in. The first two points within the criteria referred to people living in an area now and had lived there for five years and had lived there for five years in the past. However, households who were living in an area at the present time were given priority over households who had lived there in the past but had moved due to a lack of affordable housing. The policy now allows for people living in an area at any time, for a period of five years or longer, to be eligible. This will allow people who were born and brought up in a rural area to be able to return should they wish to do so.

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- In response to a question raised regarding information outlined in bold print on pages 86 and 87 of the policy, it was noted that this information had been put into the policy in bold print to ensure that Monmouthshire's Regional Social Landlords (RSLs) adhere to these guidelines.
- Monmouthshire's allocations policy is five working days. The RSLs are monitored on their empty properties. From a service delivery perspective, RSLs do not want to lose rent. It is standard practice for people to provide verification prior to being allocated a property.

Committee's Conclusion:

We resolved to support the recommendations of the report, namely:

- To consider the need and benefits of a Rural Allocations Policy for rural communities.
- 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.

The Scrutiny Manager informed the Select Committee that the Economy and Development Select Committee is leading on the scrutiny of the Local Development Plan (LDP). The Select Committee will be establishing and leading on a number of workshops in respect of this matter. However, all Members will be invited to attend and take part in these workshops.

7. Confirmation of Minutes:

7.1. Joint Select Committee (Adults and Economy and Development Select Committees) dated 7th September 2018

The minutes of the Joint Select Committee (Adults and Economy and Development Select Committees) dated 7th September 2018 were confirmed and signed by the Vice-Chair.

7.2. Adults Select Committee dated 11th September 2018

The minutes of the Adults Select Committee meeting dated 11th September 2018 were confirmed and signed by the Vice-Chair subject to the following amendment:

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Minute 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.

Committee's conclusion:

Bullet point three be amended as follows:

The Health Board (including Chief Executive, Judith Paget) should return to a future meeting to provide more information on generic services at Chepstow Hospital.

8. Adults Select Committee Forward Work Programme

We received the Adults Committee Forward Work Programme. In doing so, the following points were noted:

- A workshop for the Select Committee is being held on Friday 26th October 2018 at 10.00am regarding the requirements of the Gypsy and Traveller Assessment Needs.
- A special meeting of the Adults Select Committee will be held on the 26th November 2018.

The Vice Chair provided the Select Committee with an update on the report on the A to Z Social Care system of records, as follows:

- County Councillors Brown and Pratt met with a number of service mangers and the Lead Systems Analyst.
- There has been an integrated approach to the care service since about 2008.
- About five to seven years ago, integration of record sharing included district nurses and community physiotherapists.
- Three years ago a Flo record system started.
- There are information sharing protocols with the health board.
- The system provides access to the records listed under their own worker names and job titles.
- Underneath this system is an A to Z system of records held on a drive. The drive files come from manual files being placed on to the computer system. In comparison, the health service still has a number of manual file records. There are 3381 people on the system across all services. The caseload per person is an average of 20.

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- The drive covers legacy and new information and is the prime source of records. In terms of a paper trail, the network drives are not the best system for a document management system but operate across the Council. There are 750,000 documents off the network drive into the share point.
- The access to the A – Z system of adult social care records operates based on trust with induction training of staff and the signing of confidentiality agreements.
- In Councillor Brown's opinion, the main disadvantage of the system is that it lacks a computer paper trail. Whilst ease of access on an A – Z system of all names may help in health care, it would be better if it had a computer generated document management monitoring system to monitor access to social care records and did not solely rely on staff trust and staff confidentiality agreements.
- In Councillor Pratt's opinion, the advantage of easy access to records outweighs the small risk of data breaches.
- It is important in the current system to ask managers to keep records / monitor new staff and ensure that induction is at the outset prior to any access and includes signed confidentiality agreements and not to access any data before having received this training and unless relevant to the persons under their care. It is also important to ensure that all current staff have up to date training in this area, have all signed, and abide by the confidentiality codes.
- Under the GDPR, there is no longer a need for consent but adults with social care records have a right to be informed of the purposes of the data collection and a right to restrict it. In terms of any restriction, it was noted that patients can ask for certain information to be restricted if they wish but this may have implications for their level of care.
- In terms of how long records are kept, depends on the situation. Children's records are kept for longer. It can vary depending on the legal requirements for record keeping.
- There is an all Wales system called the Welsh Community Care Information System (WCCIS), which eight or nine of the 22 Welsh authorities have moved into. In terms of the future, the WCCIS has a more robust document management system with one E File per person but it is not a shared record for health and local authority.
- Councillors Brown and Pratt would like the Select Committee to receive further updates on how we could improve our system in the future on the document management side from the Chief Officer for Social Care Safeguarding and Health, as the Chief Officer is a member of the WCCIS Board.
- Councillors Brown and Pratt considered that it would be helpful if they could visit an authority with the WCCIS in place and report back their findings.

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In response to the update, the Scrutiny Manager informed the Select Committee:

- The Chief Officer for Social Care Safeguarding and Health sits on the WCCIS Board and confirmed that she is progressing with the idea that Monmouthshire County Council would join that system in due course.
- A visit can be arranged for Members to view the system in operation with a view to the Members reporting back their findings to a future meeting of the Select Committee. County Councillors Brown and Pratt would be the Select Committee's representatives.

9. Council and Cabinet Business Forward Work Programme

We received the Council and Cabinet Business Forward Work Programme.

10. Next Meeting

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

The meeting ended at 12.01 pm.

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Public Document Pack Agenda Item 5b

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Monday, 26th November, 2018 at 10.00 am**

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

County Councillors: L. Dymock, M. Groucutt, P. Pavia, R. Harris,
R. Edwards and S. Woodhouse

Also in attendance: County Councillor V. Smith

OFFICERS IN ATTENDANCE:

Julie Boothroyd	Chief Officer Social Care, Safeguarding and Health
Eve Parkinson	Head of Adult Services
Colin Richings	Implementation Lead
Mark Hand	Head of Planning, Housing and Place-Shaping
Stephen Griffiths	Strategy & Policy Officer
Ian Ferguson	Housing Options Officer
Shirley Wiggam	Senior Strategy & Policy Officer
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

APOLOGIES:

County Councillor J. Pratt

1. Declarations of interest

There were no declarations of interest made by Members.

2. Crick Road Business Case

Context:

To provide an updated position with regard to the development of the new build care home that will replace Severn View Residential Home.

Key Issues:

- This project seeks to replace and re-provide services currently provided at Severn View Residential Home in Chepstow. Previous reports to Adults Select Committee and Cabinet established the background to the proposals.
- The current facilities and environment at Severn View place restrictions on the Authority's ability to deliver the range and extent of services that enable people living with dementia to live well and a life that matters.
- The home is on two floors and restricts free and spontaneous access to outside spaces. Access to outside spaces is integral to people's well-being; not only

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does it improve sleep and reduce stress, it supports people to develop a sense of self and of place.

- The home is severely limited by not having en-suite bathrooms. Shared bathrooms are increasingly untenable in providing care in the 21st Century and the Authority runs the risk of future problems with registration as a result.
- The layout of the building does not support orientation and a sense of home. The layout is one of a number of long corridors which is seen as poor practice in care home design; particularly in respect of people living with dementia due to difficulties in orientation and feelings of restriction.
- Care practice has developed significantly over the last few years following significant investment by the Council in support and training to deliver a relationship based approach to holistic care. The environment does not prevent care teams from adopting this approach but it limits the effectiveness and does not enhance the Authority's ability to support this holistic approach.
- The current model of staffing does not create the ratios that sufficiently allow the team members to practice as they would wish. An amalgamated household support worker model is required that creates better staffing ratios.
- It is well established and recognised the importance of integrating our care facilities with the surrounding community. The current infrastructure and location of Severn View limits the opportunities for community integration. A more radical approach is required to ensure that moving into permanent care does not mean isolation from your local community.
- South Monmouthshire currently has two rehabilitation beds at Severn View. This represents an under provision when compared to Monmouth and Abergavenny. There is a need to increase the number of rehabilitation beds in the south of the County to enhance our ability to facilitate hospital discharge and to prevent admission.

Member Scrutiny:

- The proposal is for a 32 bed unit. However, it was considered that there was an opportunity to take this a step further and investigate whether it would be feasible to create a 48 bed unit, and explore the options available with other organisations with a view to enhancing the proposal.
- Revenue funding is available for the re-provision of Severn View Residential Home for a staffing model around 32 beds. However, the opportunity exists, whilst going through the planning phases, to consider a further 16 beds in addition to the proposal. Conversations regarding this matter are beginning and preliminary meetings will be held with potential partners, going forward.
- Two planning applications for detailed planning consent are being pursued with a view to keeping the options open for as long as possible.

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- The capital funding is a challenge but not as great as establishing the revenue funding. Securing the revenue funding will be the main issue.
- With regard to the valuation in the sum of £700,000 for the Severn View Residential Home site, officers have been prudent in costings and budget planning and have therefore gone to the lower end of the valuation. A further valuation will be undertaken shortly and then a final valuation at the point of sale.
- Conversations have been held locally and with the Integrated Service Partnership Board, mainly about concept. The opportunity to have some flexible use of beds is being discussed such as end of life care.
- It was considered that it was unpractical not to allow in the design for car parking spaces as the care home needs to be integrated within the local community. The proposal is designed on the basis of the manual of streets which means that the roads are not wide enough to allow vehicles to park on either side of the road and for vehicles to pass by, which creates parking and traffic flow difficulties.
- Concern was expressed regarding public transport issues. The Severn View Care Home is close to the centre of Chepstow and is accessible without having to travel by car. The proposed site is located within the centre of the development. However, concern was expressed that buses might not be able to access the care home easily on a manual of streets design. Currently, a bus route does not exist. Bus stops are to be located on either side on a main road next to a grass verge which could be dangerous for elderly people slipping on the verge.
- A Select Committee Member expressed concern that the whole issue of public transport, car parking and getting people to and from the site has not been properly considered. It was felt that the site was inaccessible with parking and access difficulties.
- In response, the Head of Planning, Housing and Place Shaping informed the Select Committee that Planning Committee has only considered the outline planning consent for this planning application. The detailed stage is yet to be presented to Planning Committee. The bus stops are to be located on the 'B' road so the bus will not be travelling through the site.
- In response to the issues regarding public transport, it was noted that these matters are relevant to staff and residents' families. As the planning phases are processed it was acknowledged that transport is critical and will be a key consideration. With regard to the car park, there are 22 parking spaces allocated. In terms of developing an innovative design, every car parking space is an area that cannot be given to the residents. The aim is to try to maximise the communal recreational spaces for the residents. Minimum car parking requirements, as established, have to be met (one place for three non-resident staff, one place for resident staff and one place for every four residents for visitors). There will be up to 20 staff on site with eight places for visitors and one

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resident member of staff, the proposal falls within the minimum car parking requirements but it is acknowledged that the parking at Severn View Care Home has more spaces and there is likely to be some tension under the new proposal with regard to parking spaces. The maximisation of spaces for residents need to be explored as well as exploring car sharing and park and ride options.

- Pets are important and currently feature in the Severn View Care Home.
- That we will not place any limitations on visiting hours to ensure that families / friends are involved in all aspects of the life of the home.
- The Integrated Care Fund (ICF) is with the Minister with a recommendation for it to be signed and it is anticipated that this will be signed off imminently. ICF has to be spent in year. Therefore, funding for the land purchase has to be spent by 31st March 2019.
- The Crick Road Business Case is an innovative model. The staffing model is co-produced allowing for staff involvement in its development. When the model has been agreed, early training for staff will be provided. When Ministerial sign off has been received a staff forum will be established allowing the team to look at all aspects of the proposal.
- It is anticipated that at least one double room will feature within the design.
- Between 10.00pm and 7.00am there are four waking night staff based at the care home and there is also the Team Leader who sleeps in. The households are designed to be interdependent with the central corridor being opened up at night allowing movement between the households. This information should be added to the report that will be received by full Council.
- The pavilion has two purposes. One being a sense of destination allowing purposeful movement by residents. The pavilion is a multifunctional space. It is primarily a space for the residents of the households but will also be accessible by the local community as a shared space.
- Monmouthshire County Council wants to remain a provider in the care home market and the authority can work in partnership with other providers across the sector. It would be beneficial if the proposed model could be replicated in other areas of the County either via the local Authority or via other providers taking a lead from the proposed model for Crick Road.
- Recommendations 2.1 and 2.3 of the report are not recommendations. Recommendation 2.2 is potentially a recommendation. It was considered that the recommendation for the report should be 'that Members consider the various options outlined in the report and come to a conclusion'.
- Add to the recommendations – Further consideration be given to the car parking issues, access to the site and public transport.

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Committee's Conclusion:

- Investigations be undertaken to explore options to increase provision from 32 beds to 48 beds.
- The valuation of the Severn View Care Home site, in the sum of £700,000, is to be further assessed with a view to achieving a final valuation before the site is sold.
- Meaningful partnership working with Aneurin Bevan University Health Board to be undertaken.
- Concerns were expressed regarding potential political changes and the impact that this might have on receiving funding.
- The Authority has not yet received Ministerial approval of the Integrated Care Fund. However, approval is anticipated shortly.
- Parking facilities and public transport issues are a concern and it was considered that these matters should be investigated further. Further detail will be available at the detailed planning stage.
- Between 10.00pm and 7.00am there are four waking night staff based at the care home and there is also the Team Leader who sleeps in. The households are designed to be interdependent with the central corridor being opened up at night allowing movement between the households. This information to be added to the report that will be received by full Council.
- Acknowledgement of the importance of pets within the care home was identified as a means of improving the method of care being provided.
- Identify a blueprint for Monmouthshire with regard to providing similar care home provision in other areas of the County in the future.
- Accommodation for couples to be included in the proposal.

We recommended that the report be presented to Full Council on 20th December 2018 with the Select Committee recommending that Option Three be considered, namely that Monmouthshire County Council works in partnership with the wider site development to construct its own residential provision.

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3. Gwent Homelessness Strategy

Context:

The report presents the proposed Gwent Regional Homelessness Strategy 2018-2022 and Action Plan, including the proposed Monmouthshire specific actions setting out the approach for tackling homelessness across Gwent. The report also includes a regional review of homeless services for Gwent, which informed the development of the strategy.

Key Issues:

- Under the Housing (Wales) Act 2014, it is a statutory requirement for the Council to publish a Homelessness Strategy that sets out its plans to prevent and tackle homelessness in their area.
- The impact homelessness can have is devastating, not only on those affected by it but also on society both in terms of financial and social costs.
- The Council has seen improved responses to homelessness since the previous strategy through the introduction of many initiatives such as:
 - Monmouthshire Lettings Agency.
 - Family Mediation Service.
 - Youth Accommodation Service.
 - Financial Inclusion Service.
 - Housing Support Services through the Gateway.
- However, homelessness is still with us and demand continues to rise especially with the impact around welfare reform and the introduction of the new statutory duties under the Housing (Wales) Act 2014.
- There is a need for the Council to continue to find innovative solutions, not only to traditional causes of homelessness, but also to other areas such as mental health and rough sleeping.
- In response, Monmouthshire County Council along with Torfaen County Borough Council, Newport City Council, Caerphilly County Borough Council and Blaenau Gwent County Borough Council concluded that working collaboratively to prevent and alleviate homelessness in Gwent was the best approach.
- This regional approach would enable the five partners to share resources and consider needs across local authority boundaries. A working group was established consisting of lead officers from the five authorities.
- The working group agreed that the appointment of a Regional Research Officer was required to conduct a homelessness review across the five authorities and produce a review document that would inform the strategy.

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- The Review has taken into account data from various sources and consultations with various partners and stakeholders including internal departments and teams within the five local authorities.
- In particular, it has looked at the following issues:
 - Excluded groups.
 - Families.
 - Single homeless people.
 - People with complex dependencies.
 - Causes of homelessness.
 - Current strategies and policies that support prevention.
 - Current services and support available to homeless households.
 - How this strategy links with Welsh Government aims.
 - It has identified emerging and potential challenges.
- Based on the extensive research the Review Document directed the development of the Strategy, and Regional and Local Action Plans for the forthcoming four years.
- The Strategy reflects the four priorities identified by the review:
 - Priority 1: Help improve access to suitable and affordable housing.
 - Priority 2: Offer fast and effective advice and support, working with partners to help vulnerable people.
 - Priority 3: Minimise homelessness and prevent it through early intervention.
 - Priority 4: Ensure fair, equal and person-centred homeless services.
- Ten strategic objectives and their accompanying actions help deliver on the four priorities.
- As the strategy and action plan is a 'live' document, a working group will be established to monitor and evaluate its implementation.

Options Appraisal:

Option 1: To do nothing.

Option 2: To produce a Monmouthshire centric strategy.

Option 3: To implement the Strategy.

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Member Scrutiny:

- The discrepancy between housing benefit and market rents can be as much as up to £100 per month. This has a bearing on whether a household is able to access the private rented sector.
- There are other challenging issues within the private rented sector, namely, landlords not wishing to rent their properties to certain clientele.
- The private rented sector is difficult to access in Monmouthshire.
- The Monmouthshire Lettings Scheme service has been established with a view to encouraging landlords to work with the Authority, which is proving to be successful.
- Homesearch is classed as an inactive market which contributes to a lack of affordable housing within the private rented sector. However, schemes are being introduced with a view to encouraging landlords to participate.
- Landlords are being encouraged via incentives to become involved in the shared Lodgings scheme which provides accommodation for younger, single people.
- Monmouthshire does not have many career landlords with a large stock of properties that they are committed to managing. The majority of landlords have perhaps one buy to rent property that is managed by an agent. Agents are less likely to accept housing benefit claimants.
- One of the main issues is accessing accommodation and affordability.
- Officers are working to expand available stock. However, when this becomes saturated, bed and breakfast and other accommodation have to be used from time to time.
- In February 2019, the Select Committee will be scrutinising Universal Credit and how this will impact on Monmouthshire's residents. Homesearch will also be scrutinised at this meeting.
- It would be helpful if a summary section 5 of the Strategy relating to Monmouthshire could be placed at the beginning of the document.
- In response to questions raised by a Select Committee Member, it was noted that the Monmouthshire Lettings Service offers the landlord incentives and added value. This can be in the way of financial incentives and landlord support, in terms of supporting the tenant. This will generate an extended tenancy up to three years.

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- Under the Monmouthshire Lettings Service, shared accommodation is running 55 bed spaces. 45 properties are run via Private Sector Leasing (PSL). There are also 20 managed properties and there is the hostel with five units.
- A Select Committee Member provided the Committee with an account of her time when she became homeless and expressed her support for people who open up their homes to people who are less fortunate. The Member expressed her support for the Strategy and in particular the home share scheme.
- In response to a Select Committee Member's question regarding the proposed creation of a Gwent wide strategy, it was noted that some time ago Monmouthshire County Council's Housing Department went into partnership with Torfaen County Borough Council's Housing Department. Within Monmouthshire there are geographical issues within its own boundaries. For example, a family living in Chepstow encountering housing difficulties might only be offered accommodation in Monmouth, which might be regarded by them as being too far from their home town. Therefore, it might be just as difficult, if not more difficult to accept, if a Monmouthshire resident is offered accommodation in another county.
- Monmouthshire's housing stock already includes a few houses in Cwmbran which form part of the House Share scheme. These are often rejected by Monmouthshire homeless people due to their location.
- Arising from the consultation, it had been noted that within the proposed Strategy, there is scope to look at niche cases, such as high risk offenders, with a view to suitably house these individuals.
- Special needs accommodation is also a consideration under the proposed strategy. There is more scope to provide this accommodation via the proposed Strategy.
- In response to a question raised by a Select Committee Member regarding shared resources and potential Section 33 agreements under the 2006 Health Act, with other authorities with regard to pooling funding, officers stated that they would investigate the matter and report back to the Member.

Committee's Conclusion:

- A summary relating to Monmouthshire to be attached to the front of the strategy and that appendix 4 also be at the front of the strategy.
- Explore joint ventures, such as hostel provision on a regional basis.
- Lack of housing due to the low numbers of privately rented properties. Private landowners are provided with incentives to provide this service, which the Select Committee should continue to monitor via an annual report.

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- Encourage the development of the Home Share Scheme via a strategy.
- Be mindful of the issues regarding homeless Monmouthshire residents not wanting to be accommodated out of County.

We resolved that the Gwent Homeless Strategy be presented to full Council on the 20th December 2018 with a recommendation that Option 3 be adopted, namely, to adopt the strategy.

4. Local Housing Market Assessment

Context:

To brief the Select Committee on the completion of the Local Housing Market Assessment (LHMA), July 2018 and to seek approval for submission of the LHMA to the Welsh Government.

Key Issues:

- All local authorities have a requirement to consider the housing accommodation needs of their localities under section 8 of the Housing Act 1985. Local Housing Market Assessments are a crucial part of the evidence base for preparing Local Development Plans and Local Housing Strategies.
- This LHMA has identified the potential need for 468 affordable homes per year over the next five years. This number can be further broken down as:

- Social rent need	102
- Low cost homeownership need	284
- Intermediate rent need	82
- Total need	468
- It is important to note that these figures are not an annual delivery target as new build homes are not the total solution to the supply of affordable homes in the County. The Council's target remains 960 affordable homes (96 per year) over the period of the Local Development Plan (LDP) 2011 – 2021.
- Housing's Private Sector Housing Team has established a new lettings agency, Monmouthshire Lettings Service (MLS), and is working with private sector landlords to increase the availability of units for private rent whilst also trying to bring empty properties back into use. Monmouthshire's shared housing service, which offers accommodation for single persons, also comes under the MLS banner.

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Member Scrutiny:

- Social rents are set by the Welsh Government. Intermediate rent is a rent that is above social rent but below market rent. In Monmouthshire, intermediate rent is below Local Housing Allowance.
- At the bottom of each table identify what the acronyms are.
- This document links in with the emerging Local Development Plan (LDP). The figure of 468 affordable homes per year is challenging as only 250 homes in total are currently being built per year (market and affordable homes).
- Some of the people who do not appear on Monmouthshire's housing register, as they have moved to a neighbouring county where properties are cheaper, are in the 20 – 40 year old category. For economic and demographic purposes, there are the people that the Authority should be trying to retain in the County.
- However, the strengths of the County are that it is a pleasant place to live and easily accessible by car. The turnover of affordable housing being relatively low, in terms of community cohesion, is positive. However, this is not good for people on the waiting list for housing.
- The backlog of housing need is an issue for all local authorities.
- Affordable housing means housing that people cannot access on the open market and therefore require assistance. It incorporates social rent, intermediate rent and low cost ownership.
- The Adults Select Committee and the Economy and Development Select Committee could provide a steer with regard to affordable housing and how this will be taken forward in the next LDP.
- Empty properties on the high street could be altered and utilised to provide social rented properties / hostels.
- An internal call for brownfield sites had recently been undertaken. However, there had been a low response due to the limited number of brown field sites available within the County. Another call for brownfield sites, both externally and internally, across the County will be undertaken in the near future.
- Monmouthshire Housing Association has been asked to buy back as many ex right to buy properties as possible to increase the existing housing stock.
- Low cost home ownership (LCHO) is a shared equity scheme operated by Monmouthshire County Council's partner Registered Social Landlords (RSLs). LCHO is generally 50/50 in Monmouthshire as 70/30 is not affordable due to high house prices. The successful applicants own the home and have an interest free equity loan from the RSL.

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- Monmouthshire County Council's policy does not include shared ownership, as this product is not considered to be affordable. Applicants would only own the percentage of the home that they have purchased and would have to pay rent to the RSL for the remaining percentage. Their mortgage plus their rent would equate to the price of buying the home on the open market.
- Empty properties are going to be looked at with a view to bringing these forward with the Authority's Registered Social Landlords (RSL) partners.
- Monmouthshire's Housing Association partners are only permitted to advertise on Rightmove if the houses cannot be occupied from the housing register. All properties are advertised via Homesearch.
- With regard to people not wanting to housing in other areas of the County, some of the reasons for this are the difficulty in accessing work; children having to change schools and moving away from family. For example, if someone is working in Chepstow and on a low wage and is offered a house in Monmouth, this could make it difficult for that person to access work.
- Community consultation is undertaken regarding village sites which helps to identify the mix and tenure of build required. When the land is secured and is scheduled to come forward, community consultation is held allowing people to come forward to register their housing need. These consultation events also allow members of the community to comment on layout and design.
- In response to a question raised regarding whether Monmouthshire County Council might have a case with the Welsh Government for additional resources for areas where the local housing cost is higher than other areas in Wales, it was noted that the Welsh Government uses a formula for allocating the Social Housing Grant that does take all issues into consideration. It would be difficult to state a case for more funding as every authority has this need. Monmouthshire has successfully lobbied for a rise in the Acceptable Cost Guidance (ACG) rates for small sites, which will help in the rural areas.
- If a family is sharing with another family in a rural location, the family that is sharing could bid for a property through the Rural Allocations Policy.
- Monmouthshire County Council is continuing to allocate social housing grant to fund the buy-back of former council houses sold through the Right to Buy. These properties are bought back at market value – SHG funds 58% of the cost and the RSL funds the remaining 42%.
- The Welsh Government is funding the Innovative Housing Programme. This is a programme of demonstrator schemes to inform the Welsh Government on the types of homes that they should support in the future. The first phase of the programme is supporting 22 affordable housing projects with a wide variety of different models and methods of delivery. The second phase of delivery will also be open to the private sector. Monmouthshire Planning Committee has

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approved two schemes put forward by Monmouthshire Housing Association. These are in Abergavenny and Caldicot. One is a development of four courtyard bungalows for older persons and the other is for four one-bed mews style houses.

Committee's Conclusion:

- The amended presentation to be circulated to Select Committee Members.
- The Select Committee would write to Welsh Government outlining a case for Monmouthshire to receive additional resources as it is an area in Wales where the local housing cost is higher than other areas of the Country.
- Investigations are being undertaken to use empty homes on the high street to provide social rented properties.
- There is a need to be clear on what the definition of affordable housing is, going forward.
- Joint Select Committee working will be undertaken between the Adults Select Committee and the Economy and Development Select Committee to address the issues identified with regard to the housing market.
- The Authority's company should look to build affordable housing itself to support people in need in their areas.

We recommended that Cabinet adopts the Local Housing Market Assessment.

The meeting ended at 12.51 pm.

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Adults Select Committee

Action List

23rd October 2018

Minute Item:	Subject	Officer / Member	Outcome
4.	Review of the Mardy Local Lettings Policy	Ian Bakewell / Hazel Ilett	The Select Committee to receive a presentation, one year from now, outlining the progress of the Mardy Local Lettings Policy.
5.	Social Housing Grant Programme	Ian Bakewell	The Housing & Communities Manager to contact Registered Social Landlords (RSLs) to investigate the possibility of further exploring the use of empty properties located above shops in the high street for the use of affordable housing units.
8.	Adults Select Committee Forward Work Programme: <ul style="list-style-type: none"> • A to Z Social Care system of records 	Julie Boothroyd	Julie Boothroyd to arrange a visit for Councillors Brown and Pratt both to see the WCCIS system in operation.

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Special Meeting - Adults Select Committee

Action List

26th November 2018

Minute Item:	Subject	Officer / Member	Outcome
4.	Local Housing Market Assessment	Councillor Blakebrough / Hazel Ilett	The Select Committee to write to Welsh Government outlining a case for the Authority to receive additional resources as it is an area in Wales where the local housing cost is higher than other areas of the Country.

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Monmouthshire's Scrutiny Forward Work Programme 2018

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
18th December 2018 Committee followed by Member Training	Performance Report	Scrutiny of the six month performance reports on Adults Services.	Sian Schofield	Performance Monitoring
	Gypsy and Travellers Needs Assessment	Committee training. * Needs to be postponed*	Ian Bakewell	Workshop
29th 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
Special Meeting early February 2019 TBC	Universal Credit (TBC)	A report on the impact of the rollout of Universal Credit. Discussion on Discretionary Housing Payments Policy. Invite Housing Associations and DWP.	Ian Bakewell	Performance Monitoring
	Renewal of Homesearch	Renewal of the delivery agreement with Monmouthshire Housing Association for Homesearch (housing register)	Ian Bakewell	Pre-decision Scrutiny
12th March 2019	Homelessness Update	Annual Position update.	Ian Bakewell	Performance Monitoring
April 2018	Disabled Facilities Grant	Annual Position update.	Ian Bakewell	Performance Monitoring

Future Agreed Work Programme Items: Dates to be determined

- ✓ Crick Road Care Development ~ Final Business Case
- ✓ Care Closer to Home ~ ABUHB to return ~ April 2019 for progress review, update on Grange University Hospital and generic services.

Monmouthshire's Scrutiny Forward Work Programme 2018

- ✓ **Dementia Friendly Progress report ~ October 2019**
- ✓ **Future Commissioning of Adults Services ~ linked to "Turning the World Upside Down"**
- ✓ **My Mates programme**
- ✓ **Review of the Mardy Local Lettings Policy ~ November 2018**
- ✓ **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**
- ✓ **Annual Complaints Report for Social Services**
- ✓ **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**

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	06/06/2019	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	17/04/2018	
Cabinet	03/04/2019	Play Action Plan/Play Sufficiency Assessments		Mike Moran	31/10/2018	
Cabinet	03/04/2019	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	17/04/2018	
Council	07/03/2019	Final Budget Proposals		Joy Robson	11/09/2018	
Council	07/03/2019	Treasury Management Strategy 2019/20	To accept the annual treasury Management	Joy Robson	11/09/2018	
Council	07/03/2019	Council Tax Resolution 2019/20	To set budget and Council tax for 2019/20	Ruth Donovan	11/09/2018	
Council	07/03/2019	Final approval of MonLife and MonLife Plus		Tracey Thomas	09/08/2018	

Cabinet	06/03/2019	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	17/04/2018	
Cabinet - Special	20/02/2019	Final Revenue and Capital Budget Proposals		Peter Davies	20/09/2018	
Cabinet	06/02/2019	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	17/04/2018	
IMCD	30/01/2019	Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2019/20 as required by statute	Joy Robson		
Council	17/01/2019	Council Tax Reduction Scheme 2018/19		Ruth Donovan	11/09/2018	
Cabinet	09/01/2019	Future Legal Department		Matt Phillips	04/12/2018	
Cabinet	09/01/2019	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	17/04/2018	
Cabinet	09/01/2018	Community Asset Transfer - Melville Theatre Site		Nicola Howells	04/12/2018	

Cabinet	09/01/2019	Investing in the Delivery of the Revised Delivery Strategy		Peter Davies	23/11/2018	
Council	20/12/2018	Crick Road Care Home		Colin Richings	03/12/2018	
Council	20/12/2018	Gwent Homelessness Strategy		Steve Griffiths	14/11/2018	
Council	20/12/2018	Capital Budget Report on 3rd Lane on Wye Bridge	Defer to December	Paul Keeble	20/09/2018	
Council	20/12/2018	21st Century Schools - Band B project Team		Will Mclean	12/10/2018	
Cabinet	19/12/2018	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	17/04/2018	
Cabinet	19/12/2018	Additional Service Offer at Usk Community Hub	To seek approval, subject to a successful and planning permission, to operate a Post Office within Usk Hub following the announcement of the planned closure of the current facility on Bridge Street	Drinkwater / Matt Gatehouse / C	23/11/2018	
Cabinet	19/12/2018	Capital Strategy assessment 2018/19 and Draft Capital budget proposals 2019/20 to 2022/23		Mark Howcroft	17/04/2018	
Cabinet	19/12/2018	Draft Revenue Budget Proposals 2019/20	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	19/09/2018	
Cabinet	19/12/2018	Implementation of NJC revised payspine April 2019		Tracey Harry	09/10/2018	

ICMD	12/12/2018	PROVISION OF SUPPORT TO PROGRESS USK (& WOODSIDE) TOWN IMPROVEMENT MASTER PLAN		Roger Hoggins	30/11/2018	
ICMD	12/12/2018	Operations Department – Adjustments to Staffing Establishment		Roger Hoggins	30/11/2018	
ICMD	12/12/2018	MONMOUTH ACTIVE TRAVEL BRIDGE –WeITAG Stage 2		Roger Hoggins	22/11/2018	
ICMD	12/12/2018	MONMOUTHSHIRE ROAD SAFETY STRATEGY		Paul Keeble	22/11/2018	
ICMD	12/12/2018	PROHIBITION OF WAITING AT ANY TIME (CHAPEL ROAD, STANHOPE STREET, CANTREF ROAD, AVENUE ROAD, HAROLD ROAD) ABERGAVENNY		Paul Keeble		
ICMD	12/12/2018	Local Government (Wales)Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2019/20 financial year as required by statute	Joy Robson		
Cabinet	05/12/2018	Welsh Football League Pyramid - Monmouthshire Clubs		Mike Moran	05/11/2018	
Cabinet	05/12/2018	Consultation on the School Admissions Policy 2020/21 to include a review of school catchment areas		Debbie Morgan	16/11/2018	
Cabinet	05/12/2018	Reorganisation of ALN and Inclusion Services update	Cabinet consider objections received on the Reorganis	Debbie Morgan	25/05/2018	
Cabinet	05/12/2018	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	17/04/2018	

Cabinet	05/12/2018	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	17/04/2018	
Cabinet	05/12/2018	Corporate Plan: Progress Report		Matthew Gatehouse	10/07/2018	
ICMD	28/11/2018	Skills at Work		Cath Fallon	06/11/2018	
ICMD	28/11/2018	Panel Fees for Foster Carers		Jane Rodgers	17/10/2018	
ICMD	14/11/2018	Social Housing Grant Programme		Shirley Wiggam	25/10/2018	
ICMD	14/11/2018	Rural Allocations Policy		Shirley Wiggam	25/10/2018	
ICMD	14/11/2018	Family Support within 'Statutory' Children's Services - Re-design of the Contact Service		Jane Rodgers	17/10/2018	
ICMD	14/11/2018	Review of Mardy Local Lettings Policy		Ian Bakewell	23/10/2018	
ICMD	14/11/2018	Proposal to extend supporting people contracts in 2019/20		Chris Robinson	10/09/2018	
Cabinet	07/11/2018	Targeted Regeneration Investment Programme, The Cross, Caldicot		Cath Fallon	12/10.18	

Cabinet	07/11/2018	Cadetship Programme		Tracey Harry	20/09/2018	
Cabinet	07/11/2018	Structure Report		Roger Hoggins	20/09/2018	
Cabinet	07/11/2018	Project 5: Development of a Therapeutic Foster Care Service for Complex Young People		Jane Rodgers	30/08/2018	
Cabinet	07/11/2018	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	17/04/2018	
Council	25/10/2018	Statement of Gambling Policy and proposals for Casinos		Linda O'Gorman	10/09/2018	
Council	25/10/2018	Proposal to create a development company		Deb Hill-Howells		
Council	25/10/2018	County Hall Accommodation	Seeking approval to undertake borrowing to fund the refurbishment works to County Hall	Deb Hill-Howells	17/07/2018	
ICMD	24/10/2018	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	04/10/2018	
ICMD	10/10/2018	Register of Priority Services		Ian Hardman	18/09/2018	
ICMD	10/10/2018	Joint Heritage Services with Torfaen		Mark Hand	05/09/2018	

ICMD	10/10/2018	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	03/08/2018	
Cabinet	03/10/2018	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	17/04/2018	
ICMD	26/09/2018	Joint Heritage Services with Torfaen	DEFERRED TO 10 OCTOBER	Mark Hand	05/09/2018	
ICMD	26/09/2018	Amendments to cemeteries management practice to withdraw burial plot reservations.		Deb Hill-Howells	17/07/2018	12/09/2018
Council	20/09/2018	Abergavenny Hub	Final business case to proceed with the creation of a Hub at Abergavenny Town Hall	Deb Hill Howells	17/07/2018	
Council	20/09/2018	A40 Wyebridge Highway Improvement Scheme		Paul Keeble	12/07/2018	
Council	20/09/2018	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	30/05/2018	
Council	20/09/2018	Fairtrade		Hazel Clatworthy	24/05/2018	
Council	20/09/2018	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	20/09/2018	ISA 260 report - MCC Accounts - attachment above	To provide external audits report on the Statement of Accounts 2017/18	WAO		

Council	20/09/2018	J Block Proposals		Deb Hill-Howells		
Council	17/09/2018	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	05/10/2018	
ICMD	12/09/2018	Colleague Volunteering Pilot	To seek approval to establish a Colleague Volunteering Pilot for 30 staff across directorates.	Owen Wilce		
Cabinet	05/09/2018	NEET		Hannah Jones	09/08/2018	
Cabinet	05/09/2018	Management of obstructions in the public highway	For Cabinet to approve recommendations made by Strong Communities Select on 30th July	Roger Hoggins	09/08/2018	
Cabinet	05/09/2018	ICM Phase 2 Implementation of Family Support Services - post statutory threshold		Jane Rodgers	01/08/2018	
Cabinet	05/09/2018	Targeted Regeneration Investment - South Monmouthshire		Cath Fallon	13/07/2018	
Cabinet	05/09/2018	Childcare Offer		Rebecca Davis	12/06/2018	
Cabinet	05/09/2018	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	17/04/2018	
Cabinet	05/09/2018	Recommendations on the review of ALN & Inclusion Services	Cabinet to receive recommendations based on the con	Debbie Morgan	25/05/2001	

Cabinet	05/09/2018	Regional Safeguarding Board Annual Report	Deferred	Claire Marchant		
Cabinet	05/09/2018	S106 Procedure Note and S106 Guidance Note	DEFERRED from May	Mark Hand		
ICMD	22/08/2018	Anti-Social Behaviour, Crime and Policing Act 2014		Andrew Mason	03/08/2018	
ICMD	08/08/2018	Children's Services – Supporting First Years in Practice		Jane Rodgers	19/07/2018	
ICMD	08/08/2018	Safeguarding Business Support Update		Diane Corrister	19/07/2018	
ICMD	08/08/2018	Financial Systems support team - change of role and job description		Ruth Donovan	03/07/2018	
Council	26/07/2018	Shadow Board recruitment for the ADM		Cath Fallon	15/06/2018	
Council	26/07/2018	Stock Transfer – Promises Kept/Missed & Added Value	PRESENTATION ONLY	Ian Bakewell	08/06/2018	
Council	26/07/2018	Audit Committee Annual Report		Wendy Barnard	24/05/2018	
Council	26/07/2018	Strategic Development Plan (SDP) Responsibility Audit	DEFERRED	Mark Hand	09/05/2018	

Council	26/07/2018	Chief Officer Annual Report		Claire Marchant		
Council	26/07/2018	Safeguarding Evaluative Report		Claire Marchant		
ICMD	25/07/2018	Private Sector Housing Loan Schemes - Change of Terms.		Steve Griffiths	21/06/2018	
Cabinet	25/07/2018	Youth Enterprise			20/06/2018	
Cabinet	25/07/2018	Borough Theatre			20/06/2018	
Cabinet	25/07/2018	Events			20/06/2018	
Cabinet	25/07/2018	Month 2 Budget Report			20/06/2018	
ICMD	25/07/2018	Housing Renewal Policy		Ian Bakewell	17/05/2018	
ICMD	25/07/2018	B&B Policy		Ian Bakewell	17/05/2018	
ICMD	25/07/2018	'Disposal of land adjacent to A40 at Monmouth for highway improvements'	DEFERRED from June	Gareth King/Cllr P Murphy	03/05/2018	13/06/2018

Cabinet	25/07/2018	Resource Strategy	To comprise Commercial; Procurement; People; Digital; Financial strategies	Peter Davies	23/04/2018	
Cabinet	25/07/2018	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	17/04/2018	
Cabinet	25/07/2018	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	15/04/2018	
ICMD	25/07/2018	Care Homes Fees – Fair Rate for Care Exercise	Cllr P Jones	Nicola Venus- Balgobin		
ICMD	11/07/2018	FLOOD and Water Management Act 2010 - Schedule 3 IMPLEMENTATION of the Sustainable Drainage Systems (SuDS) Approving Body (SAB)		Paul Keeble	22/06/2018	
ICMD	11/07/2018	RECRUITMENT OF BSSG ADMIN OFFICER		Christian Schmidt	22/06/2018	
ICMD	11/07/2018	Workforce Update Report - Children's Services	DEFERRED	Claire Robins	07/06/2018	
Cabinet	04/07/2018	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	15/06/2018	
Cabinet	04/07/2018	Care Leavers Report		Ruth Donovan	07/06/2018	
Cabinet	04/07/2018	Restructure of attractions services in TLCY		Tracey Thomas	07/06/2018	

Cabinet	04/07/2018	Review of ALN & Inclusion Services	Cabinet to consider the results of the statutory consulta	Debbie Morgan	25/05/2018	
Cabinet	04/07/2018	School Meal Debt Management		Roger Hoggins	17/05/2018	
Cabinet	04/07/2018	Draft NEET Reduction Strategy		Hannah Jones	08/05/2018	
Cabinet	04/07/2018	Inspire Programmes (Inspire2Achieve and Inspire2W	DEFERRED	Hannah Jones	08/05/2018	
Cabinet	04/07/2018	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	04/07/2018	Crick Road Business Case	ITEM DEFERRED	Colin Richings		
Cabinet	04/07/2018	The Knoll, Section 106 funding, Abergavenny	DEFERRED from June	Mike Moran		07/03/2018
Cabinet	04/07/2018	Chippenham Mead Play Area	DEFERRED from 6/6/18	Mike Moran		
ICMD	27/06/2018	REALLOCATION OF SECTION 106 FUNDING, MONMOUTH		Mike Moran	08/06/2018	
ICMD	27/06/2018	Definitive Map Modification Order Section 53 (C) (i) Wildlife & Countryside Act 1981 Restricted Byway (53-16) Great Panta Devauden		Paul Keeble/Cllr B Jones	31/05/2018	

ICMD	27/06/2018	Planning advice charges for LDP candidate sites.		Mark Hand	24/05/2018	Report deleted from Planner 7/6/18
ICMD	27/06/2018	Early help Duty and Assessment – Hierarchy Update – Service Manager		Claire Robins	24/05/2018	
Council	21/06/2018	Corporate Parenting Strategy		Claire Marchant	07/06/2018	
Council	21/06/2018	Plastic Free County		Hazel Clatworthy	24/05/2018	
Council	21/06/2018	Joint Scrutiny of the City Deal		Hazel Ilett	30/04/2018	
ICMD	13/06/2018	Housing Restructure		Ian Bakewell	17/05/2018	
ICMD	13/06/2018	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	10/05/2018	
ICMD	13/06/2018	Supporting People contract procurement exemptions		Chris Robinson	10/04/2018	
ICMD	13/06/2018	Children with Disability - Hierachy Update		Claire Robins	05/03/2018	15/02/2018 Report deleted from planner
Cabinet	06/06/2018	Twr Mihangel Section 106 Funding		Mike Moran	18/05/2018	

Cabinet	06/06/2018	Section 106 Off-Site Play Contributions		Mike Moran	18/05/2018	
Cabinet	06/06/2018	ADM Update		Tracey Thomas	18/05/2018	
Cabinet	06/06/2018	Proposed 25 year lease of Former Park Primary , Abergavenny, to Abergavenny Community Trust		Nicola Howells	15/05/2018	
Cabinet	06/06/2018	Council Response to the LGR Green Paper		Matt Gatehouse	14/05/2018	
Cabinet	06/06/2018	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	17/04/2018	09/03/2018
Cabinet	06/06/2018	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	17/04/2018	
Cabinet	06/06/2018	Corporate Parenting Strategy		Jane Rodgers	22/03/2018	
Cabinet	06/06/2018	Welsh Language Monitoring Report	Moved to Strong Communities Select	Alan Burkitt		07/03/2018
Cabinet	06/06/2018	Kerbcraft Update	DEFERRED from May			
ICMD	23/05/2018	Creation of an Asset Officer Post, Estates		Deb Hill Howells/Cllr P Murphy	03/05/2018	

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

ICMD	09/05/2018	Trellech Speed Limits		Paul Keeble	18/04/2018	
ICMD	09/05/2018	Civil Parking Enforcements	Moved from Cabinet 11/04/18	Paul Keeble	13/04/2018	
ICMD	09/05/2018	PROHIBITION OF WAITING AT ANY TIME (CHAPEL ROAD, STANHOPE STREET, CANTREF ROAD, AVENUE ROAD, HAROLD ROAD) ABERGAVENNY		Paul Keeble/Cllr B Jones	13/04/2018	
ICMD	09/05/2018	Creation of fixed term Senior Planning Policy Officer Post for 3.5 years		Mark Hand/Cllr Greenland	12/04/2018	
ICMD	09/05/2018	Amendment to existing fixed term Senior Landscape and Urban Design Officer post to make it a permanent post;		Mark Hand/Cllr Greenland	12/04/2018	
ICMD	09/05/2018	Creation of fixed term Apprentice Planner post (exact job title tbc)		Mark Hand/Cllr Greenland	12/04/2018	
ICMD	09/05/2018	Re-evaluation of Post of Lead - Community Improvement Supervisor		Nigel Leaworthy	10/04/2018	
ICMD	09/05/2018	Supporting People contract procurement exemptions	DEFERRED TO 13 JUNE	Chris Robinson	15/02/2018	
ICMD	09/05/2018	Adoption of highway management plan including appointment of Highway Asset inspector and changes to Asset Planning Officer posts		Paul Keeble		09/03/2018
Cabinet	02/05/2018	Adoption of Road Safety Strategy		Paul Keeble		

Cabinet	02/05/2018	Social Justice Srtategy		Cath Fallon		
Council	19/04/2018	Bryn Y Cwm Change of name		Matt Gatehouse	21/03/2018	
Council	19/04/2018	Council Diary 2018/19		John Pearson	12/03/2018	12/03/2018
Council	19/04/2018	Sale of old County Hall Site		Roger Hoggins	16/02/2018	
Council	19/04/2018	Chief Officer Report CYP		Will Mclean	25/01/2018	
ICMD	18/04/2018	Communities for Work		Hannah Jones	22/03/2018	
ICMD	18/04/2018	Disposal of easement at Wonastow Road		Ben Winstanley	14/03/2018	
Cabinet	11/04/2018	Tree Policy		Roger Hoggins	19/02/2018	
Cabinet	11/04/2018	VAWDASV		Joe Skidmore	08/02/2018	
Cabinet	11/04/2018	Disposal of County Hall		Roger Hoggins		

Cabinet	11/04/2018	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	28/03/2018	Property Maintenance Framework Agreement		Phil Kenney/P Murphy	06/03/2018	
ICMD	28/03/2018	Children's Services Business Support Team - Hierachy Update		Claire Robins	05/03/2018	
ICMD	28/03/2018	Social Care & Health - Business Support Post		Claire Robins	05/03/2018	
ICMD	28/03/2018	Staffing Restructure of SCH Workforce Development Team		Sian Sexton	05/03/2018	
ICMD	28/03/2018	Operational Changes to Trading Standards		Gareth Walters/Sara Jones	27/02/2018	
ICMD	28/03/2018	Section 106 Major Maintenance Capital for the repairs to the footbridge over the Gavenny at Penyval,		Nigel Leaworthy		
Council	19/03/2018	City Deal Business Plan		Paul Matthews		
Council	19/03/2018	LDP		Mark Hand		
ICMD	14/03/2018	Future of Melin Private Leasing Scheme		Ian Bakewell	15/02/2018	

ICMD	14/03/2018	2nd Phase Families Support Review		Claire Marchant		
ICMD	14/03/2018	Award Garden Waste Contract		Carl Touhig		
ICMD	14/03/2018	S106 Transport Projects		Richard Cope		
Cabinet	07/03/2018	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	07/03/2018	Corporate Parenting Strategy		Claire Marchant		
Cabinet	07/03/2018	EAS Business Plan		Will Mclean		
Cabinet	07/03/2018	Proposed changes to the schools mfunding formulafor the funding of building maintenance costs	To seek approval to reduce the funding of building maintenance costs for our new schools	Nikki Wellington		
Cabinet	07/03/2018	Replacement document management system for revenues		Ruth Donovan		
Cabinet	07/03/2018	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	07/03/2018	Turning the World Upside Down	DEFERRED	Claire Marchant		

Cabinet	07/03/2018	Whole Authority Risk Assessment		Richard Jones		
Council	01/03/2018	Treasury Strategy		Peter Davies	08/02/2018	
Council	01/03/2018	Approval of public service board well-being plan		Matt Gatehouse		
Council	01/03/2018	Area Plan - Population Needs Assessment		Claire Marchant		
Council	01/03/2018	Council Tax Resolution 2018/19		Ruth Donovan		
Council	01/03/2018	Pooled fund for care homes		Claire Marchant		
Council	01/03/2018	Social Justice Policy	ITEM DEFERRED	Cath Fallon		
Cabinet	28/02/2018	Borough Theatre		Tracey Thomas	19/02/2018	
ICMD	28/02/2018	Recruitment for Maternity Cover: Development Management Team		Phil Thomas	08/02/2018	
ICMD	28/02/2018	Restructure of Mental health Social Work Staffing		John Woods	08/02/2018	

ICMD	28/02/2018	Staffing Restructure of Adult Disability Service		John Woods	08/02/2018	
Cabinet	28/02/2018	Final Budget Proposals		Peter Davies		
ICMD	28/02/2018	Charges in relation to the delivery of the auths private water supply responsibilities		Huw Owen		
ICMD	28/02/2018	Fixed Penalty Notice charges for fly tipping offences		Huw Owen/Sara Jones		
ICMD	28/02/2018	Gypsy and Traveller Pitch allocation policy report		Steve Griffiths		
ICMD	28/02/2018	Re-designation of Shared Housing		Ian Bakewell/Greenland		
ICMD	28/02/2018	Removal of under 18 burial charges		Deb Hill Howells		
Council	15/02/2018	Active Travel Plan and Civil Parking Enforcement		Roger Hoggins		
Council	15/02/2018	Corporate Plan		Kellie Beirne		
Council	15/02/2018	Pay Policy		Sally Thomas		

ICMD	14/02/2018	All Wales Play opportunities grant		Matthew Lewis/Cllr Greenland		
ICMD	14/02/2018	Development Management Enhanced Services proposals		Phil Thomas		
ICMD	14/02/2018	Loan to Foster Carers		Jane Rodgers		
ICMD	14/02/2018	Personal Transport Budgets		Roger Hoggins		
ICMD	14/02/2018	Public Health Wales Act - Intimate Piercing		David Jones		
ICMD	14/02/2018	Residents only parking permit scheme Usk View, Merthyr Road, Abergavenny		Paul Keeble		
ICMD	14/02/2018	Usk in Bloom		Cath Fallon		
ICMD	08/02/2018	Fixed Penalty Notice charges for fly tipping offences		Huw Owen		03/01/2018
Cabinet	06/02/2018	Future Options for Mounton House School		Will Mclean	27/09/2018	
ICMD	31/01/2018	Seasonal Garden Waste Collections		Carl Touhig		

ICMD	31/01/2018	Staffing changes in Policy and Governance		Matt Gatehouse		
Cabinet	29/01/2018	ADM		Kellie Beirne		
Cabinet	29/01/2018	Corporate Plan		Kellie Beirne		
Council	18/01/2018	Council Tax Reduction Scheme 2018/19		Ruth Donovan		
Council	18/01/2018	Response to Older Adults Mental Health Consultation		Claire Marchant		
ICMD	17/01/2018	Local Government (Wales) Act 1994 The Local Authorities (Precepts) (Wales) Regulations 1995		Joy Robson/Mark Howcroft		
ICMD	17/01/2018	Supporting People Programme Grant Spendplan 2018-19		Chris Robinson		03/01/2018
ICMD	17/01/2018	Trainee Accountant Regrade		Tyrone Stokes		
Cabinet	10/01/2018	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	10/01/2018	Chepstow Cluster - proposed distribution of Section 106 monies	To agree the distribution of section 106 to the cluster	Nikki Wellington		

Cabinet	10/01/2018	Re-Use Shop at Ilanfoist Household Recycling Centre		Roger Hoggins		
Cabinet	10/01/2018	Management of obstructions in the public highway		Roger Hoggins		
Cabinet	10/01/2018	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		
Cabinet	09/01/2018	LA and Schools Partnership Agreement		Cath Saunders	26/09/2018	