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Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 19 April 2016

Dear Councillor

INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 27 April 2016.

1. **MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN
SUPPLEMENTARY PLANNING GUIDANCE PRIMARY SHOPPING
FRONTAGES** 1 - 60

Division/Wards Affected:

CABINET MEMBER: County Councillor P Murphy

REPORT AUTHOR: Jane Coppock (Planning Policy Manager).

CONTACT DETAILS:

Tel: 01633 644256.

E Mail: janecoppock@monmouthshire.gov.uk

2. **MONMOUTHSHIRE FLOOD RISK MANAGEMENT PLAN** 61 - 98

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor S B Jones

REPORT AUTHOR: David Harris – Senior Projects Engineer
Roger Hoggins - Head of Operations

CONTACT DETAILS:

TEL: Tel: 01633 644707

EMAIL: daveharris@monmouthshire.gov.uk

EMAIL: rogerhoggins@monmouthshire.gov.uk

3. **SOCIAL HOUSING GRANT PROGRAMME** 99 - 150

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor P Hobson

REPORT AUTHOR: Shirley Wiggam
Senior Strategy & Policy Officer
Housing & Communities

CONTACT DETAILS:
Tel: 01633 644474/07769 616662
E Mail: shirleywiggam@monmouthshire.gov.uk

4. **CARELINE RESTRUCTURE** 151 - 164

Division/Wards Affected: All Wards
CABINET MEMBER: County Councillor P Murphy

AUTHOR: Ian Bakewell, Housing & Communities Manager

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

5. **TRANSFER THE MANAGEMENT OF BOVERTON HOUSE TO ENTERPRISE DIRECTORATE** 165 - 166

Division/Wards Affected: Larkfield; St. Christophers; St. Kingsmark; St. Mary's; Thornwell
CABINET MEMBER: County Councillor P Murphy

AUTHOR: Ian Saunders/Cath Fallon

CONTACT DETAILS:
Tel: 01633 644499 **E-mail:** iansaunders@monmouthshire.gov.uk
cathfallon@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)	<p>Organisational Development Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy.</p> <p>Environment, Public Services & Housing Development Control, Building Control, Housing Service, Trading Standards, Public Protection, Environment & Countryside.</p>	<p>WLGA Council WLGA Coordinating Board Local Service Board</p> <p>SEWTA SEWSPG</p>	Portskewett
R.J.W. Greenland (Deputy Leader)	<p>Innovation, Enterprise & Leisure Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems.</p>	<p>WLGA Council Capital Region Tourism</p>	Devauden
P.A.D. Hobson (Deputy Leader)	<p>Community Development Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety.</p>	<p>Community Safety Partnership Equalities and Diversity Group</p>	Larkfield
E.J. Hackett Pain	<p>Schools and Learning School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education.</p>	<p>Joint Education Group (EAS) WJEC</p>	Wyesham
G. Burrows	<p>Social Care, Safeguarding & Health Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing.</p>	<p>Gwent Frailty Board Older Persons Strategy Partnership Group</p>	Mitchel Troy
P. Murphy	<p>Resources Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety.</p>	<p>Prosiect Gwrydd Wales Purchasing Consortium</p>	Caerwent
S.B. Jones	<p>County Operations Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk.</p>	<p>SEWTA Prosiect Gwrydd</p>	Goytre Fawr



Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

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**SUBJECT: MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN
SUPPLEMENTARY PLANNING GUIDANCE
PRIMARY SHOPPING FRONTAGES**
MEETING: INDIVIDUAL CABINET MEMBER DECISION
DATE: 27 April 2016
DIVISION/WARDS AFFECTED: MAIN TOWNS

1.0 PURPOSE:

The purpose of this report is:

- 1.1 To advise the Cabinet Member of the results of the consultation exercise on the draft Primary Shopping Frontages Supplementary Planning Guidance (SPG) to support the policy of the Monmouthshire Local Development Plan (LDP).
- 1.2 To seek Cabinet Member endorsement of the SPG, with a view to it being formally adopted as SPG in connection with the Monmouthshire LDP.

2. RECOMMENDATION:

- 2.1 To adopt the Primary Shopping Frontages SPG, as amended, in connection with the Monmouthshire LDP.

3. KEY ISSUES:

3.1 Background

- 3.1.1 Planning Committee endorsed the draft Primary Shopping Frontages SPG on 7 July 2015, with a view to issuing it for consultation purposes. Subsequently, on 22 July 2015, the Cabinet Member for Environment, Public Services and Housing made the decision to issue the draft SPG for consultation. A copy of the Cabinet Member report is attached at **Appendix A**.

3.2 Supplementary Planning Guidance –

- 3.2.1 Further to the report in Appendix A, Welsh Government 'Planning Policy Wales' edition 8, January 2016 describes the **role and purpose of SPG**:

“LDPs should contain sufficient policies and proposals to provide the basis for deciding planning applications while avoiding excessive detail. They should not repeat national planning policy. Selective use of supplementary planning guidance (SPG) is a means of setting out more detailed thematic or site specific guidance on the way in which the policies of an LDP are to be interpreted and applied in particular circumstances or areas” (para 2.4.1).

“SPG does not form part of the development plan but it must be consistent with the plan and with national policy. It must derive from and be clearly cross referenced to a generic LDP policy, specific policies for places, and/or – in the case of a masterplan or site brief – a plan allocation. SPG cannot be linked to national policy alone; there must be an LDP policy or policy criterion that provides the development plan ‘hook’, whilst the reasoned justification provides clarification of the related national policy. The LDP should note which policies are supplemented by SPG” (para 2.4.3).

The Primary Shopping Frontages SPG clearly states the document's links to adopted LDP policy RET1 in conformity with the Welsh Government policy.

3.2.2 The revised Welsh Government guidance also outlines the **status of SPG**:

“Only the policies in the development plan have special status under section 38(6) of the 2004 Act in deciding planning applications but SPG may be taken into account as a material consideration. In making decisions on matters that come before it, the Welsh Government and the Planning Inspectorate will give substantial weight to approved SPG which derives from and is consistent with the development plan, and has been the subject of consultation” (para 2.4.4).

3.2.3 On the **process of SPG preparation** the revised Welsh Government guidance is clear that:

“....consultation should involve the general public, businesses, and other interested parties and there should be a record of how their views were taken into account before the SPG was finalised” (para 2.4.6).

“....SPG should be formally approved by resolution of the local planning authority so that it can be given due weight” (para 2.4.7).

The consultation on the draft SPG involved all groups, with approval being sought by formal resolution in conformity with the guidance.

3.3 Consultation

3.3.1 The consultation took place for 8 weeks between Friday 07 August and Friday 02 October 2015. A notice was placed in Monmouthshire Free Press on 05 August 2015 and 319 individual notifications were sent by letter and email to:

- Specific (including Town and Community Councils), General and Other consultees, as identified in the LDP Community Involvement Scheme;
- Residents who were on the LDP consultation data base and had specifically requested to be notified of the SPG;
- Agents/developers who work in the Council area.

Copies of the draft SPG and representation forms were made available in hard copy in the Council's One Stop Shops and libraries, Usk Community HUB and in electronic form on the Council's website for the entire consultation period. Publicity was given to the consultation at the beginning and towards the end of the period via the Twitter account @MCCPlanning.

3.3.2 Four responses were received in response to the consultation and are summarised, together with the Council's draft response, in the Report of Consultation at **Appendix B**. These responses included statements of support and general comments which were not considered to require any changes to the draft SPG.

3.3.3 The Report of Consultation also includes the comments made by elected Members at the July 2015 Planning Committee where the draft report was initially considered.

3.3.4 Comments included whether the boundaries of the Primary Shopping Frontages (PSFs) could be amended to reflect recent development. The PSF boundaries set out in the SPG reflect those included in the adopted LDP. It is not the role of SPG to review the PSF boundaries, but rather to work with the boundaries as existing in the adopted LDP. However, there will be the opportunity to review all the PSF boundaries under the LDP review process.

3.3.5 Further comments were made on the use of units above ground floor premises in Primary Shopping Frontages. The **Page 2** supports LDP Policy RET1 which is restricted

to ground floor premises only and it is recommended that minor amendments are made to the SPG to qualify this. It is also recommended that an additional paragraph is included to clarify that with regard to proposals for the development and change of use of premises above ground floor level in primary shopping frontages consideration will be given to LDP Policy RET2 'Central Shopping Areas' (additional paragraph 2.6). This policy seeks to encourage a diversity of uses within central shopping areas, providing that this would not harm their role/character or undermine their vitality, attractiveness and viability.

- 3.3.6 It was questioned how the SPG will be applied to proposals for mixed retail and non-retail uses within a single ground floor premises within primary shopping frontages for example a mixed-use gift shop and a cafe (A1/A3 uses). It is recommended that the SPG is amended to explain how such proposals will be considered. Additional paragraph 4.5 clarifies that when considering proposals for a change of use from retail use to mixed retail (A1) and non-retail (A2/A3) uses regard should first be given to whether planning permission is required i.e. whether the introduction of a non-retail use would constitute a material change of use of the premises. In instances where planning permission is required the proposal should be assessed against LDP Policy RET1.
- 3.3.7 The background information on the PSFs contained in Appendix A of the SPG has been updated to reflect the most recent survey data available (October 2015). This data has been incorporated into the latest Retail Background Paper, now available on the Council's website.
- 3.3.8 It is considered that, subject the changes recommended in the Report of Consultation, the draft document can be formally adopted as SPG to support the Monmouthshire LDP. An amended SPG, incorporating these changes is attached as **Appendix C**.

4. REASONS:

- 4.1 Under the Planning and Compulsory Purchase Act (2004), as amended, all local planning authorities are required to produce a LDP. The Monmouthshire LDP was adopted on 27 February 2014 and decisions on planning applications are now being taken in accordance with the policies and proposals in the LDP. The Primary Shopping Frontages SPG provides further explanation and guidance on the way in which the relevant policy of the LDP (RET1 Primary Shopping Frontages) will be implemented. SPG can be a material consideration in the determination of planning applications, provided that appropriate consultation has been undertaken and that it has been approved in accordance with the Council's decision making process.

5. RESOURCE IMPLICATIONS:

- 5.1 Officer time and costs associated with the publication of the SPG document. These costs will be met from within the existing Planning Policy budget and carried out by existing staff.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

- 6.1 These were considered in the report presented to the Cabinet Member on 22 July 2015, reproduced as Appendix A. An updated Future Generations Assessment is attached to this report at **Appendix D**.

7. CONSULTEES:

- Planning Committee
- Head of Planning
- Development Management Officers

8. BACKGROUND PAPERS:

- Welsh Government 'Planning Policy Wales', edn 8, January 2016
- Monmouthshire Adopted LDP (February 2014).
- MCC 'Primary Shopping Frontages Consultation Draft Supplementary Planning Guidance' (June 2015).
- Monmouthshire LDP 'Retail Background Paper', February 2016
<http://www.monmouthshire.gov.uk/app/uploads/2016/03/Retail-Background-Paper-2015.pdf>

9. AUTHOR & 10. CONTACT DETAILS:

Jane Coppock (Planning Policy Manager).

Tel: 01633 644256.

E Mail: janecoppock@monmouthshire.gov.uk



**SUBJECT: MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN
DRAFT SUPPLEMENTARY PLANNING GUIDANCE
PRIMARY SHOPPING FRONTAGES**

MEETING: INDIVIDUAL CABINET MEMBER

DATE: 22 July 2015

DIVISION/WARDS AFFECTED: MAIN TOWNS

1. PURPOSE:

- 1.1 The purpose of this report is:
To seek the Cabinet Member's endorsement of Draft Supplementary Planning Guidance (SPG) on Primary Shopping Frontages with a view to issuing for consultation.

2. RECOMMENDATION:

- 2.1 To endorse the Draft Primary Shopping Frontages SPG and issue for consultation.

3. KEY ISSUES:

3.1 Background – Adopted LDP

- 3.1.1 The Monmouthshire County Council Local Development Plan 2011-2021 was adopted on 27 February 2014, superseding the Monmouthshire Unitary Development Plan (UDP), to become the adopted development plan for the County (excluding that part within the Brecon Beacons National Park). The LDP contains sufficient policies and proposals to provide the basis for deciding planning applications, and for determining conditions to be attached to planning permissions, but it was necessary to ensure that it avoided excessive detail. Selective use of SPG is a means of setting out more detailed thematic or site specific guidance on the way in which the policies of an LDP will be applied in particular circumstances or areas.

3.1.2 Supplementary Planning Guidance

LDP Wales (2005) at paragraph 5.2 states that:

'SPG does not form a part of the development plan but must be consistent with it. It may take the form of site specific guidance such as master plans, design guides or area development briefs, or thematic such as shopfront guidance or detailed car parking standards. It should be clearly cross-referenced to the relevant adopted plan policy or proposal, which it supplements, and may be issued separately from the plan. It should be made publicly available and its status made clear.'

- 3.1.3 Paragraph 5.3 of LDP Wales further emphasises that SPG can be a material consideration in the determination of planning applications, provided that appropriate consultation has been undertaken and that it has been approved in accordance with the Council's decision making process:

'While only the policies in the development plan have special status under section 38(6) of the 2004 Act in deciding planning applications, SPG may be taken into account as a material consideration. SPG should be prepared in accordance with an authority's CIS [Community Involvement Scheme]; consultation should involve the general public, businesses, and other interested parties and their views should be taken into account before the SPG is finalised. It should then be approved by a Council resolution. A statement of the consultation undertaken, the representations received and the authority's response to those representations should be made available with the approved SPG, either in an annex or in a separate document. In making decisions on matters that come before it, the Assembly Government and the Planning Inspectorate

will give substantial weight to approved SPG which derives out of and is consistent with the development plan, and has been prepared consistent with the above advice.'

3.1.4 Programme for SPG Preparation

In October 2014, Planning Committee agreed a draft programme for the preparation of SPG. This identified the Affordable Housing and Green Infrastructure (GI) SPGs as first priority for preparation, with the Primary Shopping Frontages SPG as a second priority. The preparation of a consultation draft Primary Shopping Frontages SPG is consistent with this timetable and prioritisation following the consultation on the Affordable Housing SPG and the adoption of the GI SPG.

3.1.5 Monmouthshire Town Centres

Maintaining and enhancing the vitality, attractiveness and viability of primary shopping frontages in Monmouthshire's main town centres of Abergavenny, Caldicot, Chepstow and Monmouth is a key objective of the Monmouthshire LDP. This reflects Monmouthshire's priorities in the Single Integrated Plan and also reflects the aims of national planning policy on retail and town centres.

3.1.6 Primary Shopping Frontages – National Planning Guidance

Planning Policy Wales (PPW) provides guidance in relation to support for existing town centres, advising that local planning authorities may distinguish between primary and secondary frontages and consider their relative importance to the character of the centre (*paragraphs 10.2.3-10.2.8*). Primary shopping frontages are those characterised by a high level of shopping uses, while secondary frontages contain a greater mix of commercial uses, including restaurants, banks and other financial institutions. PPW clearly states that such non-retail uses should not be allowed to dominate primary shopping areas in a way that can undermine the retail function. The guidance stresses the importance of ensuring that ground floor use class changes to non-retail uses are not permitted where they create a predominance of such uses, unacceptably dilute the shopping street frontage or undermine the vitality, attractiveness and viability of a centre. These principles are reflected in the LDP's retail planning policy framework and this draft SPG.

3.1.7 Primary Shopping Frontages - Adopted Monmouthshire LDP Policy

The adopted LDP reflects national planning policy by designating primary shopping frontages to cover those areas of the County's main town centres where shopping uses (Use Class A1) predominate. LDP Policy RET1 'Primary Shopping Frontages' sets out a criteria based approach for considering non-A1 retail use class proposals within the primary shopping frontages.

The policy gives priority to retail (A1 uses) in the town centre primary shopping frontages, seeking to protect the predominant shopping role and character of the main towns by controlling the loss of retail units in such frontages. In providing an enhanced level of protection for the most important shopping frontages in Abergavenny, Caldicot, Chepstow and Monmouth, the policy and SPG aim to ensure that development/redevelopment and change of use proposals are only permitted if they do not harm the shopping character and function of the primary shopping frontages.

3.1.8 Primary Shopping Frontages - Draft Monmouthshire SPG

The draft SPG is intended to provide certainty and clarity for both applicants and the Council. It will help to ensure consistency in decision making by setting out clear guidance on the interpretation and implementation of LDP Policy RET1. It is not the function of the SPG to revisit the LDP or change the designated the primary shopping frontage boundaries. If annual monitoring of the effectiveness of Policy RET1 identifies a need to change either the policy or the designated boundaries, this will need to be brought forward through the formal LDP review process.

3.1.9 Section 4 is the key focus of the draft SPG setting out the approach to assessing development and change of use proposals for non-retail uses within the County's primary shopping frontages. The criteria set out in Policy RET1 consider the distribution and proximity of non-retail uses within these frontages and the location / prominence of premises, including corner units and long frontages. Particular consideration is given to the interpretation of criterion c) of the policy which is concerned with the proportion of non-retail uses that the Council considers acceptable within primary shopping frontages. Percentage figures are provided for the maximum proportion of non-retail (A2/A3 uses) considered appropriate within these frontages. Given the diversity of frontages in the County, it is not considered appropriate to apply a standardised threshold across all primary shopping frontages; accordingly, the thresholds vary according to the function and character of each specified frontage.

3.2.0 Appendix A provides further background information on each of the County's primary shopping frontages, including the justification for the identified maximum thresholds for non-retail uses within these frontages and maps showing the extent of the frontages and ground floor uses (as at October 2014).

3.3 Next Steps

3.3.1 As referred to in paragraph 3.1.3 above, for SPG to be given weight in the consideration of planning applications, appropriate consultation needs to be undertaken and any comments received should be taken into account in the Council's decision making process. All individuals and organisations currently on the LDP consultation database have been given the opportunity to request to be notified on some or all SPGs that they are interested in. Following a resolution to consult, targeted notifications will be sent to those considered to have an interest in the SPG topic, including all town and community councils. A notice will be placed in the press. The consultation will also be publicised via our Twitter account @MCCPlanning. All consultation replies will be analysed and responses/amendments reported for Members' consideration when seeking a resolution for the adoption of any SPG document.

4. **REASONS:**

4.1 Under the Planning Act (2004) and associated Regulations, all local planning authorities are required to produce a LDP. The Monmouthshire LDP was adopted on 27 February 2014 and decisions on planning applications are now being taken in accordance with policies and proposals in the LDP. SPG provides further explanation and guidance on the way in which the policies of the LDP will be applied in particular circumstances or areas.

5. **RESOURCE IMPLICATIONS:**

5.1 Officer time and costs associated with the preparation of SPG documents and carrying out the required consultation exercises. Any costs will be met from the Planning Policy budget and carried out by existing staff.

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

6.1 Sustainable Development

6.1.1 An integrated equality and sustainability impact assessment was carried out in connection with the Deposit LDP. Under the Planning Act (2004), the LDP was required, in any event, to be subject to a Sustainability Appraisal (SA). The role of the SA was to assess the extent to which the emerging planning policies would help to achieve the wider environmental, economic and social objectives of the LDP. The LPA also produced a Strategic Environmental Assessment (SEA) in accordance with the European Strategic Environment Assessment Directive 2001/42/EC; requiring the 'environmental assessment' of certain plans and programmes prepared by local authorities, including LDP's. All stages of the LDP were subject to a SA/SEA, therefore and the findings of the SA/SEA were used to inform the development of the LDP policies and site allocations in order to ensure that the LDP would be promoting sustainable

development. SPG is expanding and providing guidance on these existing LDP policies, which were prepared within a framework promoting sustainable development.

6.2 Equality

6.2.1 The LDP was also subjected to an Equality Challenge process and due consideration given to the issues raised. As with the sustainable development implications considered above, SPG is expanding and providing guidance on these existing LDP policies, which were prepared within this framework. New SPG will be subject to integrated equality and sustainability impact assessments to ensure that informed decisions can be made. Where practicable and appropriate, consultation will include targeted involvement of those with the relevant protected characteristics.

6.2.2 Assessments of Equality Impact will be required throughout the Plan's implementation wherever there is likely to be significant impact. In this respect, the LDP will be subject to an Annual Monitoring Report that will include consideration of Equality Impacts.

7. **CONSULTEES:**

- Planning Committee
- Head of Planning
- Development Management Officers

Comment that clarification should be provided in the SPG as to how proposals for the shared use of ground floor premises (e.g. A1 and A3 uses within a single unit) would be assessed. This will be given further consideration alongside all other consultation responses received.

Comment that the PSF boundary in Chepstow should be extended to include retail units north of the gatehouse. Note that it is not a matter for the SPG to review any of the PSF boundaries. These were designated through the LDP process. All PSF boundaries will be monitored and re-evaluated as part of the LDP review. This area is however included within the Central Shopping Area of Chepstow, Policy RET2 applies.

8. **BACKGROUND PAPERS:**

- Welsh Government 'Planning Policy Wales' (Edition 7), July 2014.
- Monmouthshire Adopted LDP (February 2014).
- MCC 'Primary Shopping Frontages Draft Supplementary Planning Guidance' (June 2015).
- Monmouthshire LDP 'Sustainability Appraisal/Strategic Environmental Assessment Report' (February 2014).
- Monmouthshire LDP 'Retail Background Paper', May 2015.

9. **AUTHOR & 10. CONTACT DETAILS:**

Jane Coppock (Planning Policy Manager).

Tel: 01633 644256.

E Mail: janecoppock@monmouthshire.gov.uk

Draft Primary Shopping Frontages (PSF) SPG – Report of Consultation

Draft PSF SPG Consultation Responses					
Representor	Object/Support /Comment	Comment	Requested Change	LPA Response	Recommendation
Dick Cole, Abergavenny and District Civic Society	Support	1. Considers the Draft SPG provides helpful clarification of Policy RET1, particularly the provision of exceptions to the main policy which should prove flexible enough to accommodate any opportunities for town centre improvement. At the LDP Review the Society will seek policy revision that reflects WG policy and their views on how policy should respond to the changing nature of retailing and the role of town centres like Abergavenny.	1. No change requested.	1. Support noted. The LDP retail policy framework reflects the objectives of current WG retail planning policy. Of note, national retail planning policy guidance, including Technical Advice Note 4 'Retailing and Town Centres', is currently being reviewed by WG – a sustained key objective of which is to enhance the vitality, attractiveness and viability of established retail centres. The revised guidance will be considered as part of the LDP review process.	1. N/A
John Moran, Health & Safety Executive	Comment	1. No Comment	1. N/A	1. N/A	1. N/A
Mrs J O Hall, Monmouth	Comment	1. Note that Monmouth Chamber of Commerce who officiate on the sale/ letting of shop frontages in Monmouth and Monmouth Town Planning Committee have managed this project well. Therefore suggest that they be allowed to run their town as they always have done.	1. No specific change requested.	1. Comment noted. Policy RET1 of the Monmouthshire LDP applies to all Primary Shopping Frontages within the County. The sale /letting of shop frontages in Monmouth by Chamber of Trade is a separate matter. Proposals for change of use of frontages within the Primary Shopping Frontages in Monmouth would need to comply with Policy RET1 and the provisions of the SPG.	1. No change necessary.

Draft PSF SPG Consultation Responses

Representor	Object/Support /Comment	Comment	Requested Change	LPA Response	Recommendation
David Cummings, Monmouth and District Chamber of Trade and Commerce	Comment	1. Queries the accuracy of the mix and uses and vacancy rates in Monmouth town centre as reported in the July 2015 Draft PSF SPG.	1. No specific change requested.	1. The annual retail health check survey, which surveys ground floor uses and vacancy rates, was updated in October 2015 and the SPG has been updated accordingly.	1. The SPG background data has been updated to reflect the findings of the most recent retail health check (i.e. October 2015)
	Comment	2. Welcomes the low vacancy rate in Monmouth (1% compared to a Welsh average believed to be 10.5%) but considers the town centre's success in attracting visitors may be hampered by parking issues and urges support for the proposed Rockfield and Queens Head car parks. Queries if the weekend market is resulting in a loss of car parking.	2. No specific change requested.	2. Comments noted. The Rockfield car park has since been approved by Planning Committee and the Wyebridge Street car park proposal will be presented to Planning Committee in the near future.	2. No change necessary.

Draft PSF SPG Planning Committee Members' Comments 07.07.15

Member	Object/Support/Comment	Comment	Requested Change	LPA Response	Recommendation
Cllr Bob Haywood	Comment	1. Questioned whether there is anything in the SPG regarding preferences for the use of units above ground floor premises in Primary Shopping Frontages.	1. Clarification sought.	1. Comment noted. The PSF SPG supports LDP Policy RET1 Primary Shopping Frontages which applies to ground floor premises only. Minor amendments will be made to the SPG to qualify this. In addition, a new paragraph will be included in the SPG to clarify that with regard to proposals for the development and change of use of premises above ground floor level in primary shopping frontages consideration will be given to LDP Policy RET2 'Central Shopping Areas'.	1. Include additional references in the SPG to qualify that the SPG (RET1) applies to ground floor premises only. Include additional paragraph (2.6) to provide further clarification on proposals for above ground floor premises as noted.
	Comment	2. Questioned how the SPG will be applied to proposals for mixed retail and non-retail uses within a single ground floor premises in primary shopping frontages e.g. one unit comprising of a gift shop and a cafe (A1/A3 uses).	2. Clarification sought.	2. Commented noted. This issue will be given further consideration and clarified in the SPG.	2. Additional paragraph (4.5) included to explain how proposals for mixed retail /non-retail proposals will be considered.
	Comment	3. Questioned why the SPG does not make any reference to out-of-town retail development.	3. No specific change requested.	3. Out-of-town retail development is dealt with in Policy RET4 - New Retail Proposals.	3. No change necessary.
Cllr Ruth Edwards	Comment	1. Commented that the issue of security regarding residential uses above shops can be difficult.	1. No change requested.	1. Comment noted. This is not a matter that can be addressed by the SPG.	1. No change necessary.

Draft PSF SPG Planning Committee Members' Comments 07.07.15

Member	Object/Support/ Comment	Comment	Requested Change	LPA Response	Recommendation
Cllr David Dovey	Comment	1. The PSF boundaries do not include any premises beyond the Gatehouse in Chepstow, including for example Post Office, Wilkinsons, Co-op. Questioned why there is no PSF designation in this area of Chepstow town centre as this is an area of potential that shouldn't be ignored.	1. No specific changed requested.	1. The PSF boundaries set out in the SPG are based the current LDP designations. Any amendments to the PSF boundaries would need to be considered as part of the LDP review process. The area to the north of the Gatehouse in Chepstow town centre is within the Central Shopping Area and as such Policy RET2 would apply. PSF designations will be considered as part of the LDP review process.	1. No change necessary.
	Comment	2. There is an issue regarding shop front windows being a 'health hazard'.	2. No change requested.	2. Comment noted. This is not a matter that can be addressed by the SPG.	2. No change necessary.
Cllr Doug Edwards	Comment	1. Is there any significance in the way PSF1 is separated from PSF3 in Abergavenny?	1. No change requested.	1. The PSF designations in the SPG are based on the proportion of A1 and non-A1 uses at ground floor level. PSF 3 is considered to be distinct from PSF1 given the higher proportion of non-A1 uses within PSF3 which is reflected in the SPG designation.	1. No change necessary.



monmouthshire
sir fynwy

Appendix C

**Monmouthshire County Council
Local Development Plan**

**Draft Primary Shopping Frontages
Supplementary Planning
Guidance**

March 2016

Planning Policy Service

Monmouthshire County Council

County Hall, Rhadyr, Usk, Monmouthshire NP15 1GA

Tel: 01633 644429

Email: planningpolicy@monmouthshire.gov.uk

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Appendices

- A. Monmouthshire Primary Shopping Frontages – Background Information and Maps
- B. Policy RET1 Checklist for Assessing Development and Change of Use Proposals for Non-retail Uses in Primary Shopping Frontages
- C. Sources of Advice

Front Cover Photographs Clockwise from Top Left:

Cross Street, Abergavenny

Church Street, Monmouth

Newport Road, Caldicot

St Mary Street, Chepstow

1 Introduction: Purpose of this Supplementary Planning Guidance

- 1.1 Maintaining and enhancing the vitality, attractiveness and viability of primary shopping frontages in Monmouthshire's main town centres of Abergavenny, Caldicot, Chepstow and Monmouth is a key objective of the Monmouthshire Local Development Plan (LDP) and reflects the aims of national planning policy on retail and town centres. Policy RET1 - Primary Shopping Frontages - of the Monmouthshire LDP seeks to protect the predominant shopping role and character of the main towns by controlling the loss of retail uses in the primary shopping frontages.
- 1.2 This Supplementary Planning Guidance (SPG) is intended to provide certainty and clarity for applicants and the Council in the interpretation and implementation of Policy RET1 relating to proposals for new development/redevelopment and change of use of ground floor premises in the County's primary shopping frontages from retail to non-retail uses. The SPG is a material consideration in relation to planning applications and appeals and helps guide applicants and the Council through the planning process with regard to proposals for development/redevelopment and changes of use in primary shopping frontages.
- 1.3 The SPG will assist decision making by setting out guidance on the criteria based approach for assessing proposals for non-retail use classes in the County's primary shopping frontages. In particular, it will provide clarity on the proportion of ground floor units in non-retail use that the Council considers acceptable within the specified frontages.
- 1.4 The SPG contains the following information:
- **Section 2** provides an overview of the national and local planning policy context in relation to primary shopping frontages;
 - **Section 3** explains the designation of primary shopping frontages in Monmouthshire; and
 - **Section 4** provides guidance on the interpretation and implementation of the criteria set out in Policy RET1.
 - **Appendices:**
 - Appendix A Monmouthshire Primary Shopping Frontages – Background Information and Maps
 - Appendix B Policy RET1 Checklist for Assessing Development and Change of Use Proposals for Non-retail Uses **at ground floor level** in Primary Shopping Frontages
 - Appendix C Sources of Advice

National Planning Policy

- 2.1 National planning policy on retail and town centres as set out in Chapter 10 of Planning Policy Wales (PPW, Edition 8 January 2016) favours the location of retailing, leisure and other complementary functions within town, district, local and village centres which are readily accessible and minimise the need to travel. Paragraphs 10.2.3-10.2.8 specifically provide guidance in relation to support for existing centres and advise that local planning authorities may distinguish between primary and secondary frontages in such areas and consider their relative importance to the character of the centre. Primary shopping frontages are those characterised by a high level of shopping uses, while secondary frontages contain a greater mix of commercial uses, including banks and other financial institutions, and restaurants. PPW clearly states that such non-retail uses should not be allowed to dominate primary shopping areas in a way that can undermine the retail function.
- 2.2 While national planning policy encourages diversity in town centres as a whole, it highlights the importance of ensuring that ground floor use class changes to non-retail uses are not permitted where they create a predominance of such uses, unacceptably dilute the shopping street frontage or undermine the vitality, attractiveness and viability of a centre. These principles are reflected in the LDP's retail planning policy framework and this SPG.
- 2.3 Technical Advice Note 4 Retailing and Town Centres (TAN4, 1996) provides advice on the information that can be of value in measuring the vitality, attractiveness and viability of town centres. This approach has assisted in identifying the central shopping areas and primary shopping frontages in each of the County's main town centres.

Monmouthshire Local Development Plan (LDP)

- 2.4 The Monmouthshire LDP was adopted in February 2014 and provides the planning framework for this SPG. It builds on the positive approach of previous development plans to ensure that the County's main town centres thrive as successful shopping and visitor destinations. A key objective of the LDP is to '*sustain and enhance the main County towns of Abergavenny, Caldicot, Chepstow and Monmouth as vibrant and attractive centres serving their own populations and rural hinterlands*'. This is reflected in the LDP's retail policy framework, including Strategic Policy S6 - Retail Hierarchy - which seeks to focus new retail and commercial developments in the identified retail hierarchy.
- 2.5 Policy RET1 - Primary Shopping Frontages - which this SPG supports, specifically focuses on primary shopping frontages and sets out the criteria for considering non-retail proposals within these frontages. The policy gives priority to retail (A1 uses) in **ground floor premises** of the town centres' primary shopping frontages and seeks to protect the predominant shopping role and

character of the main towns by controlling the loss of retail units within such frontages. In providing an enhanced level of protection for the most important shopping frontages in Abergavenny, Caldicot, Chepstow and Monmouth, the policy aims to ensure that development/redevelopment and change of use proposals are only permitted if they do not harm the shopping character and function of the primary shopping frontages. This SPG provides further guidance on the criteria-based approach set out in Policy RET1 to controlling non-retail uses **at ground floor level** in these key frontages.

- 2.6 With regard to proposals for the development and change of use of premises above ground floor level in primary shopping frontages consideration will be given to Policy RET2 Central Shopping Areas of the LDP. This policy seeks to encourage a diversity of uses within central shopping areas providing that this would not harm their role/character or undermine their vitality, attractiveness and viability.

Monmouthshire LDP Evidence Base

- 2.7 A number of studies/ assessments have been carried out to inform the LDP which provide valuable baseline information on the County's main towns and have assisted in identifying the central shopping areas and primary shopping frontages. These include:

- **Retail Background Paper**

This sets out the Council's annual retail 'health check' of the County's main towns which involves monitoring the diversity of uses, retailer representation/demand, vacant units, environmental quality and pedestrian flows. The most recent data available is for October 2015 and is set out in the latest Retail Background Paper dated February 2016.

- **Floorspace and Household Surveys**

These surveys are undertaken every five years and form another important element of the County's retail / town centre evidence base. The most recent floorspace and consumer surveys were undertaken in 2015, the results of which are reported in the 2016 Retail Background Paper.

- **Monmouthshire Retail and Leisure Study (Drivers Jonas Deloitte, 2009)**

Undertaken to inform the evidence base of the LDP, this study assesses the need for further retail, leisure and other main town centre uses in Monmouthshire. As part of the study, consideration was given to the suitability of existing primary shopping frontages within the main towns.

3 Designation of Primary Shopping Frontages in Monmouthshire

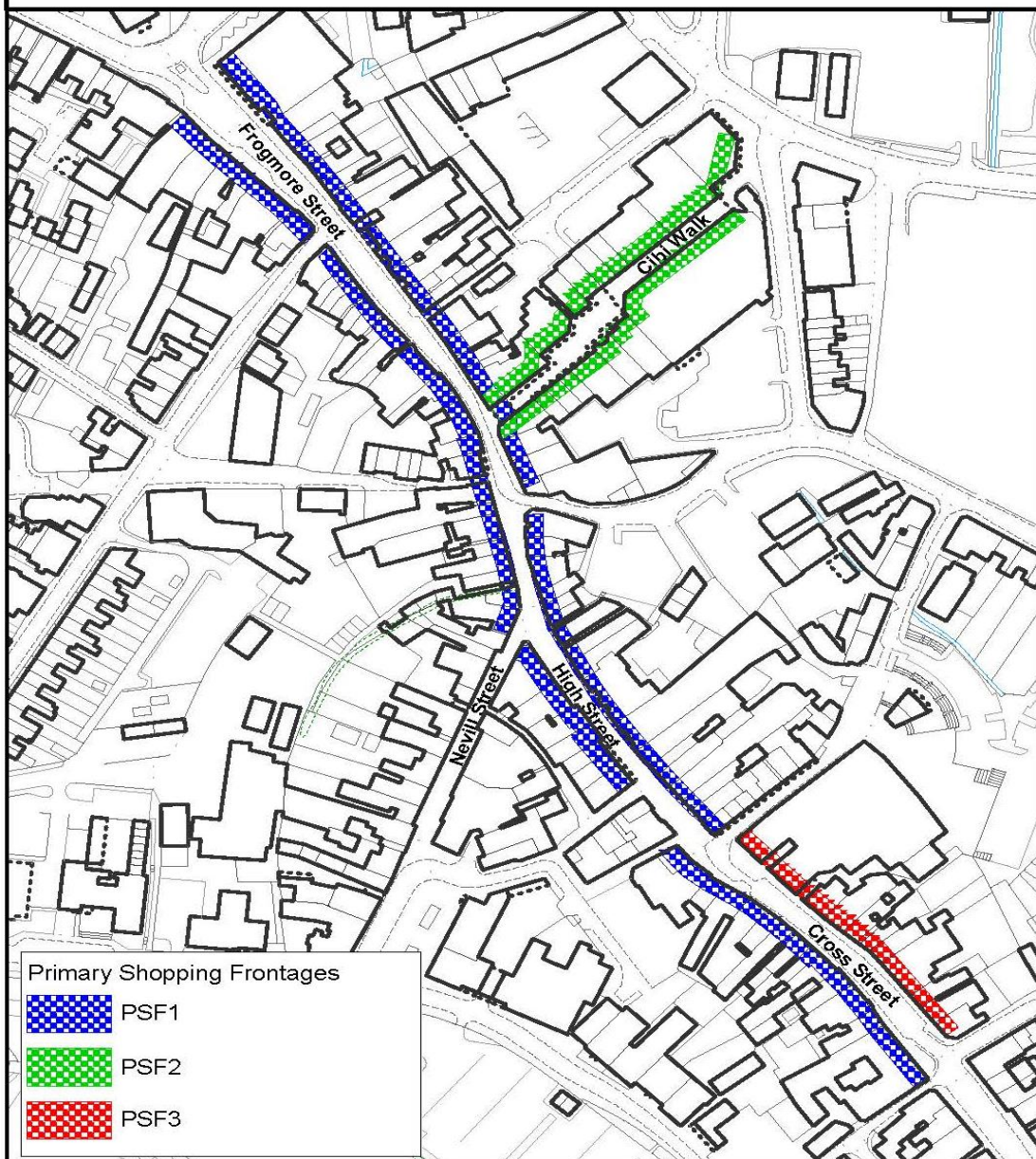
- 3.1 The designation of primary shopping frontages in the LDP is a key element of the Council's strategy to protect and enhance the vitality, attractiveness and viability of the County's main town centres. Primary shopping frontages have been designated to cover those areas of the County's main town centres of Abergavenny, Caldicot, Chepstow and Monmouth where retail uses (Use Class A1) predominate. It should be noted that primary shopping frontages relate only to the ground floor level of premises.
- 3.2 The clustering of retail uses can significantly contribute to the vitality, attractiveness and viability of the town centres. Whilst it is recognised that other non-A1 uses, such as financial and professional services and restaurants and cafés can complement and contribute to the vitality of shopping centres, there is a need to ensure that they do not reach such a level that the main retail function of a centre, or a particular frontage, is diluted and/or the vitality, attractiveness and viability of a centre is undermined. It is essential, therefore, that the retail core of the County's main centres is protected and that developments which undermine this function are resisted.
- 3.3 The designation of primary shopping frontages in Monmouthshire has been informed by consideration of the following:
- The LDP evidence base including the annual 'health check' surveys (e.g. presence of national retailers, pedestrian counts etc.) and the Monmouthshire Retail and Leisure Study. In view of the latter, one amendment was made to the Caldicot primary shopping frontage through the LDP process, whereby a number of units at the eastern end of the centre were removed from the primary shopping frontage on the basis that they did not warrant such designation.
 - The character and function of the frontages within the town centres (e.g. frontages with the greatest provision of existing shops).
 - The Council's adopted LDP retail objectives, strategy and policies.
- 3.4 Maps of the towns' designated primary shopping frontages are set out below. Further background detail on these frontages, including the maximum thresholds sought for non-retail (A2/A3) uses within these frontages, together with maps showing their extent and use class at ground floor level (at October 2015), is provided in **Appendix A** of this SPG.

Primary Shopping Frontages (PSF) in Monmouthshire

ABERGAVENTNY

PSF1	Cross Street (1-15 & The Angel Hotel), High Street, Frogmore Street and 1 Nevill Street
PSF2	Cibi Walk (1-18)
PSF3	Cross Street (51-60 & Town Hall)

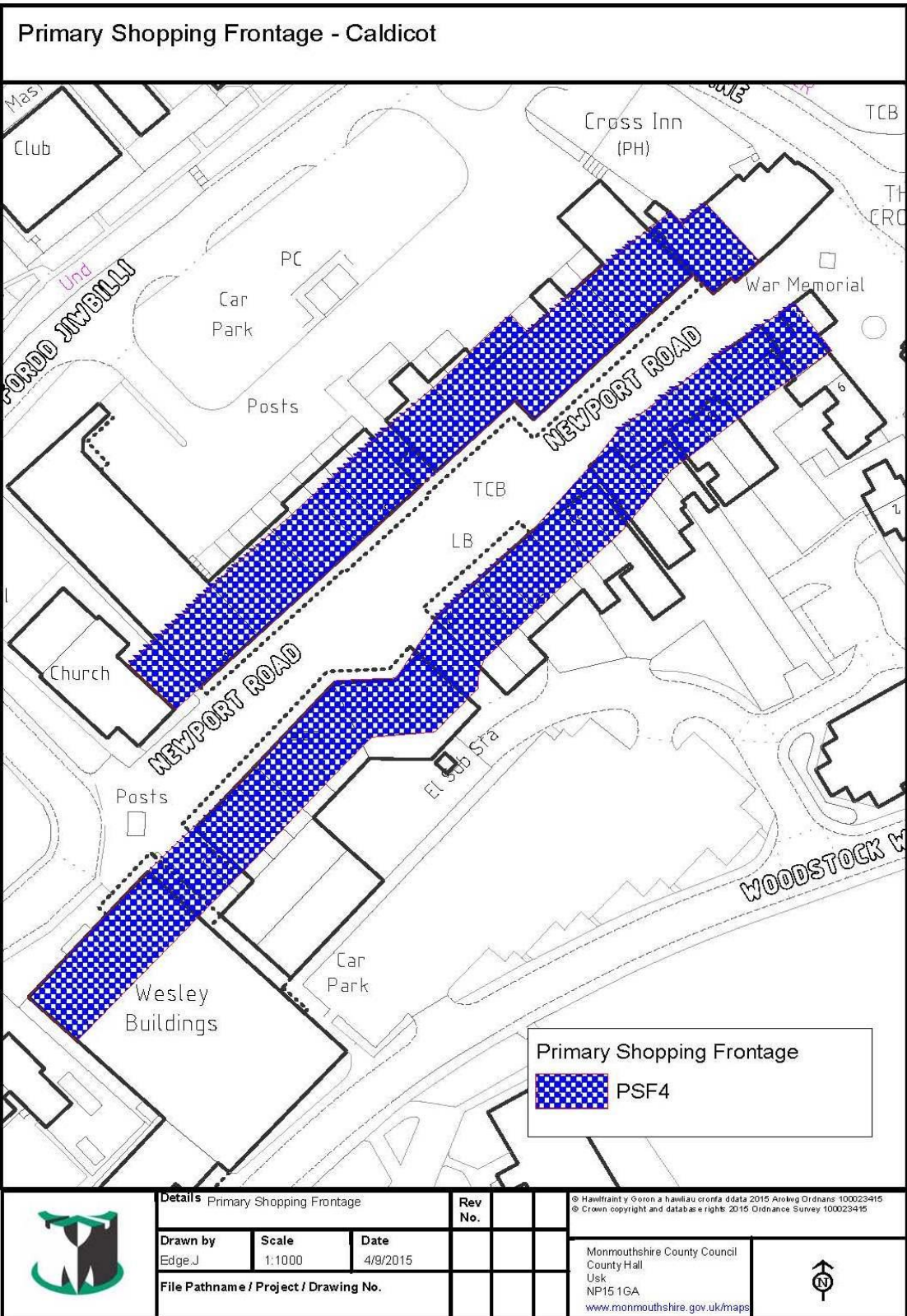
Primary Shopping Frontages - Abergavenny



	Details Primary Shopping Frontages			Rev		<small>© Hawlfraint y Goron a hawlfrau oronfa ddata 2015 Arolwg Ordnans 100023415 © Crown copyright and database rights 2015 Ordnance Survey 100023415</small>
	Drawn by	Scale	Date	No.		
	Edge.J	1:2000	2/16/2016			
File Pathname / Project / Drawing No.						Monmouthshire County Council County Hall Usk NP15 1GA www.monmouthshire.gov.uk/maps

CALDICOT

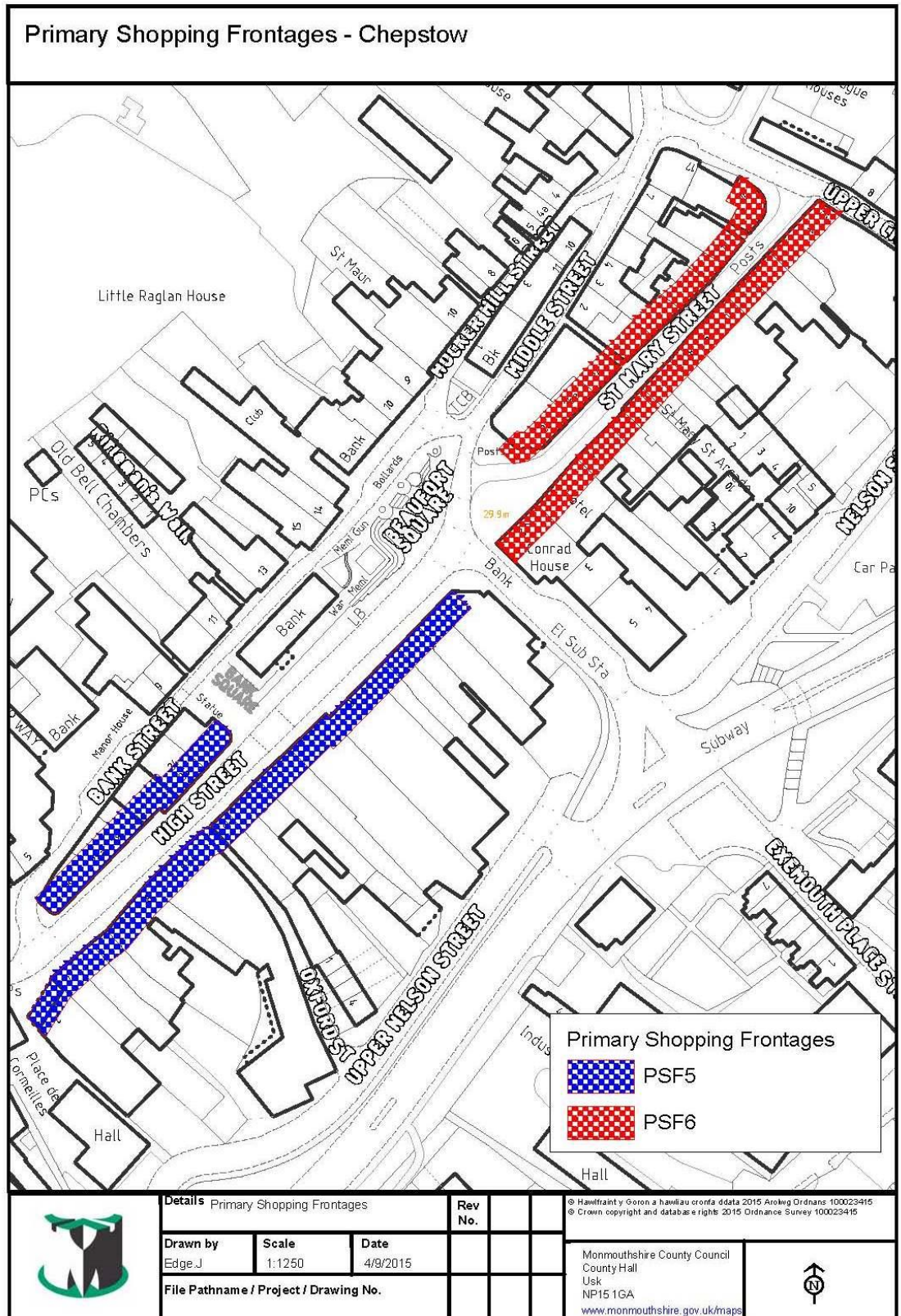
PSF4	Newport Road (7-43 & 14-Wesley Buildings)
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	Details Primary Shopping Frontage		Rev No.	<small>© Hawffraint y Goron a hawflau cronfa ddata 2015 Arolwg Ordnans 100023415 © Crown copyright and database rights 2015 Ordnance Survey 100023415</small> Monmouthshire County Council County Hall Usk NP15 1GA www.monmouthshire.gov.uk/maps		
	Drawn by Edge.J	Scale 1:1000	Date 4/9/2015			
	File Pathname / Project / Drawing No.					

CHEPSTOW

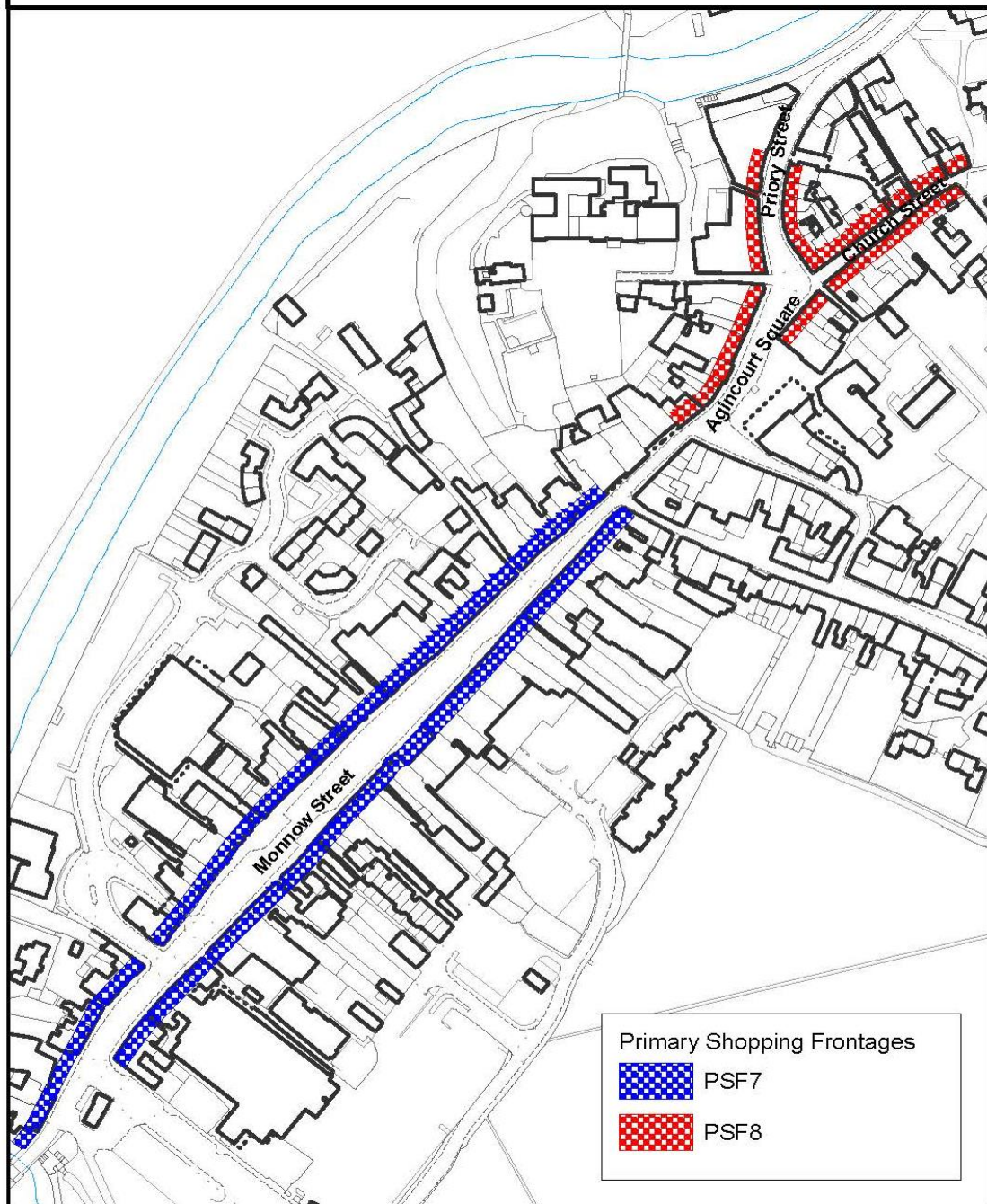
PSF5	High Street (2-29)
PSF6	St Mary Street





MONMOUTH

PSF7	Monnow Street (12-126)
PSF8	Church Street, Agincourt Square & Priory Street (1-4)

Primary Shopping Frontages - Monmouth



	Details Primary Shopping Frontages		Rev No.	<small>© Hantfawnt y Goron a hantfawnt y Goron 2015 Arrolwg Ordianc 100023415 © Crown copyright and database right. 2015 Ordnance Survey 100023415</small>
	Drawn by Edge.J	Scale 1:2300	Date 2/18/2018	Monmouthshire County Council County Hall Usk NP15 1GA www.monmouthshire.gov.uk/maps
	File Pathname / Project / Drawing No.			

4 Interpretation and Implementation of Policy RET1: The Approach to Assessing Development and Change of Use Proposals for Non-retail Uses in Primary Shopping Frontages

- 4.1 This section of the guidance provides further detail on the interpretation and implementation of the criteria set out in Policy RET1, with particular consideration given to criterion c). Primary shopping frontages have been identified in the County's main towns within which a specific criteria-based approach set out in Policy RET1 will apply when assessing proposals for new development/redevelopment and change of use from A1 to non-retail (A2/A3) uses **at ground floor level**. This approach seeks to protect the predominant shopping role and character of the main towns by controlling the loss of retail uses within the primary shopping frontages. Non-retail in the context of this policy and SPG applies to all uses outside class A1 of the Town and Country Planning (Use Classes) Order 1987, as amended and applied in Wales.

Policy RET1 – Primary Shopping Frontages

Primary Shopping Frontages are designated in Abergavenny, Caldicot, Chepstow and Monmouth as shown on the Proposals Map. Within Primary Shopping Frontages, development or redevelopment proposals for Classes A2 or A3 on ground floors, or a change of use on ground floors from Use Class A1 to Classes A2 or A3, will be permitted unless:

- a) they would create (or further extend) a continuous frontage exceeding two or more non A1 units; or
- b) they would result in the loss of A1 retail units in prominent locations, corner units or those with long frontages; or
- c) the number, frontage lengths and distribution of Class A2 or A3 uses in the frontage create an over-concentration of uses detracting from its established retail character.

Where a proposal fails to meet the above criteria, an exception may be considered provided:

- i) it can be demonstrated that the proposed use would not harm the vitality of the street frontage; or
- ii) the premises have been vacant for a least 2 years and genuine attempts at marketing the existing use have been unsuccessful.

4.2 In interpreting the criteria set out in Policy RET1, the following considerations will be taken into account:

a) Distribution and Proximity of Non-retail Uses in Primary Shopping Frontages:

Criterion a) seeks to ensure that consideration is given to the distribution and proximity of existing non-retail uses at ground floor level in primary shopping frontages. In order to prevent concentrations of non-retail uses occurring which could dilute shopping frontages and negatively impact on vitality, attractiveness and viability, no more than **two** adjacent non-retail uses will be permitted.

b) Location and Prominence of Premises in Primary Shopping Frontages:

Criteria b) seeks to prevent the loss of A1 retail units in prominent locations and corner units and those with long frontages **at ground floor level**. Such units are considered to have an important function in primary shopping frontages in maintaining vitality, attractiveness and viability and it is therefore essential that the loss of such units to non-retail (A2/A3) uses is controlled. Accordingly, it is unlikely that planning permission would be granted for any proposal in a primary shopping frontage involving development/redevelopment or a change of use from A1 retail use to a non-retail use in a prominent/corner location.

In determining whether a unit constitutes a prominent premises within a primary shopping frontage consideration should be given to the following factors:

- Is it a key /anchor store?
- Is it visually prominent? e.g. architectural quality and presence, junction location.
- Is it located in a central position within the frontage?
- Is it located immediately adjacent to transport facilities or in a key position in terms of pedestrian linkages?

Such factors should assist in establishing the importance of the premises in the shopping frontage.

This approach will also apply to proposals for development/redevelopment or a change of use to non-retail in those premises with a long frontage. For the purposes of this policy, specific consideration will be given to those units with a frontage of **10 metres** or more although the significance of a particular frontage will depend on its context.

c) Proportion of Non-retail Uses in Primary Shopping Frontages:

Criterion c) aims to prevent the number, frontage length and distribution of non-A1 uses from creating an over-concentration of non-retail uses in primary shopping frontages which can interrupt the flow of retail units, lead to 'dead frontages' and negatively impact on the established shopping role

and character of the centres. The number of existing non-retail uses within such frontages will therefore be a key factor in deciding whether to permit an additional non-retail use.

In order to avoid a concentration of non-retail uses in primary shopping frontages there will be a restriction upon the number of units in non-A1 use classes allowed within these frontages **at ground floor level**. To assist with the interpretation of this criterion, percentage figures are provided for the maximum proportion of non-retail (A2/A3) uses that the Council considers appropriate in each of the centres' primary shopping frontages. Development/redevelopment and change of use proposals which would increase the number of non-retail units to more than the identified percentages in each of the specified frontages, as set out in Tables 1-4 below and in Appendix A, are unlikely to be permitted.

Of note, A1 retail and non-retail uses within the primary shopping frontages are calculated from both the numbers of current A1 and non-A1 uses together with vacant units which were in A1 and non-A1 use prior to becoming vacant, and shops which have a valid A1 consent.

In identifying the maximum proportion of non-retail units considered appropriate in each of the primary shopping frontages, a number of factors have been taken into account including:

- The manner in which the balance of retail to non-retail (A2/A3) uses has been changing over time within a frontage;
- The contribution of the frontage to the vitality and viability of the centre as a whole;
- Existing/ baseline situation based on the centres' health check findings and Retail and Leisure Study.

The identified thresholds, as set out below and in Appendix A, are generally considered appropriate on the basis that a higher level of non-retail uses would be likely to dilute the established shopping role/character of the frontage and undermine the vitality, viability and attractiveness of the frontages and centres as a whole. Given the diversity of frontages in the County, it is not considered appropriate to apply a standardised threshold across all primary shopping frontages in all of the main towns. The thresholds therefore vary according to the function and character of the specified primary shopping frontage. Further background information on each of the frontages, including the justification for these thresholds and maps showing the extent of the specified frontages and ground floor uses (at October 2015) is provided in **Appendix A** and should be referred to accordingly.

Table 1 Abergavenny Primary Shopping Frontages – Maximum Thresholds for Non-A1 Uses

Primary Shopping Frontage		Maximum % of Non-A1 Units
PSF1	Cross Street, High Street & Frogmore Street	25%
PSF2	Cibi Walk	0%
PSF3	Cross Street (51-60 & Town Hall)	45%

Table 2 Caldicot Primary Shopping Frontage – Maximum Thresholds for Non-A1 Uses

Primary Shopping Frontage		Maximum % of Non-A1 Units
PSF4	Newport Road (7-43 & 14-Wesley Buildings)	35%

Table 3 Chepstow Primary Shopping Frontages – Maximum Thresholds for Non-A1 Uses

Primary Shopping Frontage		Maximum % of Non-A1 Units
PSF5	High Street (2-29)	25%
PSF6	St Mary Street	35%

Table 4 Monmouth Primary Shopping Frontages – Maximum Thresholds for Non-A1 Uses

Primary Shopping Frontage		Maximum % of Non-A1 Units
PSF7	Monnow Street (12-126)	25%
PSF8	Church Street, Agincourt Square & Priory Street (1-4)	35%

It should be noted that there may be circumstances where the maximum threshold for non-retail uses has already been undermined within a certain frontage. In such instances the threshold identified should be seen as an aspiration to address the existence of a weakened retail frontage and, therefore, further erosion by non-retail uses will not normally be permitted. This approach will allow for the development/redevelopment of retail uses and change of use from non-retail to retail use in order to enhance the retail function of a frontage, but importantly it would not enable a new retail use to revert to a non-retail use.

A checklist for assessing development and change of use proposals for non-retail uses in primary shopping frontages is provided in **Appendix B** and should be referred to accordingly. This enables an applicant/officer to quickly review whether a proposal is compliant with Policy RET1.

4.3 Exceptions to Criteria a) to c) of Policy RET1

Policy RET1 sets out exceptions to these criteria where a proposed development/change of use to a non-retail (A2/A3) use in a primary shopping frontage may be considered acceptable. To deal with these issues in turn:

i) The applicant can demonstrate that the proposed use would not harm the vitality of the street frontage

While there is a presumption in favour of retaining retail units within the centres' primary shopping frontages, it is recognised that complementary A2 and A3 uses can add to the vitality of a centre by attracting customers and creating additional footfall. Coffee shops and cafés in particular can complement the retail offer and add to the attractiveness and vitality of the County's historic towns which have a considerable visitor clientele. Applications for proposals for development/redevelopment and changes of use to A2/A3 uses will need to be supported by evidence that the proposed use would comply with this element of Policy RET1. For example, this could include footfall estimates (which should be akin to a retail use) and evidence to demonstrate that the proposal would bring increased vitality to the area and incorporate active ground floor frontages. In addition, it is essential that uses within these frontages are appropriate in terms of their ability to attract passing trade within general shopping hours. This could be reflected in conditions attached to a planning permission.

In instances where A2 or A3 uses are permitted in primary shopping frontages it is important to ensure that they are dispersed to maximise the benefits of diversity and create frontages which provide increased interest and pedestrian flows. It is also important that non-retail uses maintain the vitality of the street by retaining an active ground floor frontage / attractive display window.

Or

ii) The premises has been vacant for at least 2 years and there have been genuine attempts at marketing the property.

The possibility of a premises remaining vacant for an extended period of time will be a material planning consideration in determining the suitability of a proposed use class change in a primary shopping frontage. The Council will balance concerns about the loss of retail units with the desire to avoid long term vacancies that would have a detrimental impact on the vitality, attractiveness and viability of town centres. Proposals for use class changes to non-retail uses for vacant premises will need to be supported by suitable evidence to demonstrate the extent of marketing undertaken to secure a retail occupier. Marketing and advertising should normally be for a minimum of **12 months** and be of a nature that is likely to reach potentially interested occupiers. The Council may request the applicant to provide an independent retail agent's report on the potential for letting a unit. It is considered that such a flexible approach will assist in avoiding long-term

vacancies that would have a detrimental effect on the established shopping role and character of the town centres' primary shopping frontages.

A3 uses

- 4.4 Particular consideration will be given to assessing proposals for A3 uses within primary shopping frontages. While it is recognised that cafés and restaurants can complement retail uses, hot food take-away premises that are closed during the day make a limited contribution to the vitality of retail centres. Accordingly, further growth of such uses within these frontages will be discouraged. With regard to proposals for change of use from retail to A3 food and drink use, consideration will also be given to the amenity effects likely to arise from the proposed use. Conditions may be attached to a planning permission to restrict future trading to the particular use proposed and prevent an alternative use in the same use class e.g. a condition could restrict a restaurant from operating as a hot food take-away.

Mixed Retail (A1) and Non-retail (A2/A3) Uses in a Single Unit

- 4.5 When considering proposals for a change of use from retail to mixed retail (A1) and non-retail (A2/A3) uses within a single ground floor unit, regard should first be given to whether planning permission is required i.e. whether the introduction of a non-retail use would constitute a material change of use of the premises. This will be a matter of fact and degree depending on the circumstances of each case. In instances where planning permission is required Policy RET1 will apply as detailed above.
- 4.6 The above approach will be adopted in relation to all applications involving new development/redevelopment and/or change of use proposals for non-retail uses within ground floor premises of the County's primary shopping frontages. The guidance is designed to clarify the Council's approach to non-retail uses in the County's main towns and to provide clear guidance to applicants and officers in the interpretation and implementation of Policy RET1.

Appendix A

Monmouthshire Primary Shopping Frontages - Background Information and Maps

ABERGAVENTNY

PSF1 – Cross Street (1-15 & The Angel Hotel), High Street, Frogmore Street & 1 Nevill Street

These historic streets form a core primary shopping frontage within Abergavenny town centre covering High Street, Frogmore Street, the western side of Cross Street and No. 1 Nevill Street. It is a sizeable, attractive, busy area characterised by:

- A range of national comparison goods retailers including Boots, Clarks, B&M Bargains, Burtons and Fat Face.
- A number of local / independent comparison goods retailers including W.M. Nicholls department store.
- A range of supporting services including banks, building societies and several national chain and local/independent cafés, restaurants and coffee shops.
- A limited number of convenience goods retailers.

This area has a high concentration of retail floorspace and continues to be the main focus of high street retailing in Abergavenny. The presence of a range of eateries in this area means that it also has an important function in supporting the town's evening economy.

At October 2014 2015 there were 75 vacant units within this frontage, most of which were previously in retail use, with a notable number of large vacant units towards the northern end of Frogmore Street. The Council will seek to retain these key units in A1 retail use given their prominence in the street frontage.

The presence of key national chain stores, together with a range of local/independent retailers means that this area of the town centre is likely to retain its important shopping function for residents and visitors and remain the focus of retail investment/enhancement for the foreseeable future.

The 2014 2015 retail health check indicated the following findings for this primary shopping frontage:

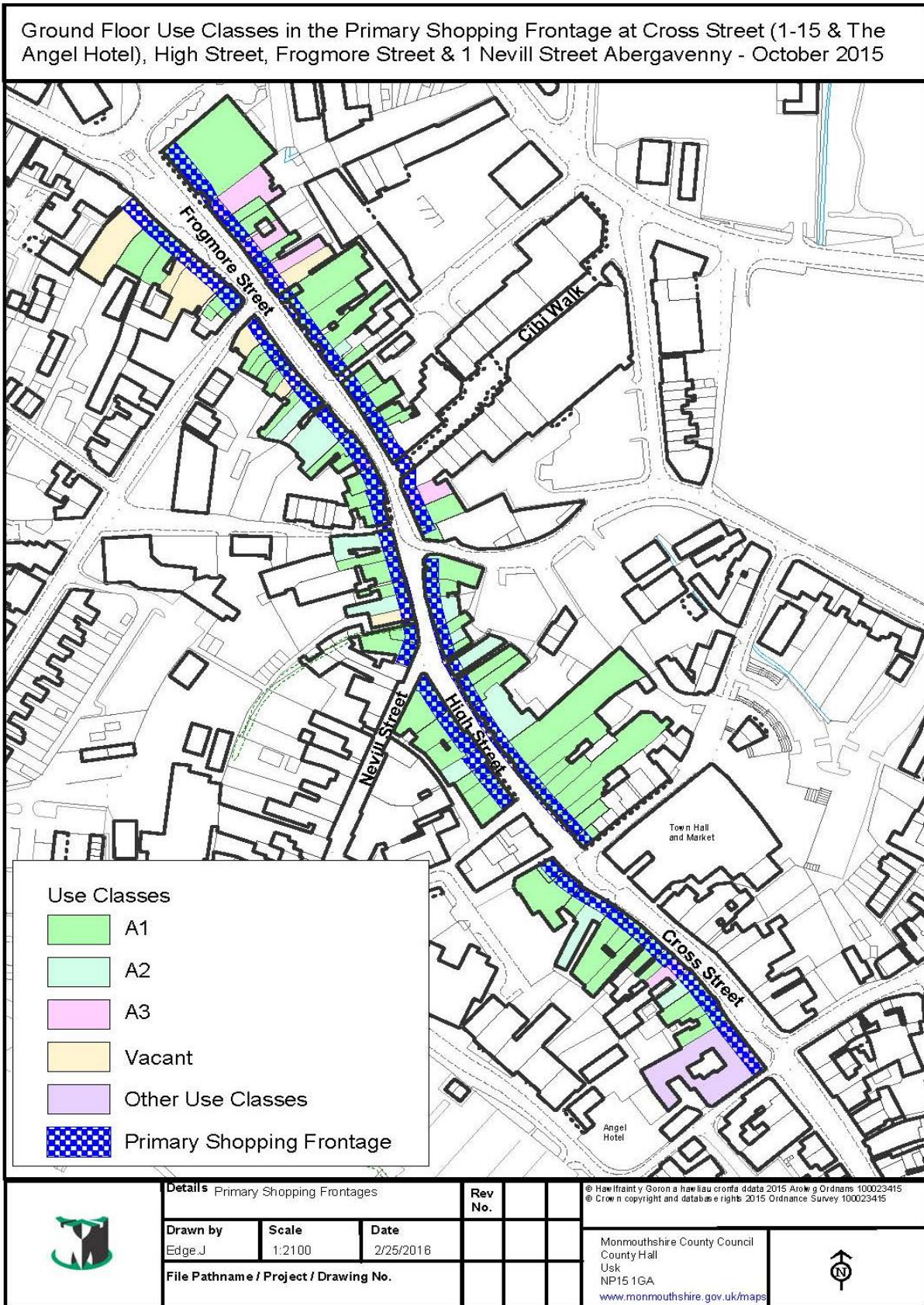
Total number of units	87
• A1 units	61 (66*) 63 (67*)
• A2 units	12
• A3 units	6 (8*) 6(7*)
• Other	1
Number of vacant units	75
Length of defined retail frontage	732 metres
Average unit length	8.4 metres
Ground floor units retail/non-retail split (%)**	76 77% A1 retail/24 23% non-retail

*Indicates situation if vacant units return to previous use class

** Figures include vacant unit's current lawful use / previous use class

This is a key shopping area with a high proportion of retail units at ground floor level. In order to maintain and enhance the vitality, viability and retail character of this frontage and centre as a whole, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of 25%. This figure broadly reflects historical and current levels of non-retail uses within this frontage and recognises the importance of maintaining the retail function /character of the frontage and centre as a whole but also allows some scope for diversification. It is considered that a higher level of non-retail uses would be likely to dilute the established shopping role and character of the frontage and undermine the vitality, viability and attractiveness of both the frontage and centre as a whole.

MAP 1: Abergavenny PSF1 – Cross Street (1-15 & The Angel Hotel), High Street, Frogmore Street & 1 Nevill Street



PSF2 – Cibi Walk

This purpose built arcade situated off Frogmore Street opened in 1992 and is a key primary shopping frontage in Abergavenny town centre. Distinct from the historic retail core of Abergavenny, it is a busy shopping area characterised by:

- A range of predominantly national multiple comparison goods retailers, including WH Smith, Wilkinson, Clinton Cards, Superdrug and Thornton's.
- A number of large retail units (average unit length of 15.3 metres).
- A small number of local /independent retailers including Y Fenni Fruit and Veg.

All units in Cibi Walk were in A1 retail use at October 2014 2015 with no vacant units present which indicates that the area is vital and viable, reflecting its designation as a primary shopping frontage and its importance for high street retailing in the town centre.

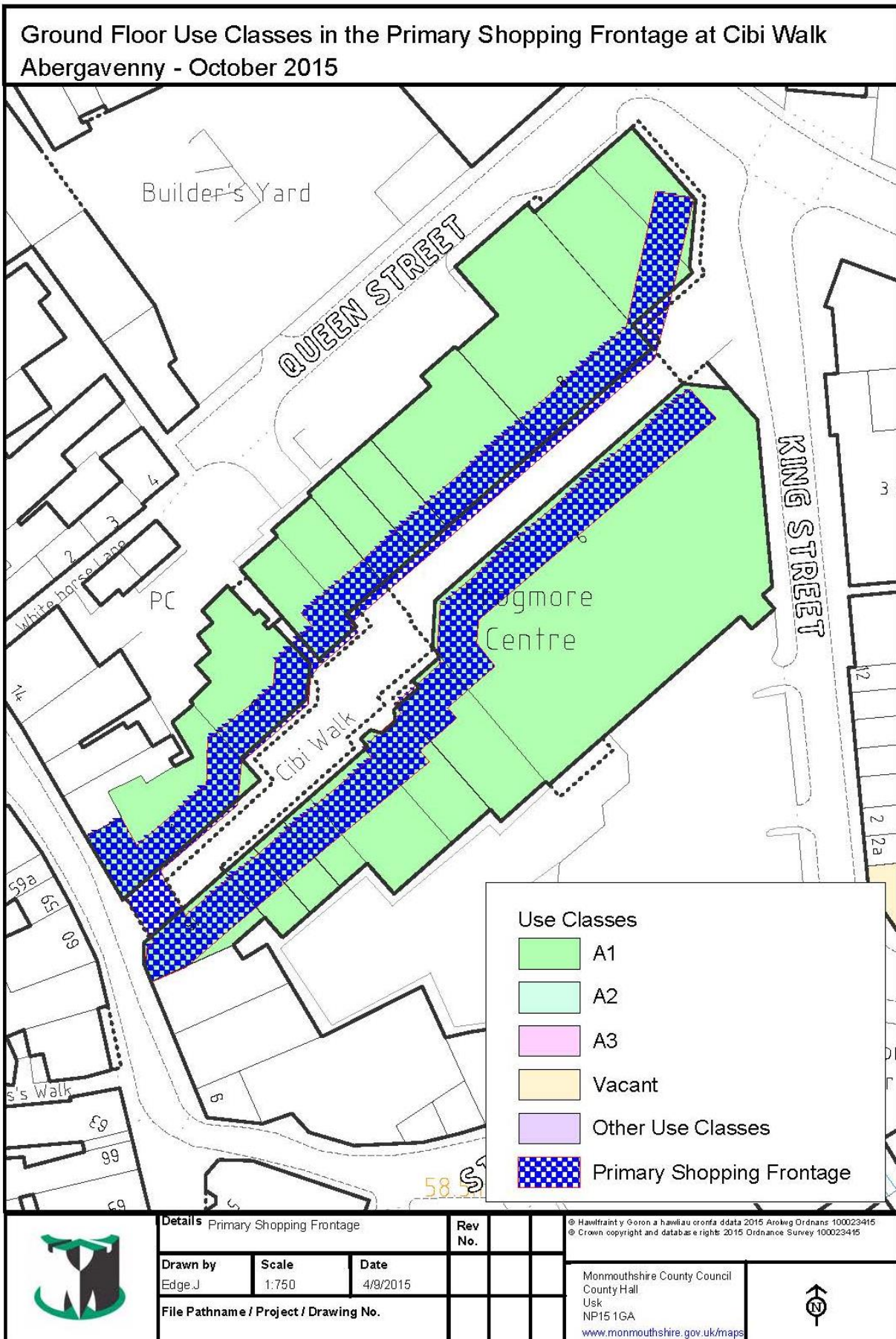
The presence of key national chain stores in mainly larger units means that this area of the town centre is likely to retain its important shopping function for residents and visitors and remain the focus of retail investment /enhancement for the foreseeable future.

The 2014 2015 retail health check indicated the following findings for this primary shopping frontage:

Total number of units	16
• A1 units	16
• A2 units	0
• A3 units	0
• Other	0
Number of vacant units	0
Length of defined retail frontage	245 metres
Average unit length	15.3 metres
Ground floor units retail/non-retail split (%)	100% A1 retail /0% non-retail

This is a key shopping area with all units in A1 retail use at ground floor level (at 2014 2015). In order to maintain and enhance the vitality, viability and retail character of this purpose built arcade and centre as a whole, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of 0%. This figure reflects historical and current high levels of retail uses and extremely low levels of non-retail uses within this area and recognises the importance of maintaining the retail function /character of the frontage. It is considered that the introduction of non-retail uses would be likely to dilute the established shopping role of the area and undermine the vitality, viability and attractiveness of the frontage and centre as a whole.

MAP 2: Abergavenny PSF2 – Cibi Walk



PSF3 – Cross Street (51-60 & Town Hall)

This eastern side of Cross Street is a relatively small primary shopping frontage within Abergavenny town centre comprising a diverse mix of retail and non-retail uses and is characterised by:

- A small number of retail uses including a national opticians and a few local independent retailers.
- A predominance of non-retail uses including a bank, estate agent, theatre, hotel and restaurant /café.

Whilst retail remains an important element within this frontage, it is recognised that its character and function has been subject to change with a higher proportion of non-retail uses now evident.

There were no vacant units within this frontage at October 2014 2015. Although it is no longer a focus for high street retailing, it appears to be functioning effectively with its mix of retail and complementary supporting services and supports the town's evening economy.

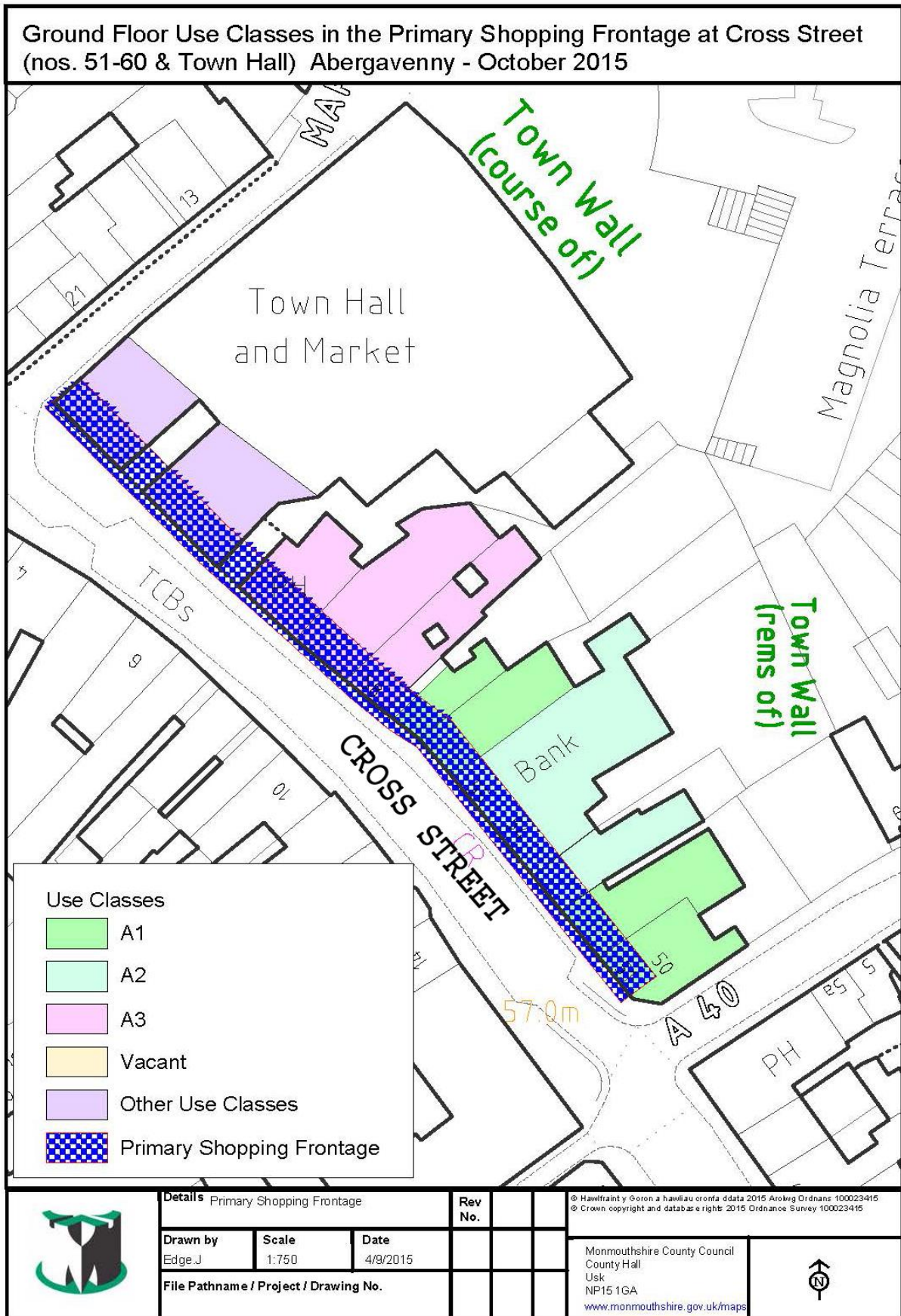
The presence of the Borough Theatre, MCC One Stop Shop and established hotel, restaurant /café together with a small range of retailers suggests that this part of Cross Street will remain an important frontage within the town centre for residents and visitors for the foreseeable future.

The 2014 2015 retail health check indicated the following findings for this primary shopping frontage:

Total number of units	11
• A1 units	4
• A2 units	2
• A3 units	3
• Other	2
Number of vacant units	0
Length of defined retail frontage	100 metres
Average unit length	9.1 metres
Ground floor units retail/non-retail split (%)	36% A1 retail /64% non-retail

In view of the mix of retail and non-retail uses within this frontage, a higher proportion of non-retail uses will be considered acceptable than in the other primary shopping frontages in Abergavenny. Accordingly, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of **45%**. Whilst this figure will allow sufficient scope for a flexible /diverse range of uses within ground floor premises to complement the retail offer of the centre as a whole as the area changes and develops, it is recognised that the current level of non-A1 retail uses exceeds this threshold. There is, however, an aspiration to address this situation and enhance the retail function of this frontage meaning that further erosion by non-retail uses beyond the identified threshold which could undermine its designation as a primary shopping frontage will be prevented. The identified threshold of 45%, whilst generally lower than the historical and current levels of non-retail uses within this frontage, is considered appropriate in order to meet this objective.

MAP 3: Abergavenny PSF3 – Cross Street (51-60 & Town Hall)



CALDICOT

PSF4 – Newport Road (7-43 & 14-Wesley Buildings)

This area forms the primary shopping frontage within Caldicot town centre. It is a purpose built, relatively compact, pedestrianised area which serves an important local shopping function for residents and is characterised by:

- A range of comparison and convenience goods retailers comprising of predominantly local/ independent businesses, including RSVP Greeting Cards, Chappell Pharmacy and Country Flowers.
- A small number of national retailers comprising of mainly convenience goods operators, including Waitrose and Gregg's bakery.
- A range of supporting services including banks, estate agents and several local/independent cafés and takeaways.

This area has a reasonable concentration of retail floorspace and continues to be the main focus of high street retailing in Caldicot. It is recognised that this area contains a higher proportion of non-retail uses than the primary shopping frontages of the other main towns, however, its designation as a primary frontage reflects its role as a key local retail area serving the town's residents.

There were ~~5~~ 4 vacant units within the frontage (at October ~~2014~~ 2015) constituting ~~43~~ 10% of outlets which represents an ~~notable~~ increase in the number of vacant units in the frontage in recent years. The majority of vacant units were previously in use as retail. Given that this area is the main focus for high street retailing in Caldicot the Council will seek to retain these units in A1 retail use.

The presence of a range of local/independent retailers together with a small number of national operators means that this area of the town centre is likely to retain its important local shopping function for residents and provide opportunities for local retailers. The recent development of an Asda store in close proximity should generate further linked shopping trips to this area further supporting its retail function.

The 2014 2015 retail health check indicated the following findings for this primary shopping frontage:

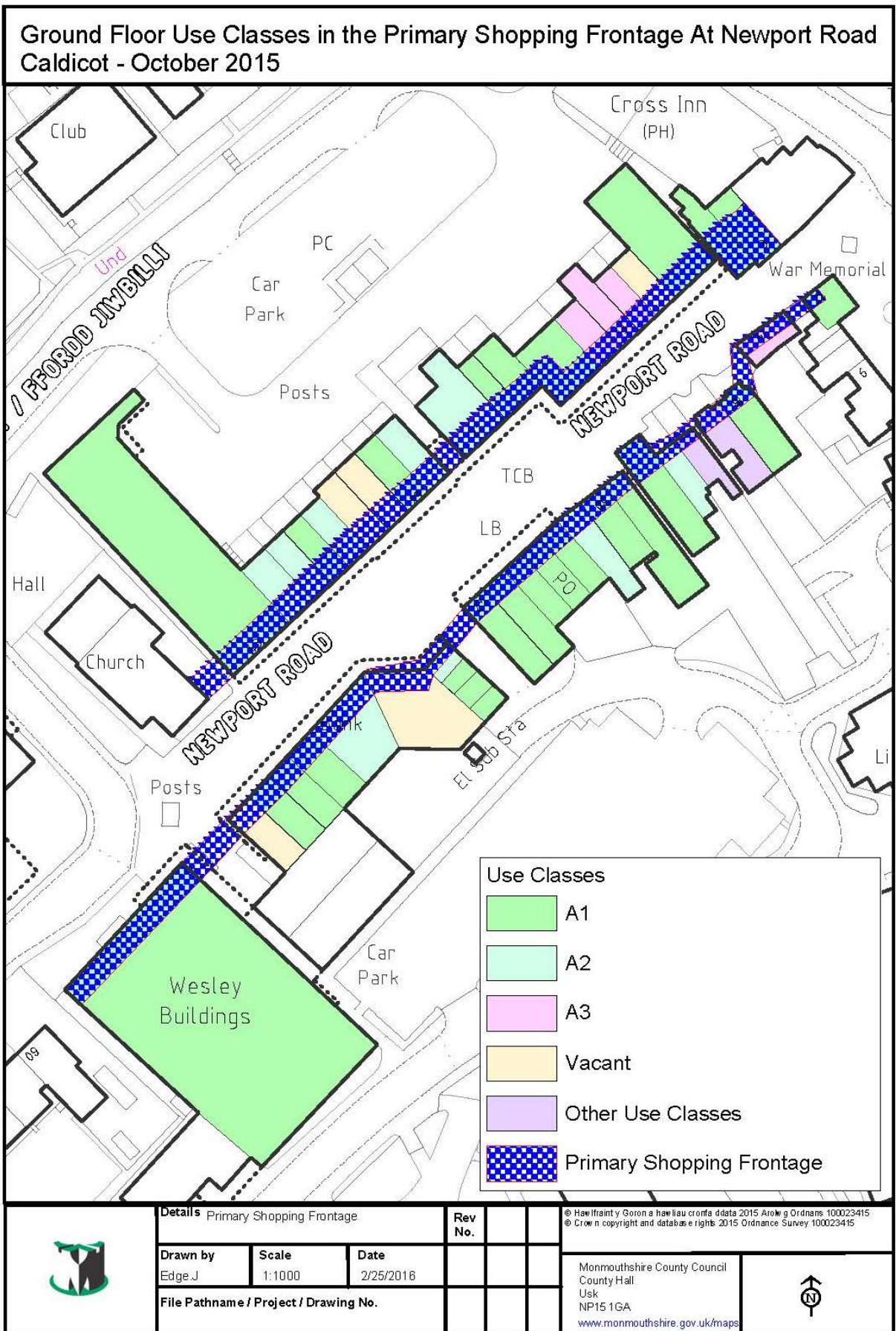
Total number of units	40
• A1 units	22 (26*) 23 (26*)
• A2 units	8 (9*)
• A3 units	4
• Other	1
Number of vacant units	5 4
Length of defined retail frontage	376 metres
Average unit length	9.4 metres
Ground floor units retail/non-retail split (%) **	65% A1 retail /35% non-retail

* Indicates situation if vacant units return to previous use class

** Figures include vacant units' current lawful use / previous use class

In order to maintain and enhance the vitality, viability and local retail function of this frontage, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of **35%**. This figure broadly reflects the historical and current level of non-retail uses within this primary shopping frontage and the Council's desire to prevent further erosion of retail uses beyond this level. It is considered that a higher level of non-retail uses would be likely to dilute the established important local shopping role and character of the frontage and undermine the vitality and viability of the centre.

MAP 4: Caldicot PSF4 – Newport Road (7-43 & 14-Wesley Buildings)



CHEPSTOW

PSF5 – High Street (2-29)

This historic area forms a key primary shopping frontage within Chepstow town centre. It is an attractive, busy area during the day and is characterised by:

- A range of national comparison goods retailers including Boots, WH Smith, Peacocks and Specsavers.
- A number of local / independent comparison goods retailers including Herbert Lewis department store.
- A small number of supporting services including a building society, estate agents and a restaurant.

This area contains a high concentration of comparison goods retail floorspace and is the main focus of high street retailing in Chepstow, although it is notable that evening activity is limited.

There were no vacant units within this core frontage at October ~~2014~~ 2015 which indicates that the area is vital and viable, reflecting the key shopping function of this frontage within the town centre.

The presence of national comparison chain stores, together with a range of local/independent retailers means that this area of the town centre should retain its important shopping function for residents and visitors and remain the focus of retail investment /enhancement for the foreseeable future.

The 2014 2015 retail health check indicated the following findings for this primary shopping frontage:

Total number of units	25
• A1 units	20
• A2 units	4
• A3 units	1
• Other	0
Number of vacant units	0
Length of defined retail frontage	234 metres
Average unit length	9.4 metres
Ground floor units retail/non-retail split (%)	80% A1 retail /20% non-retail

This is a core shopping area with a high proportion of retail units at ground floor level. In order to maintain and enhance the vitality, viability and retail character of this primary shopping frontage and centre as a whole, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of **25%**. This figure, whilst generally marginally higher than historical and current levels of non-retail uses within this frontage, recognises the importance of maintaining the retail function /character of the frontage and centre as a whole and allows some scope for diversification. It is considered that a higher level of non-retail uses would be likely to dilute the established shopping role and character of the frontage and undermine the vitality, viability and attractiveness of the frontage and centre as a whole.

MAP 5: Chepstow PSF5 – High Street (2-29)



PSF6 – St Mary Street

St Mary Street is an historic, attractive, pedestrianised shopping area within Chepstow town centre located to the south of High Street. It is characterised by:

- Predominantly local independent operators, with only 2 national operators present (namely Costa and Coffee@1)
- A range of local independent comparison goods and speciality retailers, including two antique shops and gift shop, and hair/beauty salons.
- A relatively high number of supporting services including coffee shops/cafés and restaurants, clinics and a recruitment agency.

Whilst retail, particularly in relation to local /independent and speciality operators, remains important in this frontage it is recognised the area has been subject to the growth of a diverse range of supporting services with over a third of units in non-retail use at ~~2014~~ 2015. The presence of a range of eateries in this area means that it also supports the town's evening economy.

At ~~2014~~ 2015 there ~~were~~ ~~was~~ ~~2~~ ~~1~~ vacant units within this frontage, ~~one of which was in previously use as A1 retail and the other a in D1 use (dentist).~~ Despite these vacant units, the Overall the area appears to functioning effectively with its local / independent retail offer and supporting services.

The diverse range of uses in this area suggests that it will remain an important frontage within the town centre for residents and visitors. The focus of this frontage is expected to remain on local independent shopping and complementary supporting services. It is important that any proposals for change of use do not adversely impact on the area's character and function.

The ~~2014~~ 2015 retail health check indicated the following findings for this primary shopping frontage:

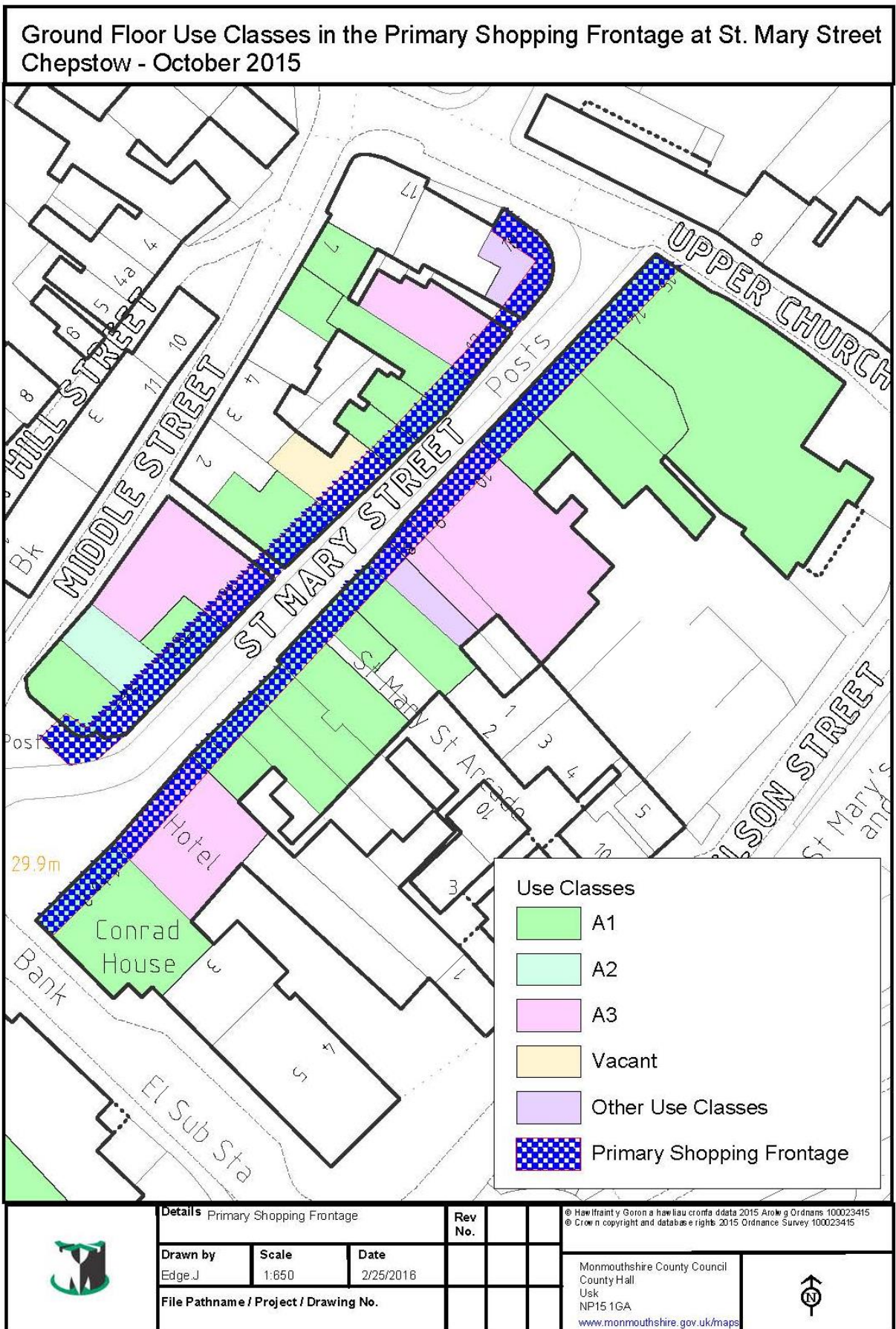
Total number of units	26
• A1 units	16 (17*) 17
• A2 units	1
• A3 units	5
• Other	2 (3*)
Number of vacant units	2 1
Length of defined retail frontage	224 metres
Average unit length	8.6 metres
Ground floor units retail/non-retail split (%)**	65% A1 retail / 35% non-retail

* Indicates situation if vacant units return to previous use class

** Figures include vacant units' current lawful use / previous use class

In view of the mix of retail and non-retail uses within this frontage, a higher proportion of non-retail uses will be considered acceptable than in the adjacent primary shopping frontage at High Street. Accordingly, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of 35%. This figure broadly reflects historical and current levels of non-retail uses within this frontage. Although this will allow for a flexible /diverse range of uses within ground floor premises to complement the retail offer of the centre as a whole, the Council would not wish to see further erosion of retail uses beyond the identified threshold which could undermine its function, character and designation as a primary shopping frontage in Chepstow.

MAP 6: Chepstow PSF6 – St Mary Street



MONMOUTH

PSF7 – Monnow Street

This historic street forms a key primary shopping frontage within Monmouth town centre. It is a sizeable, attractive and vibrant area characterised by:

- A broad range of national comparison goods retailers, including White Stuff, WH Smith, Superdrug, Boots and Fat Face.
- A number of national convenience goods stores – Marks and Spencer Food Hall and Waitrose.
- A broad range of local / independent comparison goods operators including Soames Shoes and Salt & Pepper Cookshop and Gift Shop.
- A number of supporting services including banks, estate agents, coffee shops/ restaurants and public houses.

This area contains a high concentration of both national and local/independent comparison goods retail units (total of 86) and is the main focus of high street retailing in Monmouth. It is also serves an important food shopping function with the presence of Marks and Spencer Simply Food and Waitrose stores.

At the time of the 2014 ~~2015~~ retail health check, there were ~~8~~ **5** vacant units within this primary shopping frontage, ~~six~~ **three** of which were in previous use as A1 retail and two in A2/A3 uses. Despite these vacant units, the area appears to be vibrant and functioning effectively, reflecting the core retail function and character of this area within the town centre.

The presence of national comparison retailers, together with a range of local/independent operators and supporting services means that this area of the town centre is likely to retain its important shopping function for residents and visitors and remain the focus of retail investment /enhancement for the foreseeable future.

The 2014 ~~2015~~ retail health check indicated the following findings for this primary shopping frontage:

Total number of units	86
• A1 units	60 (66*) 62 (65*)
• A2 units	6 (7*) 7 (8*)
• A3 units	8 (9*)
• Other	4
Number of vacant units	8 5
Length of defined retail frontage	628 metres
Average unit length	7.3 metres
Ground floor units retail/non-retail split (%)**	77 76% A1 retail / 23 24% non-retail

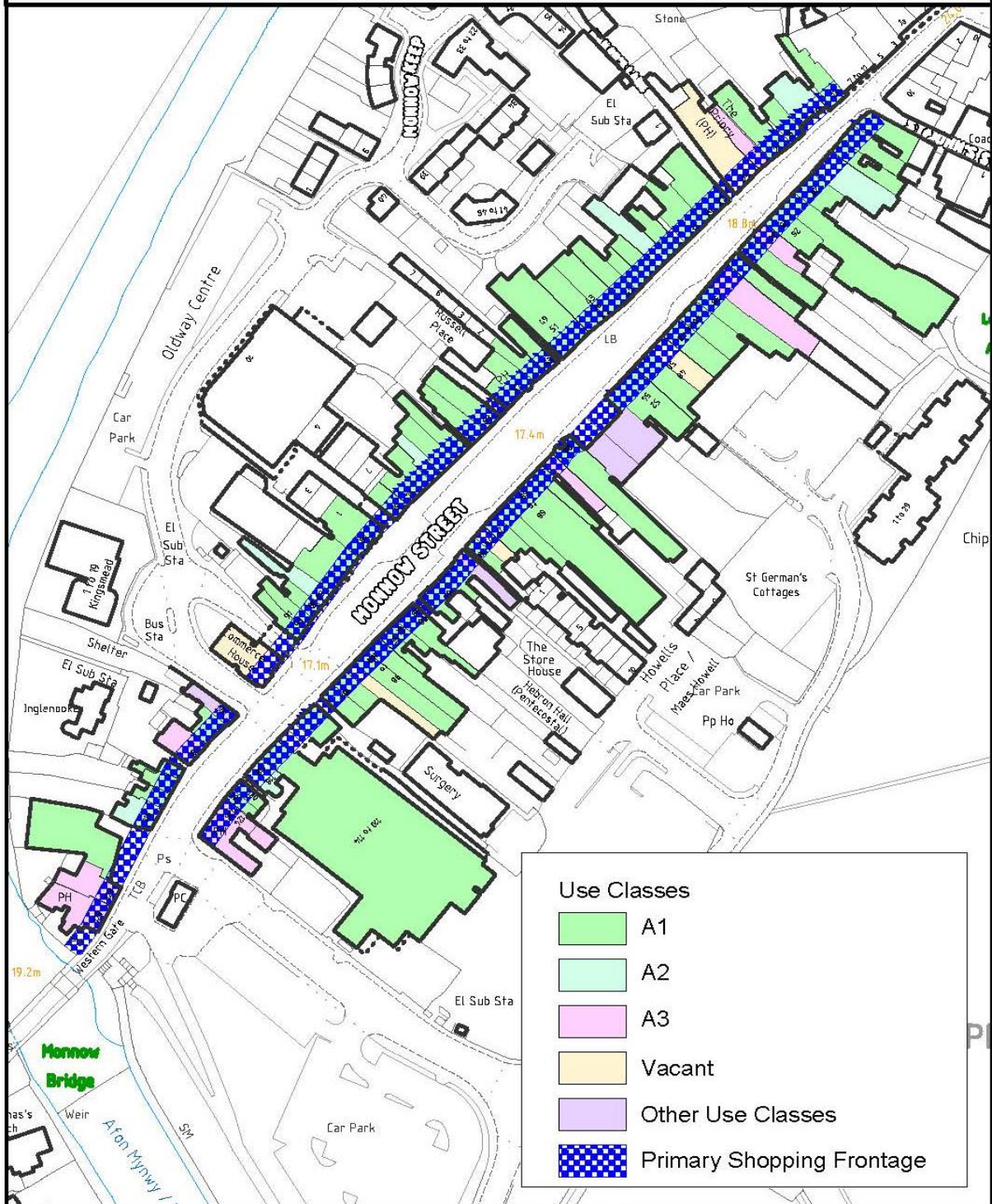
* Indicates situation if vacant units return to previous use class



** Figures include vacant units' current lawful use / previous use class

This is a core shopping area with a high proportion of retail units at ground floor level. In order to maintain and enhance the vitality, viability and retail character of this frontage, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of **25%**. This figure broadly reflects historical and current levels of non-retail uses within this frontage and recognises the importance of maintaining the retail function /character of this prime retail area and centre as a whole but does allow some scope for diversification. It is considered that a higher level of non-retail uses would be likely to dilute the established shopping role and character of the frontage and undermine the vitality, viability and attractiveness of the frontage and town centre as a whole.

MAP 7: Monmouth PSF7 – Monnow Street

Ground Floor Use Classes in the Primary Shopping Frontage at Monnow Street Monmouth - October 2015



	Details Primary Shopping Frontages			Rev No.	© Hawlfraint y Goron a haw liau cronfa ddata 2015 Arolwg Ordnans 100023415 © Crown copyright and database rights 2015 Ordnance Survey 100023415	
	Drawn by Edge J	Scale 1:1750	Date 2/25/2016			
	File Pathname / Project / Drawing No.					
Monmouthshire County Council County Hall Usk NP15 1GA www.monmouthshire.gov.uk/maps						

PSF8 – Church Street, Agincourt Square & Priory Street (1-4)

This area is located to the north of the Monnow Street primary shopping frontage covering Church Street, Agincourt Square and part of Priory Street and comprises a mix of retail and supporting uses. It is an historic vibrant area characterised by:

- A range a predominantly local independent comparison goods retailers (focused on Church Street), with just two notable national retailers present (namely Joules and Iceland).
- A small number of local independent convenience goods operators.
- A wide range of supporting services including banks/building societies and estate agents (focused on Agincourt Square), theatre, MCC One Stop Shop, hairdressers/beauty salons, coffee shops/ cafés and restaurants.

Whilst retail remains important in this frontage, particularly for local /independent operators, it is recognised that its character and function has been subject to change with a relatively high proportion of non-retail uses now evident. The presence of a range of eateries and theatre in this area means that it also has an important function in supporting the town's evening economy.

At October 2014 **2015** there were 4 vacant units within this frontage, ~~three~~ **two** of which were in previous use as A1 retail units ~~and~~ , one **previously in A3 use and one previously** in sui generis use. Despite the presence of these vacant units, the area appears to be vital and viable with its diverse range of local /independent retailers and supporting services.

The variety of uses in this area suggests that it will remain an important frontage within the town centre for residents and visitors. The focus of this area is expected to remain on local/independent shopping and complementary supporting services. It is important that any proposals for change of use do not adversely impact on the area's character and function.

The ~~2014~~ **2015** retail health check indicated the following findings for this primary shopping frontage:

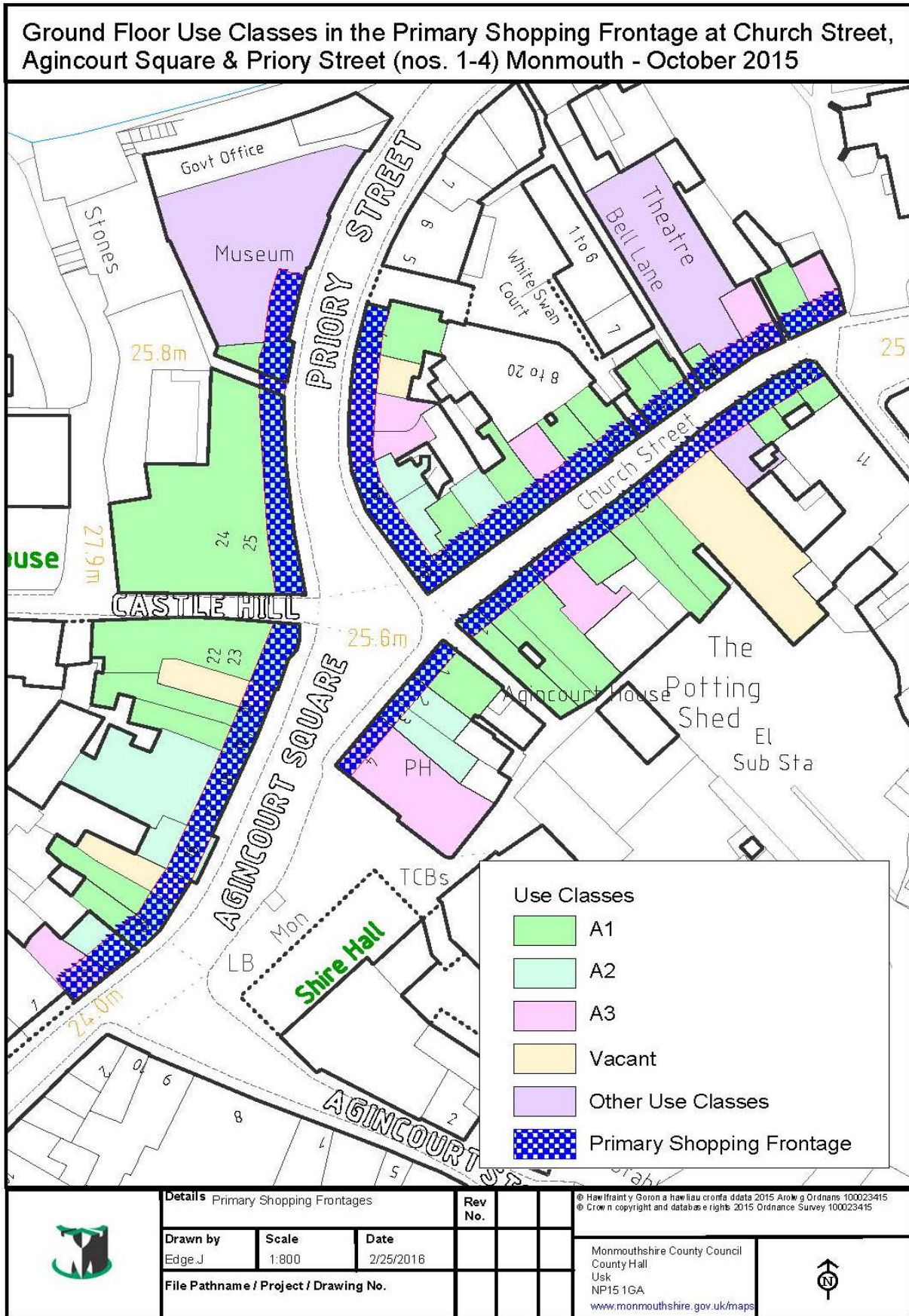
Total number of units	47
• A1 units	24 (27*) 25 (27*)
• A2 units	9 8 (9*)
• A3 units	6 7
• Other	4 (5*) 3 (4*)
Number of vacant units	4
Length of defined retail frontage	341 metres
Average unit length	7.3 metres
Ground floor units retail/non-retail split (%)**	57% A1 retail / 43% non-retail

* Indicates situation if vacant units return to previous use class

** Figures include vacant units' current lawful use / previous use class

In order to maintain and enhance the vitality, viability and character of this frontage, decisions on planning applications for new development/redevelopment and change of use to A2/A3 uses should seek to ensure that the proportion of non-A1 uses at ground floor level does not exceed the identified threshold of **35%**. Whilst this figure will allow sufficient scope for a flexible /diverse range of uses within ground floor premises to complement the retail offer of the centre as a whole, it is recognised that the current level of non-A1 uses exceeds this threshold. There is, however, an aspiration to address this situation and enhance the retail function of this frontage meaning that further erosion by non-retail uses beyond the identified threshold which could undermine its designation as a primary shopping frontage will be prevented. It is important that the area remains a focus for local independent and speciality retailers which will add significantly to both the area's and town's appeal to both residents and visitors.

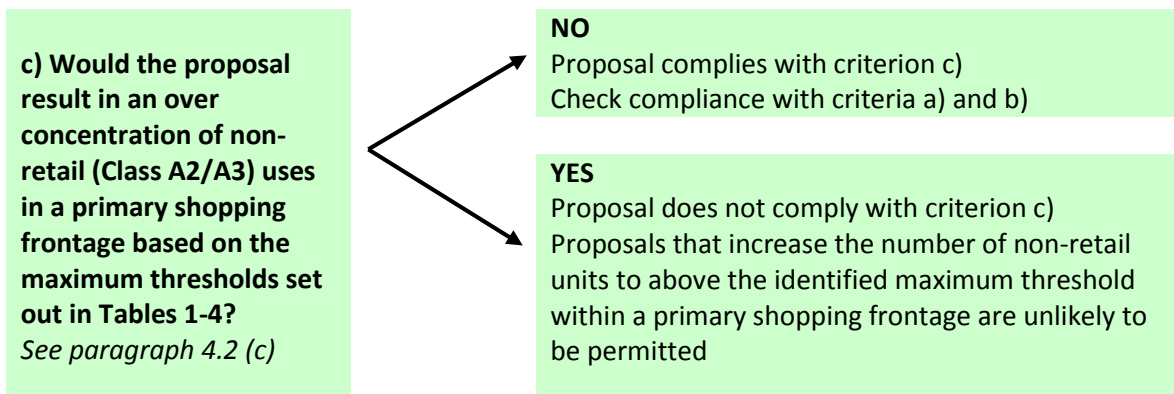
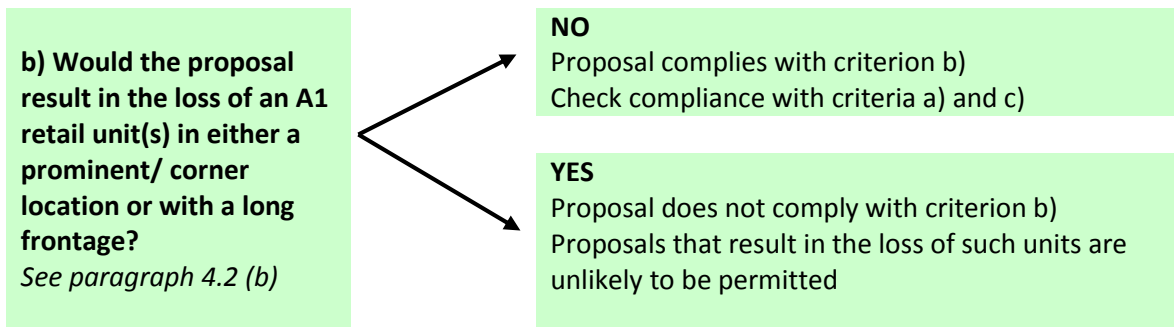
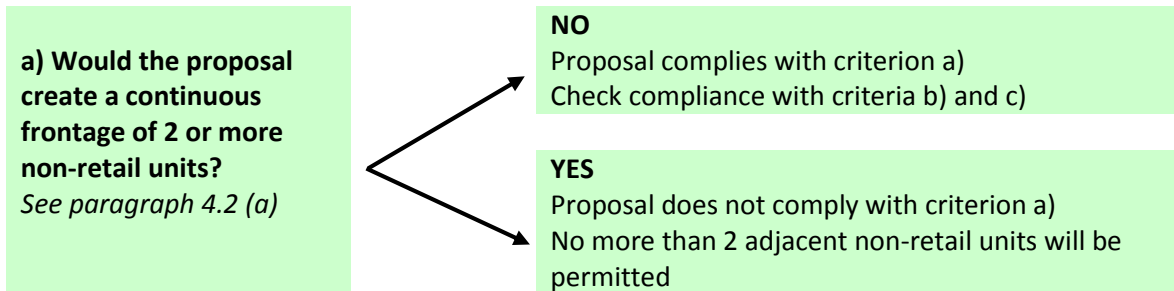
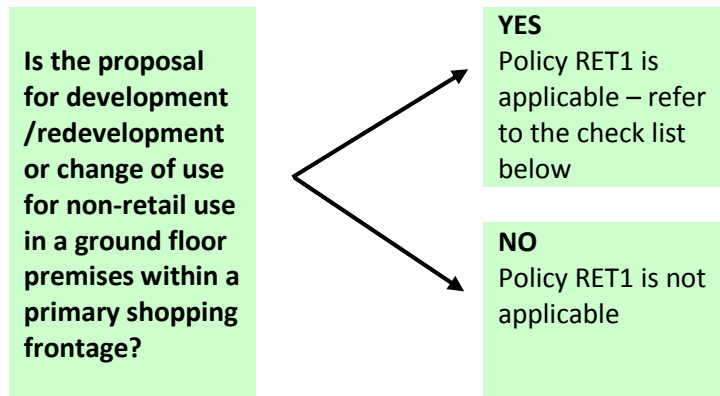
MAP 8: Monmouth PSF8 – Church Street, Agincourt Square & Priory Street (1-4)



Appendix B

Policy RET1 Checklist for Assessing Development and Change of Use Proposals for Non-retail Uses **at Ground Floor Level in** Primary Shopping Frontages

Diagram 1: Policy RET1 Checklist for Assessing Development and Change of Use Proposals for Non-retail Uses at Ground Floor Level in Primary Shopping Frontages



Exceptions to Criteria a) to c) of Policy RET1

Could the proposal be considered as an exception to the policy criteria?

(i) Can the applicant demonstrate that the proposal would not harm the vitality of the street frontage?
See paragraph 4.3(i)

NO

Exception would not apply

YES

Exception may apply subject to the submission and verification of appropriate supporting evidence

(ii) Have the premises been vacant for at least 2 years and have there been genuine attempts at marketing the property?
See paragraph 4.3(ii)

NO

Exception would not apply

YES

Exception may apply subject to the submission and verification of appropriate supporting evidence

Appendix C

Sources of Advice

For retail research and retail planning policy advice please contact:

Planning Policy Section

County Hall, Rhadyr,

Usk, Monmouthshire

NP15 1GA

Tel: 01633 644429

Email: planningpolicy@monmouthshire.gov.uk

For advice on development and change of use proposals for non-retail uses within a primary shopping frontage please contact:

Development Management Section

County Hall, Rhadyr,

Usk, Monmouthshire

NP15 1GA

Tel: 01633 644800

Email: planning@monmouthshire.gov.uk



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Jane Coppock</p> <p>Phone no: 01633 644256 E-mail: janecoppock@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>The Local Development Plan (LDP), adopted on 27 February 2014, sets out the Council's vision and objectives for the development and use of land in Monmouthshire, together with the policies and proposals to implement them over the ten year period to 2021. Supplementary Planning Guidance (SPG) sets out detailed guidance on the way in which the policies of the LDP will be interpreted and implemented. The Draft Primary Shopping Frontages SPG specifically sets out guidance to support LDP Policy RET1 - Primary Shopping Frontages.</p>
<p>Name of Service</p> <p>Planning (Planning Policy)</p>	<p>Date Future Generations Evaluation form completed</p> <p>18/03/2016</p>

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



Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Positive: The Draft SPG seeks to support LDP retail policy to sustain and enhance the county's main towns, protecting the vitality, viability and attractiveness of existing town centres and to control development which would undermine this function.</p>	<p>Better contribute to positive impacts: Ensure that LDP Policy RET1 is accurately interpreted and implemented fully, measuring the effectiveness of the policy on an annual basis in the LDP AMR.</p> <p>Mitigate Negative Impacts:</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?
	Negative: Premises may remain vacant in the primary shopping frontages.	The Draft SPG provides detailed guidance on the interpretation and implementation of the two exceptions criteria included in Policy RET1, with specific regard to vacant premises.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Positive: None. Negative: None.	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Positive: Vibrant, vital and attractive town centres contribute and have a positive influence on health and well-being (attractive environments, encouraging/ creating opportunities for social interaction). Negative: None.	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Positive: The Draft SPG seeks to support LDP retail policy to sustain and enhance the county's main towns, protecting the vitality, viability and attractiveness of existing town centres and to control development which would undermine this function.	Better contribute to positive impacts: Ensure that LDP Policy RET1 is accurately interpreted and implemented fully through this Draft SPG, measuring the effectiveness of the policy on an annual basis in the LDP AMR. Mitigate Negative Impacts: The Draft SPG provides detailed guidance on the interpretation and implementation of the two exceptions criteria included in Policy RET1, with specific regard to vacant premises.



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>Negative: Premises may remain vacant in the primary shopping frontages.</p>	
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Positive:</p> <p>The Draft SPG supports the implementation of the Retail policies of the LDP, which has been subject to a Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) to ensure that social, economic and environmental objectives are met, thereby contributing to sustainable development and global well-being.</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: The SA/SEA monitoring frameworks provide a baseline position. Future AMRs will examine LDP impacts over a longer period and evidence the emergence of any trends at different spatial scales.</p> <p>Continue to monitor LDP indicators, including retail policy indicators and targets, to inform the 2016 AMR.</p> <p>Ensure that any LDP revision is subject to appropriate SA/SEA testing.</p>
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>Positive:</p> <p>The Draft SPG has a positive general impact on culture, heritage and language, with retail uses making an important contribution to the sustainability and cohesiveness of town centres by providing local shopping provision and local employment opportunities.</p>	<p>N/A</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?
	Negative: None.	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive:</p> <p>The Draft SPG should bring positive benefits to Monmouthshire's residents, particularly through maintaining and increasing the availability of retail uses in the primary shopping frontages in the main towns. It makes an important contribution to the sustainability of our towns by providing local shopping provision and local employment opportunities.</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: Ensure that LDP Policy RET1 is accurately interpreted and implemented fully through this Draft SPG, measuring the effectiveness of the policy on an annual basis in the LDP AMR.</p>

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	<p><i>We are required to look beyond the usual short term timescales for financial planning and political cycles and instead plan with the longer term in mind (i.e. 20+ years)</i></p> <p>The LDP covers the period 2011-21. The Draft SPG supports the implementation of the LDP. By its nature, therefore, it cannot look beyond the next five year period but the SA/SEA of the LDP would have ensured consideration of the impact on future generations.</p> <p>The LDP retail policy framework seeks to create balanced and sustainable town centre communities, with primary shopping frontages contributing to maintain and enhance vitality and viability.</p>	<p>Ensure that the LDP and its policies have been subject to SA/SEA.</p> <p>LDP AMRs will provide both an annual evaluation of plan performance, including retail policy, and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for LDP review.</p>
 <p>Working together with other partners to deliver objectives</p>	<p>The LDP was prepared through extensive engagement with a wide range of internal and external stakeholders.</p> <p>The Draft SPG has been subject to a public consultation, targeted to those who are considered to have a specific interest in the topic but also including all town and community councils, notices in the press. Individuals and organisations currently on the LDP consultation data base have been given the opportunity to request to be notified of the SPG should they wish. The consultation has also been publicised via our Twitter account @MCCPlanning.</p>	<p>LDP AMRs will provide both an annual evaluation of plan performance, including retail policy, and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for LDP review. Any review of the LDP will be taken forward through extensive stakeholder engagement, expanding on the methods used previously.</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Involving those with an interest and seeking their views</p>	<p><i>Who are the stakeholders who will be affected by your proposal? Have they been involved?</i></p> <p>The LDP was prepared through extensive engagement with a wide range of internal and external stakeholders.</p> <p>The draft SPG has been subject to consultation with Development Management colleagues, was considered by the Council's Planning Committee on 07 July 2015 and endorsed for consultation by Individual Cabinet Member Decision on 22 July 2015.</p> <p>The Draft SPG has been subject to a public consultation, targeted to those who are considered to have a specific interest in the topic but also including all town and community councils, notices in the press. Individuals and organisations currently on the LDP consultation data base have been given the opportunity to request to be notified of the SPG should they wish. The consultation has also been publicised via our Twitter account @MCCPlanning.</p> <p>A statement of the consultation undertaken, the representations received and the authority's response to those representations has been made available to Planning Committee to inform their considerations, and along with the revised Draft SPG, in line with national planning policy guidance (Planning Policy Wales, edn 8 January 2016).</p>	<p>LDP AMRs will provide both an annual evaluation of plan performance, including retail policy, and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for LDP review. Any review of the LDP will be taken forward through extensive stakeholder engagement, expanding on the methods used previously.</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Draft SPG has been informed by the annual Retail Surveys undertaken over the past 15 years. Emerging trends have been identified with the rise of the service sector and the loss of retail function in some areas of the County's town centres. The LDP policy framework seeks to maintain and enhance retail uses within primary shopping frontages in the town centres and to control development which would undermine this function.</p>	<p>The LDP AMRs will provide both an annual evaluation of plan performance, including retail policy, and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for LDP review.</p>
 <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p><i>There is space to describe impacts on people, economy and environment under the Wellbeing Goals above, so instead focus here on how you will better integrate them and balance any competing impacts</i></p> <p>The Draft SPG supports the implementation of the LDP which has been subject to a SA/SEA that balances the impacts on social, economic and environmental factors.</p>	<p>The AMRs will examine the impacts of the LDP over the longer term and evidence the emergence of any trends at different spatial scales. Delivering sustainable development (social, economic and environmental) is central to the LDP.</p> <p>Continue to monitor indicators, including retail policy indicators and targets, to inform future AMRs.</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	None	None	N/A
Disability	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?
Gender reassignment	None	None	N/A
Marriage or civil partnership	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

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	None	None	N/A
Corporate Parenting	None	None	N/A

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

- Monmouthshire Annual Retail Health Checks in the town centres of Abergavenny, Caldicot, Chepstow and Monmouth. The checks are undertaken by the Planning Policy Service and include pedestrian footfall counts, floorspace surveys, vacancy rates, retailer representation and diversity of uses. In addition, the 2015 survey included a consumer survey undertaken by independent consultants. The results and corresponding analysis are incorporated into an annual Retail Background Paper. The 2015 Retail Background Paper, incorporating the consultants findings, may be viewed at <http://www.monmouthshire.gov.uk/app/uploads/2016/03/Retail-Background-Paper-2015.pdf>
- Monmouthshire Retail and Leisure Study, April 2010, Drivers Jonas Deloitte. This was prepared as part of the evidence base for the LDP.

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?

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

Positive – The Draft SPG seeks to support LDP retail policy to sustain and enhance the county’s main towns, protecting the vitality, viability and attractiveness of existing town centres and to control development which would undermine this function. The Draft SPG should bring positive benefits to Monmouthshire’s residents, particularly through maintaining and increasing the availability of retail uses in the primary shopping frontages in the main towns. It makes an important contribution to the sustainability of our towns by providing local shopping provision and local employment opportunities.

Future: Ensure that LDP Policy RET1 is accurately interpreted and implemented fully through use of this Draft SPG, measuring the effectiveness of the policy on an annual basis in the LDP AMR.

Negative – Premises may remain vacant in the primary shopping frontages. However, the Draft SPG provides detailed guidance on the interpretation and implementation of the two exceptions criteria included in Policy RET1, with specific regard to vacant premises.

Future: LDP AMRs will provide both an annual evaluation of plan performance, including retail policy, and year by year comparison from which emerging long term trends may be identified and reported on. This will inform the evidence base for LDP review.

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

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

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

<p>The impacts of this proposal will be evaluated on:</p>	<p>Impacts will be evaluated on a regular basis in the required LDP Annual Monitoring Report. This will be reported for political decision prior to submitting to the Welsh Government by 31 October 2016 and will be publicly available on the MCC website.</p>
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SUBJECT: MONMOUTHSHIRE FLOOD RISK MANAGEMENT PLAN
MEETING: Cabinet Member for County Operations
DATE: 27th April 2016
DIVISION/WARDS AFFECTED: All

1. PURPOSE:

To seek approval of the Flood Risk Management Plan for Monmouthshire following public consultation.

2. RECOMMENDATIONS:

2.1 To approve the final version of Flood Risk Management Plan for Monmouthshire.

3. KEY ISSUES:

3.1 Flood Risk Management Plan

3.1.1 There was a requirement for the Council to produce a Local Flood Risk Management Strategy by April 2013. This requirement was set out in the Flood & Water Management Act of 2010 (F&WMAAct) when Monmouthshire was also designated as a Lead Local Flood Authority (LLFA). It was also identified as a requirement in the Welsh Governments National Strategy for Flood and Coastal Erosion Risk Management in December of 2011. The Strategy was prepared and reported to Cabinet on 3 April 2013. Following Cabinet approval it was submitted to Welsh Government for Ministerial approval and that was received in late April 2014. The Strategy was then published, as required, on the Council's web page. It can be viewed at the following link:

<http://www.monmouthshire.gov.uk/flooding>

3.2 Flood Risk Management Plan

3.2.1 As part of the F&WMA Act and Welsh Government's National Strategy we were also required to prepare a Flood Risk Management Plan which would incorporate Flood Risk maps. The timescale for this was submission to Welsh Government by the end of February 2016. The first guidance was provided in May 2014 and subsequently a template for the Plan in Wales was provided through the Regional Flood Groups with a further revision in December 2014. The mapping data required to do the analyses was provided by the Environment Agency and Natural Resources Wales and this was delayed due to its translation into the formats needed and that also arrived in December 2014.

3.2.2 The preparation of the Plan has required substantial work and review of mapping layers for surface water flooding areas, as well as other flooding types, including both velocity and depths of flood water to assess risk and hazard. Much of this Plan has drawn upon the Preliminary Flood Risk Assessment done in 2011 and the Local Flood Risk Management Strategy referred to above. Following discussion with the Welsh Local Government Association (WLGA) and Natural Resources Wales (NRW) we were able to establish that it would not require a further Strategic Environmental Assessment to be done or a further Habitats Risk Assessment carried out, provided we retained the Objectives and Measures set out in the Strategy. We have adopted that approach and this has avoided substantial additional costs and time although the timescale has still been challenging.

3.2.3. A working draft was produced by August 2015 and then circulated for internal & officer consultation. A revised version taking account of comments was then reported to the Strong Communities Select Committee on 14 September 2015 although there were still some details to complete at that stage. A final version was circulated to all Members of the Strong Communities Select Committee in November for any final comments. A Public Consultation version was then made available on our web page on 15 December 2015 with a closing date for comments of 1st February 2016. This was notified by sending emails to all consultees with a link to the Plan, as the size of it with the detailed maps, was too large to email around. The Consultees covered; all County Councillors, all managers and senior MCC staff, all 33 Town & Community Council Clerks and some 36 relevant external bodies, organisations and individuals. In addition it was made available through the libraries and one stop shops with a Press Release in early January. Reminder emails with the link to the web page were issued in mid-January. A list of the organisations and bodies consulted is attached at Appendix 2.

3.2.4 Following closure of the public consultation stage the comments have been reviewed, commented on and appropriate changes to the FRMP identified. This has included some comments that came in after the closing date. Appendix 3 is a table with all the responses received, our comments and any actions or changes to the FRMP highlighted. The final FRMP has been amended to include those changes.

3.2.5. In parallel to the preparation of the Monmouthshire Flood Risk Management Plan the Environment Agency and Natural Resources Wales have prepared the second version of the Severn River Basin Management Plan. They have also produced a Severn Flood Risk Management Plan that covers the flooding risks from the main rivers and the sea. Drafts were circulated for consultation earlier this year and final versions have been published in early 2016. The following provides links to those documents. Relevant extracts from the consultation draft versions of those documents have been included within this document for information.

Severn River Basin Management Plan:

www.gov.uk/government/collections/river-basin-management-plans-2015

Severn Flood Risk Management Plan:

<https://www.gov.uk/government/collections/flood-risk-management-plans-frmps-2015-to-2021>

4 REASONS:

4.1 The work was a requirement of the new Flood & Water Management Act 2011 and by the Welsh Government's National Strategy for Flood and Coastal Erosion Risk Management. issued in December 2011. It sets out the objectives and measures (actions) we plan to take to deal with flood risk from surface water and ordinary watercourses In Monmouthshire over the next 6 years.

5. RESOURCE IMPLICATIONS:

5.1 The work has required us to draw on knowledge and information held both in records and officers local knowledge as well as considerable analysis. The Welsh Government have made available grant funding of some £130,000 in the 2015/16 financial year to fund all the requirements of the new Act, which includes preparing the Flood Risk Management Plan. Funding for the coming year has been part of a bid process and included £100,000 for flood and land drainage issues and utilising some £30,000 from grant underspends in earlier years. The Plan identifies an annual revenue cost of £130,000 and future years funding is subject to bids being made to Welsh Government.

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

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

A reduction of flood risk to residents across the Monmouthshire bringing health, environmental and wellbeing benefits

The actual impacts from this report's recommendations will be reviewed every **6** years and criteria for monitoring and review will include:

A full review of Flood Risk Management Plan in line with Welsh Government guidance.

7. CONSULTEES:

Senior Leadership Team & County Councillor B Jones, Cabinet Member for County Operations

8. BACKGROUND PAPERS:

The Flood and Water Management Act 2010,
The National Strategy for Flood & Coastal Erosion Risk Management and, Guidance on the preparation of Flood Risk Management Plans.

10. AUTHOR:

David Harris – Senior Projects Engineer

Tel: 01633 644707

Email: daveharris@monmouthshire.gov.uk

Roger Hoggins

Head of Operations

Email: rogerhoggins@monmouthshire.gov.uk



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation</p> <p>David Harris</p> <p>Phone no: 01633 644707 E-mail: daveharris@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal. To gain Cabinet Member Approval of the Flood Risk Management Plan</p>
<p>Name of Service</p> <p>Operations – Land Drainage</p>	<p>Date Future Generations Evaluation form completed</p> <p>30 March 2016</p>

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



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




Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales	Yes by reducing flood risks to residents, identifies ways forward that will specialist skills within the area.	No negative impacts

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Efficient use of resources, skilled, educated people, generates wealth, provides jobs		
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Yes –aims to reduce flood risk to Monmouthshire residents by raising awareness and identifying ways residents can help themselves.	No negative Impacts
A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood	Avoidance of flooding and mitigation of flood risk brings significant health benefits	No negative Impacts
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Reducing flood risk improves the safety of residents	No negative Impacts
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	This is part of a UK wide approach and reducing flood risk brings environmental benefits and the solutions themselves generally increase / improve habitats	No negative Impacts
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	No impact

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Reducing flood risk benefits all residents	No negative impact

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	Yes. The Plan is based on a 6 year cycle in line with Welsh Government Guidance. As such the actions are set out over this timescale and the Plan itself will be revisited in 6 years time	Yes. The Plan is partly dependent on funding through Welsh Government and this involves submitting bids each year.
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	A key element of delivering the plan is working with partners including other Risk Management Authorities such as NRW and the Wye Valley AONB	No

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 data-bbox="219 552 376 576">Involvement</p> <p data-bbox="427 331 607 507">Involving those with an interest and seeking their views</p>	<p data-bbox="640 312 1261 592">Members, Town & Community Councils, Residents, MCC staff and a range of external organisations are the Stakeholders and were consulted as part of a Public Consultation exercise from 15th Dec 2015 to 1st February 2016. Responses received have been analysed and the Plan amended to take account of those.</p>	<p data-bbox="1301 312 1346 336">No</p>
 <p data-bbox="232 847 369 871">Prevention</p> <p data-bbox="421 611 600 890">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="640 612 1238 708">Reducing flood risk through the actions set out is very much about avoiding and mitigating the risks of flooding to residents</p>	<p data-bbox="1301 612 1346 636">No</p>
 <p data-bbox="237 1153 376 1177">Integration</p> <p data-bbox="427 912 607 1153">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="640 912 1238 1008">Yes, as together with others we will reduce the risks of flooding to Monmouthshire Residents</p>	<p data-bbox="1301 912 1346 936">No</p>

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Benefits are to all residents of Monmouthshire	None	None
Disability	Benefits are to all residents of Monmouthshire	None	None
Gender reassignment	Benefits are to all residents of Monmouthshire	None	None
Marriage or civil partnership	Benefits are to all residents of Monmouthshire	None	None
Pregnancy or maternity	Benefits are to all residents of Monmouthshire	None	None
Race	Benefits are to all residents of Monmouthshire	None	None
Religion or Belief	Benefits are to all residents of Monmouthshire	None	None
Sex	Benefits are to all residents of Monmouthshire	None	None

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Sexual Orientation	Benefits are to all residents of Monmouthshire	None	None
Welsh Language	Benefits are to all residents of Monmouthshire	None	None

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

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

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

The data used is set out in the report and includes map based flood risk areas derived from plans and data provided by Natural Resources Wales and the Environment Agency. It has also used population data drawn from Ordnance Survey address data and used local population data drawn from the 2011 census. Further data has been drawn from flooding records held by MCC.

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 main positive impacts are the reduction in flood risk to Monmouthshire residents over the next 6 years. This will improve the health, environment and wellbeing of residents.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable. None

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

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

The impacts of this proposal will be evaluated in: April 2022

9. **VERSION CONTROL:** The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	<i>Public Consultation</i>	Feb 2016	<i>A number of additional actions were included for a number of Communities in the Plan as well as some textual additions.</i>

List of Organisations, Bodies & Individuals Consulted

Internally to MCC

All MCC Elected Members
Planning
Countryside
Emergency Planning
Environment Health
Highways - Traffic & Development
Passenger Transport Unit
Highways Operations
Grounds Maintenance Operations
Highways Area Engineers
Highways Trunk Roads
One Stop Shops at Abergavenny, Monmouth, Caldicot, Chepstow, Usk
Libraries at Usk, Abergavenny, Monmouth, Caldicot, Chepstow
Chief Executive & Senior Leadership Team
All MCC Managers

Externally

All Town & Community Councils (Via Clerks)
Natural Resources Wales
Cadw
Dwr Cymru / Welsh Water
Welsh Government
Brecon Beacons National Park

Newport CC
Torfaen CBC
Blaenau Gwent CBC
Powys CC
Herefordshire CC
Gloucestershire CC
Forest of Dean Council
Gwent Police
Canal & River Trust
RSPB
Countryside Landowners Association
Wye Valley AONB
Gwent Wildlife Trust
David Davies MP
Nicholas Ramsay AM
South Wales Fire Service
South Wales Ambulance Service
Aneurin Bevan Health Board
National Grid
Wales & West Utilities
Western Power Distribution
BT
Network Rail
National Flood Forum
National Farmers Union
Farmers Union of Wales
Farmers Union of Wales - Gwent Branch
Severn Estuary Partnership
Coastguard Service
Monmouth Housing Association MHA
Welsh Government - Highways Trunk Road Agency - SEWTRA

FRMP Consultation Responses

FRMP Consultation Responses

Consultee	Comments	Response / Actions
<p>Lynda Green (Mrs), Operations Director, Terrain Aeration Services Ltd.</p>	<p>Once the flood waters have receded you will be able to assess the damage. Flood waters are heavy enough to force the oxygen out of the soil, leaving dead or dying roots of turf and trees. My Terralift machine is able to put the necessary oxygen back into the soil structure and help with the rejuvenation process. This will be enough to save important trees and get sports and schools playing fields up and running again. There will have been some nasty detritus in flood waters (sewage and oils) so it is vital to get oxygen back into the soil to get it working again and able to recover itself.</p>	<p>The facility offered is noted and will be recorded for future use.</p> <p>No amendment to the Draft FRMP is required from this comment.</p>
<p>John Cadman, Llanvair Kilgeddin</p>	<p>I would like to add to provide further input to the Flood Management Plan [pages 106 to 109] as far as it effects Llanvair Kilgeddin based on observation of the surface water flooding that has been experienced in the village in recent years: most recently during the morning of Christmas Eve 2015. The sources of the water that cause the flooding on the R53 by St Mary's Yard are:</p> <ol style="list-style-type: none"> 1. Down the R53 itself from the junction with Highmead Lane past St Mary's Hill and St Mary's Cottage. Water runs off the land adjacent to Highmead Lane along the lane and onto the R53. When the land is saturated, further water runs off the fields above St Mary's Hill that are higher than the road. 2. Down the unmade road to Upper Pentwyn Farm to join the R53 between St Mary's Cottage and Stud Cottages. 3. Down Gethin Place from the fields at the north end to join the R53 opposite "Medano". 4. In the most extreme conditions from the un-named brook that runs in front of St Mary's Cottage and under the road to Upper Pentwyn Farm before executing an S-bend when it breaks its' banks. 	<p>Further investigations to the widespread flooding over the Christmas are in hand, including Llanvair Kilgeddin.</p> <p>A funding bid for a PAR (Project Appraisal Report) is in preparation and the information provided will be helpful in that bid and the PAR if funding is successful. This is the first stage of developing a scheme and to obtain grant aid from Welsh Government.</p> <p>On the specific items raised:</p> <ol style="list-style-type: none"> a) Cleansing of the drains has been referred to our Highway Operations team. b) The issues raised will be passed to colleagues in the planning dept. c) This part of the investigation in hand d) This will be picked up as part of the Community Flood Plan <p>As far as the FRMP is concerned the Objectives in LLO105 and 106 cover the core issues raised.</p> <p>No amendment to the Draft FRMP is required from these comments.</p>

5. The attached schematic illustrates these sources and the storm drains that are in place along the R53. On Christmas Eve of 2015, the road in front of St Mary's Yard flooded to the extent of threatening these properties and approaching Lambetta House. The un-named brook also rose to a level threatening St Mary's Cottage to the extent that the Highways Department were called out to place sand bags alongside the brook to protect the property.

On this occasion the sources of the flooding in front of St Mary's Yard was from items (1) and (3) above: down the R53 from Highmead Lane and down Gethin Place. The drains failed to prevent the water reaching the village. The grills over these drains had been cleared earlier in the week by residents of the village who were concerned at the amount of leaves, twigs and mud on the road surface. However the volume of water swept debris from a larger area over grills thus blocking the drains again. Once they were cleared it was evident that two of the drains [referenced as 6L and 6R on the schematic] were blocked beneath the grills: contrary to the reference LLO02 on page 107 that states that the drainage system has been investigated and cleared to the river. 6L in particular has to my knowledge been blocked for at least two years. The measures [references LLO105 and LLO106] on page 108 need therefore to be expanded to include:

1. In LLO105 the inclusion of the direction of surface water coming down the lane to Upper Pentywn Farm into the un-named brook to prevent it reaching the R53.
2. In LLO106:
 - a) the clearance of drains 6L and 6R.
 - b) the inclusion in any potential development on the field at the north end of Gethin Place [as proposed in the LDP] of measures to prevent surface water draining from this field into Gethin Place. This may be implied by the phrase in LLO106 "as part of any local development" but this is not entirely clear.
 - c) investigation of the action necessary to prevent surface runoff onto Highmead Lane reaching the R53.
 - d) development of annual action plans [in conjunction with local residents] to keep the drain grills clear of vegetation,

	<p>leaves, twigs and mud. In this regard we are sure that there would be residents willing to volunteer to assist in this but, when there is large scale debris over the whole road, the residents lack the necessary equipment for large scale clearance and the assistance of a road sweeper in late autumn each year is necessary.</p>	
<p>Lee Hamer. Bennetts Solicitors Attorneys & Notaries.</p>	<p>I live in Little Mill.</p> <p>I have read the Monmouthshire Flood Risk Management Plan December 2015 (“the Plan”) and I wish to make the following comments / observations for what they may be worth. My property sits adjacent to the Berthon Brook which runs through Little Mill to Usk. I note that there is reference to the Berthon Brook and to Little Mill at 7.4.7 (p 70) of the Plan and also at 7.4.11 (p81).</p> <p>The Plan states (wrongly in my view) that:</p> <ol style="list-style-type: none"> 1. Flooding incidences in Little Mill are as a result of blocked pipes etc; and 2. The Berthon Brook can flood in Monkswood and Usk (no mention of Little Mill). <p>The Berthon Brook floods in Little Mill annually, sometimes on several occasions a year. I have seen the brook flood to the rear and side of my own property into the gardens of Millbrook Place on numerous occasions and to the properties near the Village Hall.</p> <p>My property has thus far (fortunately) been protected by private flood wall defences but on 1 January 2014, when the entire village was flooded (see below) we did have some water enter the garage on the basement floor. This was from the Berthon Brook flooding the neighbouring properties at Millbrook place and water seeping through the ground and walls into Cornmill Orchard.</p> <p>Just last week the brook flooded at the Village Hall through to Monkswood. The Brook runs through agricultural fields through Little Mill and those fields are a flood plan which frequently</p>	<p>There were significant flooding incidents in Little Mill over Christmas, as there were in many parts of the County. All of these are currently being investigated. The main issues previously reported have been where the Berthin Brook crosses under the A472.</p> <p>The FRMP draft was prepared last Summer/Autumn before the current events. Your comment does not reflect what the Plan actually says but the concerns you raise for Little Mill are recognised.</p> <p>Where there are blockages we will be requiring relevant landowners to clear the watercourse, using our powers in the Land Drainage Act.</p> <p>We will amend the FRMP by adding the following action: <i>GF105 Investigate surface water flooding at Little Mill and identify actions that can be taken to reduce flood risk.</i> And the following additional text: <i>Some areas of Little Mill are also at risk from surface water flooding from adjacent higher ground.</i></p>

	<p>flood. There are blockages (fallen trees etc) all along that stretch which is exacerbating the situation and in my opinion, has the potential to cause problems for the village in future unless properly cleared.</p> <p>Also on 1 January 2014, the Cae Melin estate was very badly flooded. I witnessed water rushing from the hills to the rear of Cae Melin and through the estate into homes. This was not a result of a blocked drain. This was a considerable amount of water coming off the hills. The Half-Way House pub was also flooded. I note that the culvert at Cae Melin is mentioned. It is true that the drainage in Little Mill needs substantial work (the drains fill after a few hours rainfall), but I think the flood risk at Little Mill is underestimated by this current draft plan because it doesn't properly address the potential for the Berthon Brook to flood at several points and / or the flood risk to Cae Melin and lower properties.</p>	
Steve Atkins, Usk.	<p>Having seen the above document I noticed that there is no mention of the flooding to the fields along the river bank between the rear of the Willows Garden Centre and the Usk Cricket Club and wondered if you realised that this land floods periodically. I attach some pics from 2013 taken from my garden in Mill Street where the flood water almost reached the garden centre at the end of Baron Street</p>	<p>The photographs show flooding to agricultural land and will be kept as a record.</p> <p>No amendment to the Draft FRMP is required from these comments.</p>
<p>Vivien Mitchel, Ann Eggleton & Haydn Cullen-Jones – Transition Monmouth</p> <p>Peter Brundret & David Hoyle – Monmouth Partnership Forum</p> <p>Alastair Robertson – Vale of Usk</p> <p>Debbie McCarty & Hazel Clatworthy – MCC Sustainability</p>	<p>There was huge interest in your Flood Risk Management Plan while, at the same time, no one was aware of it or that it was in a stage of consultation – not even Monmouth Town Council. There was unanimous agreement that it should be widely discussed + to this end both groups have requested:-</p> <p>Public meetings in Monmouth, Chepstow + Abergavenny at the very least, with appropriate Officers + Cabinet Members present, to be held before the deadline for the consultation process. Both groups are aware that this will be difficult, if not impossible, with the existing deadline so have requested the deadline be extended</p> <p>We have noted the Prevention Measures as set out in Table 4.2 of your report. However, this is locking the door after the horse</p>	<p>The Consultation has been wide, including publicity in the local media, circulation to Town & Community Council Clerks, organisations, utilities, other risk management bodies, adjacent Council's, libraries and one stop shops, as well as internally at all levels and all County Councillors.</p> <p>We have a very tight timescale and the final version is to be with Welsh Government by the end of February to meet both National and EU Regulation deadlines.</p> <p>The core objective of working with other Risk Management Authorities fits well with your suggestions of the wider working arrangements need to help deliver those aspects outside our powers and resources. This</p>

<p>Marcus Perrin & Philip Powell – Transition Chepstow</p>	<p>has bolted. What we would like to see are measures that stop the floods happening in the first place by way of, inter alia:- Tree + other planting to make ground more porous + reduce run off Management of watercourses to reduce water speed Development of water holding areas Maintaining flood plains, + certainly stop building on them with immediate effect</p> <p>We understand the problems cannot be solved by MCC alone but they require inter-agency working involving NRW, EA + others. However this must be possible if there is a will to do so + someone is willing to take the lead. We would really like our County Council to be this ‘someone’ making Monmouthshire a flagship county Appropriate measures would save MCC considerable trouble + money, + save residents hardship + inconvenience</p> <p>We understand funding is available for such projects. The Vale of Usk RDP (which includes Monmouthshire) has £3 million available for feasibility studies which, if acceptable, would lead to access of much larger funds for implementation. There is also the ‘Create Your Space Programme’ whereby the Big Lottery Fund Wales has a total of £8.8 million to help communities make positive + sustainable transformation to their local natural environment</p> <p>I could go on – but we all ought to sit down + discuss the problems + possible solutions. We are sure you would find great willingness for groups + individuals to work together in identifying possibilities; everyone is affected by flooding but it requires coordination to achieve results.</p> <p>In summary, in order to undertake a meaningful consultation:-</p> <p>Please extend the deadline so that consultation can take place Please hold public meetings in at least the three main towns</p>	<p>would include further work with the Wye Valley AONB, Wye and Usk Foundation, NRW’s flood and forestry departments.</p> <p>We would not support a Public Meeting as such but a joint workshop approach with a wide range of partners, including organisations like Transition Monmouth could help deliver a wider range of benefits than the FRMP itself. NRW have also developed an FRMP to cover the main rivers and the sea so would be key to any joint working. It is suggested we seek to arrange a broad based workshop on flood issues later this year, date subject to getting as many of the relevant organisations together as possible.</p> <p>In respect of the three summary issues submitted the following comments are given:</p> <ol style="list-style-type: none"> 1. Agreed, but these are generally outside MCC’s powers and resources. 2. Again there are limited opportunities for MCC to create these, but where possible this will be sought 3. Very few watercourses lie on MCC’s own land and we would discourage any actions that might increase flood risk. <p>We do require landowners to remove obstructions where they could lead to flooding, we have not proposed or constructed an ‘expensive barriers’ and disagree that warning systems are too late – they do give residents time to take action to minimise the impacts.</p> <p>No amendment to the Draft FRMP is required from these comments.</p>
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	<p>We look forward to hearing from you + trust we can all work out a way of working together. In the light of the recent floods we have all become better educated on prevention measures. Those that have proved particularly effective include:-</p> <ol style="list-style-type: none"> 1. Tree planting to make the ground more permeable + drastically reduce run off; woodlands absorb 60 to 70 times more water than grasslands 2. Create more flood plains + upstream water holding areas 3. Don't straighten out streams + rivers, + indeed place artificial partial barriers; this reduces the rate at which water flows + hence prevents accumulation that produce floods <p>Nowhere in the draft plan do I see mention of any of these measures. It's all about costly barriers, clearing streams etc to increase flow (that then produces flooding elsewhere), + warning systems (by which time it's too late to prevent flooding). There is nothing about prevention.</p> <p>An interesting plan has been implemented in Pickering, North Yorkshire:</p>	
David Hoyle Secretary - Monmouth Partnership Forum	<p>At a meeting of the Forum last Wednesday, Vivien Mitchel raised concerns about consultation on the Flood Risk Management Plan that had been issued for comment and members were both anxious to see the deadline date extended and for full and proper consultation to take place on this key issue affecting us all.</p>	<p>We have a very tight timescale and the final version is to be with Welsh Government by the end of February to meet both National and EU Regulation deadlines.</p> <p>We will take account of all comments we receive and have advised that we would still take comments after that and if they require amendments to the Plan will create an Addendum to the Plan.</p> <p>We do not see that the deadline stops further discussions on how the Plan can be delivered and are sure that wider discussion will be helpful as there is a role for all groups and individuals to play their part to help reduce flood risk.</p> <p>No amendment to the Draft FRMP is required from this comment.</p>

<p>Ann Davison, Clerk, Trellech United Community Council.</p>	<p>Response from Trellech United Community Council to MCC: Flood Risk Management Plan</p> <p>1. The data and modelling on which the flood hazard maps have been based will quickly become out of date as a result of: the gathering of better local information the impact of further building in both towns and rural areas We understand that the flood hazard maps will be formally updated every six years. In the interim it will therefore be necessary that the Planning Department, Highways, etc increasingly consult several sets of data and synthesise the results, in order to get an accurate view of current risks. This is unlikely to be workable. We believe there should be a commitment for more regular reworking of the models.</p> <p>2. There is no firm commitment to a completion date for the collection of asset data: although proposed expenditure is identified, page 25 of the report (section 4.2) states that "completing the collection of this data will be undertaken over time as resources permit". We are concerned that unless the assets are identified - especially those that could have a significant impact on flooding - they will not be maintained, thus exacerbating the situation.</p> <p>3. It would be helpful, in fact probably essential, to provide some idea of what a Community Flood Plan should encompass. We understand that there will be a Monmouthshire template but there has not been the resource available to create it yet. If there is likely to be a major delay on this it might be better to use the existing Environment Agency plan.</p> <p>4. Better, easier to find, contact information for the Land Drainage Team is needed on the MCC website. Coherent arrangements need to be defined for collecting past and future flooding event details. MCC also needs to put in place robust</p>	<p>To clarify a couple of your points:</p> <p>1. It is the Plan (ie the FRMP) that will be revised every six years, the flood plans themselves are updated regularly by Natural Resources Wales, so the Planners will always have access to the latest information – as also will the public as they are on the NRW's web pages. You are right that local knowledge will also play its part in updates.</p> <p>2. The data collection is intended to be substantially completed over the next 3 years but that is subject to resources. It is also appreciated that data collection will continue after that as new developments and currently unknown items are discovered.</p> <p>3. We will develop a Community Flood Plan pro forma once we have completed the consultation and share that as a draft for comment with all the Town & Community Councils.</p> <p>4. We agree the Land Drainage aspects are not well covered on our Web page and that is in hand. Most is currently with the Emergency Planning section and Flooding needs a stand alone section.</p>
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	<p>processes for the sharing of information within the organisation. For instance, if Highways are notified of a flood affecting a road, the information should automatically make it onto the issues section of the Assets database. It shouldn't be necessary for members of the public or local councillors to notify two or more different officers at MCC.</p> <p>5. MCC should move to implement all aspects of its draft culverting policy (attached as Appendix 6) without delay.</p>	<p>5. The Culverting Policy will come formally into play once the FRMP is approved by Members and Welsh Government.</p> <p>No amendment to the Draft FRMP is required from this comment.</p>
<p>S W Robertson, Llanvair Kilgeddin.</p>	<p>I write in response to the "Local Flood Risk Management Strategy" insofar as it relates to the village of Llanvair Kilgeddin.</p> <p>Over several years following occasions of heavy precipitation, there has been surface water flooding issues on the R53 St Marys Yard road running through the village. This issue came to a head during the Christmas of 2015, when the potential flooding of properties adjacent to the highway was narrowly averted by action taken by the local residents themselves and the Council.</p> <p>The cause of this flooding in St Marys Yard/R53 is manifold, a brief outline summary of some of the major causation factors is detailed below.</p> <p>(a) Rainwater from Highmead Lane and fields above St Marys Hill is collected by the R53 and channelled towards the village. (b) An unmade farm lane to Pentwyn Farm similarly directs water onto the R53. (c) An unnamed brook, running from St Marys Cottage down to a minor bridge by Pentwyn Farm lane is also prone to overtopping when there is heavy precipitation. (d) From field water running into Gethin Place which in turn runs into the R53. In extremis water will form a catchment area at the lower end of the field and then exit through the field gate and through the hedge opposite the bungalows and houses.</p>	<p>Further investigations to the widespread flooding over the Christmas are in hand, including Llanvair Kilgeddin.</p> <p>A funding bid for a PAR (Project Appraisal Report) is in preparation and the information provided will be helpful in that bid and the PAR if funding is successful. This is the first stage of developing a scheme and to obtain grant aid from Welsh Government.</p> <p>On the specific items raised:</p> <ol style="list-style-type: none"> 1. Cleansing of the drains has been referred to our Highway Operations team. 2. The development issues raised will be passed to colleagues in the planning dept. <p>Any future development would need to identify how it would manage existing surface runoff on adjacent land and on the site itself, including discharge, meet the requirements of current legislation set out in TAN15 (Welsh Governments guidance) and satisfy the Planning requirement, in a manner that does not add to or increase flood risk to existing properties.</p> <p>As far as the FRMP is concerned the Objectives in LLO105 and 106 cover the core issues raised.</p> <p>No amendment to the Draft FRMP is required from these comments.</p>

(e) A high proportion of the grates and drains located on the R53 are filled or covered by debris in the autumn and winter period. This effectively causes water to bypass a series of upper drains, subsequently placing sufficient overload volume on lower drains that are incapable of handling such volumes of water.

Relative to (c) above and LLO102 and LLO106 - P108 it is felt appropriate to highlight the implications of the proposed housing development under the MCC LDP. The proposed site is subject to regular surface flooding due to the topography. Surface water from adjacent fields to the North and West collects at the lower Southern boundary of the field at the Northern perimeter of the village. In previous years viz (Yrs. 2000, 2002, 2013/2014 and Christmas 2015) surface water runoff from this field and proposed site exit via the hedge and gateway into Gethin Place and hence onto the R53.

Gethin Place has no drains, residents have expressed considerable concern that any future development of this proposed site would enhance and increase the hard surface area. This would have the consequence of exacerbating any future flooding issues by increasing the rate and speed of water runoff. Additionally the proposed location of any future development of this site would have the effect of acting as a barrier to water draining from upper sections of the field. Essentially this would place any new development properties and properties adjacent to Gethin Place and St Marys Close at risk.

Whilst this aspect has been highlighted in the written response to the LDP, it is felt that there has been insufficient recognition of the potential ramifications relating to this issue, both within the LDP and Flood Management Plan. Whilst action is alluded to in LLO106 - last sentence - "as part of any local development plan". This statement does not however, give any indicators regarding what action would be required if such a development took place.

<p>Peter Chambers, Buckholt, Monmouth</p>	<p>I entirely agree with Transition Monmouth's comments on this in their January newsletter.</p> <p><i>Extract of Transition Monmouth's comments shown below, from web page:</i> http://www.transitionmonmouth.org/transitionmonmouth.org/News+Views.html</p> <p><i>Flooding hits road network</i></p> <p><i>This was the headline in the Beacon a couple of weeks ago. The article also informed us that the MCC Flood Risk Management Plan was out for consultation until 1 February – see http://www.monmouthshire.gov.uk/flooding. Well, that was the first we had heard of it (+ we have yet to find anyone who had). After discussion with everyone we could manage to talk to we responded to MCC with the following comments/requests:-</i></p> <p><i>We request that public meetings are held in Monmouth, Chepstow + Abergavenny at the very least, with appropriate Officers + Cabinet Members present, to be held before the deadline for the consultation process</i></p> <p><i>We are aware that this will be difficult, if not impossible, with the existing deadline of 1 February; we therefore request the deadline be extended</i></p> <p><i>We have noted the Prevention Measures as set out in Table 4.2. However, this is closing the stable door after the horse has bolted. We wish to see measures that stop floods happening in the first place by way of, inter alia:-</i></p> <p><i>Tree + other planting to make ground more porous + hence reduce run off</i></p> <p><i>Management of watercourses to reduce water speed</i></p> <p><i>Development of water holding areas</i></p> <p><i>Maintaining flood plains, + certainly stopping building on them with immediate effect</i></p>	<p><i>We have a very tight timescale and the final version is to be with Welsh Government by the end of February to meet both National and EU Regulation deadlines.</i></p> <p><i>We will take account of all comments we receive and have advised that we would still take comments after that and if they require amendments to the Plan will create an Addendum to the Plan.</i></p> <p><i>We do not see that the deadline stops further discussions on how the Plan can be delivered and are sure that wider discussion will be helpful as there is a role for all groups and individuals to play their part to help reduce flood risk.</i></p> <p><i>No amendment to the Draft FRMP is required from this comment.</i></p>
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	<p><i>We understand the problems cannot be solved by MCC alone but require inter-agency working involving NRW, EA + others. We would like MCC to take the lead in this + make Monmouthshire a flagship county</i></p> <p><i>Appropriate measures (there is no 'one size fits all' solution but see http://www.independent.co.uk/news/uk/home-news/uk-flooding-how-a-yorkshire-flood-blackspot-worked-with-nature-to-stay-dry-a6794286.html which will read you to further reading) would save MCC considerable trouble + money, + save residents from hardship + inconvenience</i></p> <p><i>We understand funding is available for such projects. The Vale of Usk RDP (which includes Monmouthshire) has £3 million available for feasibility studies which, if acceptable, would lead to access of much larger funds for implementation. There is also the 'Create Your Space Programme' whereby the Big Lottery Fund Wales has a total of £8.8 million to help communities make positive + sustainable transformation to their local natural environment. European funding is available through Pillar 2 with funds for farmers to fight flooding – see http://www.bbc.co.uk/news/science-environment-35375338</i></p>	
<p>Catherine Fookes. Hendre, Monmouth.</p>	<p>Dear Councillor Jones Re: Monmouthshire Flood Risk Management Plan</p> <p>In view of the depth of my concerns not only about the risk of flooding but also the effectiveness of the Council's consultation process I am sending you this response (with copies to other principal players) as well as submitting it through the prescribed channel for consultation responses.</p> <p>My most immediate concern is that the deadline for responses to the consultation should be extended so as give members of the public a genuine opportunity to make a contribution. As you say in your introduction to the Draft Plan, those involved have not worked sufficiently closely together in the past; and organizations and even individual householders will need to be</p>	<p>The Consultation has been wide, including publicity in the local media, circulation to Town & Community Council Clerks, organisations, utilities, other risk management bodies, adjacent Council's, libraries and one stop shops, as well as internally at all levels and all County Councillors.</p> <p>We have a very tight timescale and the final version is to be with Welsh Government by the end of February to meet both National and EU Regulation deadlines.</p> <p>The core objective of working with other Risk Management Authorities fits well with your suggestions of the wider working arrangements need to help deliver those aspects outside our powers and resources. This</p>

	<p>involved in tackling the problem. Surely this makes it all the more essential that there should be wide public awareness of the Draft Plan and that all concerned should have a genuine opportunity to submit their ideas?</p> <p>To be frank, it was not until very recently that I became aware of the consultation and I have met only the smallest handful of people who knew of it. I notice from the Council's website that the consultation appears to have been launched with minimal publicity in early January and the imposition of a deadline for comments of 1 February makes a worthwhile public response a virtual impossibility.</p> <p>Given the shared assumption that this is a vitally important matter in which the public should be involved to the maximum extent I would like to suggest that:</p> <ul style="list-style-type: none"> • the deadline for comments should be extended by at least three months • immediate steps should be taken to stimulate a far greater public awareness of the Draft Plan and the opportunities of contributing comments and suggestions • public meetings should be arranged and publicized in the major population centres of the County. <p>Turning now to the content of the Plan, I do not feel able at this stage to offer a full and detailed response. However, my initial reaction is that the report is chiefly concerned with low level maintenance issues and the handling of floods as and when they occur. What appears to be lacking are any substantial new proposals to prevent flooding from occurring in the first place. It is therefore disappointing that there is no discussion of measures that have proved successful in other areas such as tree planting and the maintenance of flood plains.</p>	<p>would include further work with the Wye Valley AONB, Wye and Usk Foundation, NRW's flood and forestry departments.</p> <p>Public Meetings generally tend to be negative but a workshop approach with a wide range of partners, including organisations like Transition Monmouth could help deliver a wider range of benefits than the FRMP itself. NRW have also developed an FRMP to cover the main rivers and the sea so would be key to any joint working. It is suggested we seek to arrange a broad based workshop on flood issues later this year, date subject to getting as many of the relevant organisations together as possible.</p> <p>No amendment to the Draft FRMP is required from this comment.</p>
Jon Dunkelman, The Narth.	<p>I am a resident of The Narth and I have a few comments on the draft Flood Risk Management Plan.</p> <ol style="list-style-type: none"> 1. You base the assessments of who and what is affected on estimates of a 1 in 30 or 1 in 100 or 1 in 1000 risk. It is clear that Climate Change is changing these 	<p>In response to the numbered items the following comments can be made:</p> <ol style="list-style-type: none"> 1. Climate Change is taken account of in the risk assessments and maps. 2 & 3. The LDP (Local Development Plan) produced by our Planning Colleagues has included a Flood Assessment for each site in the

	<p>estimates of risk. Are you using risks estimated some years ago? If so the plans will be unrealistic.</p> <ol style="list-style-type: none"> 2. In terms of measures to reduce run-off it seems to me that any new housing or commercial developments should include both extended non-paved areas and specifically rain garden features. 3. Stop all building on flood plains. 	<p>plan. In addition all planning applications must comply with Welsh Government Guidance in TAN15 (Technical Advice Note) covering development and flood risk. All applications also go to NRW for comment where main rivers or the sea are concerned or to our Highways Development Manager for ordinary watercourses and surface water.</p> <p>No amendment to the Draft FRMP is required from this comment.</p>
<p>Sarah Jones Senior Planning Policy Officer, MCC.</p>	<p>Just to confirm we have no additional comments on the content of the FRMP from the Planning Policy team, thank you for incorporating our original comments on the draft. The only minor point is that there is a reference to the 'Deposit' LDP in the list of documents consulted, it may be that the Deposit was available when you first commenced work on the FRMP, as we adopted the plan in Feb 2014 would it be appropriate to change this to Adopted Local Development Plan or omit 'Deposit'.</p> <p>I was also wondering whether it would be possible to obtain a copy of the mapping layers once the plan is formally published for internal use?</p>	<p>Note and amend the FRMP as follows:</p> <p>All references in the FRMP to 'Deposit LDP' to be changed to 'Adopted Local Development Plan'</p> <p>To be checked with EA and NRA re licensing conditions.</p>
<p>Mrs Sue White, County Councillor, Overmonnow Ward Monmouth.</p>	<p>At the Drainage meeting on 18th Jan, Hadnock office, Monmouth, we Monmouth Members plus the Ross Member, (who was born and lived in Monmouth, until he married and moved to Ross) spoke of Wonastow Road, You told us you had not been informed of the amount of surface water coming down the Wonastow Road, White Hill, and Red Hill all sitting on the LDP fields. I have sent information to you, Mr Ashworth, Highways officers and the planning Department have been told, with photographs to support the information, that Wonastow has a long history of floods, it has been reported in the local paper many times.</p> <p>So why is there so little mention, of surface flooding at Wonastow road and fields, in the Flood Risk Papers? I would be pleased to show you and other officers, what the site looks like</p>	<p>The comments are noted and we will investigate internally for the information that has been sent in.</p> <p>Add to the FRMP as follows</p> <p>MO106 Investigate further the surface water flooding in Wonastow Road, including White Hill and Red Hill and identify actions that can be taken to reduce flood risk.</p> <p>And the following additional text: Parts of Wonastow Road, particularly above the Link Road are at risk from surface water flooding from adjacent higher ground.</p>

	<p>now, and has done every winter, that the six generations the White family have farmed here.</p>	
<p>Nigel James, Clerk Devauden CC.</p>	<p>Devauden Community Council considered last night the draft flood risk plan that you have recently issued and would like to make the following comments:</p> <ol style="list-style-type: none"> They cannot see that it could be value for money to spend £10,000 on flood risk measures on the lane to the Gelli – your reference DE105 – since there is only one house that could be affected. They do believe that you should include flood risk measures on the road that goes down past Castle Farm – numbered R122 on the MCC highways map and running parallel with the B4293 from Devauden to Itton. <p>I would be grateful if this email could be passed to the appropriate department, and for an acknowledgement from that department.</p>	<p>Comments noted and we will review the assessment for DE105.</p> <p>Castle Farm is on the Route R84, rather than the R122. We will also add to the FRMP as follows:</p> <p><i>DE106. Investigate flooding issues at Castle Farm on Route R84 and identify any actions required</i></p>
<p>Claire Atkins, UK Business Resilience Support Manager.</p>	<p>I have spoken with the experts on this matter within National Grid and offer the following as part of your consultation...</p> <p>National Grid does have significant sites and assets in the area, (both Gas and Electricity Transmission). This plan does not appear to consider risks to energy utilities other than a statement that they will continue to work with critical 'services' but it's not clear if this includes CNI.</p> <p>There is a welcome statement though under 2.3.4 "avoid creating additional risk by not developing in areas served by critical infrastructure which is in a flood vulnerable location" but again it's not clear what is considered critical infrastructure.</p> <p>I hope this helps, please let me know if you need further information.</p>	<p>NG and other utilities have not provided locations of their critical assets for security reasons so we have been unable to include those. We understand that flood risk maps have been made available to the various utilities so they can make their own assessments.</p> <p>National Government made utilities aware of critical asset issues after the 2007 Floods where sub stations and local facilities could be made inoperable due to flooding, leading to other services failing, such as gas, telecoms, etc. A recent example was in Cumbria where when electrical power failed due to flooding, evacuation of hundreds of homes and a hospital (unaffected by flooding itself), was necessary as power had failed and could not restored for 3 days.</p> <p><i>No amendments are required to the Draft FRMP from the comments received.</i></p>

<p>Town Clerk, Monmouth Town Council, Shire Hall, Monmouth.</p>	<p>Monmouthshire Flood Management Consultation</p> <p>Monmouth Town Council's Environment Committee met earlier this week and were very concerned about the above report, which does not show any consideration of the surface water flooding that is very prevalent in Monmouth.</p> <p>As a result, we request you to extend the consultation period beyond 1 February 2016 to allow more time to address this problem properly.</p>	<p>We have a very tight timescale and the final version is to be with Welsh Government by the end of February to meet both National and EU Regulation deadlines.</p> <p>We will contact you again once the Consultation Responses have been considered to identify the locations of the issues that are causing concern.</p> <p><i>No amendments are required to the Draft FRMP from the comments received.</i></p>
<p>Bob Hayward, County Councillor, Dixton with Osbaston Ward, Monmouth</p>	<p>I would like to make the following points</p> <ol style="list-style-type: none"> 1. Paragraph 4.5 on page 26 clearly states that the responsibility for managing flood risk lies with the LLFA. 2. Surface water flooding from run off probably affects as many people in Monmouthshire as flooding from our major rivers but the definitions of what is a significant flood risk provided in paragraphs 3.3.3 and 3.3.5 trivialises the misery caused every year by surface water flowing from springs and surrounding hills during heavy rainfall. With our hilly topography it is unlikely that rushing flood water will ever reach a depth of over 300mm but 100mm of water rushing through a property causes misery. 3. Similarly 5000 People represents half the population of Monmouth but an estate like Rockfield or the proposed new Wonastow Road development is worth protecting or noting when floods are inevitable. 4. The table on page 132 of the report is inaccurate. The flooding from the Wonastow brook has not been totally resolved by the construction of the pumping station. It has been improved but flooding still occurs on a regular basis. 5. Flooding still occurs at Wyesham despite the flood alleviation scheme being built. A pre-feasibility scheme for Forge road/Osbaston road may have been completed but I am the local member and I am not aware 	<ol style="list-style-type: none"> 1. Noted 2. Noted 3. The figure of 5000 refers to density of population in a fixed area for the Preliminary Flood Risk Assessment completed 4 years ago and was prescribed by Welsh Government in their guidance for that piece of work. 4. We are not aware of any flooding of properties from the lower part of Wonastow Brook that was covered by the scheme, other than the occasional flooding of the road that will occur. We will contact you further to establish the locations of any property flooding. 5. There has been some further flooding issues in Tudor Road area of Wyesham over the Christmas 2015 / early 2016 period. These have been investigated and were caused by some run-off bypassing the cut off ditch and will be rectified by liaison with the land owner. 6. Recent issues that have arisen will be investigated and any actions identified that can be undertaken.

	<p>of it and flooding is a common occurrence so the mitigation has not been implemented.</p> <p>6. In addition no mention is made of the following a. There was a recent incident where water flowing from Agincourt Road in Osbaston and the fields adjacent to Highfield Road flooded several houses in the Berryfield Estate. Water flowing from Prospect Road in Osbaston ran through the gardens of Prospect Road and Duchess Road properties and flooded all but two of the houses in Duchess Road.</p> <p>During heavy rain Duchess, Prospect and Beaufort Roads are subject to flooding from water from springs. Several properties on the lower western side of the road have been provided with sandbags to prevent this water flowing into the houses.</p> <p>7. The report states on page 26 that the Council has agreed to consider implementing a culverting policy and Appendix 6 is a draft of that policy. It states that we will not allow culverting long sections of watercourses and also that all MCC staff and planning officers will be made aware of the policy. We are presently proposing to allow the developer of the Wonastow Road site to culvert a long section of the Wonastow brook (which already floods) and furthermore it is proposed that MCC maintain this culvert against the policy which says the developer should maintain the culvert.</p> <p>I trust my views will be taken into account.</p>	<p>We have proposed a culverting policy and subject to comments and approval of the FRMP it will become Policy, but it is not yet Council Policy. Even then, there will need to be exceptions where culverting outweighs the disadvantages. The site at Wonastow Road comes under the Lower Wye IDD's jurisdiction, not MCC's, and they have agreed the culverting, although they have discussed and agreed their responses with MCC. The Draft Culverting Policy does not say that "the developer should maintain the culvert" but all culverts are the owner's responsibility. I believe that most of the culvert at this location will be under the new highway which is to be adopted, as such the culvert will be part of the highway adoption and therefore maintenance will lie with the Council in this particular case once the adoption is completed.</p> <p><i>Amend the FRMP to add the following:</i> MO107. Investigate the surface water flooding events that occurred in the Osbaston area over the Christmas / New Year period of 2015/16, including Berryfield Estate and Duchess, Prospect and Beaufort Road.</p>
<p>Carolyn Ovenden, (Chairman, Mathern Community Council and Community Councillor for Mounton village).</p>	<p>Please note that the Flood Risk Management Plan document failed to download to the Clerk in time for it to be discussed at the last Community Council meeting. These comments are my own and do not represent the opinions/comments of the Council as a whole.</p> <p>Following the heavy storms this week, beginning 25th Jan. 2016, the following observation have been made by myself or reported to me:</p>	<p>Noted. The FRMP is a very large document because of the plans it contains and was intended to be read online.</p>

1. At least 4 Cars have broken down at night under the motorway bridge in Mathern (see the picture in the report) due to depth of water accumulated here. All these engines failed to re-start and the cars had to be towed away – engine damage unknown. At least one driver stated that, because of the darkness under the bridge, he did not see the flood water.
Problem could be improved by positioning a light under the bridge. It does not however resolve the problem that householders living near Mathern Church would effectively be cut off by the floodwater unless drainage were to be improved here. The road is a dead-end.

2. Mounton Brook overflowed in Mounton village on the afternoon of Wednesday, 27th Jan. 2016. Culverts were unable to cope with the volume of water and the lane through the village was flooded with up to 50cms of rushing water. The water level on the south side of Mounton Church wall was 15cms before the brook broke its bank (measured by myself). It was too dangerous to re-take this measurement afterwards due to the strength of flow. Water was coming up out of the sewage covers throughout the village before the roads were overwhelmed.

 The one house mentioned in the Plan with a “medium” risk of flooding in the Mathern area is presumably Church Cottage, Mounton. This dwelling is, in fact, at high risk. The householders have had pumps installed to prevent another catastrophic flooding incident like the one they suffered in 2012 when the house was uninhabitable for 6 months. Without these pumps, it would again have been overwhelmed.

 Once the water had receded, Mounton village (popular with walkers and cyclists) became a mud-bath – and remains so, the lane being slippery and dangerous to traffic.

3. The lane past Mathern Mill is currently in a similar extremely muddy state due to the overflow of Mounton Brook.

Noted. Add to FRMP as follows:
MA105 Investigate potential solutions to the problems of surface water flooding beneath the motorway bridge at Mathern

Landowners are responsible for watercourses that pass through their land and the Council’s role is to deal with consents for works and to ensure owners keep watercourses clear of obstructions, etc. We have powers to carry out works and have and will do so where appropriate and where Welsh Government grant can be obtained, to avoid or mitigate flooding of properties. We do not dredge watercourses and any proposals to do so need to meet the requirements of the Water Framework Directive covering the environmental and habitat issues. The FRMP does deliberately raise the emphasis of owners taking responsibility for defending their own properties as it is their property. In addition, despite the comments raised about increases in Council Tax, the overall funding to the Council has decreased dramatically, particularly in the flood and land drainage areas and our resources to assist residents has diminished and are likely to diminish further.

Highway issues will be raised with colleagues in Highways Operations

	<p>Mounton Brook causes huge problems in times of heavy rain. Most nearby landowners do their best to keep it clear but receive no support or advice from either MCC or NRW. Heavy boulders have been strewn along its length for many years and many of the problems could be alleviated by dredging along the whole length of the brook. This would allow the water to flow much more freely into the Severn.</p> <p>Your plan seems to be only concerned with the main transport arteries (railway, A48). Whilst this is obviously very important, it does not reflect the problems of local residents and local roads. In my opinion, it also attempts to shift the responsibility of dealing with the situation away from both MCC and NRW. This, I believe, is unacceptable and, especially in the light of the recently announced rise in Council Tax.</p> <p>Monmouthshire County Council should be prepared to do more for the residents who actually live in Monmouthshire, rather than concentrate on those who are passing through the county.</p>	
<p>Anthea Dewhurst, Monmouth Town Councillor, Osbaston with Dixton Ward, Monmouth.</p>	<p>As a resident and Town Councillor I feel that I must make the following comments to the Flooding Consultation</p> <p>MONMOUTH TOWN *<u>MO 102 Raising Awareness of landowners</u></p> <p>The Osbaston area of Monmouth is built on a steep hill predominantly of heavy clay (well known historically for its brickworks) This means that some residents have been 'flooded' after heavy rain from surface run-off above them, rather than rising river levels of the Monnow.</p> <p>It is essential that local people and Planners realise the importance of each area absorbing the rain that falls on it. e.g. The material used in each driveway has huge significance to the housing below on our steep slopes. Rainwater channelled out of sight via the road drainage system quickly raises the river levels too. The amount of extra tarmac due to infill development has an unusually dramatic consequences on this landscape.</p>	<p>Noted and the purpose of raising awareness is a key issue so that property owners can take precautions to minimise their risk of being flooded.</p>

MCC Highways dept.and MCC Planning dept *need to be much more pro active in raising awareness* to each individual making choices about their property, whether it is a new or established one.

*The Wonastow Road (including The Industrial Estate West) is classed as AT RISK of flooding. Meanwhile the 400 housing development is proceeding on the slopes above. Coping measures here consist only of vast attenuation lakes. Monmouth has been forced to accept this development which seems to be a perverse battle against gravity.

What *must not be allowed* now, is the covering of the roadside stream which drains the existing landscape. This is due to be culverted imminently...AGAINST clear advice in your report. For centuries this stream alongside the Wonastow Road channelled water effectively and contributes to the character of the area, bringing birds, dragon flies etc into the town. Very little life will survive in long tunnels of unlit water, while new problems of access to the inevitable blockages, will be introduced!

Please can you let me know who to contact in order to voice my concerns, with many others (including Civic Trust, Gwent Wildlife, Transition Monmouth) about the land management of the farmland bordering the Monnow and Wye? How are the measures that prevented flooding this winter in **Pickering** to be learnt from, here? I do not need to specify the range of planting and absorption methods to you, I am sure. The Wye Valley AONB could perhaps host such a conference if MCC were not able?

*Floodplain at confluence of Monnow and Wye. Chippenham Meadow aka Two River Meadow
This area floods most winters...a natural slowing of excess water and not in need of prevention, of course. I am not clear why this area is not marked in blue

*Mitchell Troy Area

This site is within the Lower Wye Internal Drainage District (IDD) - now part of Natural Resources Wales - area of jurisdiction for land drainage and not MCC. They have however discussed with us their responses to the proposals and how to mitigate the impact of the development. Culverting of the Wonastow Brook has been agreed by the IDD to enable the access road to the development to be built. As such the culvert will be adopted as part of the highway adoption and will become MCC's responsibility.

Any representations should be made to the Planning Department of MCC.

This is the confluence of two rivers and these are the responsibility of Natural Resources Wales. This FRMP only deals with surface water and ordinary watercourses. Main Rivers and the Sea are covered in a separate Flood Plan being produced by Natural Resources Wales and the Environment Agency as referred to in the Foreword and Sections 2.4 and 4 of our FRMP.

Typo noted and the FRMP will be corrected to show this.

	The road named as Jungle Street is, in fact Jingle Street	
Val Smith, County Councillor.	<p>OK by me, you have put a lot of work in. Comments on M.C.C. need to exercise our duties Member participation 5.2.2 bit thin perhaps?</p> <p>Was unaware of Wye & Usk Foundation Not a criticism of yourself, but all words and few concrete actions possible with no real Budget, how do we protect – electricity, gas, health facilities, water. M.C.C. Planning decisions questionable at times I feel.</p> <p>Thanks for document, do you want it returning, apologies for my scribbles if you do. Real positive for me you refer to Woodside, perhaps we can get signage for, instead of Usk, very parochial me.</p>	<p>Noted</p> <p>Utilities are responsible for their protecting their infrastructure not MCC.</p> <p><i>No amendments are required to the FRMP from these comments</i></p>
Jim Burdon Brooklyn Cottages, Crick,	<p>Apologies I realise now that the consultation period ended Feb 1st - but hopefully you can consider my comments anyway. I have read through a good chunk of the consultation document and have a couple of questions in general terms, and specifically in connection to the Caerwent Community Council Area;</p> <p>1 - Once it is adopted, what is the status of the flood zones? As the introduction notes the document strives to illustrate the likelihood of flooding from rainfall for a number of scenarios, but it appears to be a record of 'where the water goes now' has there been any attempt to document 'where we want the water to go'?</p> <p>Our own property flooded as a consequence of rainfall in 2012 (and has been close every winter since) the FRMP now shows a flood zone in the low spot of the field behind our house, I am concerned that this now appears to legitimise this rather than challenging how the management of surface water has been amended over recent years. Has any attempt been made to</p>	<p>The flood risk areas are the areas at risk of flooding from surface water and ordinary watercourses. They have no status as such but are where there is a risk of flooding. There are no plans or intentions of altering these, but we expect the Environment Agency and Natural Resources Wales to provide updated versions at appropriate intervals.</p> <p>The area around you is part of a flood risk area and this is not about whether it is legitimising it, it is a statement based on assessments carried out by the Environment Agency and Natural Resources Wales. These are determined by rainfall and local geography. I accept that some of the geography is due to man-made works going back many centuries, for example Caldicot Castle's construction has altered the natural flows in the area, as well as more recent works. This lower part of the Neddern Brook is its flood plain.</p>

	<p>determine causes of flood zones and whether or not their locations are desirable?</p> <p>2 – Because of the above approach there needs to be recognition that the flood zones shown are hugely variable and effectively determined by the actions of landowners ‘upstream’ – for example I enclose a copy of a historic map which shows a pond and access track into MOD Caerwent, these have been removed therefore potentially affecting the areas that are now shown as Flood Hazard.</p> <p>3 – Despite the above I think the document is much needed and very good. I think there should be more emphasis on the Community/Town Councils to record local flooding and obtain witness statements to inform future iterations to enable a greater degree of management in the future.</p> <p>As stated, I think that the introduction of a FRMP is a welcome one and I look forward to reading more in the future.</p> <p>Kind regards</p>	<p>Any and all local information assists the overall understanding of where there are flooding issues and provide a background to any measures to mitigate that flooding.</p> <p><i>No amendments are required to the FRMP from these comments</i></p>
Charles Eatwell.	<p>Castle Lea/ Castle Lodge, Caldicot</p> <p>I wrote to our town council regarding my concern at the potential for flooding of houses in the above Caldicot housing estates. Gail McIntyre responded by suggesting that I forward my comments to your organisation as the lead on flood planning covering our area.</p> <p>In my opinion the risk to our properties is in essence due to the limited capacity of the Neddern to carry away the volume of water produced during periods of prolonged and heavy rainfall.</p> <p>This leads to flooding of the fields at the rear of the castle and the football field (Caldicot FC), the latter clearly having the potential to ingress into our properties. Not so long ago the</p>	<p>Bunding is merely one effective method of creating a flood defence to properties. Before any defence works would be considered it would be necessary to survey the area to identify the extent of any defence works that might be considered. For example, if one property were bunded on the Brook side it could still be flooded from flood water running around the side. If it were bunded all around the property it may increase flooding to adjacent properties and it may also mean that the area within the bund, ie, the property, may flood from its own rainfall runoff. Therefore the full extent and height of any defence would need to be clear, what the effects would be on any other undefended areas,</p>

	<p>football field was completely covered with water and not too many metres from the adjacent houses.</p> <p>Having watched a recent report on the disastrous flooding in Cumbria I noted with interest that a monastery in that area had been protected by so called bunding (high banks) which had been constructed centuries ago.</p> <p>As a layman I wonder if this low tech approach would offer the prospect of protecting houses in these estates, in practice constructing bunds one between the football field and Castle Lea and another between the field used by campers and Castle Lodge? Regards</p>	<p>the space / opportunity to construct any defence, the costs and who would meet them, etc.</p> <p>An alternative option that is much less costly is to consider what is called PLP or Property Level Protection. This involves installing either flood boards that can be put in place when floods are forecast or more significantly changing to specially strengthened / sealed doors that open outwards that will withstand floods, sealing air bricks, and all other low level items that might allow flood water in. Costs are typically about £5000 a property whereas a bank or flood defence could be 5 to 10 times that.</p> <p><i>No amendments required to the FRMP from these comments</i></p>
<p>Michelle Russ, Rainscape Co-ordinator, Dwr Cymru / Welsh Water.</p>	<p>DRAFT FLOOD RISK MANAGEMENT PLAN – MONMOUTHSHIRE COUNTY COUNCIL</p> <p>Thank you for consulting on the draft Flood Risk Management Plan (FRMP) for Monmouthshire County Council.</p> <p>These comments are from Dŵr Cymru Welsh Water, the statutory water and sewerage undertaker that supplies over three million people in Wales and some adjoining parts of England. We are the UK's only non-shareholder utility company, with all gains going to our customers. We provide essential public services to our customers by supplying their drinking water and then carrying away and dealing with their wastewater. In this way we make a major contribution to public health and to the protection of the environment. Our services are also essential to sustainable economic development across our operating area.</p> <p>Dŵr Cymru has responsibilities under the Flood and Water Management Act 2010 as a Risk Management Authority (RMA) in addition to being responsible for managing sewer flooding and reservoirs in our area. We are committed to working with other risk management authorities to ensure that the risk of flooding in our area is managed effectively in order to provide maximum protection to our customers, the environment and the wider economy.</p> <p>We generally support the contents of the draft FRMP and the objectives that are set out. We are keen to continue to work closely with you as the objectives in the plan are delivered and work in partnership where appropriate.</p> <p>We are pleased that the FRMP acknowledges the need to protect key infrastructure. As a statutory water and sewerage undertaker, we are very mindful that our customers –</p>	<p>Comments Noted.</p> <p><i>No amendments required to the FRMP from these comments</i></p>

domestic and commercial – are reliant on the essential water and sewerage services that our sector provides.

Article 7 of the Floods Directive requires that flood risk management plans should take the Water Framework Directive's (WFD) environmental objectives into account and requires coordination in the application of the two Directives. We are pleased to see that your FRMP references WFD, and shows how the objectives of your FRMP align with the Severn River Basin Management Plan.

From Dŵr Cymru's perspective, it would be an inefficient use of our customers' money if we reduced our impact on particular waterbodies while other pressures, such as inappropriate flood defences, continued to prevent those waterbodies from reaching the good status that the WFD requires.

We are pleased to note the inclusion of information on how you propose to develop your asset register and system asset management plans. It would be useful if we could receive information on your assets as part of our data sharing responsibilities in order for us to better understand the interaction between all drainage infrastructure in the county.

On page 70 you have made reference to an issue at Longhouse Barn, Goytre in relation to a surcharging surface water sewer. For information, we are currently undertaking further investigation into overloading of the foul sewer network at this location to assess the potential for a solution to be delivered at a later date.

We are keen to continue to develop the good working relationship we have and work with you to keep customers informed of responsibilities for flood risk in the county and also when responding to flood incidents.

Please do not hesitate to contact me if you would like to discuss any opportunities for partnership working, or how Dŵr Cymru Welsh Water can support you further in the delivery of this Plan.

Yours Sincerely,



Michelle Russ
RainScape Regulation Manager



SUBJECT: SOCIAL HOUSING GRANT PROGRAMME
DIRECTORATE: Enterprise
MEETING: Single Cabinet Member
DATE:
DIVISION/WARDS AFFECTED: All

1. PURPOSE:

The purpose of this report is to update the Single Cabinet Member on the completion of the Social Housing Grant programme for 2015/2016 and seek approval for the new SHG Programme for 2016-2019 and Reserve Scheme List.

2. RECOMMENDATIONS:

To approve the contents of the programme.

3. KEY ISSUES:

- It is recognised in Monmouthshire that house prices have risen to a level beyond that which is affordable to many local people. The average house price is currently £266,200 (Wales comparison £173,100) and the lower quartile house price to income ratio is 9:1. Therefore, the provision of affordable housing is one of the Council's more pressing concerns, both in urban and rural areas (Source: Hometrack 5 April 2016).
- The number of applicants on the Common Housing Register is currently 2537.

4. REASONS:

4.1 The Social Housing Grant allocation for Monmouthshire for 2015/2016 was:

Main SHG Programme (£1,144,759)	£1,141,133
Smaller Properties Programme	£ 264,832
Intermediate Care Fund (In One Place)	£ 247,800
Additional Funding made available by WG	£ 785,019

The final figure drawn down from the Welsh Government was £2,438,784.

- 4.2 Melin Homes successfully completed a mortgage rescue using £88,030 of Monmouthshire's Recycled Social Housing Grant (RCG). This prevented a family from becoming homeless.
- 4.3 This is an excellent performance with Monmouthshire successfully spending 100% of its grant allocation and its Smaller Properties allocation plus £1,032,819 of additional funding. In 2015/16 new affordable homes completions totalled 59. A further 75 currently under construction.

4. Contd...

4.4 Affordable Housing completions were as follows:

Gavenny Gate, Llanfoist	6
Trevor Bowen House, Monmouth	20
St David's Road, Abergavenny	6
Disabled Bungalow, Sandy Lane, Caldicot	1
Major's Barn, Abergavenny	6
Thornwell, Chepstow	16

4.5 One of the completed schemes was Major's Barn, Abergavenny (now Skenfrith Court). The scheme was delivered in partnership with the In One Place Project for clients of ABHB Mental Health Teams. The new tenants are absolutely delighted with their new homes which allow them to live in the community with appropriate support.

5. SHG Programme 2016 – 2019

5.1 The Social Housing Grant allocation for Monmouthshire for 2016 - 2019 is once again £1,144,759 for each of the three years.

5.2 The Programme Delivery Plan for 2016 - 2019 is appended to this report. Working closely with RSL partners Monmouthshire County Council has been able to build up a very healthy reserve schemes list and should be in a position to take up any additional funding made available by the Welsh Government again this year.

5.3 Monmouthshire Housing Association's redevelopment of Brookside and Oakley Way have previously been approved as part of the SHG programme. They plan to start their regeneration work in Caldicot next year and as there is a limited amount of grant currently available in the programme they have been given permission to forward fund to expedite this very important aspect of the Severnside Regeneration.

5. **RESOURCE IMPLICATIONS:** None

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

Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. It also a means of providing low cost homes for first time buyers.

7 **SAFEGUARDING & CORPORATE PARENTING IMPLICATIONS**

No implications have been identified.

7. **CONSULTEES:**

8. **BACKGROUND PAPERS:** None

9. **AUTHOR:**

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

10. **CONTACT DETAILS:**

Tel: 01633 644474/07769 616662

E-mail: shirleywiggam@monmouthshire.gov.uk



<p>Name of the Officer completing the evaluation Shirley Wiggam</p> <p>Phone no: 01633 644474 E-mail: shirleywiggam@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Completion of 2015/2016 Social Housing Grant Programme (SHG) and request for approval of 2016/2019 programme.</p>
<p>Name of Service</p> <p>Housing and Communities</p>	<p>Date Future Generations Evaluation form completed</p>

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

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Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs.</p>	<p>Positive contribution: Efficient use of Social Housing Grant funding provides affordable housing for local people, helps deliver apprenticeship opportunities to learn building skills and helps create job opportunities in the construction sector. Delivery of affordable housing assists in achieving sustainability of communities.</p> <p>Negative contribution: None.</p>	<p>Better contribute to positive impacts: Ensure that SHG is spent delivering affordable housing where the need is greatest.</p> <p>Mitigate any negative impacts: None</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate</p>	<p>Negative contribution: There will be some general environmental impact from affordable housing development through loss of green fields, but this will be minimal as the numbers are very</p>	<p>Mitigate any negative impacts: It will be ensured that biodiversity, landscape interests etc. are appropriately considered in assessing any planning application and that good standards of design,</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?
change)	small. A small number of rural housing sites are located in areas where public transport is limited which means that households are likely to be reliant on the use of a car.	landscaping etc. are achieved.
<p>A healthier Wales People's physical and mental wellbeing maximized and health impacts are understood</p>	<p>Positive contribution: Providing good quality housing can assist in promoting good health, independence and well-being. Delivering specialist housing to meet the needs of vulnerable groups such as physical disability and learning disability has a positive impact on people's health and wellbeing.</p> <p>Negative contribution: None</p>	<p>Better contribute to positive impacts: Ensure that the Local Housing Market Assessment, which assesses the affordable housing needs of Monmouthshire, is kept up to date and that policies reflect the needs of vulnerable groups.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive contribution: Affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people on low incomes can afford to live in.</p> <p>Negative contribution: None</p>	<p>Better contribute to positive impacts: Ensure that delivery through the social housing grant programme continues to meet the needs of households on the Housing Register.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Continue to deliver affordable housing through the implementation of the Affordable Housing policies of the LDP, which has been subject to a Sustainability Appraisal and Strategic Environmental Assessment to ensure that social, economic and environmental objectives are met, thereby contributing to sustainable development</p>	<p>N/A</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?
	and global well-being.	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>The Social Housing Grant programme has a neutral impact on culture, heritage and language, although in general terms affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people on low incomes can afford to live in.</p>	N/A
<p>A more equal Wales People can fulfill their potential no matter what their background or circumstances</p>	<p>Positive Contribution: Increasing the supply of affordable housing should bring positive benefits to residents of Monmouthshire. Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. The programme is also a means of providing low cost homes for first time buyers.</p> <p>Negative contribution: None</p>	Ensure that delivery is monitored effectively.

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?
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Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term Balancing short term need with long term and planning for the future</p>	<p>The Social Housing Grant Programme is a 3 year rolling programme for the delivery of affordable housing. This allows delivery to meet short term need together with the ability to plan for the longer term. It is difficult to look beyond the 3 year period as the Council does not know what its Welsh Government grant allocation will be in the future.</p>	<p>A Local Housing Market Assessment has been undertaken to show likely housing need over the next five years. This will be updated every two years.</p>
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>Housing and Communities Officers work closely with other departments of the Council such as Planning, Estates, Legal and Social Care to ensure timely delivery of all types and tenures of affordable housing. They also work closely with RSLs (delivery partners), the Rural Housing Enabler (RHE) and Community Councils.</p>	<p>Regular meetings with delivery partners are held to ensure that our working relationships stay strong thus enabling successful delivery of affordable housing.</p>
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>When new sites in rural areas are planned consultation meetings are held locally to give people the opportunity to air their views and to contribute to the type, tenure and design of the affordable housing. These meetings also give people an opportunity to register for housing and give Council staff the opportunity to find out if there are concerns in the Community Council area, other than housing, that residents wish to raise.</p>	<p>Through the RHE a closer working relationship with Community Councils has been developed. This helps to ensure that communities are able to have their say on type, tenure and design of the affordable housing to be delivered in their areas.</p>
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>N/A</p>	<p>N/A</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="143 347 284 379">Integration</p> <p data-bbox="107 406 488 438">Positively impacting on people, economy and environment and trying to benefit all three</p>	<p data-bbox="533 215 1330 363">Delivery of affordable housing through the SHG Programme has a positive impact on people in need of affordable homes. There is also a positive impact on the economy by helping to sustain training and job opportunities.</p>	<p data-bbox="1352 215 2047 279">Ensuring that affordable housing is delivered and encouraging delivery partners to take on apprentices.</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Increasing the supply of suitable and affordable housing for older people will bring positive benefits such as enabling them to stay in their own homes for longer.	None	N/A
Disability	Increasing the supply of specially built adapted housing for people with a physical disability have a positive impact of their well being and, in the case of disabled children, the wellbeing of the whole family.	None	N/A
Gender Reassignment	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Marriage or civil Partnership	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Race	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Religion or Belief	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Sex	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Sexual Orientation	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A
Welsh Language	Affordable housing provided for households in need irrespective of protected characteristics.	None	N/A

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	N/A	N/A	N/A
Corporate Parenting	N/A	N/A	N/A

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

Page 107	Common Housing Register and Local Housing Market Assessment.
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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 positive impact of this proposal is that affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people on low incomes can afford to live in.

Potentially there may be some negative sustainability impacts particularly in rural areas, where there will be increased car use and effects on landscape etc. but in terms of achieving a balance between social, economic and environmental sustainability objectives these impacts are considered to be justified because the primary aim of the SHG programme is to help deliver affordable housing to address housing need in Monmouthshire.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Page 108			

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 SHG Programme is monitored continually and evaluated at the end of each financial year.
--	---

Actual Drawdown

681,143 87,834 Additional Funding

142,863

236,749

417,044

136,132

276,250 Additional Funding

74,035 Additional Funding

1,964,216

PROGRAMME DELIVERY PLAN: Outstanding SHG Requirement for 2018/2019

Monmouthshire

Please read "Notes on Completion of Programme Delivery Plan Workbook" before inserting data.

Insert schemes featured in earlier years which have an outstanding SHG requirement. Do not include any new or reserve schemes.

Scheme Details					Units		Funding	Total SHG, SPP & RCG £'000s		
Welsh Govt Ref	LA Ref	RSL	Scheme Name	Theme	Total Units	No. Int Rent Units	Funding Source	SHG	SPP	RCG
	01034	Monmouthshire	Old Hereford Road, Abergavenny		17	0	SHG	526		
	New	Monmouthshire	Poplars Close, Mardy	SH	2	0	SHG	115		
	New	Monmouthshire	Brookside, Caldicot	OPS	30	0	SHG	1,718		
	New	Monmouthshire	St Cadocs Court, Raglan	HS	10	0	SHG	333		
	New	Monmouthshire	Oakley Way, Caldicot	HS	10	0	SHG	797		
		Total			69	0		3,489	0	0

If the scheme is split funded with HFG, please insert the SHG element only



SHG Scheme Data

Monmouthshire

Include all schemes that have not received a "tender" stage approval
(this includes schemes that feature in the three year programme & reserve schemes)

Welsh Govt Ref	RSL	Scheme Name	Theme	Units	Int Rent	Funding Source	Tranche 1 SHG	Tranche 2 SHG	Total Scheme Grant	Earliest Financial Year to claim Tranche 1	Earliest Financial Year to claim Tranche 2	Who owns the land/building?	Any problems envisaged with acquisition?
	Monmouthshire	Brookside, Caldicot	OPS	30	0	SHG	0	1,778	1778		2017/18	RSL	n/a
	Monmouthshire	Cae Mawr Grove & Green Lane, Caldicot	HS	5	0	SHG	0	420	420		2015/16	RSL	n/a
	Monmouthshire	Cae Mawr Road, Caldicot	HS	7	0	SHG	0	565	565		2016/17	RSL	n/a
	Melin	Chepstow Road, Raglan	HS	10	0	SHG	250	542	792	2016/17	2017/18	LA	Not known
	Monmouthshire	Elm Road, Caldicot	HS	3	0	SHG	0	302	302		2016/17	RSL	n/a
	Monmouthshire	1 Greenfield, Caldicot	HS	2	0	SHG & SPP	0	118	118		2015/16	RSL	n/a
	Monmouthshire	Longcroft Road, Caldicot	HS	4	0	SHG	0	237	237		2016/17	RSL	n/a
2014-0017	Monmouthshire	Major's Barn	HS	6	0	SHG	0	336	336		2015/16	RSL	n/a
2015-011	Monmouthshire	Mynyddbach, Shirenewton	HS	2	0	SHG	40	197	237	2015/16	2015/16	RSL	n/a
	Monmouthshire	Oakley Way, Caldicot	HS	10	0	SHG	0	860	860		2017/18	RSL	n/a
	Monmouthshire	Old Hereford Road, Abergavenny		17	0	SHG	276	1,319	1595	2016/17	2016/17	RSL	n/a
	Charter	Old Shipyard, Sudbrook	HS	5	0	SHG	0	42	42		2016/17	Private	No
	Monmouthshire	85 Park Crescent, Abergavenny	OPS	6	0	SHG	74	353	427	2016/17	2016/17	RSL	n/a
	Melin	Park Crescent, Abergavenny	OPS	8	0	SHG	220	458	678	2018/19	2018/19	Private	Not known
	Monmouthshire	Park Road, Caldicot	HS	2	0	SHG	0	183	183		2016/17	RSL	n/a
	Melin	Pennyfarthing Lane, Undy	HS	6	0	SHG	138	278	416	2017/18	2018/19	LA	Not known
	Monmouthshire	Poplar's Close, Mardy	HS	3	0	SHG	0	397	397		2016/17	RSL	n/a
	Monmouthshire	St Cadoc's Court, Raglan	HS	10	0	SHG	135	681	816		2016/17	RSL	n/a
	Monmouthshire	Ty Freeman, Gwehelog	HS	2	0	SHG	0	185	185		2016/17	RSL	n/a
	Monmouthshire	West End School, Caldicot	HS	17	0	SHG	331	1,163	1494		2015/16	RSL	n/a
	Melin	48 Lapwing Avenue, Caldicot	MR	1	0	SHG	0	88	88		2015/16	Private	n/a
	Melin	32 Newton Road, Goytre	HS	1	0	SHG	210	95	305	2015/16	2016/17	Private	No
Total							1,674	10,597	12,271				

If the scheme is split funded with HFG, please insert the SHG element only

Outline planning	Detailed planning	Any problems envisaged with receiving planning?	Is the scheme tendered/ contract agreed?	Is Revenue funding required?	Is the scheme identified in the SPOP?	Notes
No	No	No	No	No	No	
n/a	Yes	n/a	Yes	No	No	Disabled Bungalow
n/a	No	No	No	No	No	
n/a	No	No	No	No	No	
n/a	Mar-16	No	No	No	No	
n/a	Yes	No	Yes	No	No	
n/a	Mar-16	No	No	No	No	
n/a	Yes	n/a	Yes	No	No	Under construction - complete Nov 15
n/a	Yes	n/a	Yes	No	No	Welsh Timber Frame Pilot Project
n/a	No	No	No	No	No	
n/a	Feb-16	No	No	No	No	Part Supported housing/part OAP
n/a	Yes	n/a	No	No	No	SHG top up for old S106 site
n/a	Yes	No	No	No	No	RSL land+small area of private purchase
n/a	No	No	No	No	No	
n/a	No	No	No	No	No	
n/a	No	No	No	No	No	
n/a	Feb-16	No	No	No	No	Disabled bungalows
n/a	No	No	No	No	No	
n/a	Yes	n/a	No	No	No	
n/a	Yes	n/a	Yes	No	No	Under construction
n/a	n/a	n/a	No	No	No	Mortgage Rescue - RCG
n/a	No	No	No	No	No	In One Place Project

PROGRAMME DELIVERY PLAN: Reserve Schemes SHG and HFG

Monmouthshire

Please read "Notes on Completion of Programme Delivery Plan Workbook" before inserting data.

Insert schemes which are agreed as "reserve" schemes and have the potential to be included in the programmes

Scheme Details								Planning		Grant		Expected Timescales		
Welsh Govt Ref	LA Ref	Consortium	Social Landlord	Scheme Name	Theme	Total Units	No. Int Rent Units	O	D	Funding Source	Total SHG	Total HFG	Start Date	Completion Date
	New	Genus	Monmouthshire	Elm Road, Caldicot	HS	3	0	n/a	No	SHG	302		Q2 2016/17	Q1 2017/18
	New	Genus	Monmouthshire	Longcroft Road, Caldicot	HS	4	0	n/a	No	SHG	237		Q2 2016/17	Q1 2017/18
	New	Genus	Monmouthshire	Park Road, Caldicot	HS	4	0	n/a	No	SHG	183		Q2 2016/17	Q1 2017/18
	New	Genus	Melin	Park Crescent, Abergavenny	OPS	8	0	n/a	No	SHG	678		Q2 2016/17	Q2 2017/18
	New	Genus	Melin	32 Newton Road, Goytre	HS	1	0	n/a	Jan-16	SHG	305		Q1 2016/17	Q3 2016/17
Total						20	0				1,705	0		

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HFG funding should be expressed in SHG Capital Equivalent terms





Total List of All schemes (regardless of funding source)

Welsh Govt Ref	LA Ref	Social Landlord	Scheme Name	Latest Stage Approved	Scheme Completion Date	Funding Source	Acquisition Grant £000s	Total Approved Grant £000s	Grant Amount paid to date £000s
2013-016	01034	Monmouthshire	West End School, Caldicot			SHG	331	1494	813
2014-0017	01017	Monmouthshire	Major's Barn, Abergavenny			SHG	0	336	177
2015-011	00617	Monmouthshire	Mynyddbach, Shirenewton			SHG	40	237	237
	00037	Monmouthshire	Caw Mawr Grove & Green Lane, Caldicot			SHG	0	420	0
	00868	Monmouthshire	1 Greenfield, Caldicot			SHG & SPP	0	118	0
	MR	Melin	48 Lapwing Avenue, Caldicot			SHG	0	88	88
	New	Monmouthshire	Old Hereford Road, Abergavenny			SHG	250	1550	0
	New	Monmouthshire	85 Park Crescent, Abergavenny			SHG	67	382	0
	New	Monmouthshire	St Cadocs Court, Raglan			SHG	0	651	0
	00678	Monmouthshire	Ty Freeman, Gwehelog			SHG	0	132	0
	00607	Monmouthshire	Old Shipyard, Sudbrook			SHG	0	42	0
	New	Monmouthshire	Brookside, Caldicot			SHG	0	1778	0
	New	Monmouthshire	Oakley Way, Caldicot			SHG	0	860	0
	New	Monmouthshire	Poplars Close, Mardy			SHG	0	287	0
	New	Monmouthshire	Elm Road, Caldicot			SHG	0	302	0
	New	Monmouthshire	Longcroft Road, Caldicot			SHG	0	237	0
	New	Monmouthshire	Park Road, Caldicot			SHG	0	183	0
	New	Melin	Park Crescent, Abergavenny			SHG	220	678	0
	New	Monmouthshire	Cae Mawr Road, Caldicot			SHG	0	565	0
	New	Melin	Chepstow Road, Raglan			SHG	250	792	0
	New	Melin	Mulberry House, Abergavenny			HFG	560	1409	0
	New	Melin	Pennyfarthing Lane, Undy			SHG	138	416	0
	New	Melin	Auckland House, Gllwern			HFG	552	1259	0
	IOP	Melin	32 Newton Road, Goytre			SHG	210	95	0
	New	Melin	Flannel Street, Abergavenny			HFG	359	828	0
TOTAL							2977	15139	1315

RCG
RCG
RCG

Bro Myrddin
 Bron Afon
 Cadwyn
 Cantref
 Cardiff Community
 Cartrefi Conwy
 Cartrefi Cymunedol Gwynedd
 Charter
 Clwyd Alyn
 Coastal
 Cynon Taf
 Derwen Cymru
 Family
 First Choice
 Grwp Cynefin
 Gwalia
 Hafod
 Local Authority
 Linc Cymru
 Merthyr Tydfil
 Merthyr Valley Homes
 Monmouthshire
 Melin
 Mid Wales
 NPT Homes
 Newport City Homes
 Newydd
 North Wales
 Pembrokeshire
 RCT Homes
 Rhondda
 Taff
 Tai Calon
 Tai Ceredigion
 United Welsh
 V2C
 Wales & West

Blaenau Gwent
 Bridgend
 Caerphilly
 Cardiff
 Carmarthenshire
 Ceredigion
 Conwy
 Denbighshire
 Flintshire
 Gwynedd
 Isle of Anglesey
 Merthyr Tydfil
 Monmouthshire
 Neath Port Talbot
 Newport
 Pembrokeshire
 Powys
 Rhondda Cynon Taff
 Swansea
 Torfaen
 Vale of Glamorgan
 Wrexham

HS
 SH
 OPS
 EX
 DGS
 MR
 EP
 DIY
 CR

Table Names

HA
 LA
 Theme
 Tranches
 P
 Ownership
 Name

Q1 2015/16
 Q2 2015/16
 Q3 2015/16
 Q4 2015/16
 Q1 2016/17
 Q2 2016/17
 Q3 2016/17
 Q4 2016/17
 Q1 2017/18
 Q2 2017/18
 Q3 2017/18
 Q4 2017/18
 Q1 2018/19
 Q2 2018/19
 Q3 2018/19
 Q4 2018/19
 Q1 2019/20
 Q2 2019/20
 Q3 2019/20
 Q4 2019/20
 Q1 2020/21
 Q2 2020/21

Bro Myrddin
 Bron Afon
 Cadwyn
 Cantref
 Cardiff Community
 Cartrefi Conwy
 Cartrefi Cymunedol Gwynedd
 Charter
 Clwyd Alyn
 Coastal
 Cynon Taf

Derwen Cymru
Family
First Choice
Grwp Cynefin
Gwalia
Hafod
Linc Cymru
Merthyr Tydfil
Merthyr Valley Homes
Monmouthshire
Melin
Mid Wales
NPT Homes
Newport City Homes
Newydd
North Wales
Pembrokeshire
RCT Homes
Rhondda
Taff
Tai Calon
Tai Ceredigion
United Welsh
V2C
Wales & West

Q3 2020/21
Q4 2020/21

1	Devco	1	HA	Yes	2015/16
1pp	Genus	2	LA	No	2016/17
1&2	Gorwel	3	Private		2017/18
1&2pp	Integrate	4	WAG		2018/19
1pp&2pp	Syniad	5	Mixed		
2	Undod	6			
2pp	N/A				

HFG
SHG
SPP
SHG & HFG
SHG & SPP
SHG, HFG & SPP
SHG & VVP
HFG & SPP
Yes
No

HFG	HFG
SHG	HFG & SHG
SHG & HFG	

LA
RSL
Private

Stage 1
Stage 2
Stage 3

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SUBJECT: Careline Restructure
DIRECTORATE: Enterprise
MEETING: Single Member Cabinet Decision
DATE: 27th April 2016
DIVISION/WARDS AFFECTED: All Wards

1. PURPOSE

1.1 To approve an amendment to the staffing structure of Housing & Community Services

2. RECOMMENDATION

2.1 To approve the proposed staff detailed in Paragraph 3.3.

3. KEY ISSUES

3.1 A request has been received from the Housing Renewals Manager to reduce their hours to 0.5 whole time equivalent. The post is currently responsible for the Council's disabled facilities and Careline functions. The request has provided an opportunity to both establish a more suitable management structure for the needs of the service and make a small salary saving.

3.2 The current structure is:

Post	Comments	Scale	Salary & On Costs*
Housing Renewals Manager x 0.8	To be reduced to 0.5	41-45	41,712
Grants Surveyor		33-37	42,319
Support Officer 0.6		21-25	17,334
Careline Co-Ordinator x 0.75	To be deleted	29-33	28,591
Careline Assistant		21-25	26,525
Careline Assistant x 0.8		21-25	23,487
Total			179,968

*Based on top of scale

3.3 It is proposed to slightly amend the structure to below:

Post	Comments	Scale	Salary & On Costs*
Housing Renewals Manager x 0.5		41-45	25,662
Grants Surveyor		33-37	42,319
Support Officer 0.6		21-25	17,114
Careline Manager x 0.75	New Post	41-45	39,425
Careline Assistant		21-25	26,525
Careline Assistant x 0.8		21-25	23,487
Total			174,751

*Based on top of scale

3.4 As per the Council's policy, the current Careline Co-Ordinator post-holder will be ring-fenced to apply for the new Careline Manager post. The Careline Co-Ordinator post-holder has been temporarily acting up since December 2015.

The new Careline Manager post (**See Appendix 1**) has been evaluated as per the Council's Job Evaluation policy.

4 REASONS:

- 4.1 The proposal facilitates the Housing Renewals Manager postholders request to reduce their hours. This can be supported by separating the Housing Renewal and Careline functions. It is, therefore, proposed to create a part-time manager post, but delete the current Careline Co-Ordinator post which is no longer considered necessary.
- 4.2 The amended structure for Careline will support the approach of building upon and further developing the technical expertise and specialism of the team. This is regarded as one of the building blocks to further develop the service. This expertise and specialism is regarded as strategically important for the Council in the context of being used to widen the scope of the Careline service, together with income generating opportunities.

5. RESOURCE IMPLICATIONS:

- 5.1 On the basis of the top of salary scales, the proposal makes an annual salary saving of £5,436.

6. SUSTAINABLE DEVELOPMENT & EQUALITIES IMPLICATIONS

- 6.1 No implications have been identified in respect of this proposal. See **Appendix 2**.

7. SAFEGUARDING & CORPORATE PARENTING IMPLICATIONS

- 7.1 No implications have been identified in respect of this proposal. The Careline Service, however, contributes generally to safeguarding in terms of helping vulnerable people to live at home safely and independently. It also has the potential to be used to support specific circumstances identified through the assessment of individuals

8. CONSULTEES: Cabinet; Senior Leadership Team; People Management Advisor; Accountant; Housing Management Team

- 8.1 A question was received from the Head of Finance querying whether the Council's Job Evaluation policy has been followed. The proposal has been developed with guidance from of an HR Advisor and the report has been amended to confirm that a new job description has been established which has been subject to evaluation. See **Appendix 2**.

9. BACKGROUND PAPERS: None

10. AUTHOR: Ian Bakewell, Housing & Communities Manager

11. CONTACT DETAILS:

Tel: 01633 644479 **E-mail:** ianbakewell@monmouthshire.gov.uk

Monmouthshire County Council

JOB DESCRIPTION

Department: Housing & Communities

Title of Post: **Careline Manager**

Post Number:

Responsible To: Housing & Communities Manager

Location: Ty'r Efail, Lower Mill Field, Pontypool

Hours: 28 Hours per week

Grade: **SCP 41-45**

Job Purpose

1. To manage the staff, budget and services that support and facilitate Careline and assistive technology
2. To ensure high levels of performance and continuous improvement, demonstrate the delivery of positive outcomes and high levels of engagement with stakeholders
3. Support the development of all housing related strategies and policies that contribute to corporate and strategic priorities
4. Develop innovative, enterprising and commercial solutions that contribute to strategic and corporate priorities including the reduction of costs and generating new income

Key Responsibilities & Duties

1. Establishing and maintaining mechanisms for understanding and monitoring related housing need and demand in Monmouthshire to inform strategic housing development.
5. To ensure any necessary strategies, policies and procedures are in place to reflect legal, regulatory requirements and local priorities and to ensure these are regularly reviewed

6. To proactively engage and promote positive relationships with stakeholders to help deliver services that promote independent and sustainable living and support wider priorities eg Social Care and Health priorities.
7. To support and contribute to the development and delivery of arising and wider Housing & Community initiatives,
8. To effectively manage the performance of the Careline Team including undertaking monthly and quarterly performance monitoring and contributing to team and corporate plans.
9. Ensure mechanisms are in place to effectively engage with residents to understand the impact of services and provide assurance that services provide high levels of satisfaction and are valued by users
10. Managing and supervising the Careline Team and individual officers within to maximise performance and support staff development.
11. To utilise performance management techniques to support and achieve improvements eg lean; benchmarking; coaching etc
12. Utilise partnerships to support service deliver eg Care & Repair, Supporting People, Social Care, Health etc Where applicable develop and monitor service level agreements
13. To manage the effective delivery of the Careline assistive technology service, with a focus on increasing the customer base, reducing operational costs and maximising income. A key focus is to support Social Care and Health with their wider priorities
14. To be responsible for developing a commercial approach to the marketing of Careline and streamlining activity into day to day operations, with a focus on attracting new clients.
15. To oversee all aspects of the delivery of the Careline service – equipment purchase; installation and collection; maintenance and billing
16. To oversee the Careline database and its on-going development with regards to enhancing efficiency and providing information eg performance information
17. To proactively identify new opportunities and partnerships in order to develop the service and expand the use of assistive technology

Other Responsibilities

18. To proactively seek to identify and secure new and additional funding sources
19. To proactively identify opportunities to work in partnership and collaboratively, particularly in order to reduce costs, generate income and improve performance.

20. To liaise closely with internal and external agencies with regards to service delivery and maximising performance eg Occupational Therapists; Care & Repair; Alarm Control Centre; Energy Advice Agency etc. Where necessary, develop and monitor Service Level Agreements determining targets and standards.
21. To comply and liaise closely with corporate financial policies and procedures and monitor the associated revenue and capital budgets, including the provision of regular budget reports.
22. To provide regular budget projections and liaise closely with the team accountant.
23. To be responsible for health & safety and safe working practices for self and others in accordance with the Council's Health & Safety Policy

MONMOUTHSHIRE COUNTY COUNCIL

Housing & Communities

PERSON SPECIFICATION

JOB TITLE: Careline Manager

AREA/TEAM: Careline - Housing & Communities

REQUIREMENTS	WEIGHTING HIGH / MEDIUM / LOW	HOW TESTED
1. EDUCATION/QUALIFICATION KNOWLEDGE		
1. knowledge of assistive technology	High	Application Form/Interview
3. Educated to degree level or equivalent in a relevant subject(s) or relevant professional/vocational qualification (assistive technology related and/or management related)	Medium	
4. Knowledge/awareness of housing issues particularly in relation to older people/vulnerable people and social care and health and best practice	Medium	Application Form/Interview
2. EXPERIENCE		
1. Relevant experience of working in assistive technology, including understanding of national policy	High	Application Form/Interview
2. Experience of staff supervision and management	High	Application Form/Interview
3. Experience of budgeting management and control	High	Application Form/Interview
4. Experience of performance management	High	Application/Interview
5. Commercial & marketing experience	Medium	
6. Experience of working at a strategic level, particularly demonstrating the delivery of housing activity to address wider priorities	High	
3. COMMUNICATION / INTERPERSONAL SKILLS		
10. Must be able to communicate		

well, both verbally and in writing in a variety of settings and with a variety of groups eg. councillors, other staff, directorates, voluntary sector, contractors.	High	Application Form/Interview
11. Must have negotiation skills for use in difficult situations.	HIGH	Application Form/Interview
12. Ability to prepare and present reports to a variety of audiences.	HIGH	Application Form/Interview
13. Must be able to supervise and communicate clearly with staff	High	Application Form/Interview
4. APTITUDE AND SKILLS		
14. Be able to organise and prioritise the work of the Team	High	Application Form/Interview
15. Be able to work on own initiative and demonstrate an ability to organise own time and workload	High	“
16. Be able to produce and analyse financial and management information	High	“
17. Hold a driving licence	High	“
18. Able to manage and control devolved revenue and capital budgets	High	“
19. Be able to demonstrate an ability for partnership working and joint approach to problem solving	Medium	“
5. EQUAL OPPORTUNITIES		
20. Must be able to demonstrate a clear understanding of Equal Opportunities, principles and practice and a commitment to the effective implementation in a Social & Housing Services context	High	“

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<p>Name of the Officer completing the evaluation Ian Bakewell</p> <p>Phone no: 01633 644479 E-mail: ianbakewell@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Changes to staffing structure of Careline</p>
<p>Name of Service</p> <p>Housing & Community Services</p>	<p>Date Future Generations Evaluation form completed</p> <p>31st March 2016</p>


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





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Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The proposal seeks to promote an innovative approach to developing Careline, including building upon and better exploiting the skills and specialisms of the team. the</p>	<p>N/A</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>N/A</p>	<p>N/A</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>The proposal supports the well-being of vulnerable households and the priorities of social care and health</p>	<p>On-going discussions with Social Care about how Careline can better support priorities</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The proposal helps vulnerable households remain living at home safely and independently	There is an increasing focus on having a wider range of products available
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	N/A	N/A
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	N/A	N/A

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>	The proposal supports the short-term for the Council because it seeks to better utilise the skills, knowledge and experience of the team	There is an on-going process of wider staff learning and encouraging their personal 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>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Working with Social Care and Health is an on-going priority</p>	<p>There is on-going contact with Social Care for Careline to support priorities. Eg 'Canary' assessment system is being explored</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>N/A</p>	<p>N/A</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Careline is a preventative service and this proposal seeks to strengthen Careline</p>	<p>Ditto</p>
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>The proposal will support the local economy in terms of local employment</p>	<p>N/A</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Older people can potentially access the service,	None	
Disability	Disabled people can potentially access the service	None.	
Gender reassignment	neutral	None	
Marriage or civil partnership	neutral	None	
Race	neutral	None	
Religion or Belief	neutral	None	
Sex	neutral	None	
Sexual Orientation	neutral	None	
Welsh Language	neutral	None	

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance 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	The service supports and directly contributes to Safeguarding	<i>No negative impacts</i>	The proposal is ultimately about seeking to expand Careline and support more people to benefit from the service
Corporate Parenting	N/A	No negative impacts	N/A

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

None

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 main positive benefits of this mandate are:

- There is a small reduction in salary expenditure
- Supports increasing the specialist dimension of the service that can be used as a unique selling point

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
No actions proposed			

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:	November 2016
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SUBJECT:	Transfer the management of Boverton House to Enterprise Directorate.
MEETING:	Individual Member Decision – Cllr Phil Murphy
DATE:	27th April 2016
DIVISION/WARDS AFFECTED:	Bulwark - Chepstow

NON-PUBLICATION: (Insert appropriate non publication paragraph if necessary)

1. PURPOSE:

- 1.1 To declare Boverton House in Chepstow, surplus to the requirements of the Children & Young People Directorate and transfer it the Enterprise Directorate.

2. RECOMMENDATIONS:

- 2.1 To agree that Boverton House is declared surplus to the requirements of the Children and Young People Directorate.
- 2.2 To agree that management responsibility for the site is transferred to the Enterprise Directorate for the provision of accommodation for the proposed Alternative Delivery Model, training services, a drop in business centre and office accommodation.

3. KEY ISSUES:

- 3.1 Members will be aware that Boverton House in Chepstow was used for a number of years by the Pupil Referral Service. As part of the Authority's rationalisation of the accommodation the Pupil Referral Service vacated the premises in July 2015 and are now relocated at Hanbury House in Chepstow.
- 3.2 The Children and Young People Directorate now wish to declare Boverton House surplus to requirements and the Enterprise Directorate wish to transfer management responsibility into their portfolio.

4. REASONS:

- 4.1 In a Special Joint Select Budget Committee meeting held on the 16th December 2015, budget mandate B1 <http://democracy.monmouthshire.gov.uk/documents/s2346/B1.pdf> was approved with funding to to look at the development of an alternative service delivery model.
- 4.2 The purpose of the exercise is to identify a model that will not only meet the Council's priority of maintaining locally accessible services but will also meet the needs of the community whilst supporting the ethos of inclusive public sector service delivery.
- 4.3 During the initial development stages a need has been identified for a base for the Alternative Delivery Model project team. In addition, as part of the options appraisal process, a further need has been identified for alternative accommodation for the Authority's training services along with an opportunity for income generation by piloting a new drop in business centre and letting office accommodation.

5. RESOURCE IMPLICATIONS:

5.1 The responsibility for the maintenance of the site including all costs will transfer from the Children and Young People Directorate to the Enterprise Directorate.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

6.1 The equality impacts identified in the assessment (Appendix 1) are summarised below for member's consideration:

The actual impacts from this report's recommendations will be reviewed.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

There are no safeguarding or corporate parenting implications associated with this report.

8. CONSULTEES:

Senior Leadership Team
DMT
Cabinet Members
Head of Legal Services
Head of Finance

9. BACKGROUND PAPERS: N/A

10. AUTHOR:

Cath Fallon – Head of Economy and Enterprise
Ian Saunders – Head Of Tourism Leisure & Culture

11. CONTACT DETAILS:

Tel: 01633 648316/ 07557 190969
E-mail: Cathfallon@monmouthshire.gov.uk
Tel: 01633 644613/07876545793
E-mail lansauanders@monmouthshire.gov.uk