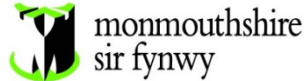


# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
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Tuesday, 29 January 2019

Dear Councillor

## CABINET

You are requested to attend a **Cabinet** meeting to be held at **Steve Greenslade Room, County Hall, Usk** on **Wednesday, 6th February, 2019**, at **2.00 pm**.

## AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. To consider the following reports:

i. **LOCAL HOUSING MARKET ASSESSMENT**

1 - 98

Divisions/Wards Affected: All

Purpose: The purpose of this report is to brief Cabinet 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. Appendix 1 contains a summary of the report and Appendix 2 is the full LHMA Report.

Author: Shirley Wiggam

Contact Details: shirleywiggam@monmouthshire.gov.uk

ii. **DIGNITY AT WORK POLICY (CORPORATE)**

99 - 118

Division/Wards Affected:All

Purpose: The purpose of this report is to introduce the revised Dignity at Work Policy.

This policy is designed both to help prevent any harassment and bullying and to offer support to any colleague who feels that they are being harassed or bullied. It aims to assist in developing and encouraging a working and learning environment and culture in which harassment and bullying are known to be unacceptable, and where colleagues have the confidence to report harassment or bullying without fear or intimidation.

Author: Sally Thomas HR Manager

Contact Details: sallythomas@monmouthshire.gov.uk

iii. **WELSH CHURCH FUND WORKING GROUP**

119 -  
130

Division/Wards Affected: All

Purpose: The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 7 of the 2018/19 financial year held on the 17<sup>th</sup> February 2019.

Author: David Jarrett – Senior Accountant – Central Finance Business Support

Contact Details: davejarrett@monmouthshire.gov.uk

Yours sincerely,

**Paul Matthews**  
**Chief Executive**

### CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Partnership and External Working	Ward
P.A. Fox (Leader)	<b>Whole Authority Strategy &amp; Direction</b> CCR Joint Cabinet & Regional Development; Organisation overview; Regional working; Government relations; Public Service Board; WLGA	WLGA Council WLGA Coordinating Board Public Service Board	Portskewett
R.J.W. Greenland (Deputy Leader)	<b>Enterprise</b> Land use planning; Economy & Tourism; Town Centre Regeneration; Leisure; Cultural services; ADM development	WLGA Council Capital Region Tourism	Devauden
P. Jordan	<b>Governance</b> Council & Executive decision support; Scrutiny; Regulatory Committee standards; Community governance; Member support; Elections, Democracy promotion & engagement; Law, Ethics & Standards; Whole Authority performance; Whole Authority service planning & evaluation; Regulatory body liaison; Audit; Development control; Building control; Community Hubs inc Adult Education		Cantref
R. John	<b>Children &amp; Young People</b> School standards; School improvement; School governance; EAS overview; Early years; Additional Learning Needs; Inclusion; Youth Service; Extended curriculum; Outdoor education; Admissions; Catchment areas; Post 16 offer; Coleg Gwent liaison.	Joint Education Group (EAS) WJEC	Mitchel Troy
P. Jones	<b>Social Care, Safeguarding &amp; Health</b> Children; Adult; Fostering & adoption; Youth offending service; Supporting people; Whole Authority safeguarding (children & adults); Disabilities; Mental Health; Public Health; Health liaison.		Raglan
P. Murphy	<b>Resources</b> Finance; Information technology (SRS); Human Resources; Training; Health & Safety; Emergency planning; Procurement; Land & buildings (inc. Estate, Cemeteries, Allotments, Farms); Property maintenance; Digital office; Commercial office	Prosiect Gwrydd Wales Purchasing Consortium	Caerwent

S.B. Jones	<b>County Operations</b> Highways maintenance, Transport, Traffic & Network Management, Fleet management; Waste including recycling, Public conveniences; Car parks; Parks & open spaces; Cleansing; Countryside; Landscapes & biodiversity; Flood Risk.	SEWTA Prosiect Gwyrdd	Goytre Fawr
S. Jones	<b>Social Justice &amp; Community Development</b> Community engagement; Deprivation & Isolation; Housing & Homelessness; Social cohesion; Poverty; Equalities; Diversity; Welsh language; Public relations; Trading standards; Environmental health; Licensing; Communications		Llanover

# 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

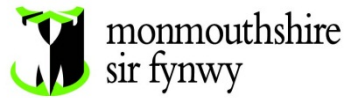
**Openness.** We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer 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.

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<b>SUBJECT:</b>	<b>LOCAL HOUSING MARKET ASSESSMENT</b>
<b>MEETING:</b>	<b>CABINET</b>
<b>DATE:</b>	<b>6<sup>th</sup> February, 2018</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>All</b>

## 1. PURPOSE:

The purpose of this report is to brief Cabinet 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. Appendix 1 contains a summary of the report and Appendix 2 is the full LHMA Report.

## 2. RECOMMENDATIONS:

To recommend that Cabinet adopts the Local Housing Market Assessment, July 2018.

## 3. KEY ISSUES:

3.1 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.

3.2 This LHMA has identified the potential need for 468 affordable homes per year over the next 5 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

3.3 **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.

3.4 Housing's Private Sector Housing Team have set up a new lettings agency, Monmouthshire Lettings Service (MLS), and are working with private sector landlords to increase the availability of units for private rent whilst also trying to bring empty properties back into use. Our shared housing service, which offers accommodation for single persons, also comes under the MLS banner.

3.5 The changes in affordable housing need since the last LHMA are set out below:

LHMA April 2015		LHMA July 2018	Comments
Social Rent Need	270.90	102.32	We included Band 5 in 2015 but not in 2018 as households in Band 5 are not considered to be in housing need.
LCHO Need	157.15	284.19	The rise here can be attributed to the huge rise in house prices. This figure is arrived at by looking at earnings against house prices and adding backlog of need (those on register). Extreme caution needs to be exercised here, as a large proportion of these households will not register for affordable housing. They will use other avenues such as Help to Buy, Bank of Mum and Dad etc. We do need to deliver more LCHO than we do now – but we need a balance as reducing our social rented delivery will lead to a rise in households registering who can only afford social rent.
Intermediate Rent Need	46.27	81.80	This rise is also due to higher house prices/ higher rents. Very few households on our register could afford an intermediate rent. If we were to deliver IR units, we would not be reducing our waiting list. There is no doubt that RSLs could let them through estate agents and that would meet a need – but delivery of this tenure would also lead to a rise in households on the register. Changing the tenure of affordable homes delivered is a delicate balancing act and needs careful consideration.
Total	474.32	468.31	

**4. EQUALITY AND FUTURE GENERATIONS EVALUATION (INCLUDES SOCIAL JUSTICE, SAFEGUARDING AND CORPORATE PARENTING):**

The LHMA provides an assessment of the current and future need for affordable housing, with data available at ward level. The report also assesses the current housing market and helps to identify emerging trends in house prices and affordability. The housing need is assessed against committed supply and housing lets to give a housing need figure per year for the next five years. The data will be used in the preparation of the revised LDP.

**5. OPTIONS APPRAISAL**

Production of the LHMA is a statutory duty. There are two options for undertaking this assessment:

- Undertaking the LHMA in house (this is strongly encouraged by the Welsh Government)
- Use of Consultants to undertake the assessment (this would be very costly for the local authority. A previous assessment (2006) cost in the region of £89,000).



## **6. EVALUATION CRITERIA**

It is a requirement to update the Local Housing Market Assessment and submit the document to the Welsh Government every two years.

## **7. REASONS:**

Under the Housing Act 1985, Local Authorities have a statutory duty to assess the County's housing need. The authority must submit the LHMA to the Welsh Government.

- The production of the LHMA has been specified by the Welsh Government in two main documents: 'The Local Housing Market Assessment Guide', Produced in March 2006 and 'Getting Started with your LHMA', produced in March 2012.
- The guidance enables authorities to derive overall figures for the number of households requiring additional housing in their areas and to determine what this means in terms of market and affordable housing provision.
- The information in the LHMA will allow the authority to develop sound planning policies to deliver the right mix of housing in terms of tenure.
- The analysis takes account of household projections, homeless data, housing register data, house prices, rental prices, household incomes, dwelling stock turnover and housing supply data.

## **8. RESOURCE IMPLICATIONS:**

The resource implication of undertaking this assessment in-house is Officer time. This is a large body of research work that has to be undertaken by a single Officer in addition to existing full time duties.

## **9. CONSULTEES:**

SLT

Cabinet Members

## **10. BACKGROUND PAPERS:**

Local Housing Market Assessment Report; Getting Started with your Local Housing Market Assessment, Welsh Government, March 2012.

**11. AUTHOR:** Shirley Wiggam

## **12. CONTACT DETAILS:**

**Tel:** 01633 644474

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

## APPENDIX 1

### SUMMARY OF THE LOCAL HOUSING MARKET ASSESSMENT (LHMA)

All local authorities are required to undertake a LHMA under section 8 of the Housing Act 1985.

#### Definitions of Affordable Housing

Social rented housing is owned by local authorities and registered social landlords (housing associations), for which guideline target rents are determined through the national rent regime – benchmark rents are set by the Welsh Government in Wales.

There are two types of intermediate housing offered in Monmouthshire:

- Low cost homeownership (LCHO). This is also known as shared equity. Shared equity works by providing the applicant, the buyer, with a loan for the property they want to buy. This loan comes from the RSL (Housing Association). Then, as normally, the applicant would take out a mortgage on the remaining part of the property's value. Although the name 'shared equity' suggests that their property purchase is with someone else, their home will, in fact, belong entirely to them.
- Intermediate Rent. This is housing at a rent that is above social rent, but below market levels. This is normally 70%-80% of market rent. In Monmouthshire, this is at or below local housing allowance (LHA).

**Examples of weekly rent** are given below. These are for a 2-bed house in Abergavenny:

- |                              |                   |
|------------------------------|-------------------|
| • Social rent per week       | £ 91.03           |
| • Intermediate rent per week | £111.20           |
| • Market rent per week       | £156.25 - £173.75 |

**The average house price in Monmouthshire in September 2018 was £307,600.** This is an increase of 12.86% since July 2017. For comparison, the average house price in neighbouring areas is given below:

- |                         |          |
|-------------------------|----------|
| • Blaenau Gwent         | £102,200 |
| • Newport               | £193,300 |
| • Torfaen               | £168,200 |
| • Powys                 | £197,000 |
| • Vale of Glamorgan     | £278,800 |
| • Herefordshire         | £269,400 |
| • Forest of Dean        | £262,300 |
| • South Gloucestershire | £307,400 |
| • Cardiff               | £250,400 |
| • Bristol               | £334,600 |

**Lower Quartile House Price to Income Ratio** for Monmouthshire is currently 9:1.

### **Average House Prices – Main Towns – by Ward**

• Abergavenny	Mardy	£289,305
	Cantref	£278,886
	Castle	£212,623
	Priory	£186,866
	Croesonen	£185,606
	Grofield	£166,267
	Lansdown	£151,312
• Monmouth	Dixton with Osbaston	£308,316
	Drybridge	£226,025
	Overmonnow	£169,575
	Wyesham	£199,298
• Chepstow	St Kingsmark	£284,651
	Larkfield	£217,448
	St Mary's	£179,547
	Thornwell	£179,514
	St Christopher's	£151,864
• Caldicot	Caldicot Castle	£223,476
	Green Lane	£162,488
	Severn	£160,732
	Dewstow	£149,888
	West End	£143,807
• Magor with Undy	Mill	£235,687
	The Elms	£250,595
• Usk		£286,748

Source: Hometrack – July 2018

### **Average Earnings**

- Hourly rate for full time workers has increased from £12.19 in 2017 to £13.41 in 2018.
- Weekly wage for full time female workers has increased from £399.90 in 2017 to £495.30 in 2018.
- Average earnings for female workers have increased by 18.4% since 2012 compared to an increase of only 3.7% for male workers.

### **Annual Shortfall of Affordable Housing per Annum**

• Social Rent	102.32
• LCHO	284.19
• Intermediate Rent	81.80

Total Need per Annum	468.31
----------------------	--------

The figure of 468.31, however, should not be taken as an annual target for the delivery of affordable housing as new build homes are not the total solution to the supply of affordable homes in the County. The Council is working with private landlords to increase the supply of private rented homes and also to bring empty properties back into use. The social housing grant programme is also supporting the buy back by RSLs of properties previously lost to the sector through the Right to Buy. The affordable housing target remains the LDP target of 950 units over the plan period 2011 – 2021.

The figure for LCHO needs to be treated with caution as it is arrived at by looking at earnings of all households in Monmouthshire. We have no way of knowing how many of these households will require assistance from the Council. Other avenues such as Help to Buy, Rent to Own and parental assistance may be used.

# Monmouthshire County Council

## Local Housing Market Assessment

July 2018



Monmouthshire County Council

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## Summary

This Local Housing Market Assessment utilises the Welsh Government's Guidance Documents *Local Housing Market Assessment Guide, March 2006* and *Getting Started with your Local Housing Market Assessment, March 2012*. The latter, a step-by-step guide, outlines a quantitative approach to calculating housing need that can be used consistently across Local Authorities.

This LHMA estimates a net need of 468 additional affordable units per annum up until 2023, however, this figure is not an annual delivery target. The figure is simply an indication of current and projected need for affordable housing within the County and sets a benchmark that the Council can work towards within the scope of the Council's Adopted Local Development Plan 2011-2021.

This is a headline figure for the whole County and a more detailed assessment of need, property type and tenure at ward level is contained within the report.

Housing and Communities have undertaken the Assessment with the assistance of David James, Rural Housing Enabler for Monmouthshire.

If you have any queries regarding this LHMA please contact:


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# Introduction

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- 1.2 National Policy Framework
- 1.3 Local Development Plan
- 1.4 Methodology





## 1. Introduction

**1.1** 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.

### **1.2 Planning Policy Wales (PPW)**

Planning Policy Wales (PPW) updated in November 2016 by the Welsh Government (WG) provides the overarching national strategic guidance with regard to land use planning matters in Wales. Paragraph 4.4.3 states that Local Planning Authorities should:

‘Ensure that all local communities - both urban and rural - have sufficient good quality housing for their needs, including affordable housing for local needs and for special needs where appropriate, in safe neighbourhoods.’


To ‘establish the nature and level of housing requirements’ in the locality’s housing market and provide a robust ‘joint evidence base for local housing strategies and local development plans’ all Welsh local authorities are required to undertake Local Housing Market Assessments (TAN 2, Planning and Affordable Housing).

For clarification, affordable housing is defined as:

‘Affordable housing for the purposes of the land use planning system is housing where there are secure mechanisms in place to ensure that it is accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers. However, it is recognised that some schemes may provide for stair-casing to full ownership. Where this is the case, there must be secure arrangements in place to ensure the recycling of capital receipts to provide replacement affordable housing. Affordable housing includes social rented housing owned by local authorities and registered social landlords and intermediate housing where prices or rents are above those of social rent but below market housing prices or rents. All other types of housing are referred to as ‘market housing’, that is private housing for sale or rent where the price is set in the open market and occupation is not subject to control by the local planning authority (PPW, paragraph 9.2.14).

### **1.3 Local Development Plan (LDP)**

Monmouthshire County Council adopted the Local Development Plan (LDP) on 27th February 2014. The chosen level of housing provision in the LDP was 4,500 dwellings over the plan period 2011-2021. The Plan



accommodates the level of growth indicated by the 2008-based Welsh Government Household projections. These projected an increase for the County of 3,969 households between 2011-2021 (or about 4,100 dwellings), with a small allowance (10 dwellings per year) to be met in that part of Monmouthshire included in the Brecon Beacons National Park, together with an additional requirement for the period 2006-2011.

The 2011-based Welsh Government household projections were issued after the LDP Examination had taken place. In any event, these indicated a much lower rate of household growth than suggested in the 2008-based projections and it is unlikely that these figures could have formed a satisfactory basis for the future planning of the County. Similarly, the recently published 2014-based household projections are also indicating a lower rate of household growth than that provided for in the adopted LDP.

A significant issue for Monmouthshire is the fact that house prices are high in relation to earnings so that there is a need for additional affordable housing in the County in both urban and rural areas, particularly for those that live and work in Monmouthshire.

It is an objective of the plan to provide a level of housing that is sufficient to provide a wide ranging choice of homes, both for existing and future residents, while ensuring that local needs for appropriate, affordable and accessible housing are met as far as possible, particularly in towns but also in rural areas, so long as such housing can assist in building sustainable rural communities.

Previous LHMA work identified an annual requirement for affordable housing of 96 dwellings per year, a 10-year requirement of 960 dwellings, which is the affordable housing need for the plan period 2011-2021 that the LDP seeks to address. Policy S4 of the LDP sets out the threshold levels at which affordable housing will be required, together with varying percentage requirements for affordable housing depending on the location of the development. Development sites with a capacity below the thresholds set out in Policy S4 are required to make a financial contribution towards the provision of affordable housing in the local planning authority area.

Four Annual Monitoring Reports (AMR) have been published since the adoption of the LDP. The last three AMRs have indicated that targets for housing (both market and affordable) are not being met and that the housing land supply has fallen to below 5 years (currently recorded at 3.9 years). A review of the Local Development Plan (LDP) has been undertaken and within the Review Report, it was concluded that the LDP should be revised and that this should take the form of a full revision procedure. Work has formally commenced on the Revised LDP with the

Delivery Agreement published in May 2018. The Revised LDP will cover the 2018 – 2033 period.

#### 1.4 Methodology and Data Sources for Assessing Housing Need

This Local Housing Market Assessment has utilised the Welsh Government's guidance documents:

***Local Housing Market Assessment Guide, March 2006***

and

***Getting Started with your Local Housing Market Assessment - A Step-by-Step Guide, March 2012.***


The guidance aims to enable local authorities to develop an understanding of the nature and level of housing demand and need in their local housing markets and outlines a quantitative approach to calculating housing need that can be used consistently across Local Authorities.

The guide uses the bath analogy developed by Bramley et al (1998, p.34) to assess housing need. Illustrated in Figure 1. The model conceptualises newly arising (housing) need as water from the taps, new (affordable) housing provision as water escaping through the plughole and the backlog (of housing need) as the level of water in the bath. The model has been expanded in the guide to take account of the broader housing market.

**Figure 1 Bath Analogy**







The LHMA provides a snapshot of the housing market at a particular point in time that is projected forward 5 years, however, the fluidity of the housing market requires regular updates to ensure a robust and valid evidence base. The data within this LHMA will be reviewed every two years.

For planning purposes, the outputs required from the LHMA can be derived using only secondary data, enabling local planning authorities to move quickly to the policy approach towards mixed communities set out in Planning Policy Wales, TAN 1 and TAN 2. Large-scale data collection exercises such as a local household surveys are not necessary to achieve the requirements of this policy approach provided that there is sufficient information from other sources to estimate housing requirements and therefore affordable housing need. Sources of information used to undertake this LHMA are:

- Census Data (2011)
- Hometrack Intelligence Service
- CACI Pay Check Information
- Monmouthshire's Common Housing Register

Monmouthshire County Council has a robust Common Housing Register that is utilised by all of the housing associations operating in Monmouthshire. The system is web based which allows applicants to contact the Homesearch Team via the website to update their details should their circumstances change.

The guide suggests that analysis should be undertaken at ward level, as data is available at this level for all stages of the analysis. However, it is acknowledged that some authorities may consider alternative spatial scales to be more appropriate. The housing market information in this assessment has been analysed at ward level, however, the towns of Abergavenny, Monmouth, Chepstow, Caldicot and Magor have been treated as sub market areas and the data for the wards within those areas has been amalgamated to give a housing need picture for each of these sub market areas. In the small market towns of Monmouthshire people do not normally express a wish to live in a particular ward and will go anywhere within the town where housing becomes available.

The wards combined for each sub market area are shown in Table 1 below.

**Table 1 Sub Market Area/Wards**

<b>Sub Market Area</b>	<b>Wards</b>	
<b>Abergavenny</b>	Cantref	Lansdown
	Castle	Mardy
	Croesonen	Priory
	Grofield	
<b>Monmouth</b>	Dixton with Osbaston	Overmonnow
	Drybridge	Wyesham
<b>Chepstow</b>	Larkfield	St Kingsmark
	St Christopher's	Thornwell
	St Mary's	
<b>Caldicot</b>	Caldicot Castle	Green Lane
	Dewstow	Severn
	West End	
<b>Magor/Undy</b>	Mill	The Elms

# Housing Market Analysis

- 2.1 Average House Prices
- 2.2 House Prices in Urban Areas
- 2.3 Price by Bed Count & Type
- 2.4 Affordability
- 2.5 Property Types
- 2.6 Travel to Work Patterns
- 2.7 Higher Managerial Socioeconomic Status
- 2.8 Housing Demand
- 2.9 Housing Turnover
- 2.10 Help to Buy
- 2.11 Private Rented Sector



## 2. Housing Market Analysis

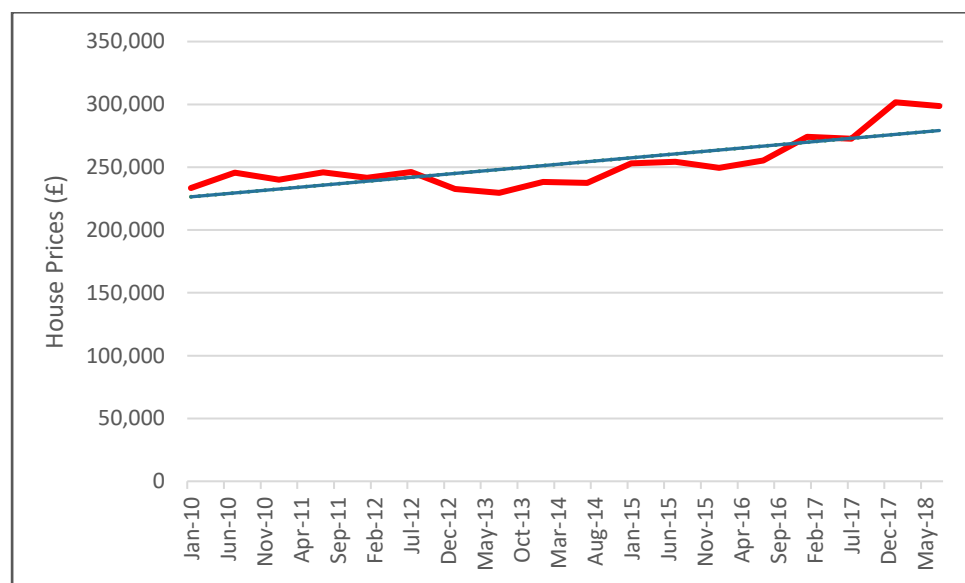
Monmouthshire is a predominantly rural county situated in southeast Wales and is noted for its rich and diverse landscape. It covers an area of approximately 88,000 hectares and shares a border with the neighbouring counties of Newport, Torfaen, Blaenau Gwent and Powys in Wales and Gloucestershire and Herefordshire in England. The estimated population is 91,323 (Source: Census 2011). The main towns in the county are Abergavenny, Monmouth, Chepstow, Caldicot, Usk and Magor/Undy.

### 2.1 Average House Prices

An examination of average house prices in Monmouthshire indicates there has been a 28% increase in prices between January 2010 and May 2018. There has been an increase of 12.86% between July 2017 and September 2018. In September 2018, the average house price in Monmouthshire was £307,600.

Figure 2 illustrates the average house prices from January 2010 to May 2018.

**Figure 2 Average House Prices within Monmouthshire**



Source: Hometrack July 2018

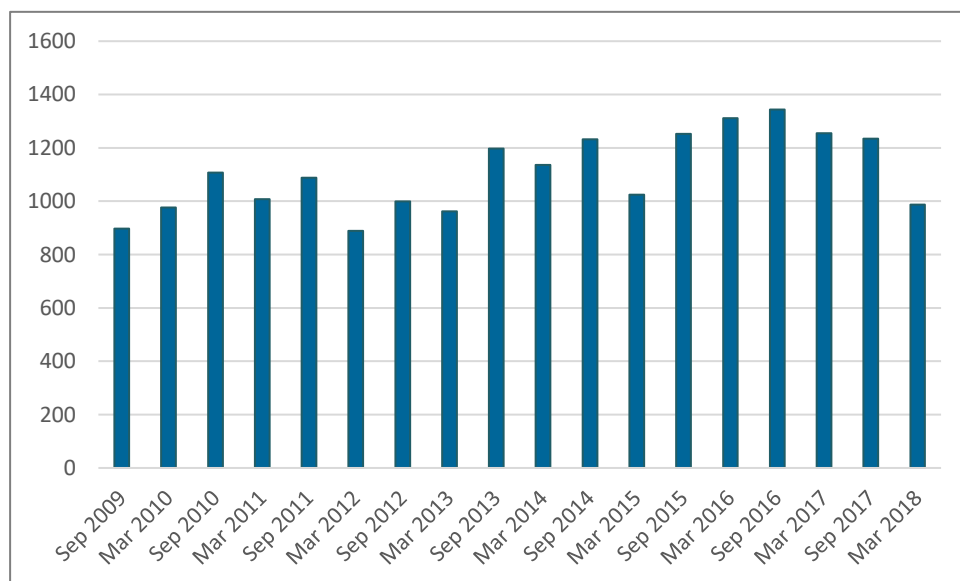
Bristol property prices have risen by 37%, which means that favourable prices in southeast Wales are proving attractive to house buyers. Information from an estate agent in Chepstow shows that 80% of people buying homes in Monmouthshire are coming from the Bristol area. With the electrification of the South Wales mainline, the planned South Wales metro, the proposed M4 relief road around Newport and the abolition of the Severn crossing tolls we can expect to see continued pressure on house prices in Monmouthshire. Source: BBC News, June 2017.

Of course, an examination of house prices in isolation fails to show critical factors affecting prices such as supply and demand, mortgage availability, new builds, the private rental sector etc. One simple and easy way to illustrate this facet, which is related to many of the factors detailed above, is the number of properties that have been either sold or valued. This data is a good general indicator of the local housing market.

In Monmouthshire’s case, Figure 3 shows that over the last two or three years the housing market in the county has been relatively strong, especially from September 2015 onwards. The figure for March 2018 surprisingly bucks the slight upward trend. There could be a number of reasons for this: late registrations of sales and valuations with not all the data included; reticence of potential sellers due to the uncertainty caused by the Brexit negotiations; the severe winter weather could have put people off moving until later in the year; and a reduced number of new build properties available for sale.

It will be useful to examine the data available at the end of 2018 to help clarify the reasons behind the lower numbers for the last period of the graph. Whatever happens over the next 12 months, Monmouthshire’s housing market will be protected from any extreme downturn in the market, because of its location. Households in the most expensive areas of Bristol and Cardiff often chose to relocate to Monmouthshire, keeping property prices high. Of course, this does impact on local people wishing to access the housing market in the county, hence the continued need for affordable housing.

**Figure 3 Number of Properties Driving the Average Property Price within Monmouthshire**



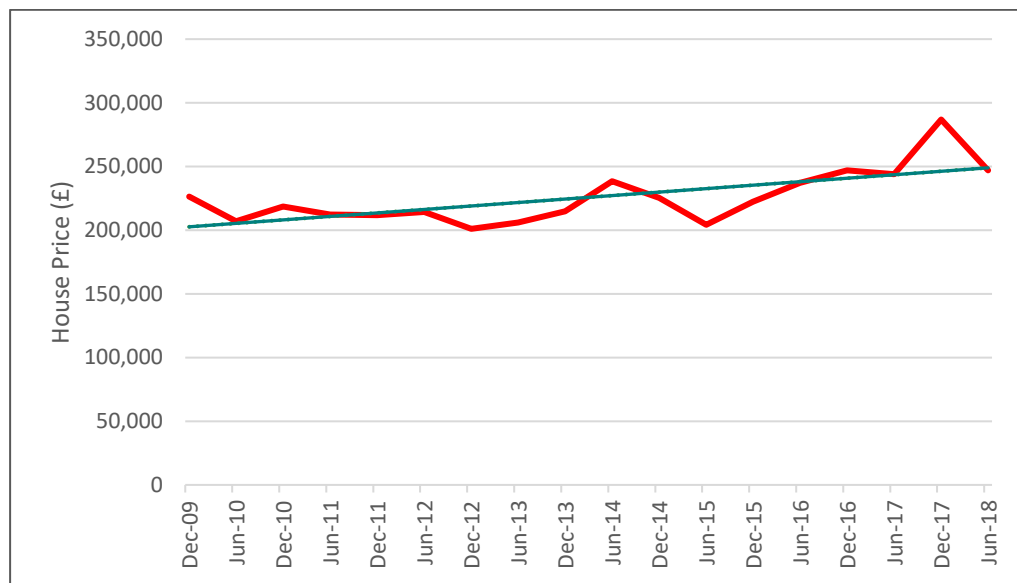
Source: Hometrack July 2018

Within Monmouthshire, there are significant differences in house prices between different areas. Generally, the highest house prices are in the rural areas, but as there can often be periods where there are very few house sales in these parts of the county, it is difficult to provide accurate evidence to illustrate the fact. Therefore rather than attempt to show the average house prices of the rural areas of Monmouthshire, it is much more accurate to illustrate the house prices of the towns.

## 2.2 House Prices in Urban Areas

There are three main towns in Monmouthshire and one other part of the county that is built up as to be urban in nature. In the north east of the county lies **Monmouth**, which is very close to the border with England, has good road transport links and is known for its private schools. Although this area is perceived as wealthy, there are also areas of the town that are much less affluent.

**Figure 4 Average House Prices in Monmouth**



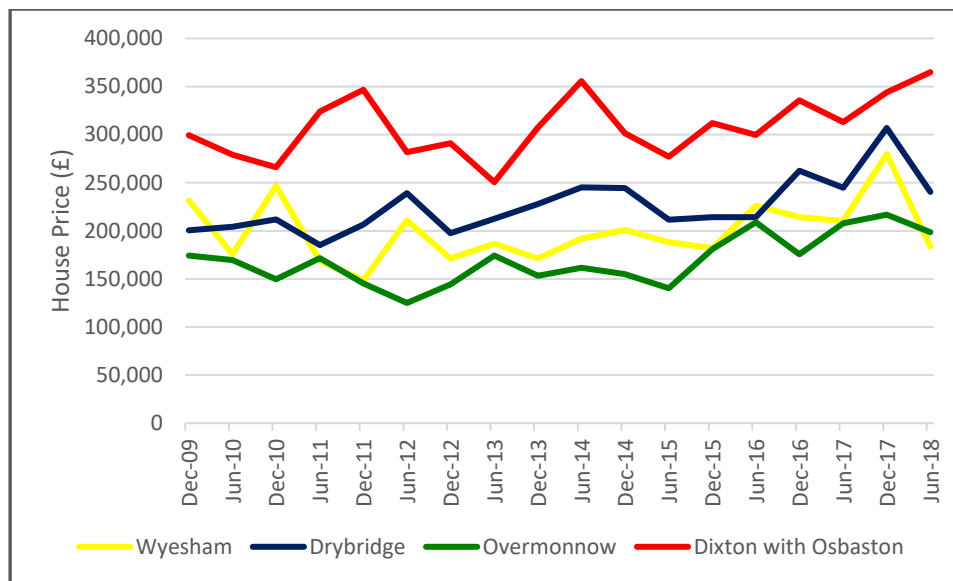
Source: Hometrack July 2018

An examination of average house prices in Monmouth since 2009 indicates an increase of 9.04%. From a Monmouth perspective this might appear disappointingly low compared to some of the other urban areas in the county, but the very good supply of new properties in the town, with 367 new builds completed since 2011 (62 of which were affordable), has meant prices have been strong without the market overheating. A sign that local demand for housing remains strong is that new houses continue to be built and prices remain constant, but of course, if the market does start to drop then new development of properties will slow up.

There are four electoral wards that make up the town of Monmouth: Dixton with Osbaston, Drybridge, Overmonnow and Wyesham. Dixton with Osbaston ward has the highest house prices and Overmonnow ward the lowest. The average house price for each ward in June 2018 was:

Dixton with Osbaston	£308,316
Drybridge	£226,025
Overmonnow	£169,575
Wyesham	£199,298

**Figure 5 Average House Prices in Monmouth by Ward**

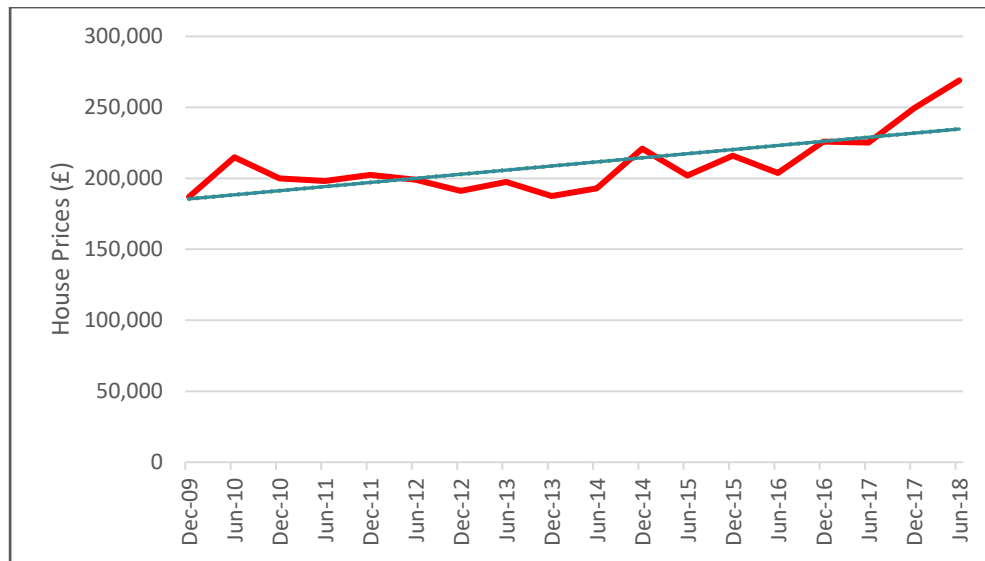


Source: Hometrack July 2018

In the north west of the county lies **Abergavenny**. The town has excellent road and rail transport links and a hospital. The town's proximity to the Brecon Beacon National Park makes walking, cycling and many other outdoor activities readily accessible. The Abergavenny Food Festival and Cycling Festival attract thousands of visitors to the town annually.

All of the above make Abergavenny a sought after place to live and as a result has attracted developers to the town to take up the opportunities presented by the LDP.

**Figure 6 Average House Prices in Abergavenny**



Source: Hometrack July 2018

An examination of average house prices in Abergavenny since 2009 indicate an increase of 43.9%. There has been a significant uplift in the average house price for the town between June 2017 and June 2018 with 32% growth.

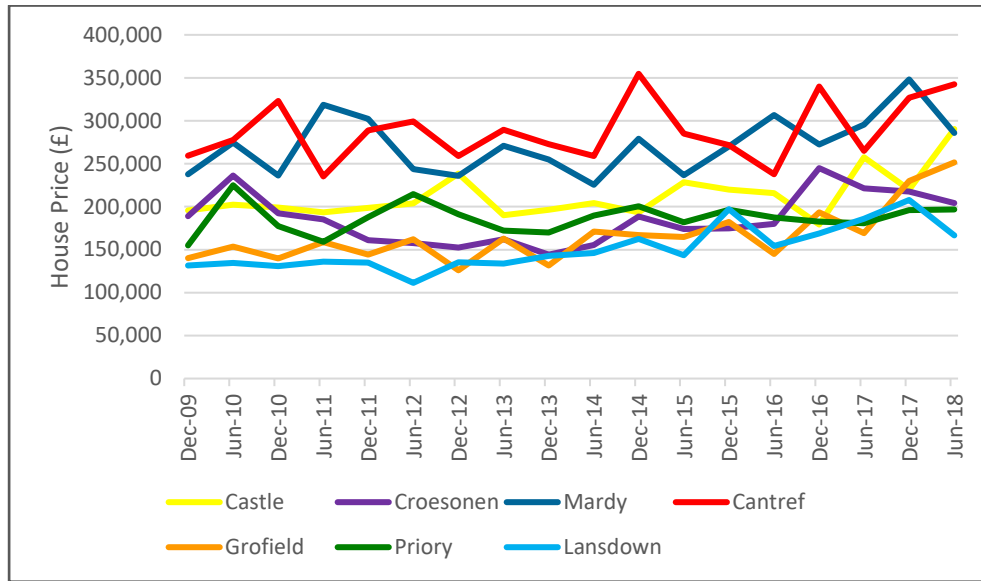
The most likely reason for the sharp increase in house prices in Abergavenny since June 2017, is the type of properties that have become available for sale. In the period April 2017 to March 2018 there were 61 new open market properties completed in Abergavenny, whereas over the previous 6-year period there has been an average of only 10 new open market properties completed each year. There have been 179 new build properties since 2011 (56 of which were affordable). The main house builders would have completed their market research for Abergavenny and provided new housing to meet the demand. This new housing would have attracted a new build premium. As additional sites are now under construction in the town, house prices are likely to plateau and should follow a similar pattern to the increases experienced in Monmouth.

There are seven electoral wards that make up Abergavenny: Cantref, Castle, Croesonen, Grofield, Lansdown, Mardy and Priors. Highest house prices are in Cantref and Mardy wards. The lowest are in Lansdown and Grofield wards. Average house prices for each ward in June 2018 are shown below:

Mardy	£289,305
Cantref	£278,886
Castle	£212,623
Priors	£186,866
Croesonen	£185,606
Grofield	£166,267



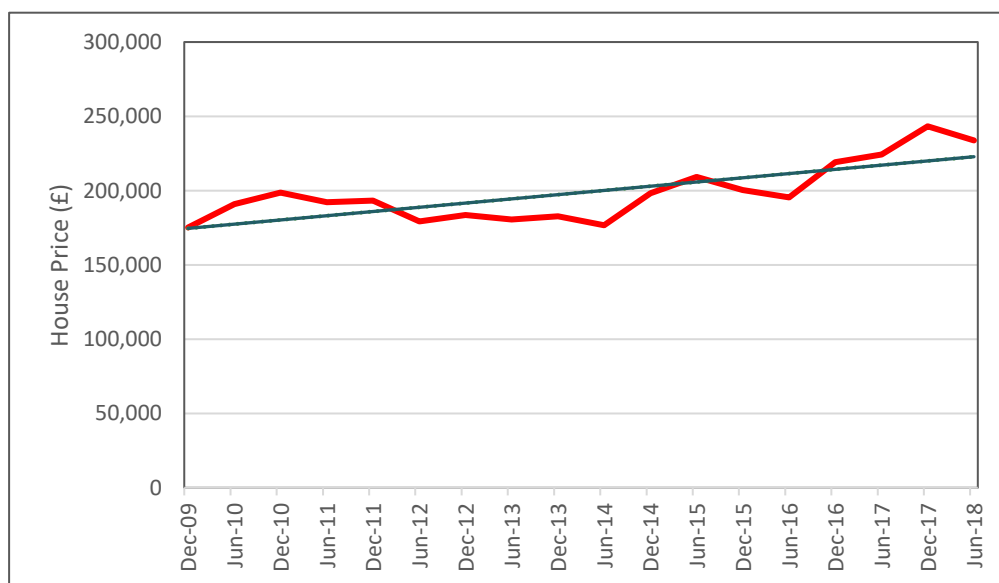
**Figure 7 Average House Prices in Abergavenny by Ward**



Source: Hometrack July 2018

In the south east of the county lies **Chepstow**, which is adjacent to the M48 and very close to the original Severn Bridge. The town sits at the entrance to the Wye Valley and its racecourse holds major events throughout the year. As the town is a short drive from Bristol, a high percentage of residents cross the River Severn daily to work.

**Figure 8 Average House Prices in Chepstow**



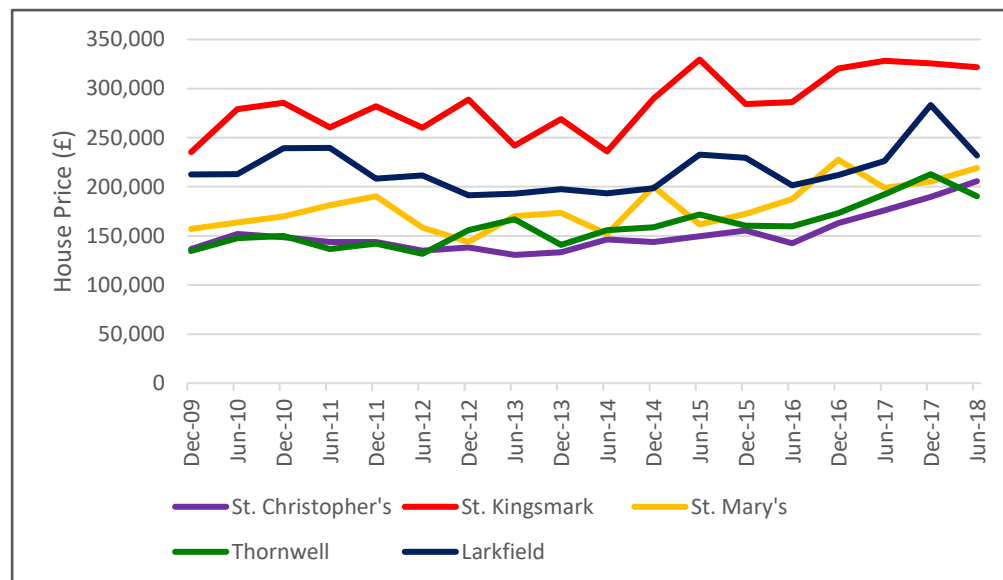
Source: Hometrack July 2018

An examination of average house prices in Chepstow since 2009 shows an increase of 33.4%. More recently, however, between June 2017 and June 2018 prices only rose by 4.2%. This figure may appear surprising following the announcement of the removal of the Severn Crossing tolls, but it is most likely to be explained by a market that had already had significant increases during a period of steady new build development, whereas in 2016, only eight new builds were completed and there were only two completed in 2017. With so few properties being made available for sale, rather than buyers continuing to force prices up, they have started to look further along the M4 corridor. This is evidenced by the rising prices in Caldicot, Magor/Undy and Newport. When new development does take place in Chepstow, it is likely that more buyers will return and house prices should start to increase steadily again

There are five electoral wards that make up Chepstow: Larkfield, St. Christopher's, St. Mary's, St. Kingsmark and Thornwell. St Kingsmark ward has the highest prices and St Christopher's ward the lowest. The average house price for each ward in June 2018 was:

St Kingsmark	£284,651
Larkfield	£217,448
St Mary's	£179,547
Thornwell	£179,514
St Christopher's	£151,864

**Figure 9 Average House Prices in Chepstow by Ward**

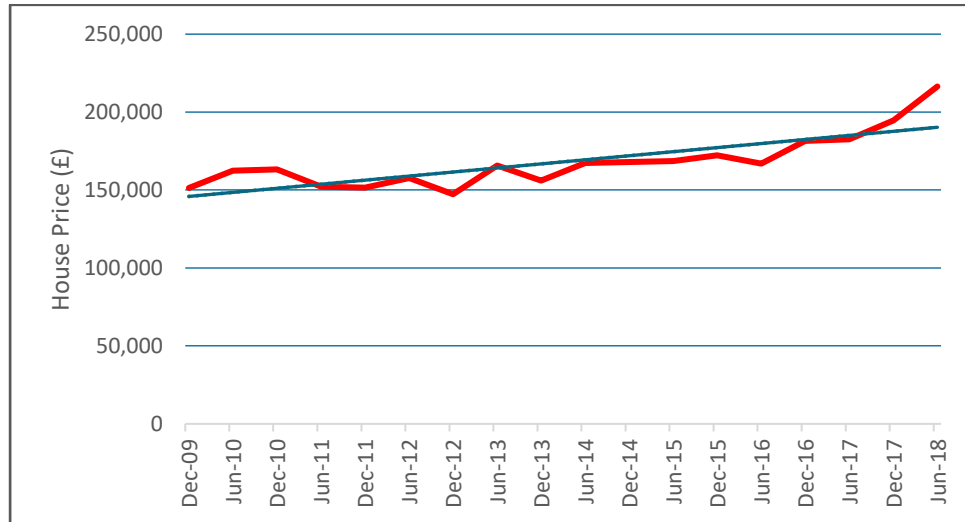


Source: Hometrack July 2018

Also in the southern part of the county between Magor/Undy and Chepstow is **Caldicot**. With east to west traffic mostly accommodated

along the M4, the town does not benefit from through traffic in the same way as Abergavenny and Monmouth do, despite this Caldicot Castle and Country Park is a major tourist attraction. Caldicot's proximity to the UK motorway network is a big plus point for people wanting to live close to the Monmouthshire countryside yet commute to work.

**Figure 10 Average House Prices in Caldicot**



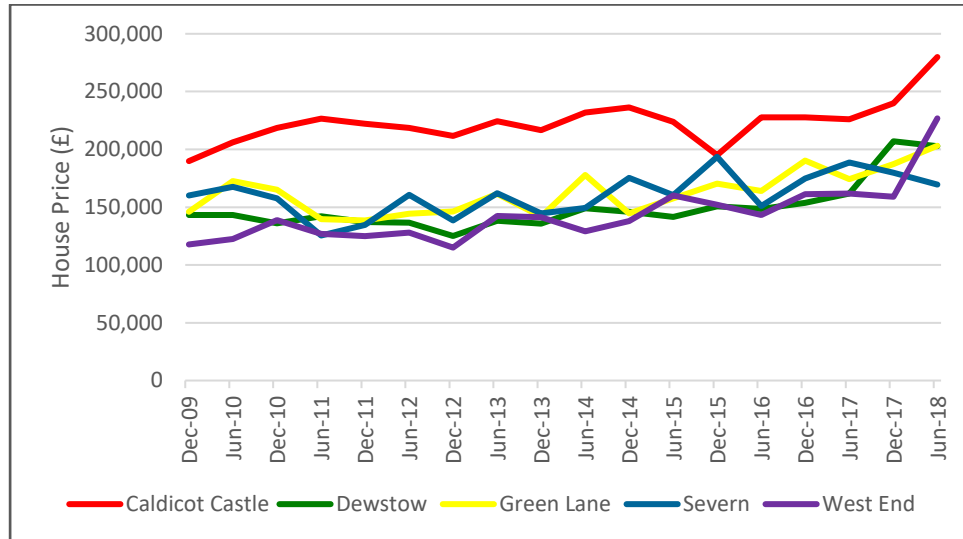
Source: Hometrack July 2018

An examination of average house prices in Caldicot since 2009 indicate an increase of 43%. Between June 2017 and June 2018 prices rose by 18.6%. Since 2011, there have been 214 new build completions (56 of which were affordable).

Five electoral wards make up Caldicot: Caldicot Castle, Dewstow, Green Lane, Severn and West End. Caldicot Castle ward has the highest house prices. West End and Dewstow wards have the lowest prices. Average house prices for each ward in June 2018 are shown below:

Caldicot Castle	£223,476
Green Lane	£162,488
Severn	£160,732
Dewstow	£149,888
West End	£143,807

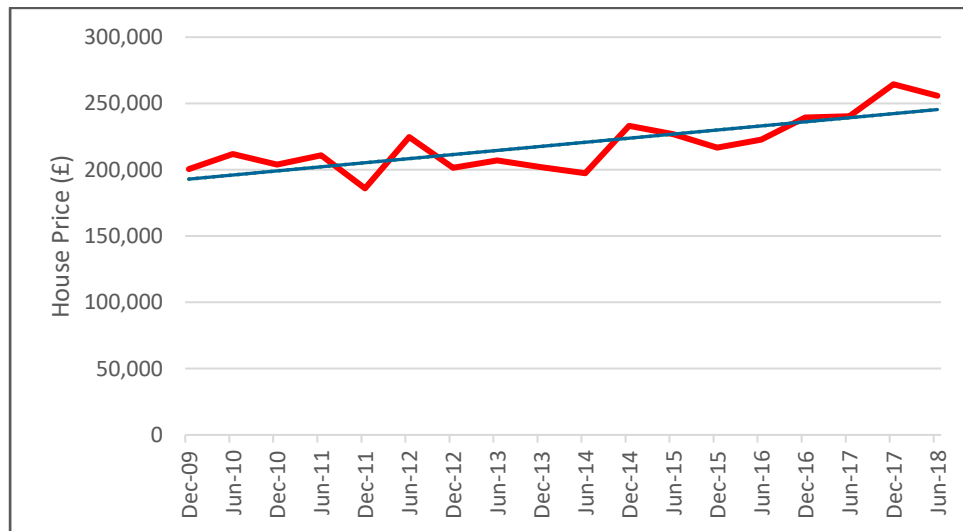
**Figure 11 Average House Prices in Caldicot by Ward**



Source: Hometrack July 2018

In the southern part of Monmouthshire, in close proximity to the M4 lies the urban area known as **Magor with Undy**. This area is roughly half way between Newport and the Severn Crossings and has excellent transport links. Along the M4 in this area are located numerous businesses which utilise the easy access to the United Kingdom’s motorway network for distribution elsewhere.

**Figure 12 Average House Prices in Magor with Undy**



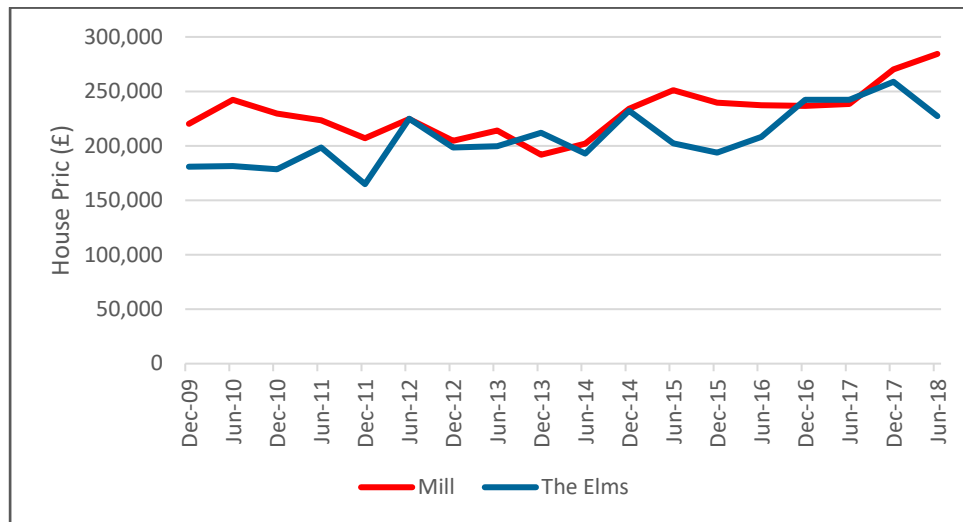
Source: Hometrack July 2018

An examination of average house prices in Magor with Undy since 2009 indicate an increase of 27.5%. Between June 2017 and June 2018 prices increased by 6.4%. Since 2011, there have been 118 new build completions (18 of which were affordable).

Two electoral wards make up Magor with Undy: Mill and The Elms. The highest house prices were in Mill ward. Average house prices for each ward in June 2018 are shown below:

Mill	235,687
The Elms	250,595

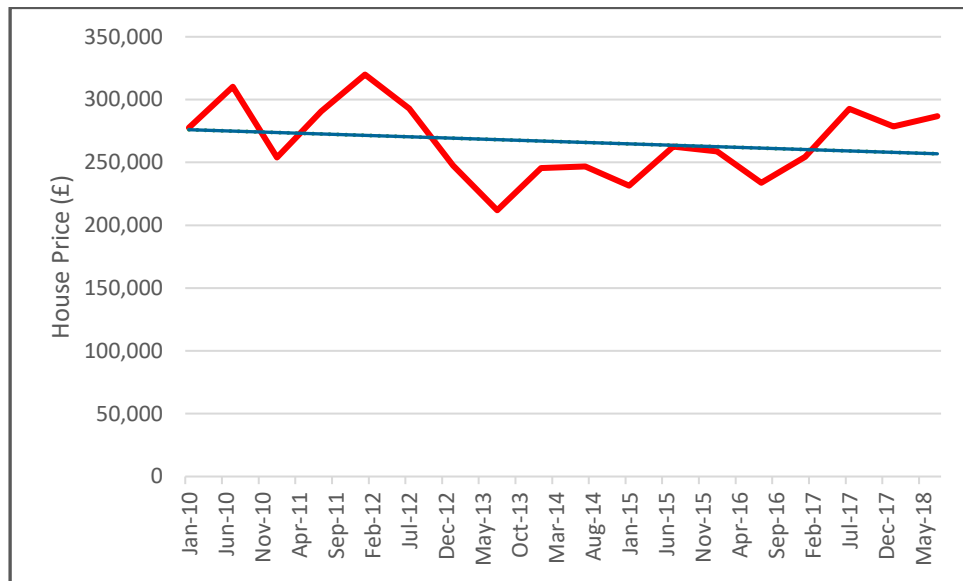
**Figure 13 Average House Prices in Magor with Undy by Ward**



Source: Hometrack July 2018

Almost geographically central to the other towns in Monmouthshire is the town of **Usk**. Unlike the other towns and urban areas of the county, Usk feels very rural in nature, as it is much smaller in scale. Usk is a short distance from the A449 and relatively easy to access via the A4042. This makes the town a desirable place to live. As well as good access to the main road network, Usk also has a lot of local employment including Monmouthshire’s County Hall, Coleg Gwent, Usk/Prescoed Prison and BAE Systems Munitions, Glascoed as well as many agricultural based businesses. The house prices in the town reflect its desirability, although as the amount of data is much less than in the other urban areas there is a fair degree of price fluctuation, which suggests some caution should be given to the figures. Average house price in Usk in July 2018 was £286,748. Since 2011, there have been 15 new build completions (no affordable).

**Figure 14 Average House Prices in Usk**



Source: Hometrack 02/08/17

As can be seen from the various graphs, there are differences between each of the six urban areas in terms of average house price. It is clear that Monmouth is the most expensive area in which to purchase a home. Recently the house prices for Magor with Undy have risen, so currently the cheapest place to purchase a home is in Caldicot. There is quite a range in the average house prices in Abergavenny, which probably reflects the significant differences between certain areas in the town, with some houses being amongst the most expensive in the county. Average house prices in all of the towns are below the average for the county as a whole. This shows that in the rural areas of Monmouthshire house prices are generally a lot higher than in the towns. A major factor in the price differences between urban and rural areas is that the majority of housing stock in rural areas is large and detached so it must be remembered it is not just the location that affects the price.

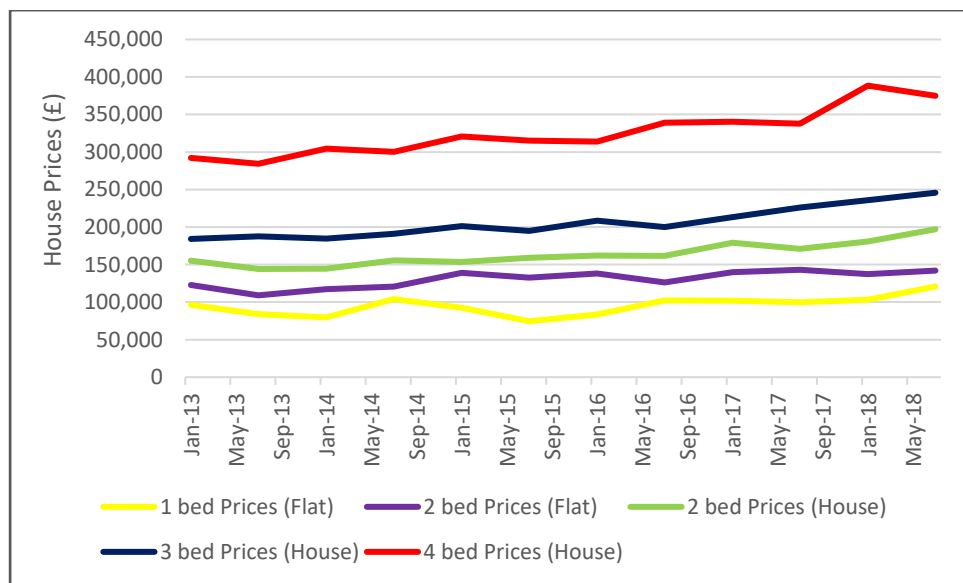
### **2.3 Price by Bed Count and Type**

An examination of the average house price by bed count and type (Figure 15), confirms all house types have increased in price and therefore all have contributed to the 28% overall increase in house prices since January 2010. As the greatest supply of housing is 3 bedroom, there is a premium to be paid for both 2 bedroom and 4 bedroom properties in the county. The current price per bedroom for a 2 bedroom house is £98,541 and for a 4 bedroom house the price per bedroom is £93,754. The price per bedroom for a 3 bedroom house is £81,922. When comparing these figures from the previous LHMA that was produced in 2014, there is a narrowing of the differences between the prices per

bedroom. One of the reasons for this is that not enough new houses are being built and demand is outstripping supply. Therefore, buyers are having to choose from the existing housing stock and as the majority of the stock is 3 bedrooms, prices have risen accordingly.

Looking ahead, a factor that may well impact on the price paid per bedroom is the size of new build properties. With some two bedroom houses being built less than 60 square metres, there could be greater demand for three bedroom ones which provide much more useable space. There will always be continued demand for second hand house sales, which accounted for over 90% of the total market in 2017.

**Figure 15 Average House Price by Bed Count and Type**



Source: Hometrack 07/08/17

## 2.4 Affordability

Average house prices in Monmouthshire are higher than in the rest of Wales. Currently the average is over £20,000 more than the second highest priced local authority, the Vale of Glamorgan.

Monmouthshire's average house price has now risen from £301,572 in March 2018 to £307,600 in September 2018.

For comparison, average house prices in neighbouring authorities are:



Source: Hometrack September 2018

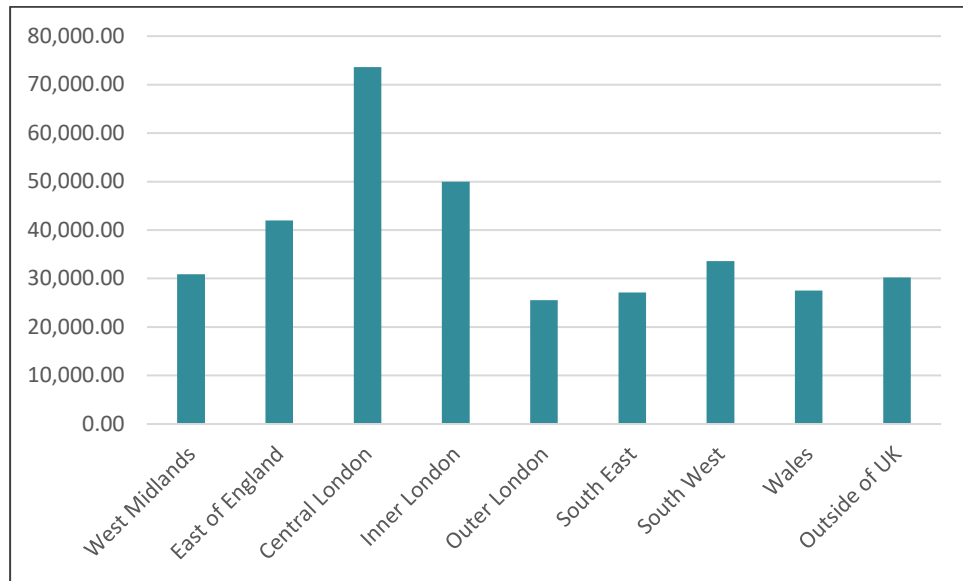
Although average wages have increased this year, the high house prices in Monmouthshire still puts owning a home beyond the reach of many families who live and work in Monmouthshire. Average earnings for those who work in Monmouthshire are £539.00 per week. This is above the Wales average of £498.40 for the first time in six years, but still significantly below the weekly earnings of people who live in Monmouthshire and travel to work elsewhere. This figure is £619.60 per week.

The hourly rate for full time workers has increased from £12.19 in 2017 to £13.41 in 2018. This is the first time since 2008 that the Monmouthshire hourly rate is higher than the Welsh average. The weekly wage for full time female workers has also increased from £399.90 in 2017 to £495.30 in 2018. Average earnings for female workers have increased by 18.4% since 2012 compared to an increase of only 3.7% for male workers (female workers median £23,709/male workers median £27,726).

Source: NOMIS September 2018



**Figure 16 Earnings of People who Live in Monmouthshire but Work Elsewhere**

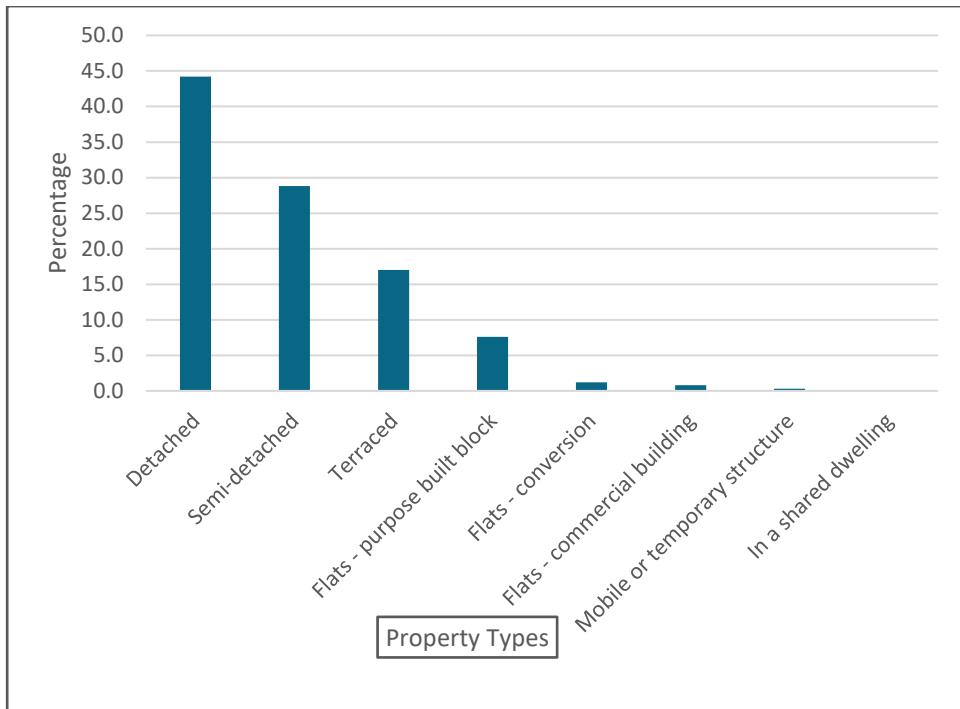


Source: ONS, October, 2018

## 2.5 Property Types and Tenure

Monmouthshire is a predominantly rural county and therefore a large proportion of its housing is situated in rural areas where the dwelling density is much less than in the towns. This is reflected in the property types in the county with the majority being detached. As Figure 17 shows, 44.2% of all property in Monmouthshire is detached. This compares to 27.7% in the rest of Wales. When comparing the other property types with the rest of the country, they are all lower than the Wales average, particularly so terraced properties. Terraced properties account for 27.7% of all housing in Wales, whereas in Monmouthshire only 17% of properties are terraced.

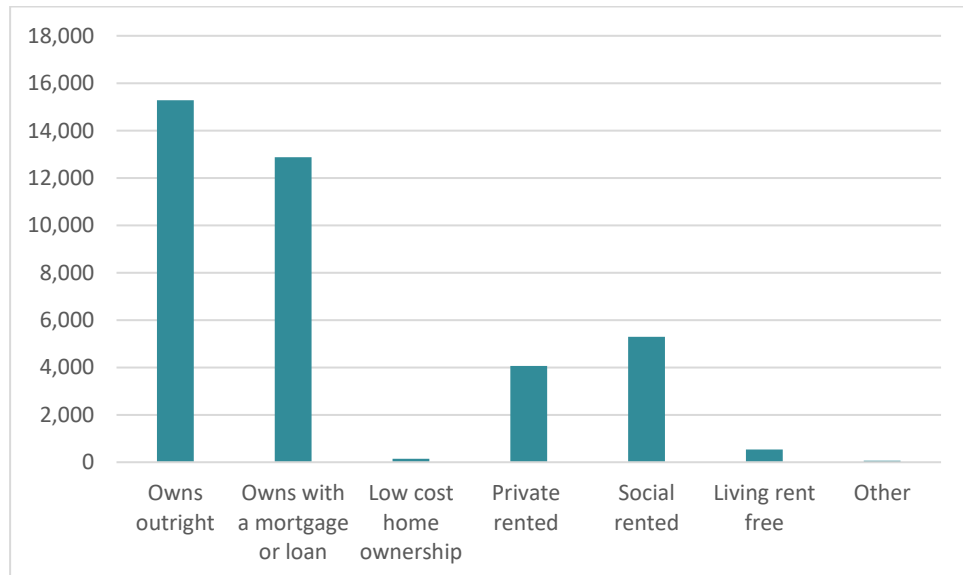
**Figure 17 Property Types**



Source: Hometrack September 2028

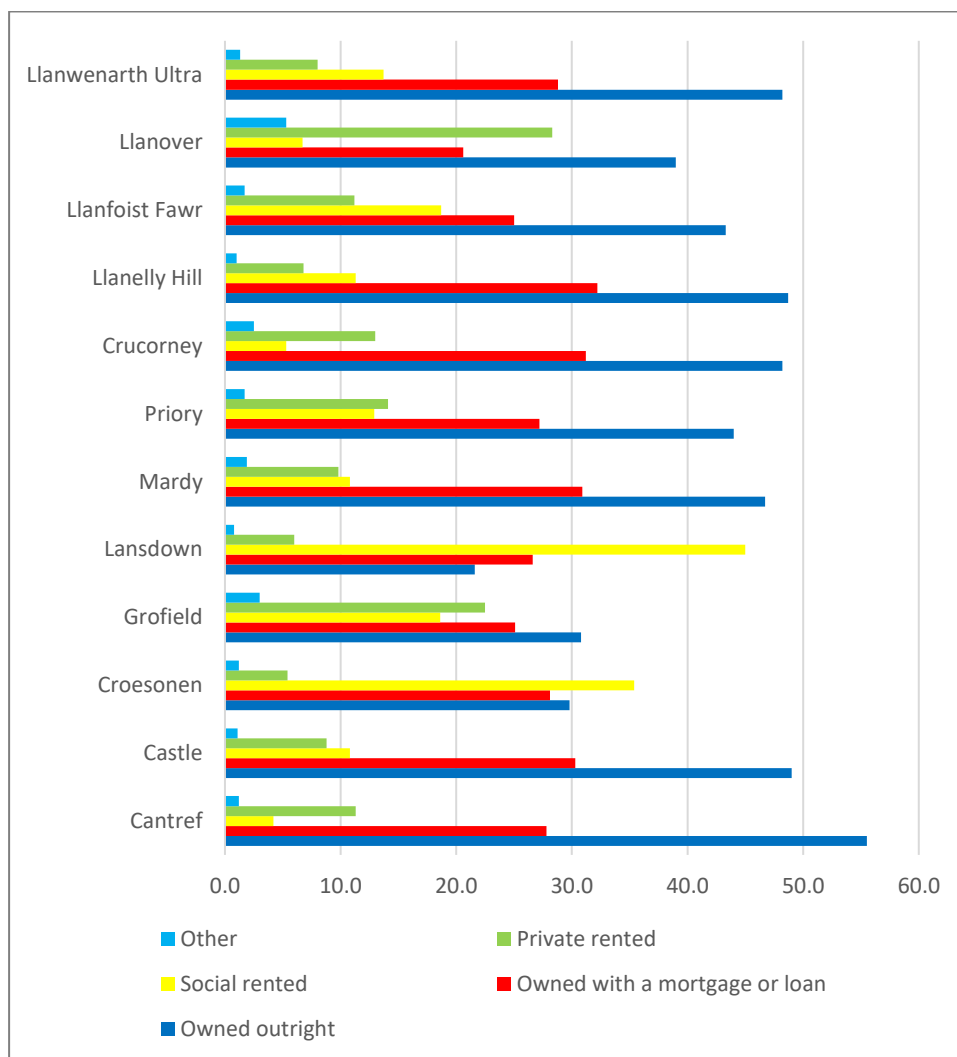
The most common tenure is 'owns outright', of which there are 15,274 (40% of all housing in the area). Figure 18 below gives a profile of the housing stock in Monmouthshire.

**Figure 18 Profile of Housing Stock**



Source: Hometrack September 2018

**Figure 19 Percentage Tenure by Ward – Abergavenny HMA**

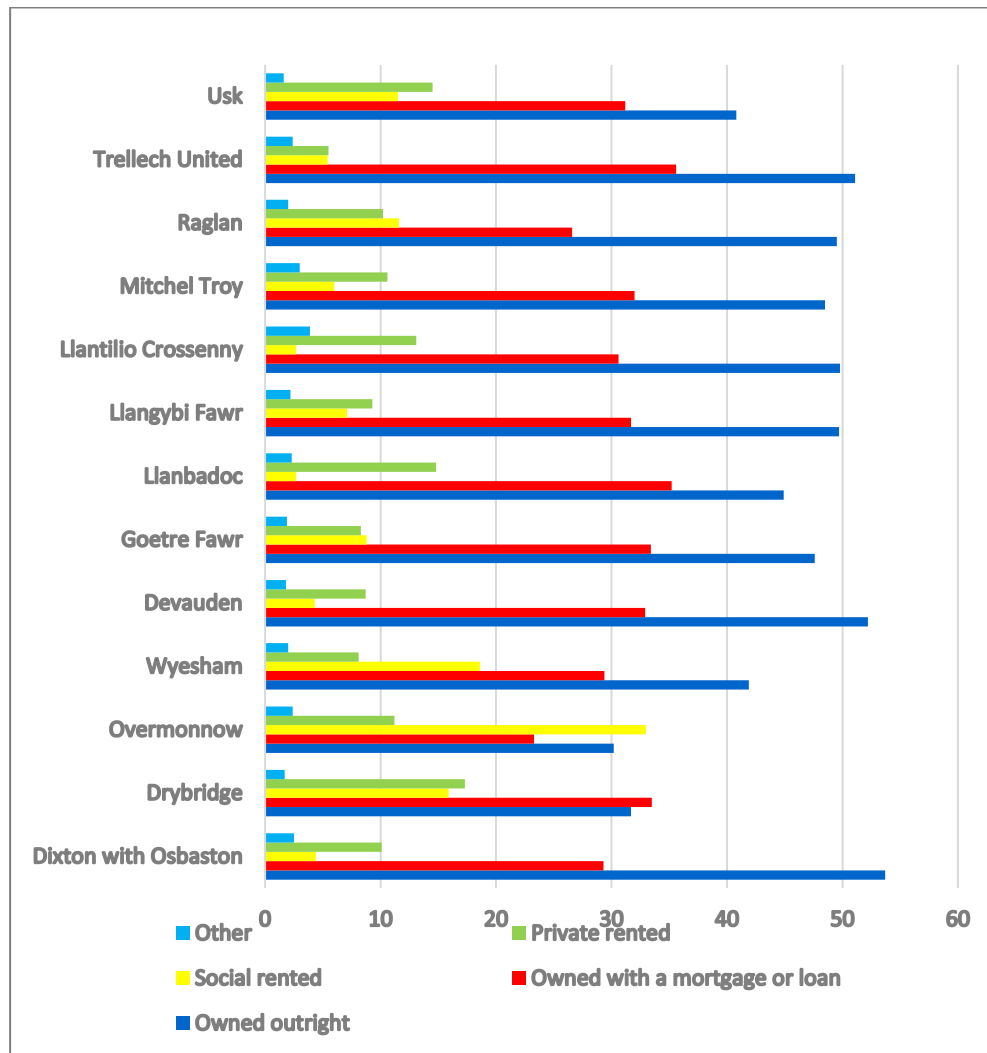


Source: Census 2011

**Table 2**

Ward	All Households
Cantref	904
Castle	821
Croesonen	1041
Grofield	911
Lansdown	952
Mardy	632
Priory	1047
Crucorney	857
Llanelly Hill	1716
Llanfoist Fawr	803
Llanover	922
Llanwenarth Ultra	622

**Figure 20 Percentage Tenure by Ward – Monmouth HMA**

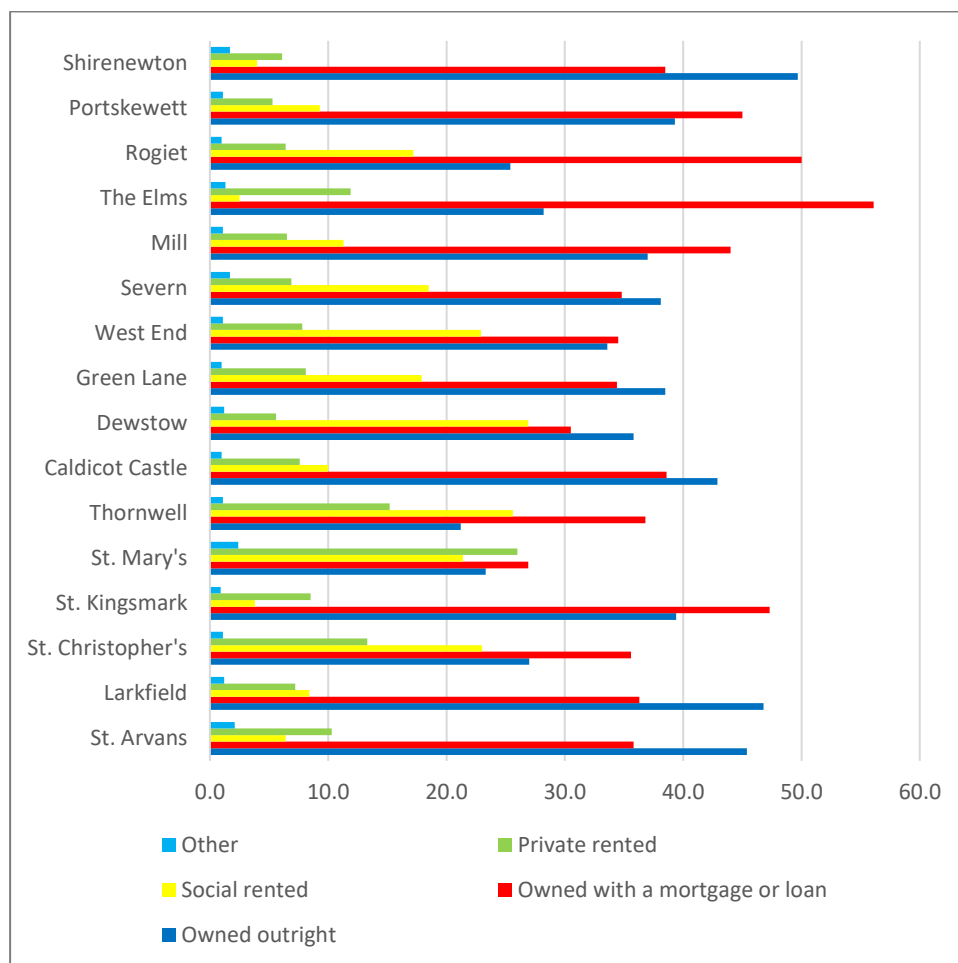


Source: Census 2011

**Table 3**

Wards	All Households
Dixton with Osbaston	1034
Drybridge	1426
Overmonnow	1100
Wyesham	960
Devauden	598
Goetre Fawr	993
Llanbadoc	514
Llangybi Fawr	719
Llantilio Crossenny	697
Mitchel Troy	500
Raglan	852
Trellech United	1064
Usk	1155

**Figure 21 Percentage Tenure by Ward – Chepstow HMA**



Source: Census 2011

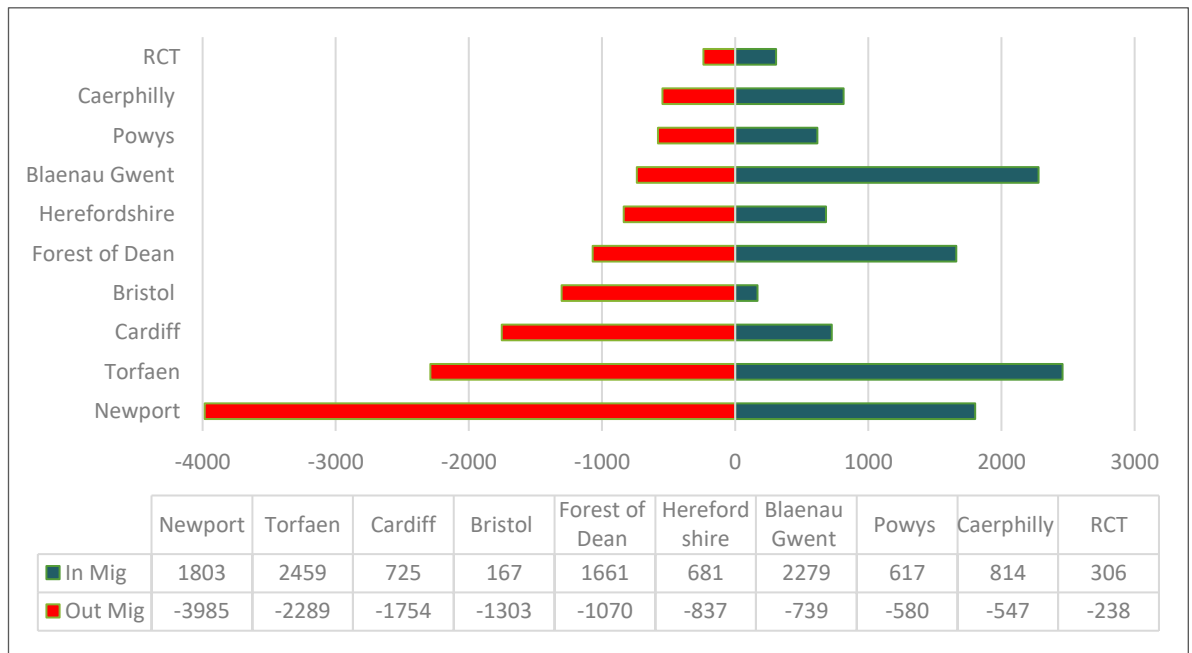
**Table 4**

Wards	All Households
St. Arvans	659
Larkfield	820
St. Christopher's	1028
St. Kingsmark	1198
St. Mary's	964
Thornwell	1158
Caldicot Castle	791
Dewstow	824
Green Lane	860
West End	785
Severn	751
Mill	961
The Elms	1416
Rogiet	698
Portskewett	884
Shirenewton	868

## 2.7 Travel to Work

A closer examination of travel to work flows to and from Monmouthshire show there is a net change of -4,752 between those who come into the county to work and those who travel out. Figure 22 shows the travel to work flows to and from neighbouring areas and this illustrates just how many residents travel out of the county to work. An interesting statistic is that the average distance a Monmouthshire resident travels to work is 21.9 km, whereas the average distance people who work in the county travel is 15.7 km. Both Torfaen and Blaenau Gwent are very close to one of the major employers in Monmouthshire, Nevill Hall Hospital, therefore quite a high percentage of the overall travel to work flows would be to Abergavenny.

**Figure 22 Travel to Work Flows – In and Out Migration**



Source: Census 2011

A large number of people opt to work from home, which obviously helps with transport costs and means much less impact on the environment than travelling by car. In urban areas of Monmouthshire 3.5% of those in employment work from home, whereas in rural areas over 8% of those in employment work from home. If broadband speeds and mobile phone signal were to be improved in the rural areas of the county, this could mean more people opting to work from home thus making Monmouthshire more attractive to potential buyers currently living outside of the county.

The attractiveness of living in Monmouthshire to such a wide area suggests the housing market in which the county sits is very wide. This fact greatly affects the ability of local people to be able to afford to live in the county. According to Hometrack's Intermediate Housing Market statistics, 51.20% of 20-39 year olds living in Monmouthshire are unable to purchase at lower quartile prices for two and three bedroom houses.

An alternative way to consider this information is to examine the lower quartile house price to income ratio in the county, which is currently 9:1. This is a slight improvement since the last Local Housing Market Assessment when it was 10:1, but it is still very unrealistic and way out of reach for so many households.

Although the 9:1 headline figure is very high, there are wards in the county that are well in excess of this average. A closer examination of lower quartile house price to income ratios using Hometrack identifies which wards local people would find it particularly difficult to own a home in.

As table 5 shows, some these ratios are far in excess of the average for the county as a whole, meaning in all of these areas local people on local wages have no hope of owning a home of their own.

**Table 5 Lower Quartile House Price to Income Ratios for a Sample of Rural Wards**

Crucorney	10:1
Llanbadoc	6:1
Raglan	7:1
Mitchel Troy	16:1
Trellech	11:1
St Arvans	9:1
Portskewett	6:1
Goetre	7:1
Llanfoist	7:1
Llanelly Hill	7:1

Source: Hometrack September 2018

## 2.8 Higher Managerial Socio-economic Status

The percentage of Higher Managerial and Professional people living in Monmouthshire is the highest of all the local authorities in Wales and is very similar to councils across the south of England. The house purchasing ability of this socio-economic group is far greater than local people on local incomes, and is one of the reasons why house prices, especially in rural areas are so unaffordable.

With the removal of Severn Bridge tolls at the end of 2018, it is quite likely that there will be further counter-urbanisation from Bristol into Monmouthshire and house prices will be pushed up even higher. The easier indicators to confirm if this is the case will be average house prices, percentage of sale to asking price and time to sell in weeks.

**Figure 23 Percentage of Higher Managerial and Professional Households**

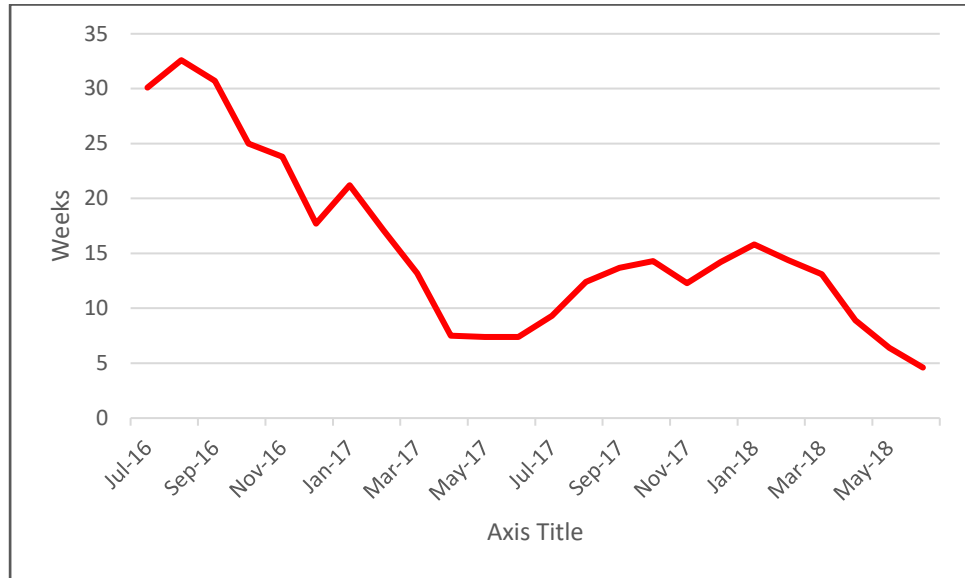


## 2.9 Housing Demand

Properties in Monmouthshire take, on average, 4.6 weeks to sell compared to the Wales average of 10.2 weeks. Properties also achieve, on average, 98.4% of their asking price compared to the Wales average of 95%.

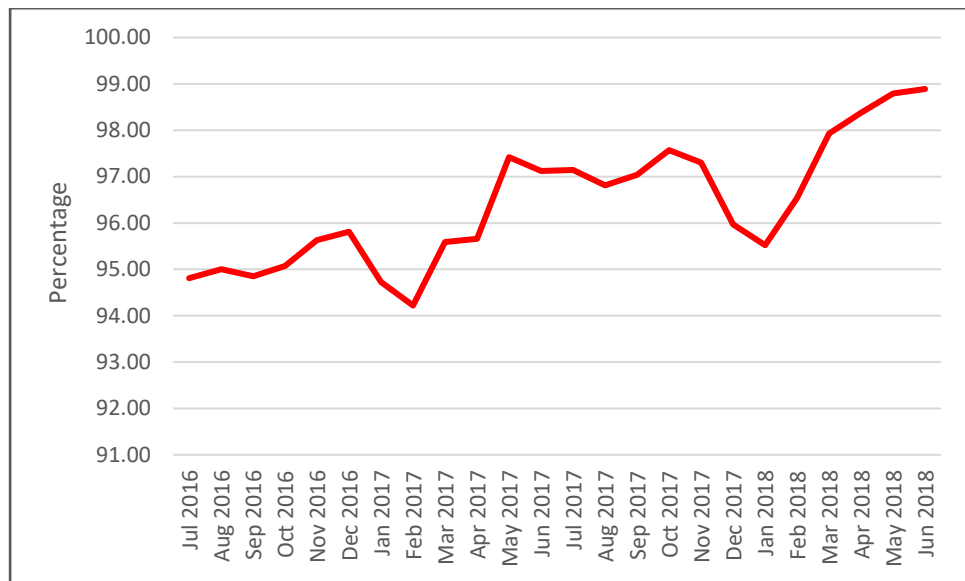


**Figure 24 Weeks to Sell**



Source: Hometrack September 2018

**Figure 25 Sales to Asking Price – Percentage Achieved**



Source: Hometrack September 2018

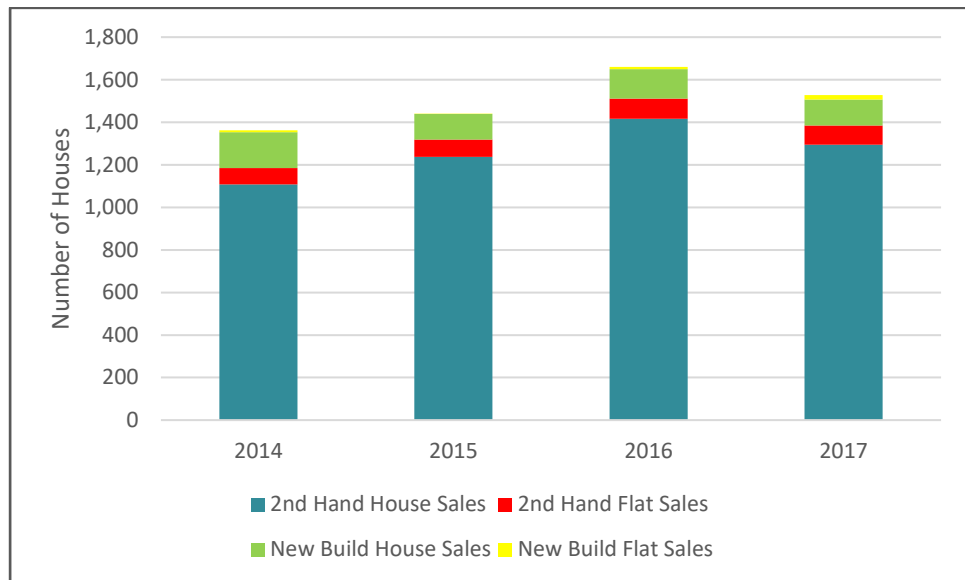
## 2.10 Housing Turnover

Figures 26 and 27 show the annual turnover of private housing stock in Monmouthshire by broad type and age and by property type. The turnover has increased year on year since 2011. The total housing stock turnover in 2011 was 2.5%. This rose to 3.4% in 2014 and 4.2% in 2016. However, the turnover in 2017 has dropped slightly to 3.8%. The continued demand for housing in Monmouthshire is aided by developers building new homes, first time buyers being able to purchase under the Help to Buy scheme and prices being relatively low compared to Bristol and the other side of the Severn Bridge. In 2018 when the Severn Bridge

tolls were reduced, there was an increase in demand in southern parts of Monmouthshire and Newport. When the tolls are removed completely at the end of 2018, this pressure is likely to continue.

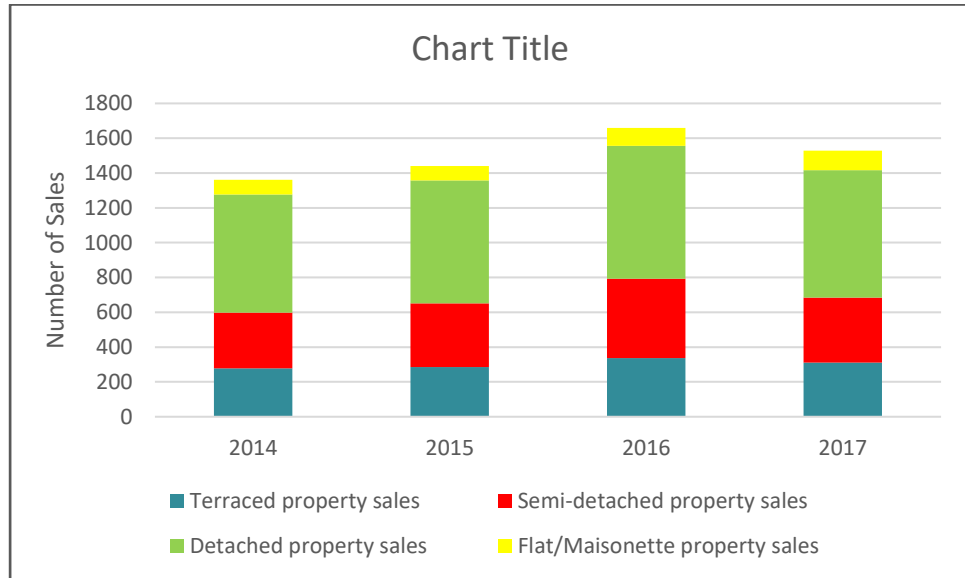
In terms of the type of property sold in Monmouthshire each year, all types of properties have increased year on year. The proportion of detached, semi-detached, terraced and flats sales, therefore, remain relative to each other, with detached property sales dominating the market at 47.9% of all sales, followed by semi-detached properties at 24.4% of the total market. Sales of flats and maisonettes only account for 7.3% of the market.

**Figure 26 Monmouthshire's Annual Housing Turnover by Broad Type and Age**



Source: Hometrack September 2018

**Figure 27 Annual Turnover by Property Type**

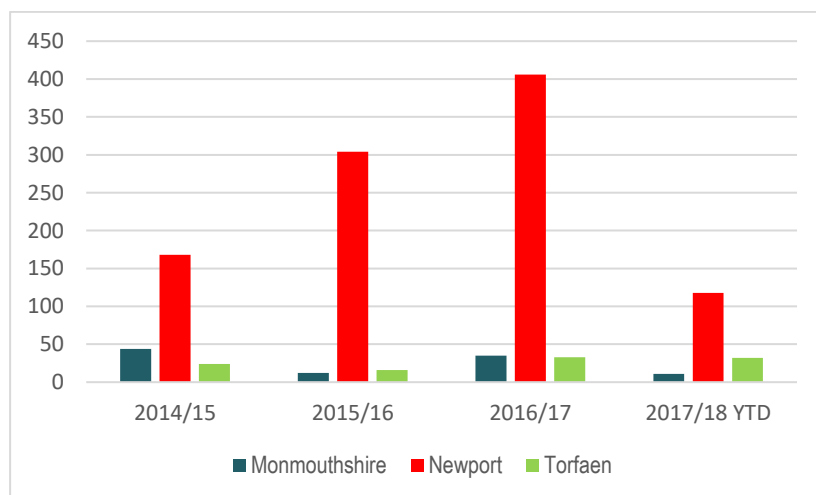


Source: Hometrack September 2018

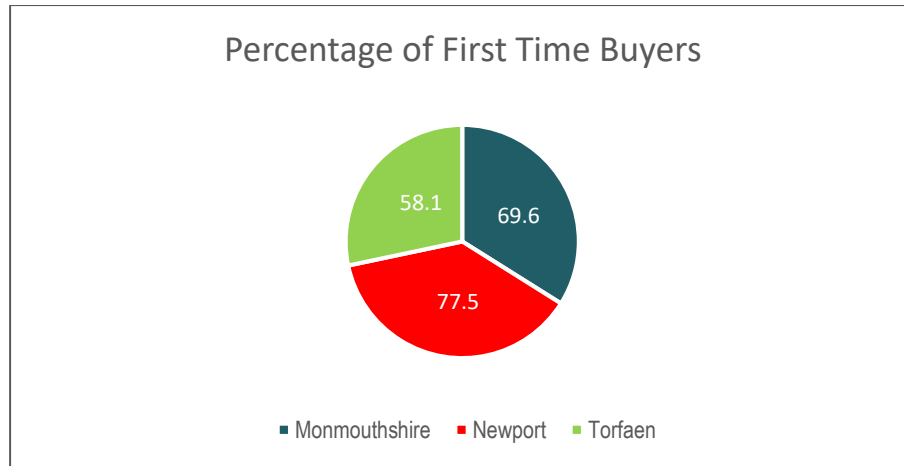
### Help to Buy

Help to Buy Wales is the government’s initiative to help first time buyers and existing home owners purchase a new-build home up to a value of £300,000 with as little as a 5% deposit. It applies to all eligible buyers in Wales. All builders – large and small – are able to register with the scheme. In Phase 2 the Welsh Government is investing up to £290m in a second phase of the shared equity loan scheme, which will aim to support the construction of more than 6,000 additional new homes by 2021, significantly boosting Wales’ building industry and making home ownership achievable for thousands more families.

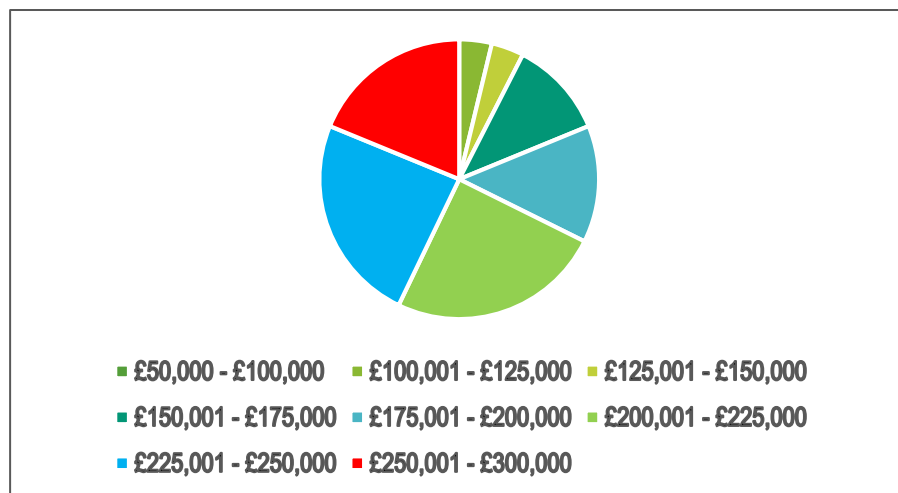
**Figure 28 Completed Purchases by Local Authority and Date**



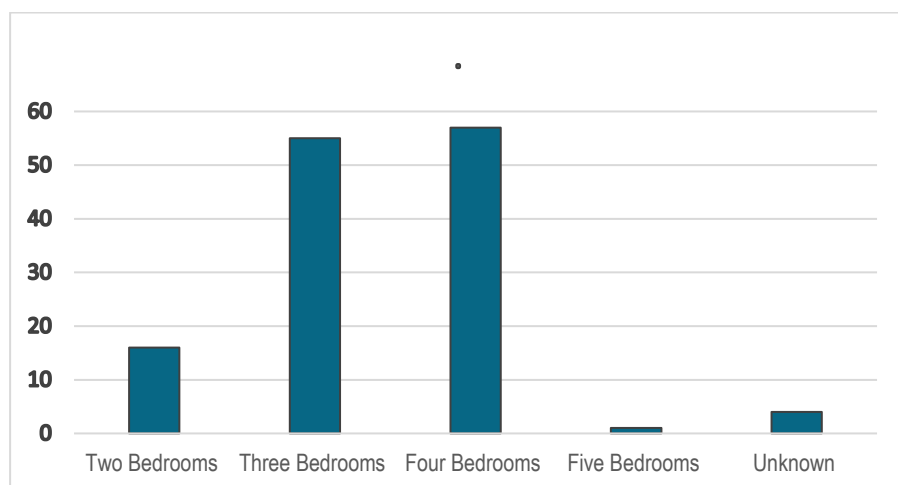
**Figure 29 Percentage of First Time Buyers by Local Authority**



**Figure 30 Completed Purchases in Monmouthshire by House Prices**



**Figure 31 Completed Purchases in Monmouthshire by Number of Bedrooms**



Source of all Help to Buy Stats: Stats Wales, September 2018

## 2.11 Private Rented Sector

The private rented sector is important in meeting the housing requirements of those who are in housing need but cannot access social rented housing and those who cannot afford market housing. Since the change in legislation allowing Local Authorities to utilise the private rented sector to house homeless applicants it has become increasingly important to grow this sector in Monmouthshire.

A desktop study of the residential rental market within Monmouthshire was undertaken during October 2017. The study represents a snapshot in time using Hometrack's comprehensive database of properties advertised to let within Monmouthshire during the period September 2016 to September 2017 and looked at the following:

- Rental activity within Monmouthshire
- Distribution of properties and rental values by known bedroom category
- Rental values and Local Housing Rates
- Affordability

The following statements caveat the study:

- The collation of information and data on private rental activity, costs and affordability is not as reliable as collating data on housing sales due to the lack of data currently available. As a result the data is not robust and, therefore, only for a very broad analysis of the rental market in Monmouthshire and,
- The data does not differentiate between rents for furnished/unfurnished properties, nor for whether utility bills and council tax are included/not included within the value of rent.
- The report concentrated on properties where the bedroom category was known as this demonstrates aptly the availability and cost of family type properties in Monmouthshire.

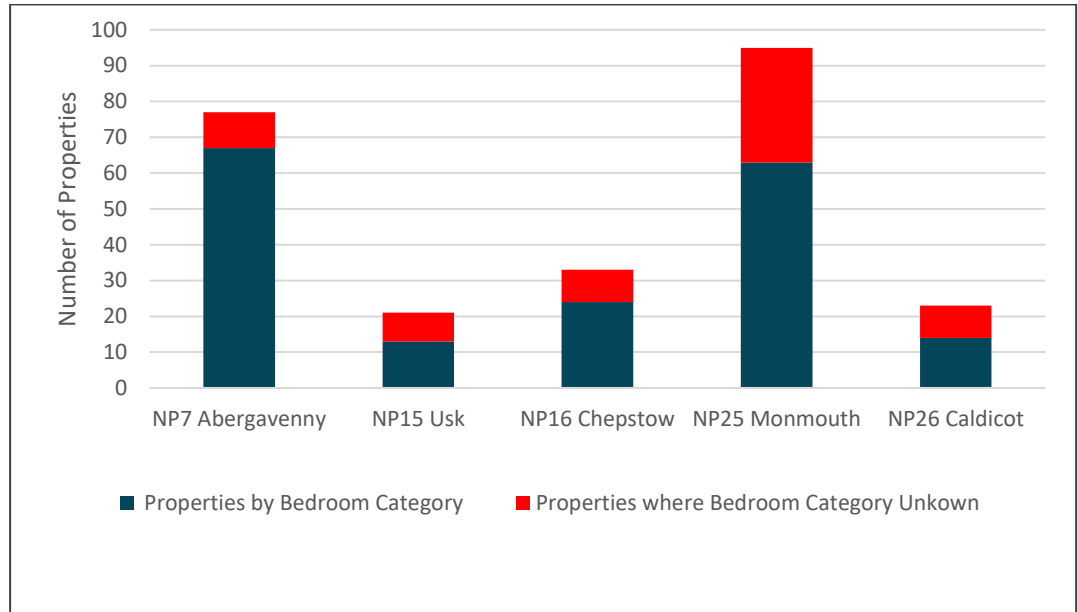
### Rental Activity

#### (a) Sample Size

The report looked at 249 properties that were advertised as being available to rent during the period September 2016 – September 2017, of which 160 were identified by bedroom category and 89 properties where the bedroom category was unknown.

The following graph shows the spread of the properties within the four main areas of Monmouthshire.

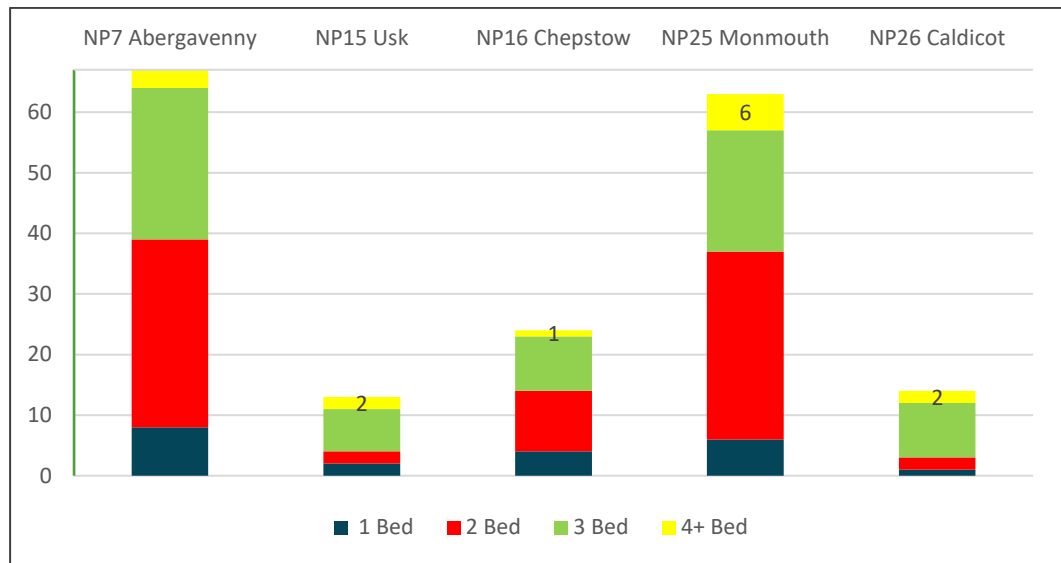
**Figure 32 Number of Properties by Postal Code**



**(b) Mix of Property for Rent by Bedroom Category**

The figure below shows the mix of listings over the last 12 months by known bedroom category. The largest share was two bedroom properties with 42% (76), followed by three bedroom properties with 39% (70). One and four bedroom properties taking 12% (21) and 8% (14) of the share respectively.

**Figure 33 Number of Properties by Bedroom Category and Postal Code**



**Current Rental Values (per Calendar Month)**

Rents for 2 bedroom properties range from £375 to £1175 per calendar month and rents for 3 bedroom properties range from £550 to £1095 per calendar month.

**Table 6 Local Housing Allowance Rates - 2017/2018**

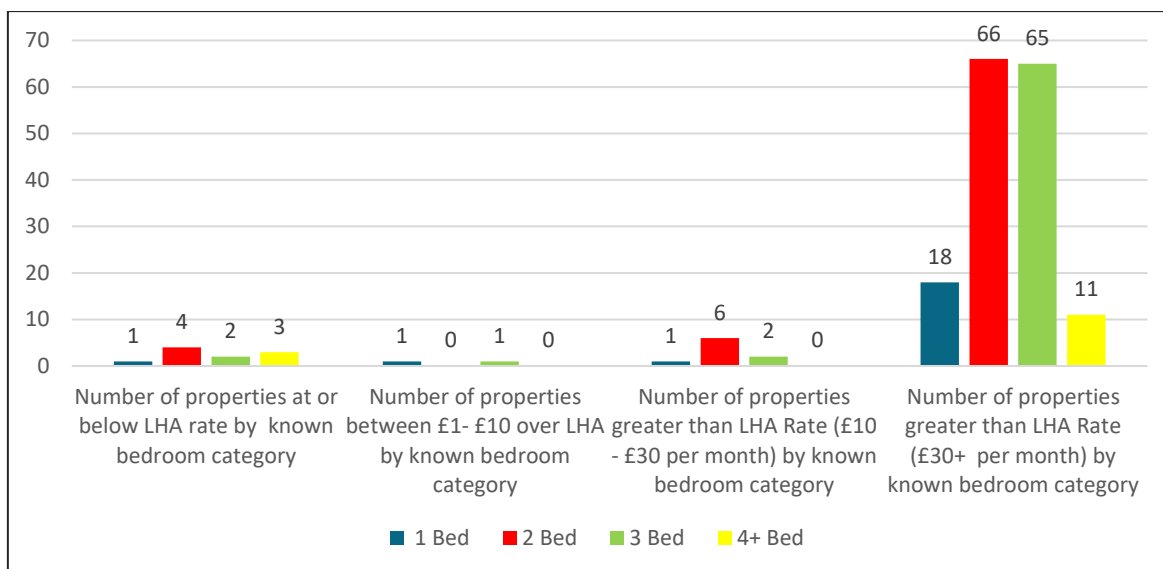
Local Housing Allowance (per Month)		
Type of Accommodation	Weekly	Monthly
Shared Accommodation	£54.08	£216.32
1 Bed	£90.90	£363.60
2 Bed	£115.07	£460.28
3 Bed	£133.85	£535.40
4 Bed	£173.08	£692.32

**Table 7 Number of Properties Below and Above LHA**

Bedroom	Lowest Value	Highest Value	Median	Sample Size	No. of properties at or below LHA rate	No. of properties between £1 - £10 over LHA Rate	No. of properties between £10 - £30 over LHA Rate
1	£375.00	£675.00	£520.00	21	1	1	1
2	£425.00	£1,175.00	£595.50	76	4	0	6
3	£550.00	£1,095.00	£737.50	70	2	1	2
4+	£375.00	£1,100.00	£862.50	14	3	0	0

From Table above and the graph below it can be seen that across all properties where the bedroom category is known, only seven properties fall within the local housing allowance rate applicable to their bedroom category.

**Figure 34 Number of Properties Below or Above LHA**



### Affordability

When it comes to households being able to afford to rent privately, a comparison was made between the minimum gross annual household incomes required to be able to meet the rent liability for median rental values across the bedroom categories.

It is assumed that a maximum of 35% of net income can be spent on renting and that net income is 74% of gross income (accounting for tax and NI contributions). The calculation method and assumptions are in line with guidance on calculating affordability issued by the Homes and Communities Agency.

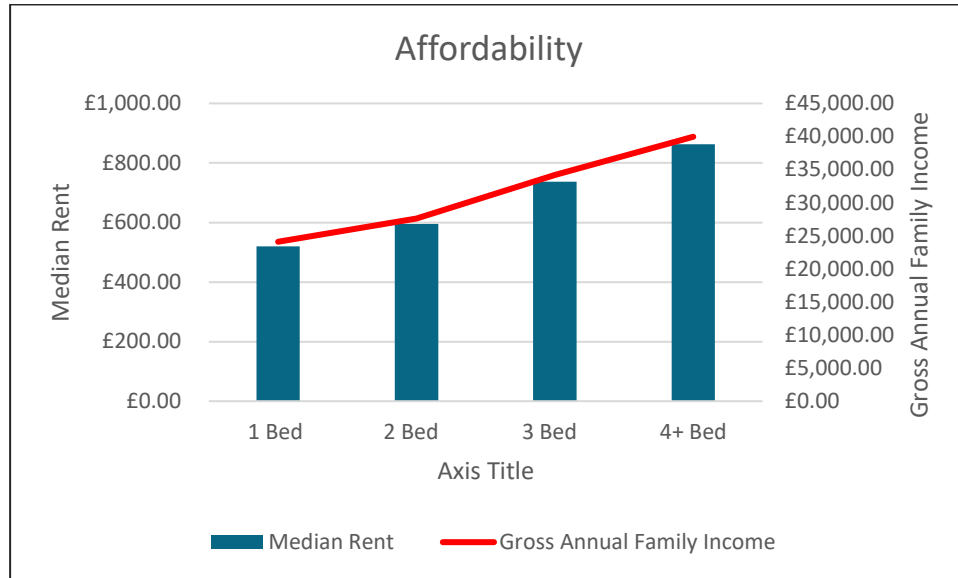
Table 8 below shows the gross family income required for different property sizes for both the lower quartile and median rents.

**Table 8 Affordability – Gross Family Income Based on LQ and Median Rents by Known Bedroom Category**

Property Type	Median Rent	Gross Income
1 Bed	£520.00	£24,093
2 Bed	£595.50	£27,591
3 Bed	£737.50	£34,170
4 Bed	£862.50	£39,961



**Figure 35 Income Required to be Able to Afford Median Rent**



With gross median earnings for people working in Monmouthshire being £25,360.40 and for people residing in Monmouthshire but working outside the county being £32,416.80 it is clear that private rented properties will be unaffordable for a large number of households (Source: Nomis Official Labour Market Statistics).

# Vulnerable Groups

3.1 BME Applicants

3.2 Gypsies and Travellers

3.3 Accommodation for Older People

3.4 Adapted Housing

3.5 Housing and Mental Health



### 3. Vulnerable Groups

#### 3.1 Black and Minority Ethnic Applicants

The number of Black and Minority Ethnic (BME) applicants on Monmouthshire's Common Housing Register is very low with 90.38% of households on the register being white British. This correlates with the 2011 Census figures for the county. Tables 4 and 5 below show the BME make-up of the housing register and Monmouthshire as a whole.

**Table 9 BME Groups on Housing Register**

Ethnic Group	Percentage
White; English/Welsh/Scottish/Northern Irish/British	90.38%
White; Irish	0.34%
White; Other White	1.80%
Eastern European	0.17%
Mixed/Multiple Ethnic Groups; White and Black Caribbean	0.38%
Mixed/Multiple Ethnic Groups; white and Black African	0.18%
Mixed/Multiple Ethnic Groups; White and Asian	0.08%
Mixed/Multiple Ethnic Groups; Other Mixed	0.04%
Asian/Asian British; Indian	0.08%
Asian/Asian British; Pakistani	0%
Asian/Asian British; Bangladeshi	0.14%
Asian/Asian British; Chinese	0.11%
Asian/Asian British; Other Asian	0.18%
Black/African/Caribbean/Black British; African	0.30%
Black/African/Caribbean/Black British; Caribbean	0.05%
Other Ethnic Group; Arab	0.04%
Other Ethnic Group/ Any Other Ethnic Group	0.19%
Not stated	5.55%

Source: Monmouthshire Homesearch – October 2017

**Table 10 BME Groups – Monmouthshire**

<b>Ethnic Group</b>	<b>Percentage</b>
White; English/Welsh/Scottish/Northern Irish/British	96.10%
White; Irish	0.43%
White; Gypsy or Irish Traveller	0.10%
White; Other White	1.49%
Mixed/Multiple Ethnic Groups; White and Black Caribbean	0.19%
Mixed/Multiple Ethnic Groups; white and Black African	0.06%
Mixed/Multiple Ethnic Groups; White and Asian	0.25%
Mixed/Multiple Ethnic Groups; Other Mixed	0.18%
Asian/Asian British; Indian	0.27%
Asian/Asian British; Pakistani	0.06%
Asian/Asian British; Bangladeshi	0.04%
Asian/Asian British; Chinese	0.21%
Asian/Asian British; Other Asian	0.40%
Black/African/Caribbean/Black British; African	0.09%
Black/African/Caribbean/Black British; Caribbean	0.05%
Black/African/Caribbean/Black British; Other Black	0.02%
Other Ethnic Group; Arab	0.08%
Other Ethnic Group/ Any Other Ethnic Group	0.07%

Source: Census 2011

### **3.2 Gypsies and Travellers**

Monmouthshire County Council conducted their Gypsy and Traveller Assessment (GTAA) during late summer – early autumn of 2015, and it was approved by Welsh Government in 2016. The Council adopted the GTAA in February 2016. The study assessed the need for additional authorised gypsy, traveller and travelling show people site provision in the County. This required the identification of whether there should be any extra site provision on public or private sites and whether or not there was any need to plan for the provision of transit sites/emergency stopping places.

Monmouthshire has a very low gypsy and traveller population, however, the GTAA found the population to be higher than previously identified through the 2011 census. The assessment estimated an unmet need for eight pitches to 2021, based on overcrowding, unauthorised occupation and the likelihood of cultural aversion to conventional housing. We are currently in the process of identifying suitable land to meet this additional need.

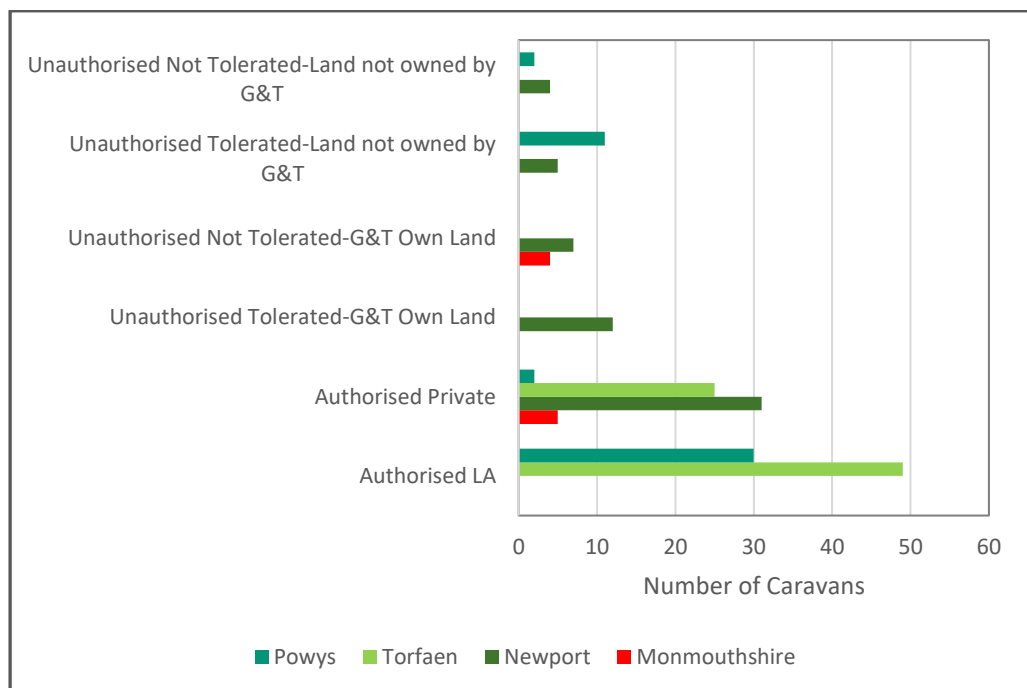
Monmouthshire also has two authorised private sites (7 pitches and 1 pitch), and one unauthorised private site. This site is currently the subject of a planning appeal for the development of four pitches.

With regard to a transit site, it is understood that the Welsh Government will be looking at travel patterns of the Gypsy and Traveller community in order to secure the provision of transit sites at a regional level.

A key data source relating to gypsy and traveller communities is the Gypsy and Traveller Caravan Survey conducted by each local authority in Wales. This is a count of caravans rather than households and is updated on a monthly basis.

Figure 36 shows the authorised and unauthorised gypsy and traveller caravan count for Monmouthshire and neighbouring Welsh local authorities between July 2017 and January 2018. It is evident from the figures that in comparison with other authorities Monmouthshire appears to have a very low gypsy and traveller population. The Welsh Gypsy & Traveller count carried out on 19<sup>th</sup> July 2018 reported 1064 caravans. There are currently 130 sites across Wales. Comparing July 2017 and July 2018 for all Wales the number of caravans on authorised sites has increased by 6%. In Wales 6% of caravans are on unauthorised sites owned by Gypsies and Travellers and 10% on unauthorised sites not owned by Gypsies and Travellers. There has been a 32% increase across Wales on the number of caravans on unauthorised sites.

**Figure 36 Gypsy & Traveller Caravan Sites - Monmouthshire and Surrounding Area: 18 July, 2018**



### 3.3 Accommodation for Older People

Monmouthshire is an attractive place to live, is readily accessible and attracts a relatively high level of in-migration. Especially among people seeking a pleasant location for retirement. Due to the continual growth of life expectancy, there is a trend towards longer periods of frailty and an increased demand for suitable housing.

Downsizing is a key driver for thinking about moving and research undertaken by the Council and by partner RSLs has shown that bungalows are by far the most desirable type of accommodation, both for older people who can afford to meet their own housing need and for those on the housing register. Small flatted developments in market towns are also popular.

**OAP Flats, Abergavenny**

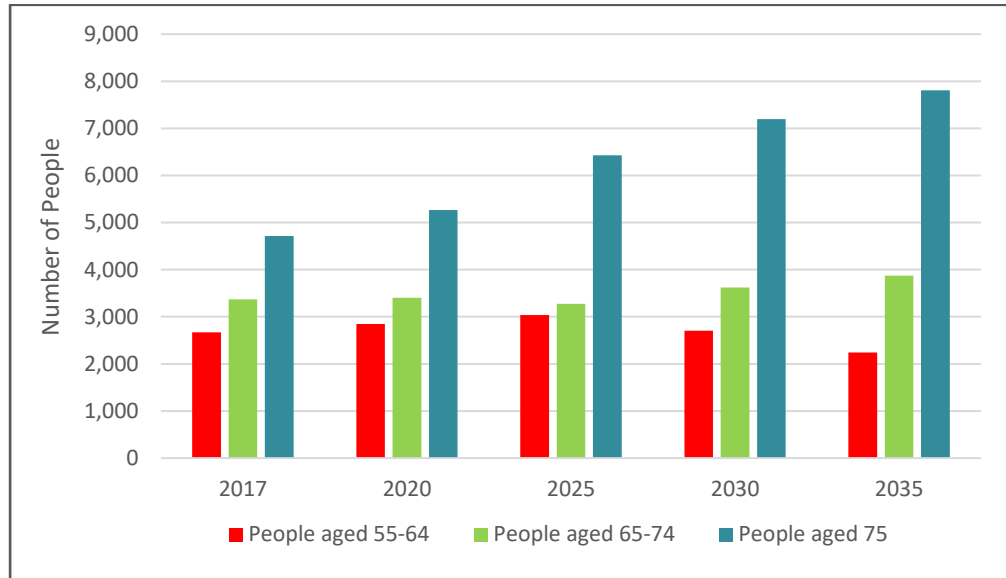


The Council plans to negotiate some affordable bungalows on all future development sites. Developers being more willing to offer a product that meets older people's reasonable aspirations and expectations could address the lack of specialist accommodation in the private sector.

The LHMA identified a need for an additional 55 affordable homes per year for older people using data from bands 1 to 4 of the Common Housing Register (CHR). However, this figure is likely to be higher if older people from band 5 of the CHR were included in the calculation. Households in band 5 are not considered to be in housing need as they are homeowners, have sufficient resources or are adequately housed tenants. There are 181 homeowners over the age of 60 in band 5, and it is fair to assume that a proportion of those will have health issues in the future that will mean that they have to move to more suitable

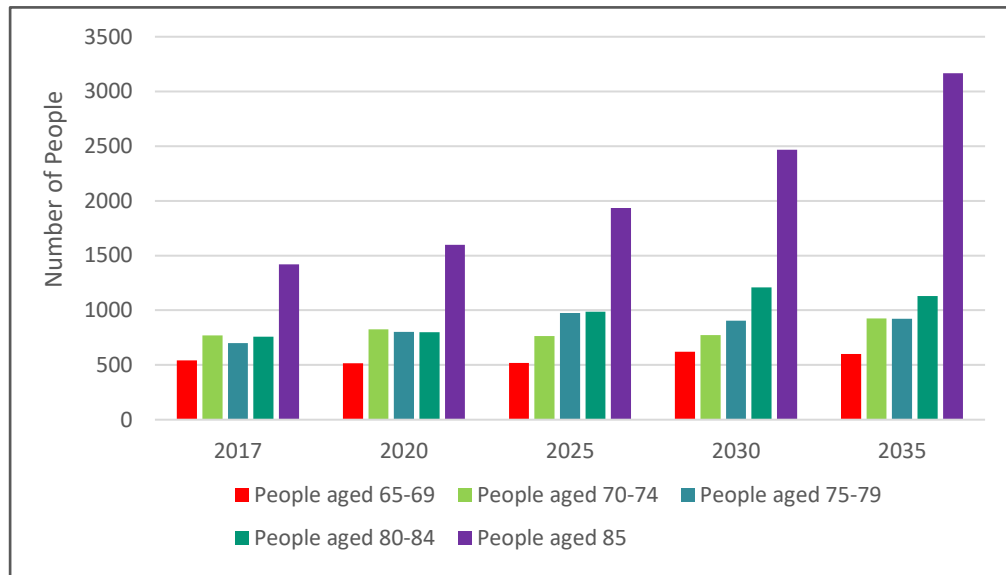
accommodation such as a bungalow or ground floor flat. Although they may be homeowners, they may not have enough equity in their home to source suitable single storey or adapted accommodation without assistance.

**Figure 37 Residents of Monmouthshire with a Limiting Long Term Illness - Predicted to 2035**



Source: Daffodil, September 2018

**Figure 38 Residents of Monmouthshire unable to manage at least one activity on their own - Predicted to 2035**

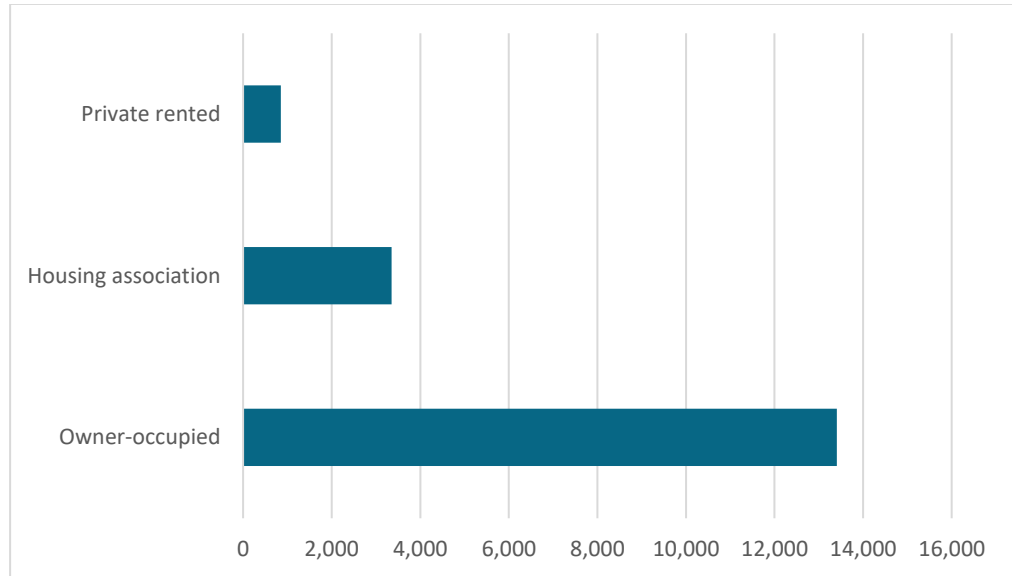


Source: Daffodil, September 2018

The committed supply of OAP housing over the next five years is 78 units and the average relets of housing association homes is 95 per year.

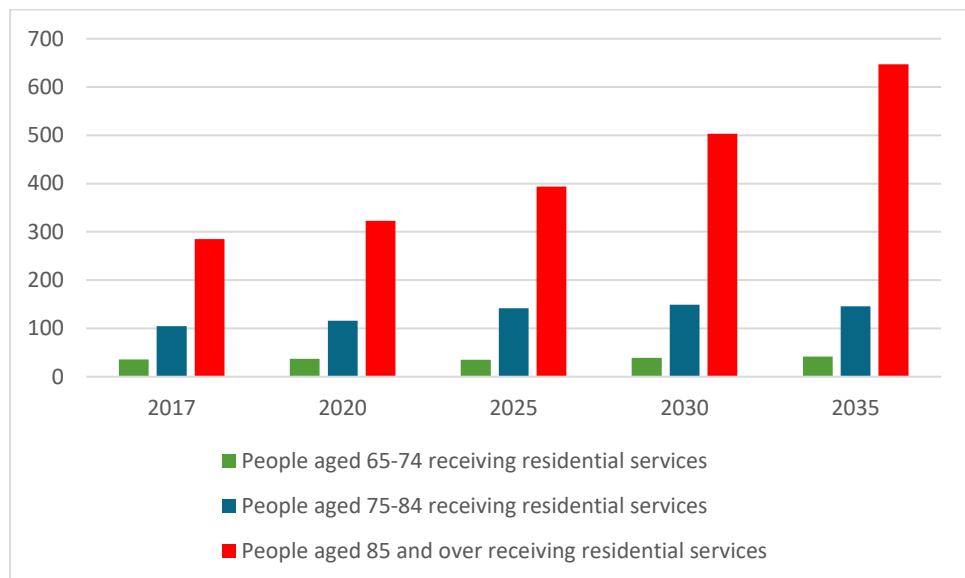
There is an over-supply of unsuitable OAP units in some areas of the county, but this is likely to be addressed over the next few years as our RSL partners reconfigure and replace existing sheltered accommodation that is no longer fit for purpose.

**Figure 39 Housing Tenure of People Aged 65 and Over**



Source: Daffodil, September 2018

**Figure 40 People Over the Age of 65 Receiving Residential Care in Monmouthshire**

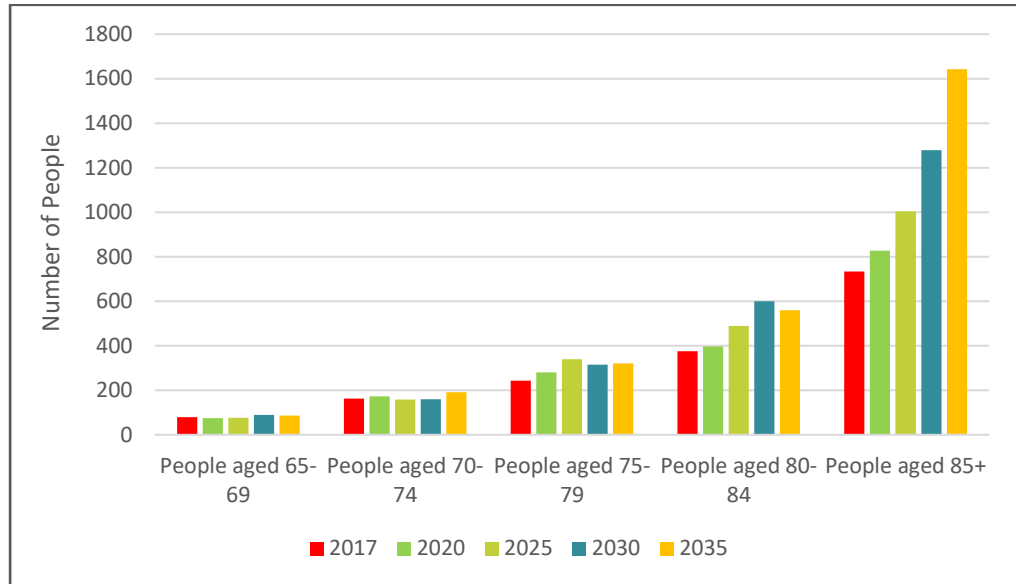


Source: Stats Wales, Knowledge and Analytical Services, Welsh Government: Adults receiving services by local authority, client category and age group, Table CARE0006



When considering older persons housing needs it is important to factor in the increasing number of older people with dementia, particularly women. Figure 41 shows the expected increase in people with dementia until 2035.

**Figure 41 Residents of Monmouthshire Aged 65+ Predicted to Have Dementia – Projected to 2035**



Source: Daffodil, September 2018

Monmouthshire County Council is in the process of commissioning a specialist Care Home for dementia sufferers and this will be built within the next 5 years.

### 3.4 Adapted Housing

The LHMA has identified that there will be a need for five units of purpose built adapted accommodation per year. This is likely to be an underestimate as it is known that many people requiring adapted accommodation do not register due to the lack of suitable adapted units within the county. The majority of need for adapted properties is for low-level adaptations rather than purpose built accommodation and this is being driven by Monmouthshire's ageing population. In the last five years, six fully adapted and eleven lifetime homes bungalows have been delivered in Monmouthshire.

### 3.5 Housing and Mental Health

Housing is a particular issue for people with mental ill health, as poor housing conditions and unstable tenancies can exacerbate mental health problems, while periods of illness can in turn lead to tenancy breakdown. Minimising exposure to risk factors such as domestic abuse, overcrowding and homelessness can reduce the prevalence of mental illness. The number of people with mental ill health in Monmouthshire presenting as homeless is shown in Table 6 below. In addition, Monmouthshire Gateway Housing Support Service manages delivery of support services to people who are homeless or threatened with homelessness. During 2017/2018 the Gateway received a total of 1,428 referrals, of which 34.24% identified that mental health issues were their lead area of need. April – end October 2018 saw 760 referrals received with 36.18% identifying mental health as a lead need.

**Table 11 People with Mental Health Issues Presenting as Homeless**

Year	Presenting as Homeless	Mental Health Issues	Percentage
2012/2013	220	33	15%
2013/2014	170	15	11%
2014/2015	112	12	10%
2015/2016	Data unavailable		
2016/2017	205	27	13%
2017/2018	186	56	30%

In Monmouthshire, housing officers are working closely with social care and mental health practitioners to improve access to secure affordable housing for people suffering from mental ill-health by ensuring that those in housing need are registered on Homesearch. By working together, Monmouthshire County Council Housing and Social Care, Aneurin Bevan Health Board and partner RSLs can make transition from hospital to supported tenancies easier. Six apartments have been provided in

Abergavenny to allow mental health clients currently in hospital to live independently with support provision. Four units for people with learning disabilities have been delivered in Monmouth and another five in Abergavenny. The five units in Abergavenny are supported housing, and we are currently seeking a site in the south of the county to make similar provision.

**Supported Housing for people with a learning Disability, Abergavenny**



**Table 12 People Aged 16 and Over Predicted to Have a Mental Health Problem – Projected to 2035**

	2017	2020	2025	2030	2035
People aged 16 and over predicted to have a common mental disorder	12,444	12,502	12,580	12,588	12,515
People aged 16 and over predicted to have a borderline personality disorder	349	350	352	353	351
People aged 16 and over predicted to have an antisocial personality disorder	265	266	268	267	265
People aged 16 and over predicted to have psychotic disorder	309	311	313	313	311
People aged 16 and over predicted to have two or more psychiatric disorders	5,541	5,568	5,603	5,603	5,567

# Backlog of Need

4.1 Definition

4.2 Total Backlog





## 4. Backlog of Need

### 4.1 Definition

The backlog of affordable housing need can be defined as the current number of households 'lacking their own housing or living in housing which is inadequate or unsuitable, who are unlikely to be able to meet their needs in the local housing market without assistance' (LHMA Guide, 2006, paragraph 6.5). Monmouthshire operates a Common Housing Register that is utilised by all housing associations operating in the County. All applicants for all tenures are registered on one list, which ensures that there is no double counting. This register also captures homeless households that the local authority has a statutory duty to assist.

Housing registers include a proportion of applicants who are not in housing need and the guidance recommends that a reduction be made to account for this. For the purposes of this assessment, those households with sufficient financial resources to satisfy their housing need on the open market and those households considered to be adequately housed were excluded.

### 4.2 Total Backlog

Tables 7 – 9 display the following data:

Table 7 shows the gross backlog of households in affordable housing need per annum until 2022.

Table 8 shows a further breakdown of this need by bedroom size and property type.

Table 9 shows the backlog of households in need of intermediate rented housing and low cost home ownership by ward/sub market area and number of beds.

**Table 12 Gross Backlog of Affordable Housing Need/Annum**

Ward/Sub Market Area	Gross Annual Social Rented Housing Need	Gross Annual Intermediate Rented Housing Need	Gross Annual LCHO Housing Need
Abergavenny	106.20	1.80	3.40
Caerwent	4.40	0.00	0.00
Caldicot	64.40	2.80	3.80
Chepstow	88.60	0.80	4.00
Crucorney	3.40	0.00	0.00
Devauden	5.40	0.00	0.00
Goytre Fawr	0.20	0.60	0.60
Llanbadoc	11.80	0.00	0.00
Llanelly Hill	8.20	0.00	0.60
Llanfoist Fawr	1.20	0.20	0.40
Llangybi Fawr	1.80	0.00	0.00
Llanover	1.20	0.00	0.00
Llantilio Crossenny	0.00	0.00	0.00
Llanwenarth Ultra	0.00	0.00	0.00
Magor/Undy	14.00	0.40	0.60
Mitchel Troy	3.80	0.00	0.20
Monmouth	57.60	2.20	3.00
Portskewett	3.80	0.20	0.20
Raglan	8.80	0.00	0.00
Rogiet	9.40	0.00	0.20
Shirenewton	2.40	0.00	0.00
St Arvans	3.00	0.00	0.00
Trellech United	5.20	0.00	0.00
Usk	11.00	0.40	1.20
<b>Total</b>	<b>415.80</b>	<b>9.40</b>	<b>18.20</b>

Figures are number of households

**Table 13 Backlog of Social Rented Housing Need by Ward/Sub Market Area and Property Type**

Ward	1 Bed	1 Bed	1 Bed	2 Bed	2 Bed	2 Bed	3 Bed	3 Bed	3 Bed	4 Bed	4 Bed	5 Bed	Grand Total
	AH	GN	OAP	AH	GN	OAP	AH	GN	OAP	AH	GN	GN	
Abergavenny	2.60	49.80	10.80	0.80	27.00	3.00	0.40	10.20	0.40	0.00	0.80	0.40	106.20
Caerwent	0.00	2.00	0.60	0.00	1.40	0.00	0.00	0.20	0.00	0.00	0.20	0.00	4.40
Caldicot	1.40	24.20	4.80	0.20	24.60	0.60	0.00	8.00	0.20	0.00	0.20	0.20	64.40
Chepstow	0.60	40.00	7.00	0.80	26.00	1.80	0.20	10.80	0.20	0.00	1.00	0.20	88.60
Crucorney	0.00	0.80	0.20	0.00	1.20	0.00	0.20	1.00	0.00	0.00	0.00	0.00	3.40
Devauden	0.00	2.40	0.60	0.00	1.20	0.00	0.00	1.00	0.00	0.00	0.20	0.00	5.40
Goetre Fawr	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.20
Llanbadoc	0.40	4.80	0.80	0.00	4.00	0.20	0.00	1.20	0.20	0.00	0.20	0.00	11.80
Llanelly Hill	0.00	3.60	0.60	0.00	2.20	0.40	0.00	0.80	0.20	0.00	0.40	0.00	8.20
Llanfoist Fawr	0.00	0.60	0.40	0.00	0.00	0.00	0.00	0.00	0.20	0.00	0.00	0.00	1.20
Llangybi Fawr	0.00	1.00	0.20	0.00	0.40	0.00	0.20	0.00	0.00	0.00	0.00	0.00	1.80
Llanover	0.00	0.60	0.00	0.00	0.40	0.00	0.00	0.00	0.20	0.00	0.00	0.00	1.20
Llantilio Crossenny	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Llanwenarth Ultra	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Magor/Undy	0.20	5.00	2.60	0.00	4.40	0.00	0.00	1.80	0.00	0.00	0.00	0.00	14.00
Mitchel Troy	0.20	1.00	0.40	0.00	1.20	0.00	0.00	0.80	0.00	0.20	0.00	0.00	3.80
Monmouth	0.60	22.80	7.60	0.80	14.80	0.80	0.00	8.60	0.40	0.00	1.20	0.00	57.60
Portskewett	0.00	1.00	0.60	0.00	1.60	0.00	0.00	0.60	0.00	0.00	0.00	0.00	3.80
Raglan	0.00	3.00	2.20	0.20	2.00	0.20	0.00	1.00	0.00	0.00	0.20	0.00	8.80
Rogiet	0.00	4.00	0.80	0.00	2.40	0.20	0.00	2.00	0.00	0.00	0.00	0.00	9.40
Shirenewton	0.00	0.80	0.80	0.00	0.40	0.00	0.00	0.40	0.00	0.00	0.00	0.00	2.40
St Arvans	0.00	1.00	0.40	0.00	1.40	0.00	0.00	0.20	0.00	0.00	0.00	0.00	3.00
Trellech United	0.00	1.40	0.60	0.00	2.00	0.00	0.00	1.20	0.00	0.00	0.00	0.00	5.20
Usk	0.00	3.80	3.20	0.00	3.00	0.40	0.00	0.60	0.00	0.00	0.00	0.00	11.00
<b>Total</b>	<b>6.00</b>	<b>173.60</b>	<b>45.40</b>	<b>2.80</b>	<b>121.60</b>	<b>7.60</b>	<b>1.00</b>	<b>50.40</b>	<b>2.00</b>	<b>0.20</b>	<b>4.40</b>	<b>0.80</b>	<b>415.80</b>

**Key**

- AH = Adapted Housing
- GN = General Needs Housing
- OAP = Older Persons Housing

**Table 14 Backlog of Intermediate Rent and LCHO Need by Ward/Sub Market Area and Number of Beds**

Ward/Sub Market Area	IR 1 Bed	IR 2 Bed	IR 3 Bed	LCHO 2 Bed	LCHO 3 Bed
Abergavenny	0.80	1.00	0.00	2.20	1.20
Caerwent	0.00	0.00	0.00	0.00	0.00
Caldicot	2.20	0.40	0.20	3.00	0.80
Chepstow	0.40	0.40	0.00	2.20	1.80
Crucorney	0.00	0.00	0.00	0.00	0.00
Devauden	0.00	0.00	0.00	0.00	0.00
Goytre Fawr	0.20	0.40	0.00	0.40	0.20
Llanbadoc	0.00	0.00	0.00	0.00	0.00
Llanelly Hill	0.00	0.00	0.00	0.40	0.20
Llanfoist Fawr	0.00	0.20	0.00	0.40	0.00
Llangybi Fawr	0.00	0.00	0.00	0.00	0.00
Llanover	0.00	0.00	0.00	0.00	0.00
Llantilio Crossenny	0.00	0.00	0.00	0.00	0.00
Llanwenarth Ultra	0.00	0.00	0.00	0.00	0.00
Magor/Undy	0.40	0.00	0.00	0.40	0.20
Mitchel Troy	0.00	0.00	0.00	0.20	0.00
Monmouth	1.20	0.60	0.40	2.40	0.60
Portskewett	0.20	0.00	0.00	0.00	0.20
Raglan	0.00	0.00	0.00	0.00	0.00
Rogiet	0.00	0.00	0.00	0.20	0.00
Shirenewton	0.00	0.00	0.00	0.00	0.00
St Arvans	0.00	0.00	0.00	0.00	0.00
Trellech United	0.00	0.00	0.00	0.00	0.00
Usk	0.20	0.20	0.00	1.00	0.20
<b>Total</b>	<b>5.60</b>	<b>3.20</b>	<b>0.60</b>	<b>12.80</b>	<b>5.40</b>

**Key**

IR = Intermediate Rent

LCHO = Low Cost Home Ownership



# Newly Arising Need

5.1 Definition

5.2 Household Projections

5.3 New Households Priced Out  
of the Market

5.4 Existing Households Falling  
into to Need



## 5. Newly Arising Need

### 5.1 Definition

Newly arising need is defined as the projected number of households in housing need that will form during the LHMA period. This involves making an estimate of the future change in the number of new households that will form on an annual basis. The WG Guidance documents recommend that the most recent WG Household Projections be used provided that they are fit for purpose. The guidance also states that it is important to use the same data sources as those used for an authority's Local Development Plan (LDP).

### 5.2 Household Projections

**Table 15 2014 Based Household Projections**

Overall Change	2018	2019	2020	2021	2022	2023	Change
1 person	11440	11563	11685	11807	11944	12063	623
2 person (no children)	14365	14469	14575	14669	14761	14849	484
2 person (1 adult, 1 child)	898	890	883	876	869	863	-35
3 person (no children)	2788	2795	2802	2803	2797	2792	4
3 person (2 adults, 1 child)	2539	2527	2513	2502	2491	2480	-59
3 person (1 adult, 2 children)	595	596	597	599	601	602	7
4 person (no children)	907	914	921	926	928	929	22
4 person (2+ adults 1+ children)	3771	3732	3693	3661	3630	3604	-168
4 person (1 adult, 3 children)	201	202	204	205	207	209	8
5 + person (no children)	253	261	268	273	278	282	29
5 + person (2+ adults, 1+ children)	1870	1848	1828	1810	1792	1777	-93
5 + person (1 adult, 4+ children)	83	85	86	88	90	91	8
<b>Total</b>	<b>39710</b>	<b>39883</b>	<b>40055</b>	<b>40218</b>	<b>40388</b>	<b>40541</b>	<b>831</b>

Figures may not sum due to rounding

As can be seen in Table 10, much of this change is accounted for amongst smaller households, for example, 623 one-person households and 484 two-person households with no children. However it should not be assumed that there will be an equivalent increase in the demand for

smaller affordable properties as some of these newly forming households will satisfy their own need in the private sector and may chose a larger property than they actually need should their financial circumstances allow.

Welsh Government household projections are only available at local authority level and in order to disaggregate population growth to ward level a further set of calculations is required using household census data. The 2011 Census data was used to calculate the proportion of households residing within each ward. These proportions were then applied to the 831 figure to provide an estimated breakdown of emerging households at electoral ward level. Table 12 shows the figures disaggregated to ward level.

After disaggregating the household projection figures to electoral wards, a further calculation was required to convert these figures into property types. The Common Housing Register Allocations Policy shown in Table 11 below was then used to determine the number of bedrooms suitable for each household category.

**Table 16 Allocations Policy**

Accommodation Size	Household Types	Change
1 bedroom	1 person	596
	2 person (no children)	575
2 bedroom	2 person (1 adult, 1 child)	-51
	3 person (no children)	86
	3 person (2 adults, 1 child)	-88
3 bedroom	3 person (1 adult, 2 children)	-3
	4 person (no children)	68
	4 person (2+ adults, 1+ child)	-234
4 bedroom	4 person (1 adult, 3 children)	5
	5+ person (no children)	46
5 bedroom	5+ person (2+ adults, 1+ children)	-116
	5+ person (1 adult, 4+ children)	5
<b>Total</b>		<b>889</b>

The results of this exercise are shown in Table 13.

**Table 17 Household Projections Disaggregated to Wards**

Wards	Census-All Households	Census Household Area Proportions	Total Growth	Annual Growth
Abergavenny	6308	0.16	137.11	27.42
Caerwent	728	0.02	15.82	3.16
Caldicot	4011	0.10	87.18	17.44
Chepstow	5168	0.14	112.33	22.47
Crucorney	857	0.02	18.63	3.73
Devauden	598	0.02	13.00	2.60
Goetre Fawr	993	0.03	21.58	4.32
Llanbadoc	514	0.01	11.17	2.23
Llanelly Hill	1716	0.04	37.30	7.46
Llanfoist Fawr	803	0.02	17.45	3.49
Llangybi Fawr	719	0.02	15.63	3.13
Llanover	922	0.02	20.04	4.01
Llantilio Crossenny	697	0.02	15.15	3.03
Llanwenarth Ultra	622	0.02	13.52	2.70
Magor/Undy	2377	0.06	51.66	10.33
Mitchel Troy	500	0.01	10.87	2.17
Monmouth	4520	0.12	98.24	19.65
Portskewett	884	0.02	19.21	3.84
Raglan	852	0.02	18.52	3.70
Rogiet	698	0.02	15.17	3.03
Shirenewton	868	0.02	18.87	3.77
St Arvans	659	0.02	14.32	2.86
Trellech United	1064	0.03	23.13	4.63
Usk	1155	0.03	26.10	5.02
<b>Total</b>	<b>38233</b>	<b>1</b>	<b>831</b>	<b>166.2</b>

Footnote:

Census-All Households Figures divided by Total of All Households Figure (38,233) = Area Proportions.

Area Proportion figures multiplied by projected change 2018-2023 figure of 831 = Total Growth.

Total Growth divided by 5 gives Annual Growth.

**Table 18 Projected Household Increase 2018-2023 Disaggregated by Ward**

Ward	Social Rent Need	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Abergavenny	37.62	50.10	-4.06	-6.26	1.70	-3.86
Caerwent	1.89	2.52	-0.20	-0.31	0.09	-0.19
Caldicot	22.17	29.53	-2.39	-3.69	1.00	-2.27
Chepstow	22.11	29.44	-2.39	-3.68	1.00	-2.27
Crucorney	2.50	3.33	-0.27	-0.42	0.11	-0.26
Devauden	1.10	1.46	-0.12	-0.18	0.05	-0.11
Goytre Fawr	5.08	6.76	-0.55	-0.84	0.23	-0.52
Llanbadoc	0.91	1.21	-0.10	-0.15	0.04	-0.09
Llanelly Hill	6.43	8.56	-0.69	-1.07	0.29	-0.66
Llanfoist Fawr	3.07	4.09	-0.33	-0.51	0.14	-0.31
Llangybi Fawr	1.55	2.06	-0.17	-0.26	0.07	-0.16
Llanover	2.52	3.35	-0.27	-0.42	0.11	-0.26
Llantilio Crossenny	1.90	2.53	-0.21	-0.32	0.09	-0.19
Llanwenarth Ultra	2.21	2.95	-0.24	-0.37	0.10	-0.23
Magor/Undy	5.75	7.65	-0.62	-0.96	0.26	-0.59
Mitchel Troy	1.22	1.63	-0.13	-0.20	0.06	-0.13
Monmouth	22.04	29.35	-2.38	-3.67	0.99	-2.26
Portskewett	2.96	3.94	-0.32	-0.49	0.13	-0.30
Raglan	4.53	6.04	-0.49	-0.75	0.20	-0.46
Rogiet	2.84	3.78	-0.31	-0.47	0.13	-0.29
Shirenewton	1.19	1.58	-0.13	-0.20	0.05	-0.12
St Arvans	1.35	1.79	-0.15	-0.22	0.06	-0.14
Trellech United	1.70	2.26	-0.18	-0.28	0.08	-0.17
Usk	5.04	6.71	-0.54	-0.84	0.23	-0.52
<b>Total</b>	<b>159.66</b>	<b>212.63</b>	<b>-17.24</b>	<b>-26.56</b>	<b>7.20</b>	<b>-16.36</b>

The figures in Table 13 are the projected newly arising need 2018-2023 and do not take into account the backlog of housing need.



### 5.3 New Households Priced Out of the Market

We cannot assume that all of the newly emerging households will require affordable housing, as many households will prefer to meet their own housing need in the private sector, through either buying their own home or renting in the private sector. An important part of the LHMA, therefore, is to calculate the proportion of households priced out of the housing market, which gives you the number of additional new households in need of affordable housing.

Household income data from CACI Paycheck was used together with house price and market rent information from Hometrack to help estimate how many newly forming households will be in housing need for social rent, intermediate rent and low cost home ownership. Two entry-level house prices were calculated for the county using Hometrack property price data. The Welsh Government guidance figure of 3.5 times the gross household income of a single earner household was used to calculate the amount that first time buyers could expect to borrow (WAG, March 2006, 6.13).

The annual growth figures in Table 14 below for Abergavenny, Caldicot, Chepstow, Monmouth and Magor/Undy are an average of the annual growth figures for the wards in each of those housing market areas.

**Table 19 Number of Emerging Households Priced out of Housing Market Entry Level**

Ward	Total Growth	Able to afford a mortgage	In need of LCHO	In need of IR	In need of SR
Abergavenny	137.11	43.19	43.27	12.90	37.62
Caerwent	15.82	8.38	4.40	1.15	1.89
Caldicot	87.18	22.75	31.59	10.69	22.17
Chepstow	112.33	37.54	40.99	11.74	22.11
Crucorney	18.63	6.90	7.48	1.70	2.50
Devauden	13.00	7.77	3.35	0.80	1.10
Goytre Fawr	21.58	8.47	8.03	0.00	5.08
Llanbadoc	11.17	5.80	3.00	0.68	0.91
Llanelly Hill	37.30	13.39	11.54	3.49	6.43
Llanfoist Fawr	17.45	7.19	5.50	1.73	3.07
Llangybi Fawr	15.63	8.90	4.16	1.04	1.55
Llanover	20.04	8.24	6.19	3.28	2.52
Llantilio Crossenny	15.15	6.21	5.79	1.27	1.90
Llanwenarth Ultra	13.52	4.83	5.20	1.32	2.21
Magor/Undy	51.66	25.48	17.10	3.40	5.75
Mitchel Troy	10.87	4.90	3.95	0.84	1.22
Monmouth	98.24	32.96	32.60	10.59	22.04
Portskewett	19.21	7.35	7.16	1.72	2.96
Raglan	18.52	7.52	6.46	0.00	4.53
Rogiet	15.17	5.25	5.62	1.53	2.84
Shirenewton	18.87	11.48	5.33	0.89	1.19
St Arvans	14.32	7.23	4.84	0.95	1.35
Trellech United	23.13	13.08	7.16	1.25	1.70
Usk	25.10	9.52	8.68	2.24	5.04
<b>Total</b>	<b>831.00</b>	<b>314.35</b>	<b>279.39</b>	<b>75.20</b>	<b>159.66</b>

Table does not sum due to rounding of figures

Table 14 shows the total projected household growth for each ward together with the number of households able to afford a mortgage and the number of households priced out of the market (Source: CACI 2015 and Hometrack 25/2/25)

#### 5.4 Existing Households Falling into Need

The LHMA also needs to take account of existing households that may fall into need each year due to homelessness. WG guidance states that this should be estimated by looking at recent trends. Ministry of Justice data is available at Local Authority level and can be used to identify the number of mortgage and landlord possession claims leading to orders. The analysis of this data together with the average homelessness figure allows an annual average figure to be established and projected forward for each year of the LHMA period.

Over the period 2013/14 to 2017/18 there were 277 mortgage possession claims and 320 landlord possession claims leading to orders. During the same period, there were 287 homeless presentations. The homeless presentations divided by 5 gives an average of 57.40 existing households falling into need each year until 2023. To give an estimation of distribution at ward level the census ward level proportions were applied to the 57.50 figure and an indicative breakdown of bedroom size required was factored in by applying the proportionate demand identified from the Common Housing Register. The results are shown in Table 15.

**Table 20 Number of Existing Households Falling into Need per Annum**

Ward	1 Bed	2 Bed	3 Bed	4 Bed	Total
Abergavenny	4.32	3.10	1.22	0.82	9.47
Caerwent	0.50	0.36	0.14	0.10	1.09
Caldicot	2.75	1.97	0.78	0.52	6.02
Chepstow	3.54	2.54	1.00	0.68	7.76
Crucorney	0.59	0.42	0.17	0.11	1.29
Devauden	0.41	0.29	0.12	0.08	0.90
Goytre Fawr	0.68	0.49	0.19	0.13	1.49
Llanbadoc	0.35	0.25	0.10	0.07	0.77
Llanelly Hill	1.18	0.84	0.33	0.22	2.58
Llanfoist Fawr	0.55	0.39	0.16	0.11	1.21
Llangybi Fawr	0.49	0.35	0.14	0.09	1.08
Llanover	0.63	0.45	0.18	0.12	1.38
Llantilio Crossenny	0.48	0.34	0.13	0.09	1.05
Llanwenarth Ultra	0.43	0.31	0.12	0.08	0.93
Magor/Undy	1.63	1.17	0.46	0.31	3.57
Mitchel Troy	0.34	0.25	0.10	0.07	0.75
Monmouth	3.10	2.22	0.87	0.59	6.79
Portskewett	0.61	0.43	0.17	0.12	1.33
Raglan	0.58	0.42	0.16	0.11	1.28
Rogiet	0.48	0.34	0.14	0.09	1.05
Shirenewton	0.59	0.43	0.17	0.11	1.30
St Arvans	0.45	0.32	0.13	0.09	0.99
Trellech United	0.73	0.52	0.21	0.14	1.60
Usk	0.79	0.57	0.22	0.15	1.73
<b>Total</b>	<b>26.20</b>	<b>18.80</b>	<b>7.40</b>	<b>5.00</b>	<b>57.39</b>



# Affordable Supply

6.1 Social Housing Stock

6.2 Social Housing Lettings

6.3 Committed Supply



## 6. Affordable Housing Supply

WG guidance suggests that the supply of affordable housing expected over the next five years should be considered in order to counterbalance demand from newly arising and backlog need. The two main strands to this analysis are projected lets and committed supply.

### 6.1 Existing Affordable Housing Stock (RSLs)

Tables 21 – 27 show the housing stock held by RSLs in Monmouthshire. The stock for each RSL has been split between general needs and OAP and disaggregated to ward level. Table 28 shows the disabled/adapted housing stock owned and managed by MHA and Melin Homes. Charter Housing currently has no adapted housing in Monmouthshire.

**Table 21 MHA General Needs Stock**

Ward	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Total
Abergavenny	217	262	295	27	0	801
Caerwent	0	6	19	0	1	26
Caldicot	70	246	186	7	0	509
Chepstow	63	85	196	9	0	353
Crucorney	0	6	11	0	0	17
Devauden	0	2	3	0	0	5
Goytre Fawr	19	5	24	2	0	50
Llanbadoc	0	2	4	0	0	6
Llanelly Hill	12	19	73	0	0	104
Llanfoist Fawr	3	40	16	6	0	65
Llangybi Fawr	0	0	10	0	0	10
Llanover	1	8	12	0	0	21
Llantilio Crossenny	0	0	10	0	0	10
Llanwenarth Ultra	0	25	26	2	0	53
Magor/Undy	0	3	20	0	0	23
Mitchel Troy	0	11	6	0	0	17
Monmouth	112	117	177	12	0	418
Portskewett	9	6	11	0	0	26
Raglan	0	12	17	2	0	31
Rogiet	1	0	26	0	0	27
St Arvans	0	1	18	0	0	19
Shirenewton	2	9	9	0	0	20
Trellech United	4	9	15	0	0	28
Usk	16	3	13	0	0	32
<b>Total Stock</b>	<b>529</b>	<b>877</b>	<b>1197</b>	<b>67</b>	<b>1</b>	<b>2671</b>

**Table 22 MHA OAP Stock**

Ward	OAP			Sheltered		Total
	1 Bed	2 Bed	3 Bed	1 Bed	2 Bed	
Abergavenny	89	26	0	48	35	198
Caerwent	17	3	0	0	0	20
Caldicot	83	12	0	16	15	126
Chepstow	6	0	0	52	20	78
Crucorney	8	6	0	0	0	14
Devauden	8	6	0	0	0	14
Goytre Fawr	5	9	0	0	0	14
Llanbadoc	0	0	0	0	0	0
Llanelly Hill	27	5	0	0	0	32
Llanfoist Fawr	11	0	0	0	0	11
Llangybi Fawr	14	13	0	0	0	27
Llanover	27	7	0	0	0	34
Llantilio Crossenny	0	10	0	0	0	10
Llanwenarth Ultra	19	0	0	0	0	19
Magor/Undy	5	1	0	41	0	47
Mitchel Troy	0	13	0	0	0	13
Monmouth	47	21	0	14	6	88
Portskewett	31	0	0	0	0	31
Raglan	30	24	1	0	0	55
Rogiet	16	14	0	0	0	30
St Arvans	11	5	0	0	0	16
Shirenewton	7	0	0	0	0	7
Trelleck United	0	0	0	18	0	18
Usk	0	6	0	49	2	57
<b>Total</b>	<b>461</b>	<b>181</b>	<b>1</b>	<b>238</b>	<b>78</b>	<b>959</b>

**Table 23 Melin Homes General Needs Stock**

Ward	1 Bed	2 Bed	3 Bed	4 Bed	6 Bed	Total
Abergavenny	32	61	56	4	0	153
Caerwent	12	2	6	2	0	22
Caldicot	31	35	48	6	0	120
Chepstow	24	26	31	5	0	86
Crucorney	0	4	4	0	0	8
Goytre Fawr	6	9	7	1	0	23
Llanelly Hill	9	4	1	2	0	16
Llanfoist Fawr	16	7	9	4	0	36
Magor/Undy	16	9	12	3	0	40
Monmouth	43	69	38	4	0	154
Portskewett	4	2		0	0	6
Rogiet	25	11	7	3	1	47
<b>Total Stock</b>	<b>218</b>	<b>239</b>	<b>219</b>	<b>34</b>	<b>1</b>	<b>711</b>

**Table 24 Melin Homes OAP Stock**

Ward	OAP		Sheltered			Total	
	1 Bed	2 Bed	Bedsit	1 Bed	2 Bed		3 Bed
Abergavenny	11	13	20	16	2	1	<b>63</b>
Caerwent	3	10	0	0	0	0	<b>13</b>
Caldicot	1	4	0	0	0	0	<b>5</b>
Goytre Fawr	0	2	0	0	0	0	<b>2</b>
Llanfoist Fawr	0	5	0	0	0	0	<b>5</b>
Llanover	0	5	0	0	0	0	<b>5</b>
Monmouth	1	7	0	28	2	1	<b>39</b>
<b>Total Stock</b>	<b>16</b>	<b>46</b>	<b>20</b>	<b>44</b>	<b>4</b>	<b>2</b>	<b>132</b>

**Table 25 Charter Housing Association General Needs Stock**

Ward	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	6 Bed	Total
Abergavenny	26	48	41	0	0	1	116
Caldicot	6	0	26	4	0	0	36
Chepstow	83	96	132	17	0	0	328
Crucorney	0	5	6	0	0	0	11
Llanfoist Fawr	6	33	26	4	0	0	69
Magor/Undy	8	9	9	2	0	0	28
Monmouth	36	18	46	5	0	0	105
Portskewett	2	3	2	0	0	0	7
Raglan	0	8	0	0	0	0	8
Rogiet	13	19	16	2	0	0	50
Trellech United	2	6	8	1	0	0	17
Usk	6	4	4	1	0	0	15
<b>Total</b>	<b>188</b>	<b>249</b>	<b>316</b>	<b>36</b>	<b>0</b>	<b>1</b>	<b>790</b>

**Table 26 Charter Housing Association (Derwen) OAP Stock**

Ward	OAP			Sheltered		Total
	1 Bed	2 Bed	3 Bed	1 Bed	2 Bed	
Abergavenny	0	0	0	22	1	23
Caldicot	12	19	0	0	0	31
Usk	0	0	0	15	11	26
<b>Total</b>	<b>12</b>	<b>19</b>	<b>0</b>	<b>37</b>	<b>12</b>	<b>80</b>

**Table 27 Other RSL Housing Stock**

<b>Muir Group</b>				
<b>Ward</b>	<b>1 Bed</b>	<b>2 Bed</b>	<b>3 Bed</b>	<b>Total</b>
Caldicot	0	17	0	17
<b>Aelwyd Housing Association</b>				
<b>Ward</b>	<b>1 Bed</b>	<b>2 Bed</b>	<b>3 Bed</b>	<b>Total</b>
Magor/Undy	16	0	0	16
<b>United Welsh Housing Association</b>				
<b>Ward</b>	<b>1 Bed</b>	<b>2 Bed</b>	<b>3 Bed</b>	<b>Total</b>
Llanelly Hill	41	6	8	55
<b>Total Other RSL</b>	<b>57</b>	<b>23</b>	<b>8</b>	<b>88</b>

**Table 28 Combined RSL Disabled/Adapted Housing Stock**

<b>Ward</b>	<b>MHA</b>				<b>Melin Homes</b>			<b>Total</b>
	<b>2 Bed</b>	<b>3 Bed</b>	<b>4 Bed</b>	<b>5 Bed</b>	<b>1 Bed</b>	<b>2 Bed</b>	<b>3 Bed</b>	
Abergavenny	5	3			1		1	<b>10</b>
Caerwent						2		<b>2</b>
Caldicot	4	6	1				2	<b>13</b>
Chepstow	6	2		1				<b>9</b>
Llanfoist Fawr			1					<b>1</b>
Llanwenarth Ultra							1	<b>1</b>
Magor/Undy						1		<b>1</b>
Monmouth	4					5		<b>9</b>
Raglan	3					1		<b>4</b>
Rogiet						1		<b>1</b>
<b>Total</b>	<b>22</b>	<b>11</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>4</b>	<b>51</b>

## 6.2 Social Housing Lettings

Past letting trends were analysed over the previous 3 years – 2015, 2016 and 2017 – and an average was taken in order to predict the likely number of lets that will come forward each year of the LHMA period (WAG, 2006b, para. 6.53). Like the housing register data used in calculating the backlog of need, this lettings data did not contain transfers.

**Table 29 Lettings Data from 2015 – 2017**

<b>Year</b>	<b>Number of Lets</b>
2015	436
2016	433
2017	411
<b>Average (mean)</b>	<b>426.67</b>

### **6.3 Committed Supply**

In addition to projected lets, the anticipated quantity of affordable housing 'already planned to be built over the time period of the assessment' should also be considered (WAG, 2006b, para. 6.81). Data sources used to determine this were:

- Social Housing Grant Programme
- Joint Housing Land Availability Study
- Local Development Plan

Planning applications granted permission subject to S106 agreements and other RSL schemes were also included, and only schemes highly likely to be delivered over the next five years were considered. The relevant data was formatted by ward, property size and property type. Table 16 shows the committed supply of affordable housing over the next five years.

Over the next five years, the total number of properties planned is as follows:

- Neutral tenure affordable housing 772

Of these 142 will be delivered through the Social Housing Grant Programme and 630 through S106 obligations.

**Table 30 Committed Supply of Affordable Housing over the next 5 years**

Ward	General Needs				OAP		AH	Total
	1 Bed	2 Bed	3 Bed	4 Bed	1 Bed	2 Bed	2 Bed	
Abergavenny	55	63	20	5	28	24	1	196
Caldicot	12	34	11	0	0	5	1	63
Chepstow	22	14	1	1	0	0	0	38
Crucorney	2	8	5	0	0	0	0	15
Devauden	0	7	2	0	0	0	0	9
Goetre Fawr	4	14	5	0	0	0	0	23
Llanbadoc	0	2	0	0	0	0	0	2
Llanfoist Fawr	10	23	10	2	0	3	0	48
Llanover	0	4	1	0	0	0	0	5
Llantilio Crossenny	0	3	1	0	0	0	0	4
Magor/Undy	16	32	12	2	0	4	1	67
Mitchel Troy	0	4	5	0	0	0	0	9
Monmouth	34	63	27	4	0	12	0	140
Portskewett	31	36	19	0	0	2	6	94
Raglan	8	13	5	0	0	0	0	26
Rogiet	0	0	0	0	0	0	0	0
St Arvans	0	2	1	0	0	0	0	3
Shirenewton	2	7	3	0	0	0	0	12
Trellech United	0	9	2	0	0	0	0	11
Usk	4	3	0	0	0	0	0	7
<b>Total</b>	<b>200</b>	<b>341</b>	<b>130</b>	<b>14</b>	<b>28</b>	<b>50</b>	<b>9</b>	<b>772</b>

# Key Findings

7.1 Social Rented Housing

7.2 Low Cost Home Ownership

7.3 Intermediate Rent







## 7. Key Findings

The net shortfall of affordable housing is calculated by taking the backlog of need (Housing Register data divided by five for each year of the LHMA period) and adding existing households falling into need and newly arising need. The committed supply of affordable housing is deducted from this figure leaving the estimated annual shortfall. It would, however, be inaccurate to assume that each unit would only be occupied once over the next five years and not allowing for turnover could potentially inflate the requirement for new affordable housing. Current levels of turnover were calculated by dividing average lets over the last three years by existing social rented stock and the related ward level turnover for each property type was factored into the net shortfall for each ward to determine the annual affordable dwelling requirement.


### 7.1 Social Rent

The backlog of housing need from Monmouthshire's Common Housing Register is 2,079. Dividing this figure by 5 for each year of the LHMA gives an annual figure of 415.80. Existing households falling into need due to homelessness has been calculated as an additional 133.39 households per year and newly arising need as 159.66. The newly arising need figure is calculated using the Household Projections for Monmouthshire (2014). This gives a gross need of 708.85. The combined lets and committed supply figure is 587.06. This gives a net need of 121.79 which then needs to be multiplied by the turnover rate (the average turnover rate used is 0.8402) to give the annual social rented need for Monmouthshire. This figure is 102.32.

### 7.2 Low Cost Home Ownership (LCHO)

The annual backlog for LCHO is 18.20 and the newly arising need is calculated as 279.39. This gives a gross need of 297.59. When the committed supply of 13.40 is deducted this gives a net annual need of 284.19.

CACI Paycheck income data is used to compare with local house prices to help estimate how many newly forming households will be in housing need for low cost home ownership. The figure arrived at using this methodology is 279.39 per year, however, we have no way of knowing how many of these households will require assistance from the local authority in the form of affordable housing. In the past, not many of these households have registered a need for LCHO. Some have received assistance through the Welsh Government Help to Buy Scheme, some have received parental assistance and some have moved to cheaper areas such as Newport, Torfaen and Blaenau Gwent. This figure is



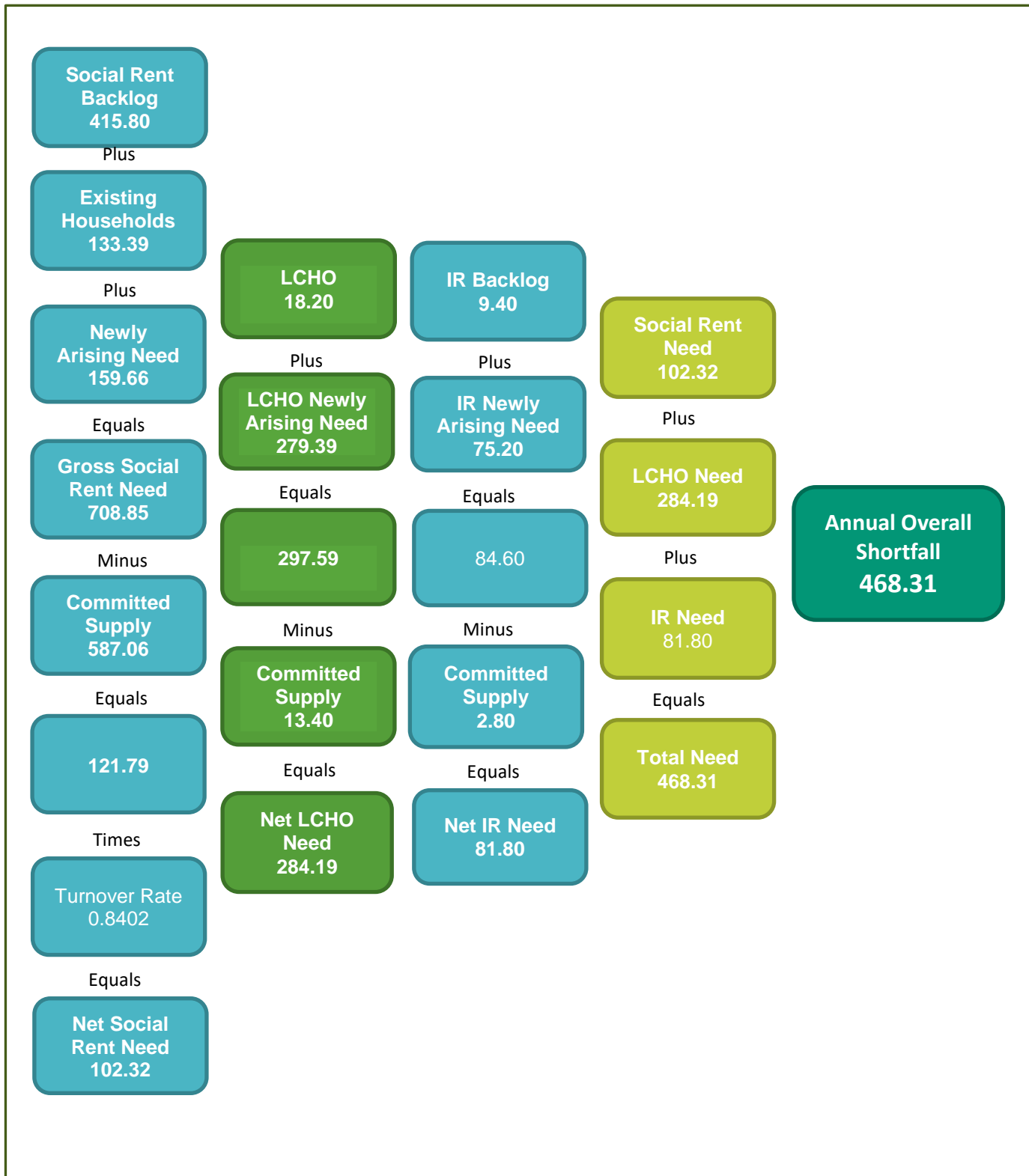
higher than that of the previous assessment in 2015 (157.15). This is due to the considerable increase in house prices.

### **7.3 Intermediate Rent**

The annual backlog for Intermediate Rent is 9.40 and the newly arising need is 75.20. This gives a gross need of 84.60. Deducting the committed supply of 2.80 units per year gives an annual need figure of 81.80.

These overall annual calculations are shown in Figure 42.

**Figure 42 Affordable Housing Annual Shortfall**



# Conclusions





## 8. Conclusions

This LHMA has utilised the Welsh Government Guidance to estimate the housing requirements within Monmouthshire from 2017 to 2023. A variety of secondary data was used including figures from Homesearch (Monmouthshire Common Housing Register), WG household projections, residential possession orders, homelessness data, house prices, incomes, dwelling stock turnover and committed supply. In depth analysis of these sources has produced a robust update of previous findings.

The annual shortfall of affordable housing in Monmouthshire from 2017 – 2023 is 468.31. The highest need across all wards is for one and two bedroom properties. The figure of 468.31, however, should not be taken as an annual target for the delivery of affordable housing as new build homes are not the total solution to the supply of affordable homes in the County. The Council is working with private landlords to increase the supply of private rented homes and also to bring empty homes back into use. The figure is simply an indication of current projected need for affordable housing within the county and sets a benchmark that the Council can work towards.

Due to the increase in the number of households predicted to be unable to buy on the open market it would be sensible to review Monmouthshire's affordable housing delivery options during the revision of the LDP.

The affordable housing target remains the LDP target of 960 units over the plan period 2011 - 2021 and Council officers are working hard with the development industry to secure the delivery of strategic site allocations, as these will make the largest contribution to housing delivery in the longer term. The Council has also been looking at a range of mechanisms to bring forward affordable housing, including the allocation of small sites in rural areas which will deliver 60% affordable housing, rural exception sites, the use of public sector land assets and supporting direct delivery by RSL partners through the Social Housing Grant Programme.

This assessment pulls together all the available data in order to produce an accurate and detailed picture of housing need in Monmouthshire. There are many factors that impact on the supply and demand for housing and these will be reviewed on a regular basis in order to update the LHMA. This will ensure that both the Local Authority and its partners have a clear understanding of housing need in Monmouthshire and that they are able to work together to ensure the best outcomes possible for Monmouthshire residents.



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<p><b>Name of the Officer</b> completing the evaluation Shirley Wiggam</p> <p><b>Phone no:</b> 07769 616662 <b>E-mail:</b> shirleywiggam@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>Submit the completed Local Housing Market Assessment (LHMA) to the Welsh Government in accordance with statutory requirements.</p>
<p><b>Name of Service area</b></p> <p>Housing &amp; Communities</p>	<p><b>Date</b> 13<sup>th</sup> November, 2018</p>

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

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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The LHMA provides an assessment of housing need for households of all ages and supports the delivery of affordable housing.	None	N/A
Disability	The LHMA provides an assessment of housing need for households with disabilities and supports the delivery of adapted housing and supported housing.	None	N/A
Gender reassignment	None	None	N/A
Marriage or civil partnership	None	None	N/A




Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Pregnancy or maternity	None	None	N/A
Race	None	None	N/A
Religion or Belief	None	None	N/A
Sex	None	None	N/A
Sexual Orientation	None	None	N/A
Welsh Language	None	None	N/A
Poverty	The LHMA provides an assessment of need for affordable housing and supports delivery of appropriate housing for households that do not earn enough to satisfy their housing need on the open market.	None	N/A



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

<b>Well Being Goal</b>	<b>Does the proposal contribute to this goal? Describe the positive and negative impacts.</b>	<b>What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?</b>
<b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs	N/A	N/A
<b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	N/A	N/A
<b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood	The LHMA provides an assessment of the housing needs of people with physical disabilities and supports delivery of adapted and supported affordable housing.	No negative impacts.
<b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected	N/A	N/A
<b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	N/A	N/A
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	N/A	N/A
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances	The LHMA provides an assessment of housing need and supports delivery of affordable housing. A safe, affordable home is important in helping people to fulfil their potential.	N/A

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The LHMA provides an assessment of the current housing market in addition to assessing the need for all types of affordable housing. The report also assesses housing need against the committed supply of affordable housing over the next 5 years. Information contained in the LHMA will be used in the preparation of the revised LDP.</p>	<p>The LHMA will be updated every two years.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The LHMA will be used by our RSL partners and private developers to help deliver affordable housing over the next two years. Information in the report will also be used in the preparation of the revised LDP.</p>	<p>The LHMA will be updated in two years time.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>N/A</p>	<p>N/A</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p><b>Prevention</b></p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The LHMA helps to identify emerging trends in house prices together with the current and future housing needs of Monmouthshire households. The data will also be used in the preparation of the revised LDP.</p>	<p>N/A</p>
 <p><b>Integration</b></p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Suitable housing is important for the wellbeing of all groups. The LHMA demonstrates the current and future need for affordable housing at ward level throughout the county.</p>	

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

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	The LHMA supports the delivery of affordable housing and provides data on housing need down to ward level.	N/A	N/A
Safeguarding	The LHMA provides data on the housing needs of people in need of supported housing, people in need of adapted housing and older persons housing.	N/A	N/A

Corporate Parenting	N/A	N/A	N/A
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**5. What evidence and data has informed the development of your proposal?**

A number of data sources were used in the preparation of the LHMA. These include:

- Census Data
- CACI Paycheck Data
- Hometrack (Housing Intelligence) Data
- Monmouthshire's Common Housing Register

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

The LHMA provides an assessment of the current housing market and helps to identify emerging trends in house prices and affordability. In addition to assessing the need for all types of affordable housing, the report also assesses housing need against the committed supply of affordable housing over the next 5 years. Information contained in the LHMA will be used in the preparation of the revised LDP.

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

What are you going to do	When are you going to do it?	Who is responsible

**8. VERSION CONTROL: The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this**

**process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.**

<b>Version No.</b>	<b>Decision making stage</b>	<b>Date considered</b>	<b>Brief description of any amendments made following consideration</b>
	<i>e.g. budget mandate, DMT, SLT, Scrutiny, Cabinetetc</i>		

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<b>SUBJECT:</b>	<b>Dignity at Work Policy (Corporate)</b>
<b>MEETING:</b>	<b>CABINET</b>
<b>DATE:</b>	<b>January 2019</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>All</b>

## 1. PURPOSE:

The purpose of this report is to introduce the revised Dignity at Work Policy.

This policy is designed both to help prevent any harassment and bullying and to offer support to any colleague who feels that they are being harassed or bullied. It aims to assist in developing and encouraging a working and learning environment and culture in which harassment and bullying are known to be unacceptable, and where colleagues have the confidence to report harassment or bullying without fear or intimidation.

## 2. RECOMMENDATIONS:

That the revised Dignity at Work Policy be approved by Cabinet.

## 3. KEY ISSUES:

The current Harassment Policy and Procedure is dated 2006 and requires an update following specific legislative changes, notably the Equality Act 2010. The Act harmonised and replaced previous legislation such as the Race Relations Act 1976 and the Disability Discrimination Act 1995. The Act covers the same groups that had been protected by previous equality legislation - age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity. These are called 'protected characteristics'.

## 4. REASONS:

All colleagues are entitled to a work in an environment which is free from bullying, intimidation, harassment or victimisation and to be treated with dignity, respect and courtesy.

This policy is revised to ensure it is up to date, that it is fit for purpose and that it enables more effective management of casework.

Harassment is "unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual".

Harassment applies to all protected characteristics except for pregnancy and maternity and marriage and civil partnership. Colleagues are able to complain of behaviour that they find

offensive even if it is not directed at them, and the complainant need not possess the relevant characteristic themselves.

The aims of the Dignity at work policy are:

- Support and sustain a positive and thriving working environment for all colleagues free from any form of inappropriate or unacceptable behaviour;
- Provide a framework for respect and good conduct to prevent and eliminate all forms of bullying and harassment
- Provide a mechanism by which complaints can wherever possible be addressed in a timely way
- Set out the responsibilities for managing and supporting colleagues when concerns are raised under the Dignity at Work policy

**5. RESOURCE IMPLICATIONS:**

None

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

The Equality Impact Assessment is attached.

**7. CONSULTEES:**

All recognised trade unions

**8. BACKGROUND PAPERS:**

None

**9. AUTHOR:**

Sally Thomas HR Manager

**10. CONTACT DETAILS:**

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

# **DRAFT DIGNITY AT WORK POLICY**

## Contents

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## Policy Statement

Monmouthshire County Council is committed to its obligations in relation to all aspects of equality. All colleagues have the right to a working environment, in which each of us has a responsibility to create a safe environment where we are all encouraged to meet our full potential. This is achieved by being able to work in a non-threatening environment, free of harassment and/or bullying and which in turn encourages harmonious, considerate and dignified working relationships which is in line with our values of;

Openness: we aspire to be open and honest to develop trusting relationships.

Fairness: we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: we aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

The Council recognises its responsibilities under the following legislation:-

- Health and Safety at Work Act 1974
- Trade Union Reform and Employment Rights Act 1993
- Employment Rights Act 1996
- Human Rights Act 1998
- Equality Act 2010

## Policy Scope

This Policy applies to all employees other than those employed in schools and the policy should be read in conjunction with the Council's:-

- Equalities Policy
- Code of Conduct Policy
- Whistleblowing Policy
- NJC Terms and Conditions Local Government Employees

The Council is determined to eliminate all forms of harassment, bullying and victimisation within the working environment.

This policy is designed both to help prevent any harassment, bullying and victimisation and to offer support to any colleague who feels that they are being harassed, bullied or victimised. It aims to assist in developing and encouraging a working & learning environment and culture in which harassment and bullying are understood and are known

to be unacceptable, and where individuals have the confidence to report harassment, bullying or victimisation without fear or intimidation.

In its application, this policy seeks to ensure that there is no discrimination against employees either directly or indirectly on grounds prohibited by the Equality Act 2010 which covers age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation This policy is inclusive of partners of the opposite or same sex.

## Definitions of Harassment, Bullying and Victimisation

### *Harassment*

Harassment is defined under the Equality Act 2010 as:

**“Unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual”.**

The Equality Act 2010 makes it unlawful to harass an individual or group for a reason related to a relevant protected characteristic shown overleaf.

- age
- disability
- race
- sex
- gender reassignment
- religion or belief
- sexual orientation
- Pregnancy/Maternity<sup>1</sup> see note below
- Marriage/Civil Partnerships
- Welsh Language<sup>2</sup> see note below

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<sup>1</sup> *Pregnancy/maternity and marriage/civil partnerships are not included in the standard definition of harassment provided by the Equality Act 2010 however harassing someone because they are pregnant or on maternity leave is likely to constitute direct discrimination in any event and therefore will be covered by this Policy. Pregnancy/maternity and marriage/civil partnerships **are** included in the protection from victimisation.*

<sup>2</sup> *There is currently no specific legal protection on the grounds of Welsh language under the Equality Act or legal protection against harassment on the grounds of Welsh language for individuals under the Welsh*

Conduct that is acceptable to one person may prove to be unwanted, unwelcome or uninvited by another and the test applied must be that the conduct, whether unwitting or deliberate, is unacceptable to the recipient.

In addition to the Act making it unlawful for individuals to harass others on grounds relating to the protected characteristics listed, the Act also makes it unlawful for an employer to harass employees and people applying for employment.

In order to amount to Harassment under the Equality Act 2010 the behaviour must be for a reason related to a relevant protected characteristic (see list above) including the perception that a person has a protected characteristic even if this is not true (e.g. a person is harassed because he is perceived to be disabled even though he is not).

### **Bullying**

ACAS have provided the following definition:-

**“Bullying may be characterised as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means intended to undermine, humiliate, denigrate or injure the recipient”.**

Behaviour that is considered bullying by one person may be considered firm management by another. However, inappropriate behaviour that leads to employees becoming stressed, demotivated or frightened is unacceptable.

There is also wider protection from bullying under this policy where the behaviour may not be related to a protected characteristic. The Protection from Harassment Act 1997 also provides a legal protection against harassment (as a criminal offence) in the form of a course of behaviour (not a single event) that causes alarm or distress (e.g. stalking).

### **Victimisation**

Victimisation is defined in the act as

**“Where one person treats another less favourably because he or she has asserted their legal rights in line with the Act or helped someone else to do so”.**

Victimisation occurs where there is unfair treatment of a person as a result of them making or supporting a complaint related to discrimination or harassment. Victimisation can constitute unlawful discrimination, and result in disciplinary action, regardless of the outcome of the original complaint.

The Act provides protection against victimisation for all the protected characteristics.

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*Language Measure however behaviour that is deemed offensive, intimidating, malicious or insulting to an individual may amount to bullying under this policy.*

## Responsibilities

All colleagues have a responsibility to take all practical steps to prevent unwanted behaviours occurring in the workplace. This includes:

- Ensuring that colleagues are aware of the Dignity at Work policy
- Promoting a positive working environment by treating everyone with respect, dignity and consideration.
- Challenging inappropriate remarks, jokes, written or electronic and photographic material
- Attending any appropriate training
- Ensuring that colleagues know that they are approachable on bullying or harassment issues

All colleagues carry responsibility for their own behaviour under this policy and accordingly, harassment, bullying or victimisation can lead to charges of gross misconduct and where proven, disciplinary action up to and including dismissal.

Where bullying and harassment does occur, it is the manager's responsibility to ensure that it is dealt with quickly and effectively. Prompt and effective action will in itself help to prevent reoccurrence and failure to do so may result in disciplinary action being taken against the manager.

## Monitoring

In line with our duty under the Equality Act 2010 the Council will monitor by the protected characteristics of sex, sexual orientation, race, religion or belief, welsh language needs, age, disability, whether married or in a civil partnership, gender reassignment, whether pregnant or on maternity and will maintain a record of complaints of harassment noting any actions taken.

## Raising a Complaint

### *Informal Stage*

Colleagues should aim to settle most complaints informally with their line manager. Many problems can be raised and settled during the course of everyday working relationships. This also allows for problems to be settled quickly. However, there may be circumstances where the concern is of such a serious nature that an informal process may not be appropriate, and in these cases, the formal procedure may be considered straight away.

The person may not know that his or her behaviour is unwelcome or upsetting. An informal discussion may help him or her to understand the effect of his or her behaviour and agree to change it.

Colleagues are expected to have raised issues informally prior to commencing the formal stage. When raising a complaint the colleague should do so in writing making it clear that they are raising the matter informally at this stage giving a full explanation of the nature of the behaviour(s) that is upsetting or unwelcome.



The colleague's supervisor or manager should seek to resolve the complaint having due regard to the nature of the complaint informally and respond to the employee's complaint as soon as possible, normally within 10 working days.

If the colleague feels unable to approach their line manager, they should contact People Services HR, who will discuss ways of dealing with the issue.

The colleague's supervisor or manager should seek to resolve the grievance as soon as possible, normally within 10 working days. Dealing with grievances in this way encourages speedy resolution of problems.

It is advisable for a note of the meeting to be made which both the manager and colleague should sign. For safekeeping this note, can be kept on the personnel file.

Mediation may be considered to aid resolution of the matter if other attempts to address the situation have been unsuccessful.

### **Formal Procedure**

If it is not possible to resolve the issue informally colleagues should raise the matter formally in writing (or verbally to their line manager who will make a note of the complaint) stating that they wish to raise their complaint under the Formal stage of this process within 7 working days.

All complaints relating to harassment, bullying or victimisation should be made through the Council's existing Fairness at Work (Grievance) Policy and that policy followed to conclusion.

### **Confidentiality**

All those involved in this policy, in the actions of this policy, should maintain strict confidentiality. Repeating accusations of harassment prior to the outcome of an informal or formal investigation itself can constitute harassment. Breaches of confidentiality may result in disciplinary action being taken. The need to observe an appropriate level of confidentiality will not prevent anyone involved in the procedure from seeking advice.

### **SUPPORT – contact details**

People Services HR - [peopleservices@monmouthshire.gov.uk](mailto:peopleservices@monmouthshire.gov.uk) on 01633 644400

External Counselling Service – contact People Services on 01633 644400

ACAS Helpline for Workplace Advice - 0300 123 1100

[www.workplacebullying.co.uk](http://www.workplacebullying.co.uk) Helpline 0808 800 2222

[www.bullying.co.uk](http://www.bullying.co.uk)

Disability on the Agenda - <https://www.gov.uk/browse/disabilities>

The Equality and Human Rights Commission (EHRC) - <http://www.equalityhumanrights.com>

## Appendix 1

### Examples of Harassment and Bullying

- Behaviour which is racist, sexist, homophobic, trans phobic, ageist or aimed at an employee's disability
- Any behaviour or abuse which may cause distress, such as name-calling, ridicule, insults, jokes, graffiti or physical abuse/threats.
- Abuse through email, text, website or other electronic media e.g. Twitter, Facebook or any other social networking sites
- Invasion of personal space
- Displaying offensive material (on paper or electronically)
- Spreading malicious rumours or insulting someone.
- Intentional isolation or exclusion.
- Persistent unwelcome contact, which may include text messages, emails, phone calls, gifts, letters, calling at your home or place of work or study.
- Stalking
- Offensive sexual behaviour such as suggestive looks, leering and remarks, offensive flirtations and unwanted physical contact or sexual advances.
- Offers of favoured treatment in return for sex (or threats of disadvantage if refused).
- Drawing unwelcome attention to, or abusing someone's religious beliefs.

## Appendix 2

### Guidance notes

#### Specific Responsibilities

##### **Managers**

All Managers are obliged to act fully in accordance with this procedure at all times. This includes creating a work environment, which neither condones nor gives support to any kind of acts of harassment and/or bullying and ensuring that this procedure is clearly communicated to all employees.

Where a manager becomes aware of or receives a complaint about an alleged case of harassment and/or bullying affecting one of their staff she/he should;

- Treat the complaint seriously;
- Listen and be sympathetic to the complainant;
- Try to get the offending behaviour to stop;
- Try to establish from the employee, the nature, seriousness and impact of the alleged harassment and or bullying;
- Advise the employee of the sources of support available to them;
- Consider, with advice from the People Management Advisor/Lead if the matter should be dealt with formally or informally. If the matter needs to be dealt with formally, ask the employee if they wish to make a formal written complaint.

If the behaviour could constitute misconduct, and/or is witnessed independently, it is the manager's responsibility to take action in accordance with the performance and conduct procedure, without the need for the employee to make a formal written complaint.

There may be cases where a manager believes that an employee is being harassed and/or bullied but the employee either denies it or insists that they want no action taken about it. In such cases the manager may not pressure the employee to complain or request action. However, the manager should consider other ways in which they can stop the behaviour.

##### **Colleagues**

Colleagues should:

- Be aware of the issue of harassment and/or bullying, of the forms it can take, and of the damage it can do to colleagues and the authority;
- Be aware of their own conduct and the impact it may have on other people;
- Not be afraid to stand up against harassment and or bullying or to support a colleague who is being harassed and/or bullied.

- Talk in confidence to any colleague that you believe is being harassed and/or bullied and inform them of this policy. It is possible that the colleague will be reluctant to have the matter dealt with formally. If so, be encouraging but sensitive to their wishes.

### **Raising a Complaint**

You should tell the person what behaviour of his or hers you find offensive and unwelcome, and say that you would like it to stop immediately. You may wish to add that, if the behaviour continues, you intend to make a formal complaint to your manager. You should keep a note of the date and what was said and done. This will be useful evidence if the unacceptable behaviour continues and you wish to make a formal complaint.

### **Mediation**

You may wish to consider mediation as an alternative method of informal resolution. Mediation is a process, which brings people together in the presence of an impartial third party who facilitates a resolution. The participants to the process (and not the mediator) decide on the terms of any resolution. This voluntary process encourages feelings to be aired and empowers those involved. It is most effective when both parties are willing to resolve matters and reach a solution. Mediation can be accessed via your Line Manager.

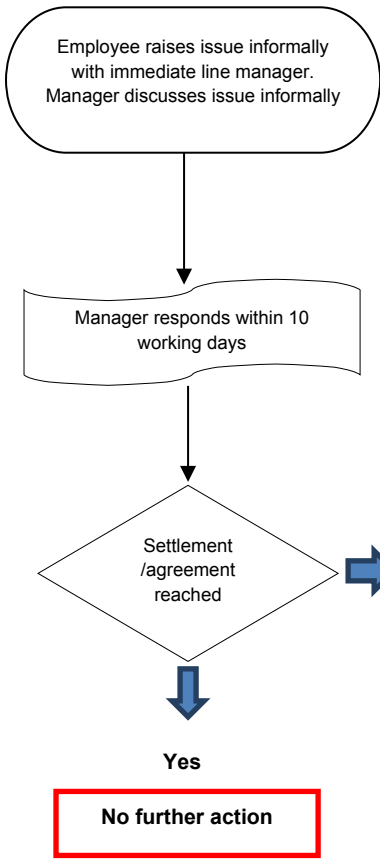
### **What happens if I am accused of bullying or harassment?**

If someone approaches you informally about your behaviour, do not dismiss the complaint out of hand because you were only joking or think the complainant is being too sensitive. Remember that different people find different things acceptable and everyone has the right to decide what behaviour is acceptable to him or her and to have his or her feelings respected by others.

You may have offended someone without intending to. If that is the case, the person concerned may be content with an explanation and an apology from you and an assurance that you will be careful in future not to behave in a way that you now know may cause offence. If a formal complaint is made about your behaviour, this will be investigated under the Council's Disciplinary Policy, if appropriate. The Disciplinary Policy will be followed and you will have rights as set out in that procedure.

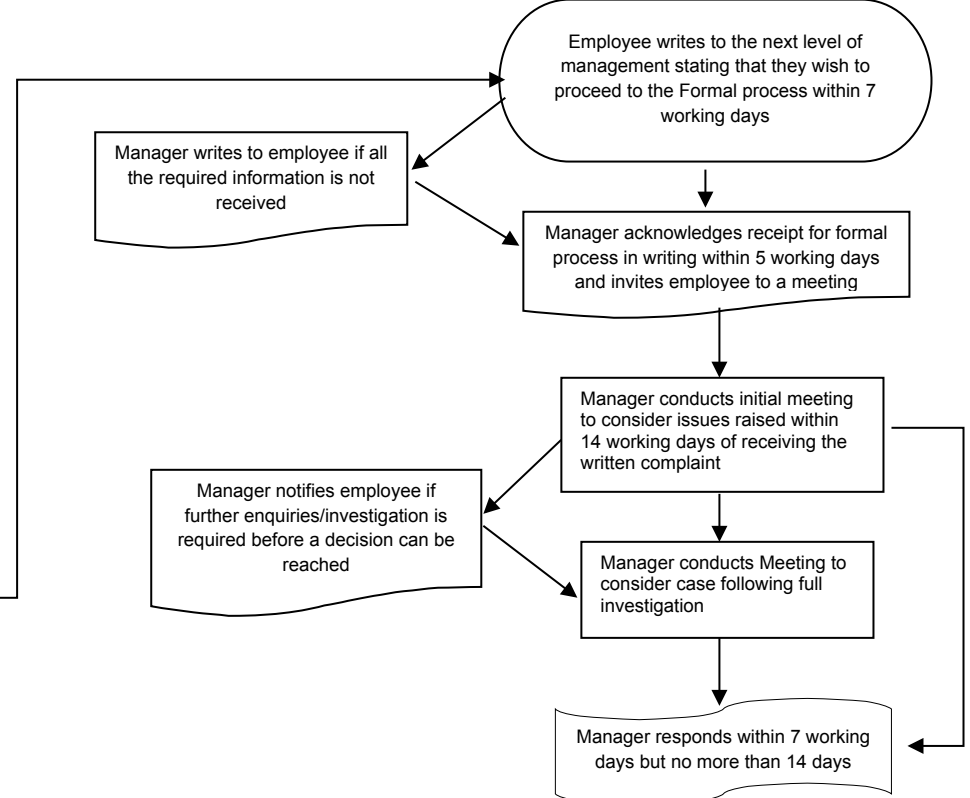
You will have the right to be informed of the allegations against you and to put your side of the story and to be accompanied at formal meetings by a trade union representative or work colleague. The Disciplinary Policy will be implemented at the appropriate stage for the seriousness of the allegation. Complaints of bullying and harassment will often be allegations of gross misconduct, which, if proved, could lead to dismissal without notice.

**Informal Process**

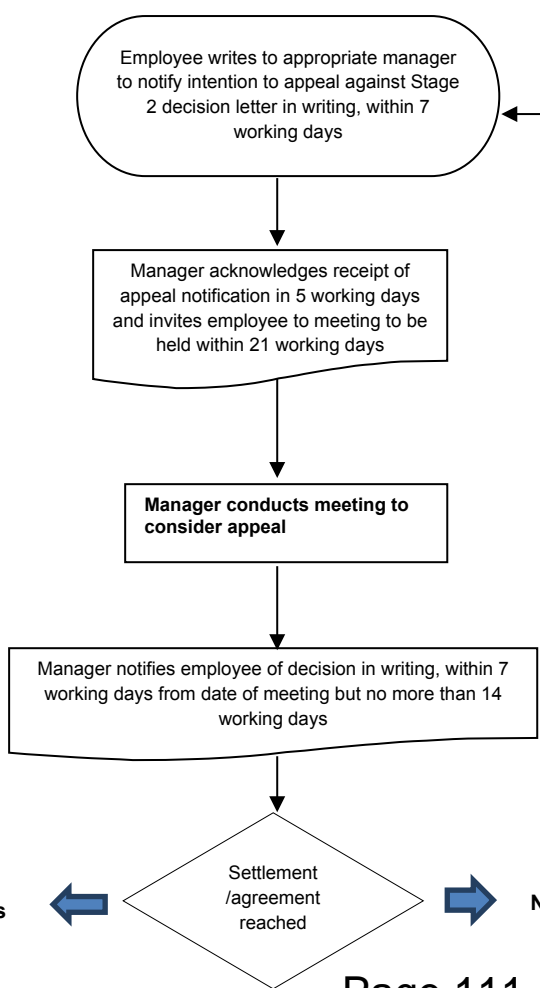


**Flowchart**

**Formal Process (Fairness at work(Grievance))**



**Appeal Process**



**The decision of the Manager at Stage 3 of the Formal Procedure will be the final stage of the Grievance Procedure and there will be no further right of appeal internally.**

## Version Control

<b>Title</b>	Dignity at Work Policy
<b>Owner</b>	People Services
<b>Approved by</b>	JAG, Cabinet
<b>Date</b>	October 2018
<b>Version Number</b>	<ol style="list-style-type: none"> <li>1. Harassment Policy &amp; Procedure -2006</li> <li>2. Dignity at Work Policy -October 2018</li> </ol>
<b>Review Date</b>	2020 – 2022
<b>Status</b>	Draft
<b>Consultation</b>	SLT, People Services, Trades Unions



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


<p><b>Name of the Officer</b> completing the evaluation Sally Thomas</p> <p><b>Phone no:</b> 07900651564 <b>E-mail:</b> sallythomas@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p><b>Report to approve revised Dignity at Work Policy</b></p>
<p><b>Name of Service</b></p> <p>People Services HR</p>	<p><b>Date Future Generations Evaluation</b> form completed</p> <p>October 2018</p>

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





Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	n/a	
<p><b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	N/a	
<p><b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>This revised policy seeks to ensure a workplace that is free from all forms of discrimination and that the wellbeing of all colleagues is a priority.</p>	

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected	n/a	
<b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	n/a	
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	n/a	
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances	<i>This includes the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership</i>	

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	n/a	



Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	n/a	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	n/a	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	n/a	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	n/a	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	This revised policy addresses all aspects of dignity at work in relation to all protected characteristics		
Disability			
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	<i>We will make this policy available in welsh should it be required</i>		

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

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

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5. What evidence and data has informed the development of your proposal?
6. The reason for development of this policy relates to the SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

Development of this report arises from the fact that the Council acknowledges the responsibility it has as an employer to ensure that its policies are up to date and legally compliant.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
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**8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.**

<p>The impacts of this proposal will be evaluated on:  This policy will be reviewed in 3-5 years or when a change in the law requires it.</p>	
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<b>SUBJECT:</b>	<b>WELSH CHURCH FUND WORKING GROUP</b>
<b>MEETING:</b>	<b>Cabinet</b>
<b>DATE:</b>	<b>6th February 2019</b>
<b>DIVISIONS/WARD AFFECTED:</b>	<b>All</b>

## 1. PURPOSE:

- 1.1 The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 7 of the 2018/19 financial year held on the 17<sup>th</sup> February 2019.

## 2. RECOMMENDATION:

- 2.1 We resolved that the following grants be awarded as per the schedule of applications.

### SCHEDULE OF APPLICATIONS CONSIDERED 2018/19 – MEETING 7.

1. **Abergavenny Community Trust** requested £3,600 to assist in repairing and improving unlit Pedestrian and Car access to the centre from the main car park at the old School site due to it being in a dangerous state of repair

Recommendation: £2,500 was awarded to assist in upgrading access facilities at this community asset.

2. **Abergavenny Children's Contact Centre** requested £1,650 to assist in providing a support service for separated families so that the affected children can alleviate hardship and distress by meeting their non-residential parents in a secure and neutral environment.

Recommendation: £350 was awarded to assist in this social community service for the benefit of separated families in the Abergavenny area.

3. **Heart Beat Club - Cardiac Rehabilitation Group Caldicot**, requested £500 to assist in replacing damaged treadmill exercise equipment.

Recommendation: This application was deferred to be withdrawn as an amended application is being submitted this financial year.

### **3. OPTIONS APPRAISAL**

Options available to the Committee are driven by the information only supplied by the applicants

### **4. EVALUATION CRITERIA**

No evaluation criteria is applicable to the grant awarded by the trust

### **5. REASONS**

A meeting took place on Thursday 17<sup>th</sup> January 2019 of the Welsh Church Fund Cabinet Working Group to recommend the payment of grants as detailed in the attached schedule (Appendix 2).

County Councillors in attendance:

County Councillor A. Webb (Chair)  
County Councillor D. Evans (Vice Chair)  
County Councillor B. Strong  
County Councillor S. Woodhouse

OFFICERS IN ATTENDANCE:

D Jarrett      Central Finance  
W Barnard     Committee Administration

#### **5.1 DECLARATIONS OF INTEREST**

Item 4, No.1 Abergavenny Community Trust – County Councillor S. Woodhouse declared a personal, non-prejudicial interest as she had signed the application form. She took no part in the decision.

Item 4, deferred application No.2 Abergavenny Children's Contact Centre – County Councillor S. Woodhouse declared a personal, non-prejudicial interest as a volunteer bookkeeper at St. Michael's Centre. She took no part in the decision.

#### **5.2 APOLOGIES FOR ABSENCE**

None

#### **5.3 CONFIRMATION OF REPORT OF PREVIOUS MEETING**

The minutes of the last meeting held on 20<sup>th</sup> December 2018 were confirmed and signed as a true record.

## **.RESOURCE IMPLICATIONS**

A total of £2,850 was allocated at Meeting 7 of the Welsh Church Fund Committee. A remaining balance of £9,454 will be carried forward for distribution within the 2018-19 financial year.

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

There are no Future Generations, equality, safeguarding, corporate parenting or sustainable development implications directly arising from this report. The assessment is contained in the attached appendix.

### **7. CONSULTEES:**

Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Assistant Head of Finance  
Central Finance Management Accountant

### **8. BACKGROUND PAPERS:**

Welsh Church Fund Schedule of Applications 2018/19– Meetings 7 (Appendix 2)

### **9. AUTHOR:**

David Jarrett – Senior Accountant – Central Finance Business Support

### **10. CONTACT DETAILS**

Tel. 01633 644657  
e-mail: [daveJarrett@monmouthshire.gov.uk](mailto:daveJarrett@monmouthshire.gov.uk)

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**WELSH CHURCH FUND - APPLICATIONS 2018/19**  
**MEETING 7: 17th January 2019**

APPENDIX 2

	<u>ORGANISATION</u>	<u>ELECTORAL DIVISION</u>	<u>Signed by Councillor</u>	<u>REQUEST</u>	<u>DECISION</u>	<u>NATURE OF REQUEST</u>	<u>APPROX COST</u>	<u>DATE Received</u>	<u>D of I*</u>	<u>Comments</u>
	<b>NEW APPLICATIONS AWAITING DECISION</b>			£	£		£			
1	Abergavenny Community Trust	Grofield	S.Woodhouse	£3,600	£2,500	Assistance required to repair and improve Pedestrian and Car access to the centre from the main car park at the old School site	£4,892	16/01/2019	Yes	The Community Centre services the surrounding areas and provides a focal point for activity groups and general socialising. There are on average about 300 users per week for local activity groups. There are around 30 volunteers that help in running the facility.
	<b>Late Applications</b>									
	<b>Deferred Applications</b>									
2	Abergavenny Children's Contact Centre	Mardy	M.Lane	£1,650	£350	Funding required to expand a service for supporting separated families through a self referral process at a neutral venue where the children can alleviate hardship and distress by interacting with non resident parents.	£1,850	15/11/2018	Yes	The Centre offers supported contact sessions on a fortnightly basis which helps maintain positive relationships. Families are supported by two co-ordinators and trained volunteers.
3	Heart Beat Club - Cardiac Rehabilitation Group Caldicot	Severn	R Higginson	£500	defer	Funding assistance required to replace damaged treadmill exercise equipment	£999	31/12/1899	No	The club currently has 90 active members, with membership by referral from medical practitioners only to ensure that it is used for recipients with an on-going medical condition.
	<b>SUB TOTAL Meeting 7</b>			<b>£5,750</b>	<b>£2,850</b>	<b>OTHER INFORMATION :</b>				
	<b>Meeting 1 Award</b>				<b>6,058</b>					
	<b>Meeting 2 Award</b>				<b>7,400</b>					
	<b>Meeting 3 Award</b>				<b>4,300</b>					
	<b>Meeting 4 Award</b>				<b>5,850</b>					
	<b>Meeting 5 Award</b>				<b>3,785</b>					
	<b>Meeting 6 Award</b>				<b>3,100</b>					
	<b>Meeting 7 Award</b>				<b>2,850</b>					
	<b>TOTAL AWARDED FOR 2018/19 TO DATE</b>				<b>33,343</b>					
	<b>BUDGET 2018/19</b>				<b>31,400</b>					
	<b>BALANCE B/F TO 2018/19</b>				<b>£11,397</b>					
	<b>Monmouthshire's Allocation for 2018/19</b>				<b>£42,797</b>					
	<b>REMAINING BALANCE</b>				<b>£9,454</b>					

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

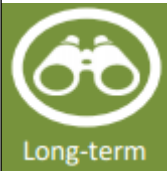
<p><b>Name of the Officer</b> D Jarrett <b>Phone no: 4657</b> <b>E-mail: davejarrett@monmouthshire.gov.uk</b></p>	<p><b>Please give a brief description of the aims of the proposal</b> To assess the Grant Allocation Processes of the Welsh Church Fund for the meeting of the Welsh Church Fund Working Group on the 17<sup>th</sup> January 2019</p>
<p><b>Name of Service</b> Finance</p>	<p><b>Date Future Generations Evaluation</b> 17th January 2019</p>





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

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been / will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Positive in relation to developing the skills and proficiencies of applicants</p>	
<p><b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>Positive in the teaching of biodiversity and ecological issues through the provision of educational resources</p>	
<p><b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive in that people's mental health and physical health is enhanced by a collective activity / process.</p>	

<b>Well Being Goal</b>	<b>How does the proposal contribute to this goal? (positive and negative)</b>	<b>What actions have been / will be taken to mitigate any negative impacts or better contribute to positive impacts?</b>
<b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected	Positive in relation to connecting the community and its constituents	
<b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Positive in relation to social well-being. Also, helping the environmental well-being of the community through preservation of history.	
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Positive in relation to the promotion of culture in the community	
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances	Positive in respect of helping people to achieve their potential irrespective of individual circumstances	

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

<b>Sustainable Development Principle</b>	<b>How does your proposal demonstrate you have met this principle?</b>	<b>What has been done to better to meet this principle?</b>
 Balancing short term need with long term and planning for the future	Not applicable to Welsh Church Fund Trust	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	Not applicable to Welsh Church Fund Trust	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	Not applicable to Welsh Church Fund Trust	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	Not applicable to Welsh Church Fund Trust	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	Not applicable to Welsh Church Fund Trust	

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Encouraging the socializing of differing age groups through social provision	None	
Disability	Proposal to assist in the provision of disabled facilities.	None	
Gender reassignment	No impact	No impact	
Marriage or civil Partnership	No impact	No Impact	
Race	No impact	No Impact	
Religion or Belief	Encouraging religion through education at the point of delivery through the provision of enhanced facilities	None	
Sex	No impact	No impact	
Sexual Orientation	No impact	No Impact	
Welsh Language	No impact on Welsh Language	No impact on Welsh Language	

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

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

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

The evidence and data used for the assessment of each applicant to the Welsh Church Fund is supplied by the applicant upon submission of their application. The data and information supplied or subsequently requested is used to form the basis of the Committees' decision on whether to award a qualifying grant.

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

The grant aid supports and highlights the positive effect that decisions the Welsh Church Fund Working Group have on the applicants funding requests from Voluntary Organisations, Local Community Groups, Individuals and Religious Establishments. All awards are made in the belief that the funding is utilised for sustainable projects and cultural activities that benefit individuals, organisations, communities and their associated assets. All grants are awarded within the Charitable Guidelines of the Trust

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

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What are you going to do	When are you going to do it?	Who is responsible	Progress
Award grants	February 2019	Welsh Church Fund	On target

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

The impacts of this proposal will be evaluated on:	The Payment of grants awarded to the successful applicants
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