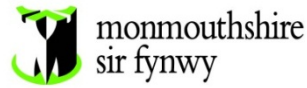


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 10 June 2019

Notice of meeting

Adults Select Committee

Tuesday, 18th June, 2019 at 10.00 am,
The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

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

AGENDA

Item No	Item	Pages
1.	To note the appointment of County Councillor F. Taylor as Select Committee Chair.	
2.	Appointment of Vice-Chair.	
3.	Apologies for absence.	
4.	Declarations of interest.	
5.	Public Open Forum.	
6.	Housing Policy - To discuss the methodology for calculating the redemption on Property Appreciation Loans and to provide a steer to Cabinet.	1 - 12
7.	Annual Housing Performance Report - To review performance including homelessness, Bed & Breakfast use, Disabled Facilities Grants and affordable housing delivery.	13 - 44
8.	The impact of the rollout of Universal Credit. Discussion on Discretionary Housing Payments Policy, linked the increased use of food banks reported by the Trussel Trust (report to follow).	
9.	To confirm and sign the following minutes:	
9.1.	Special Meeting - Adults Select Committee dated 29th April 2019.	45 - 58

9.2.	Ordinary Meeting - Adults Select Committee dated 30th April 2019.	59 - 62
10.	List of actions arising from the previous meetings.	63 - 64
11.	Adults Select Committee Forward Work Programme.	65 - 66
12.	Council and Cabinet Business Forward Work Programme.	67 - 80
13.	Next Meeting: Tuesday 23 rd July 2019 at 10.00am.	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

F. Taylor
L. Brown
L. Dymock
R. Edwards
M. Groucutt
R. Harris
P. Pavia
M. Powell
S. Woodhouse

Public Information

Access to paper copies of agendas and reports

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Watch this meeting online

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

Welsh Language

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

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

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

Our Values

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

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

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

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

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

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

Questions for the Meeting

Scrutinising Performance

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

Scrutinising Policy

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

Questions for the Committee to conclude...

- Do we have the necessary information to form conclusions/make recommendations to the executive, council, other partners? If not, do we need to:
- (i) Investigate the issue in more detail?
 - (ii) Obtain further information from other witnesses – Executive Member, independent expert, members of the local community, service users, regulatory bodies...
 - (iii) Agree further actions to be undertaken within a timescale/future monitoring report...

General Questions....

Empowering Communities

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

Service Demands

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

Financial Planning

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

Making savings and generating income

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

SUBJECT: PROPERTY APPRECIATION LOAN SCHEME - CALCULATING THE REDEMPTION VALUE ON SETTLEMENT

MEETING: ADULTS SELECT COMMITTEE

DATE: 18th JUNE 2019

DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To inform Adult Select of the various methods available to the Council of calculating a redemption value on the settlement of a Property Appreciation Loan.
- 1.2 For Adult Select to consider the implications and the options outlined below and to comment accordingly.

2. RECOMMENDATIONS:

- 2.1. For Adult Select to inform Cabinet of its views on the options as outlined in Paragraph 5 below.

3. KEY ISSUES:

- 3.1. Welsh Government has provided funding to local authorities in Wales to help improve the standard of properties in the private sector. This funding is a combination of grant and repayable loan streams.
- 3.2. Due to mixed success of the grant scheme throughout Wales, Welsh Government introduced new criteria, terms and conditions in 2018 in the hope that there would be greater take up. The new conditions allowed the creation of equity release loans for homeowners who were unable to access loans under the previous scheme.
- 3.3. Individual Cabinet Member Decision (ICMD) approval was sought and granted on the 25th July 2018 to accept the new criteria, terms and conditions and for our continued participation in the scheme.
- 3.4. For the purpose of the report, the paragraphs below highlight the main points of the equity release scheme known as the Property Appreciation Loan (PAL).
 - The Property Appreciation Loan scheme is for 'vulnerable' homeowners that have an acceptable amount of equity in their home but have low incomes.
 - The scheme will provide loans to owners of 'eligible' properties to undertake repairs to raise the condition of their property to an acceptable condition. In exchange for this, the Council will take an equity stake in the property equal to the value of the loan expressed as a percentage of value of the property at the time the equity stake is created.
 - Funding for the PAL's will come from the grant-funded portion of the Home Improvement Loan pot.
 - Under PAL the loan applicant is not required to pay monthly instalments but instead the loan will be redeemed on the sale / transfer of the property or on an early repayment of the loan in full request.
 - On early repayment of the loan no penalty charges are payable.
 - 'No repossession guarantee'. This exists while the property is in the applicant's name(s) and the property remains their principal residence.

- 3.5. Loan redemption will occur on sale / transfer of the property or on an early repayment of the loan in full request and it is at this point that a redemption value will need to be determined.
- 3.6. There are number of options available on determining the redemption value of the PAL. The following paragraphs set out the options available to the Council.
- 3.7. Determining the value of the redemption value for option 1 will require an initial calculation of the value of the PAL as expressed as a percentage of the value of the property at the time the PAL was agreed (the creation of the equity stake).
- 3.8. The calculations below use average house price values for Monmouthshire (See Appendix 1).
- 3.9. **The PAL Percentage Value:** Using a PAL loan value of £10,000 the following method represents PAL as a percentage value of the value of the property at the time of the PAL application.
- 3.9.1 Loan value of the PAL = £10,000; the valuation of the property at the time the PAL was agreed in June 2009 is £202,619, therefore the loan as a percentage of value of the property is:
- $$£10,000 \div £202,619 = 0.0493 \times 100 = 4.93\% \text{ (the PAL percentage value).}$$
- 3.10. This percentage value of 4.93% will determine the redemption figure as shown in the examples below.
- 3.11. **Option 1:** To determine the settlement value, we apply the PAL percentage value of 4.93% to the revised value of the property at sale or transfer, for example,
- 3.11.1 The value of the property at sale or transfer in December 2017 is £271,187. The redeemed figure is $£271,187 \times 4.93\% = \text{£ } 13,370$
- 3.12. However, in times of exceptionally high property value increases using this method can generate overly high redemption values as shown at paragraph 3.12.2 below.
- 3.12.1 Using the example above, if the property was valued in February 2018 it would be valued at £306,800, an increase in value of £35,613 between December 2017 and February 2018
- 3.12.2 Calculating the redemption figure in this instance the valuation at the date of sale or transfer = $£306,800 \times 4.93\%$ (the PAL percentage value) = **£15,125.**
- 3.12.3 This represents a percentage increase of 13.13% in the space of two months.
- 3.13. This could create the following scenario whereby two applicants, A and B, take out loans in September 2009. Applicant A dies in December 2017 and applicant B dies two months later in February 2018. Potentially there could be the perception that the 13.13% increase in property values and hence the higher redemption value has unfair impact on applicant B's estate.
- 3.14. To avoid this scenario the Council can instead look to the monetary value of the loan in terms of its purchasing power rather than its relationship to the value of the property to calculate a redemption value as exemplified in option 2 below.
- 3.15. **Option 2:** This method relies on using monetary inflation calculations to calculate the purchase power of the money borrowed on the date of redemption. Fortunately, a number of these calculators are available on line to help to do the calculations, such as:
- <https://www.bankofengland.co.uk/monetary-policy/inflation/inflation-calculator>
- <https://www.measuringworth.com/calculators/ukcompare/relativevalue.php>
- 3.15.1 For illustrative purposes we will use the following information:
- Loan Value: £10,000
- Loan Commencement Date: 2009
- Loan Redemption Date: 2017

- 3.15.2 Using the online inflation calculator the original loan amount of £10,000 in 2009 is worth **£12,750** in 2017 (Inflation averaged 3.1% a year). This becomes the redemption figure.
- 3.16. Both the above options above provide an uplift value that will take into account any monetary inflation. Option 3 below, is to redeem the original amount only
- 3.17. **Option 3:** For example, the agreed loan value is £10k. On sale or transfer of the property, the value of the settlement figure remains the original loan value of £10k. This method does not take into any account any uplift in value to offset monetary inflation between the date of the PAL and its redemption. However, in real term the £10,000 repaid to the Council is worth less than the £10,000 originally loaned.
- 3.18. The second option above protects the borrower from any exceptional increases in value of their property. Conversely, to protect the borrower from any decrease value or negative equity due to periods of property depreciation the Council will incorporate into the loan agreement a 'no negative equity guarantee'. This means that on repayment of the loan if the value of the property subject to the equity charge has decreased and as a result, there is not enough equity to cover the loan, the borrower will be required to repay an amount equal to the value of the equity, not the full loan amount.
- 3.19. For example, using the same values as in paragraph 3.9.1, at the time of the loan was agreed the value of the property was £202,691. The initial loan value is £10,000 and there is a current mortgage of £159,095 outstanding. Total amount borrowed against the property is £169,095,
- 3.19.1 If on redemption, the value of the property falls to £168,095. The mortgage company as first mortgagee will redeem their loan of £159,095. This leaves equity of £9,000, the amount the Council would redeem on settlement. The Council would not redeem the full amount (£10k) or any uplift in value under options 1 and 2 above.
- 3.20. A 'no negative equity guarantee' clause also means that the Council would not recover any shortfall from other assets the applicant may have and it has the potential of depleting the overall funding over time.
- 3.21. However to mitigate against the risk of a negative equity situation the loan value, including both the PAL and any existing loans / mortgages, would be no greater than 80% of the value of the property at the time the PAL was agreed.

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

- 4.1 The following is a summary of the evaluation. A more detailed breakdown can be found at appendix 2.
- 4.2 There were no negative impacts associated with the proposal.
- 4.3 There were significant positive impacts especially around health and wellbeing goal by contributing to a "globally responsible Wales" and a "healthier Wales". The proposal meets the sustainability goal by its contribution to the following principles "Balancing short term need with long term and planning for the future" and "Positively impacting on people, economy and environment and trying to benefit all three".

5. OPTIONS APPRAISAL

- 5.1. Option 1: The recommended option. Using this method offers the benefit of being simplistic and effective and follows an existing product available currently to the Council such as the Low Cost Home Ownership (LCHO) scheme on the calculation of redemption values. In addition, monies earned due to the 'uplift' has two further benefits, Firstly, it can be added to the recyclable pot and used for future loans and secondly it can act as a safety fund from which to offset any loan default and the 'no negative guarantee'.

- 5.2. Option 2: This strikes a balance between option 1 and 3, in that it removes the issue of high property value and high redemption values (option 1) and the original loan and its depreciation in real terms over a period of time (option 3). However, the uplift is 'capped' to the cost of living meaning that although the recyclable 'pot' does not depreciate it will not appreciate to a level that can fund a greater number of loans in the future.
- 5.3. Option 3: To redeem the original amount only. This is the most simplistic option. However, there is the very realistic scenario that PAL's might take years to redeem with the danger that that the original loan amount will have depreciated over time leaving the 'pot' diminished and fewer loans being funded in the future.

6. EVALUATION CRITERIA:

- 6.1 Evaluation of scheme will take place during March 2021. This will give the loan scheme sufficient time to establish itself and in which to evaluate its performance.
- 6.2 Evaluation will be based on the following measures.
- The number of expressions of interest (EOI's) received,
 - The number of applications proceed.
 - The number of aborted EOI's
 - Value of loans
 - House improvements undertaken

7. REASONS:

- 7.1 It is the expectation of Welsh Government that Local Authorities support low-income households at risk of fuel poverty and ill health, to access funds to improve their housing situation since they are unable to access high street loans.
- 7.2 The Council made the decision a number of years ago to withdraw discretionary private sector housing funding, such as renovation grants. Therefore, there are no alternative funding streams available to vulnerable householders that are unable to access other forms of lending such as bank loans.

7. RESOURCE IMPLICATIONS:

- 8.1. There are currently no monies out on loan scheme.

8. CONSULTEES:

DMT, SLT; Head of Planning, Housing & Place-shaping; Assistant Head of Finance; Audit Manager; Head of Law; Housing & Communities Manager; Strategy & Sustainable Living Manager.

9. BACKGROUND PAPERS:

10. AUTHOR: Stephen Griffiths

11. CONTACT DETAILS:

Tel: 01633 644455

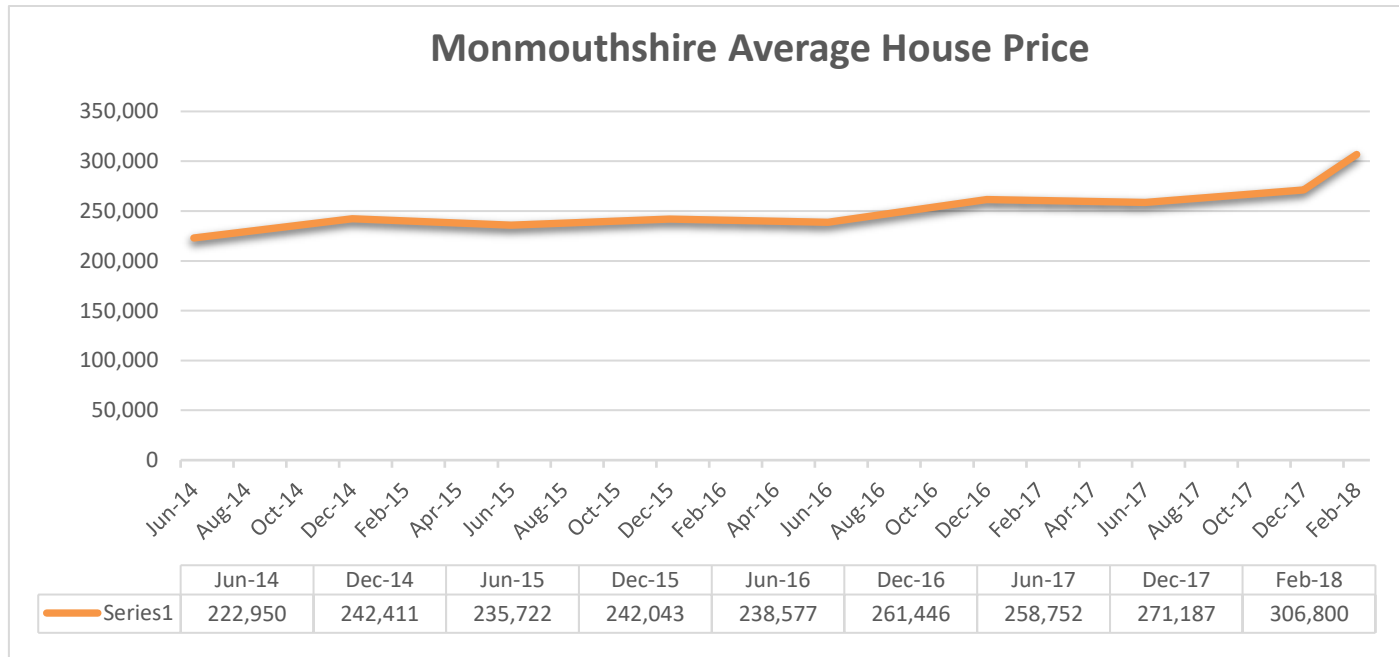
E-mail: stephengriffiths@monmouthshire.gov.uk

Monmouthshire Average House Prices 2009 – 2018

Source: Hometrack July 2018

Pages

Monmouthshire Average House Prices	
Jun-09	202,619
Dec-09	217,802
Jun-10	225,137
Dec-10	226,213
Jun-11	215,241
Dec-11	224,791
Jun-12	228,135
Dec-12	218,617
Jun-13	215,604
Dec-13	214,715
Jun-14	222,950
Dec-14	242,411
Jun-15	235,722
Dec-15	242,043
Jun-16	238,577
Dec-16	261,446
Jun-17	258,752
Dec-17	271,187
Feb-18	306,800





monmouthshire
sir fynwy

Future Generations Evaluation
(includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Stephen Griffiths</p> <p>Phone no: 01633 644455 E-mail: stephengriffiths@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Property Appreciation Loan Scheme - Calculating the Redemption Value on Settlement</p> <p>The proposal sets a few options to establish a method of calculating the redemption figure.</p>
<p>Name of Service</p> <p>Housing & Community Services</p>	<p>Date Future Generations Evaluation form completed</p> <p>26th May 2018</p>



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

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Neutral Contribution.</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>Neutral Contribution</p>	
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>It positively contributes to the health occupants of properties that are of sub-standard quality through their refurbishment that will make them warm safe and secure.</p>	

<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	It positively contributes through the refurbishment of substandard houses	
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	Through the provision of good quality housing with greater energy efficiency properties that will help reduce both fuel poverty and carbon emissions.	
<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>	A neutral contribution	

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>Long-term Balancing short term need with long term and planning for the future</p>	The provision of the loan to owner occupiers who would be deemed 'too risky' to access loans from the commercial market will meet their short term need to live in housing that is of good quality of being warm, safe and secure. Once refurbished these properties will add to the number of good quality houses that will be available in the long term.	
 <p>Collaboration Working together with other partners to deliver objectives</p>	Not Applicable	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Not Applicable</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Not applicable</p>	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>Through the availability of good quality housing. This can contribute to the quality of life to the homeowner now and in the future. It also benefits the environment both now and in the future.</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	Positive – Although the loan scheme is available to anyone over the age of 18, they are particularly relevant to homeowners that are elderly and considered asset rich but cash poor.	None	
Disability	None	None.	
Gender reassignment	None	None	
Marriage or civil partnership	None	None	
Race	none	None	
Religion or Belief	None	None	
Sex	None	None	
Sexual Orientation	None	None	
Welsh Language	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 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	<i>No negative impacts</i>	
Corporate Parenting	None	No negative impacts	

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 the proposal are:

- Improving the quality of sub-standard housing.
- Improving the quality of life for those living in substandard low quality housing
- The loans are available to applicants who would otherwise be excluded from accessing commercial loans.

The main negative impacts are: None identified to date

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Submit to Individual Cabinet Member Decision	July 2019	Stephen Griffiths	
Review the Policy and submit to Select	March 2021	Stephen Griffiths	

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

The impacts of this proposal will be evaluated on:	March 2021 and submitted to Select
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SUBJECT: HOUSING & COMMUNITIES – PERFORMANCE 2018/19
MEETING: ADULTS SELECT
DATE: 18TH JUNE 2018
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

The purpose of this report is provide a summary overview of Housing & Communities performance for 2018/19. The report provides an opportunity to scrutinise the achievements of the service in the context of last years demand. The report also seeks to highlight challenges and to provide an opportunity for the Committee to identify potential areas or priorities for further improvement.

2. RECOMMENDATIONS:

- 2.1 To consider Housing & Communities performance for 2018/19 and whether services are effectively addressing local needs and challenges in relation to the Well-Being priorities for Monmouthshire and the Council’s responsibilities.
- 2.2 To consider and comment on general proposals for 2019/20 and recommend any priorities for improvement.
- 2.3 To consider and agree the following specific priorities for 2019/20 for Housing & Communities:
- To review the approach to tackling Empty Homes, with aim of improving performance.
 - To apply the Council’s EVOLVE process to the Careline service to increase the client base and use of assistive technology, particularly in regards to Social Care
 - Continue to review procedures to further improve the turnaround of Disabled Facilities Grants.

3. KEY ISSUES:

- 3.1 Housing & Communities has responsibility for the following broad housing functions: Homeless Prevention and Homelessness; Housing Support Gateway; Disabled Adaptations; Assistive Technology; Empty Homes and Affordable Housing. The following provides a headline overview of performance 2018/19:

Performance Indicator	2016/17	2017/18	2018/19	Target 2018/19	Target 2019/20
Homeless Prevention & Homelessness					
No. of individual homeless related contacts	719	533	835	-	-
% of households threatened with homelessness, successfully prevented.	58%	61.02%	67%	65%	69%
B & B Placements	25	41	54	Not set	30
Disabled Adaptations					
No. of DFG referrals	137	170	149	-	-
No. of Children DFG’s referrals	Not collected	6	7	-	-

Average time to complete a Disabled Facilities Grant	360 days	193 days	191 days	180 days	180 days
Proportion of Disabled Adaptation Budget Spent	-	-	98.3% (Committed £931,837) 82.5% (Actual £782,341)	100%	100%
Affordable Housing					
% of funding spent/utilised	100% + £2,082,489	100% + £737,828	90%	100%	100%
No. of completions	87 units	94 units	111 units	36 + S106	83 units
Careline					
No. of clients	772	779	816	800	830
Housing Support Gateway					
Referrals	1378	1428	1525	-	-
Prevention Intervention Referrals		70	48	-	-
Empty Homes					
No. of empty homes brought back into use	4.98% (28)	3.47% (26)	1.76% (13)*	Not set	4%

*Estimate

- 3.2 For further information see individual **Appendices** attached to this report.
- 3.3 Taking the Housing & Communities service as a whole, performance for 2018/19 is considered to have been good and that effective progress and improvement in key areas can be evidenced. The main challenge is considered to be avoiding the on-going need to use B & B.
- 3.4 Homeless Prevention & Homelessness.** The number of people/households approaching the Council for assistance continues to be challenging. Demand spiked in 2018/19. Demand generally continues to exceed the supply of provision, particularly due to the lack of social housing and the difficulties associated with access to private rented accommodation, but also the lack of temporary/emergency accommodation. Nevertheless, the % of households threatened with homelessness successfully prevented has improved to 67%. In addition, the % of households where homelessness has been relieved has also improved from 17/18.
- 3.5 The improved performance particularly relates to the additional resources targeted towards youth homelessness and the on-going development of the Monmouthshire Lettings Service, including financial incentives, the availability of which was enhanced through last years Welsh Government funding. Although difficult to measure actual impact, the alignment between homelessness and the Supporting People programme (now Housing Support Grant) is considered also to be relevant.
- 3.6 Although not in use as yet, a positive achievement through partnership working with Monmouthshire Housing Association is the acquisition of six units of additional shared family emergency accommodation, six units of single persons shared accommodation and 3 self-contained units, although the latter will be a temporary arrangement pending sale.
- 3.7 The use of Bed & Breakfast, however, has unfortunately increased. The need to continue to use B & B relates to the on-going shortage of permanent and temporary

accommodation but also due to the need to manage the risk of high need and complex cases (eg offenders, mental health) where appropriate accommodation isn't available, whilst also giving consideration to safeguarding. A priority for 19/20 is to continue to strengthen the Monmouthshire Letting Service but also service provision for complex cases, particularly young people.

3.8 A recently emerged risk is the need for the Council to establish its own rent system in respect of temporary accommodation. The Council currently shares Monmouthshire Housing's software but in relation to Monmouthshire Housing implementing an upgrade, for technical reasons the Council will not be able to continue with the arrangement. An alternative option is currently being investigated, but this will result in an un-planned cost.

3.9 **Disabled Adaptations.** The average time to complete Disabled Facilities Grants has reduced to 191 days. This is a notable achievement on the basis of the staffing levels available to deliver the service is only 1.2 wte.

3.10 Of relevance to the Committee is the level of on-going demand and the Council's positive decision to maintain the budget at £900,000. Demand continues to be high although broadly consistent with previous years. The Council's decision to maintain the budget at £900,000 has avoided the need for applications to be put on hold as has been necessary in previous years when the budget level was £600,000. The number of applicants assisted has increased:

	DFG Approvals	DFG Completions
• 2016/17	63	49
• 2017/18	91	85
• 2018/19	117	100

3.11 It is considered that there may continue to be opportunities to improve DFG efficiencies. Procedures, therefore, will continue to be evaluated going forwards. One such procedure is the pass-porting of applicants who claim certain benefits (eg Personal Independence Payments) to reduce the need to means test. There may be opportunities to increase applicant contributions to get increased value from the budget. This, however, may impact on turnaround timescales and the Council may need to consider whether the focus should be on continuing to focus on turnaround (as per Welsh Government expectations) or seek to achieve better budget value for money.

3.12 The on-going attention to reviewing procedures and monitoring includes encouraging contractors to work more closely with the Council and more regular engagement with clients to provide closer support with the application process and agreeing provisional start dates and target completion dates with contract.

3.13 An outstanding action is the need to improve disabled adaptation information on the Council's website.

3.14 **Affordable Housing.** The number of affordable housing completions has increased from 94 units to 111.

3.15 Unfortunately and unlike previous years, it was not possible to fully utilise the Social Grant and Housing Finance Grant II funding available this year resulting in a £194,376 underspend. Nevertheless a 90% spend was achieved. This was due to a number of schemes unexpectedly dropping out of the programme due to extenuating circumstances. Furthermore, land availability issues are impacting on a reduction in alternative sites to bring forward. This position is unlikely to improve in the short-term due to the start of the Local Development Plan process. To mitigate against the schemes that dropped out of

the programme, it was, however, possible to support the buy-back of 17 ex-social housing properties.

- 3.16 **Careline** – The main priority for Careline is to expand the number of users. A target of 800 clients has been in place. It's also a priority to support Social Care priorities wherever possible. The target was successfully achieved during the year. Client numbers have continued to steadily rise to the end of year total of 816 clients. An on-going challenge is the average age of clients and the associated implications of high levels of clients leaving the service. Usually due to death or moving to alternative accommodation. In addition to supporting living safely and independently. Promoting and marketing the service, therefore, is a key activity.
- 3.17 It is considered that greater use of assistive technology could possibly bring additional benefits to the Council, particularly Social Care. Opportunities also exist with Health. It is believed that on a cost-benefit basis, assistive technology could potentially provide Social Care and Health with opportunities that, for example, could help manage staff capacity and could increase care options for practitioners and clients. One of the benefits of which could include cost avoidance. The Council, therefore, has agreed to apply the Evolve process to the Careline service, which started recently.
- 3.18 At the end of 18/19, two partnership opportunities emerged. Through the Intermediate Care Fund, on behalf of Health and the Council has co-ordinated a regional assistive technology study to evaluate the benefits for those suffering from dementia. The Council received £25,000 of funding in this regard. Also, the Council has been approached by a neighbouring Council about the possibility of setting up a service level agreement for the Council to provide an installation and maintenance service.
- 3.19 Again the achievement of the team needs to be acknowledged because there are only 2 part-time members of dedicated staff totalling 1.6 wte, who are responsible for day to day enquiries, installing, maintaining and removing equipment, managing stock and arranging charging.
- 3.20 **Housing Support Gateway** – The role of the Gateway is largely to provide a single point of contact for housing support services. The Gateway determine need, maintain the waiting list and allocate cases to providers. In this regard, the Gateway last year successfully absorbed the additional demand relating to being the single point of contact for a further four services. The Gateway dealt with 1525 referrals, which was an increase in referrals from last year.
- 3.21 The Gateway is also a direct provider of support. Supporting People Commissioning continued to invest in the Gateway and attracted additional funding to provide a dedicated Universal Credit Support Worker to mitigate against the increasing number of residents moving on to Universal Credit. The service directly supported In addition, funding was provided to enable the Gateway to work in partnership with Llamau to pilot a project to establish a Supported Lodgings service to expand housing options in Monmouthshire, particularly for young homeless people. This is proving to be more challenging than expected and at year end, despite several expressions of interest, no host landlords had been signed up, although the pilot is still in its infancy. Work is currently progressing with signing up one potential host, with whom a potential match has been identified.
- 3.22 **Empty Homes** – The 2018/19 outturn, subject to final verification, of Empty Homes being brought back into use was 2.5% (17 properties) and a reduction from 2017/18.
- 3.23 The current approach to dealing with Empty Homes focuses on a bi-annual mail out to owners of empty homes together with following up one-off issues/opportunities. The mail-

out is an attempt to positively engage with owners and a mechanism to offer advice and assistance about the options available to owners. The Council currently doesn't take any enforcement action.

- 3.24 A flats above shops in Abergavenny survey in February 2019 was undertaken to help understand the position in Abergavenny town centre and identify potential opportunities. This survey needs to be collated and shared to inform discussions.
- 3.25 For 19/20, it is proposed to review the current procedure/approach to empty homes. This will consider:
- Enforcement opportunities
 - More regular engagement with owners
 - More targeting
 - Incremental/escalated correspondence with owners where owners fail to respond to contact about their properties being empty.
 - Understand the nature and extent of empty flats above shops in Abergavenny.
- 3.26 A short-term priority is to establish an up to date profile of the current position to inform discussions

The Benefits & Impact of Housing & Community Interventions

- 3.27 The benefits and impacts of interventions is reflected in the case studies detailed in **Appendix 2.**

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

- 4.1 There are no negative implications in regards to Equalities and Future Generations requirements and will contribute positively to protected groups. All services contribute positively to Social Justice, Safeguarding and Corporate Parenting, particularly the Homeless and Housing Support services supports both safeguarding and corporate parenting.

5. OPTIONS APPRAISAL

Not applicable to this report.

6. EVALUATION CRITERIA

Not applicable

7. REASONS:

- 7.1 All of the Council's Housing Services contribute to the Monmouthshire Well-Being Plan.
- 7.2 The Council has a legal duty in to:
- Prevent and respond to homelessness under the Housing (Wales) Act 2014 and the power to discharge duties into the private rented sector.
 - Provide Disabled Facilities Grants under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002.
 - The Housing Support Gateway contributes to the Housing (Wales) Act 2014 and the Social Services & Well-Being Act 2014

Welsh Government expect Housing Support activity to contribute to Homeless Prevention

7.3 The Careline Service currently provides the Council with an income and it is considered that increased use of assistive technology by Social Care and Health could potentially contribute to meeting local priorities.

7.4 Housing activity can support Social Care priorities and will contribute to the Monmouthshire Well-being priorities.

8. RESOURCE IMPLICATIONS:

8.1 There are no budget implications with this report. The Housing & Communities budget outturn was an underspend for 2018/19. The main reason for the under-spend was due to a one off Welsh Government payment of £228,000 to mitigate against the loss of the temporary accommodation management fee from April 2017.

9. CONSULTEES:

Cabinet Member for Social Justice & Community Development; Enterprise Departmental Management Team; Housing Management Team

10. BACKGROUND PAPERS:

None

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Appendix 1

Homeless Prevention & Homelessness

Introduction

Under the Housing (Wales) Act 2014, the Council has a duty to both respond to homelessness and to prevent homelessness. The Act also provides the power to discharge the associated duties into the private rented sector. Strengthening prevention activity is an on-going priority, including engaging with private landlords to enable access to private accommodation as a key option for the Council to discharge its homeless duties and minimise over reliance on social housing and the need to utilise bed & breakfast.

The main causes of homelessness have remained consistent over recent years:

- Loss of private rented accommodation
- Rent or mortgage arrears
- Parents/family friends no longer willing to accommodate
- Relationship breakdowns

Headline Performance

The Housing Options Team received 835 contacts for 18/19 from clients seeking housing advice regarding the threat of homelessness, a spike in demand from 17/18.

- Successful S66 (threatened with homelessness within 56 days) case prevention work has **increased/improved**. Of the cases where prevention was successful, there has been an increase from 61% (17/18), to 67% successful prevention cases for 18/19.
- Successful S73 (actually homeless) homeless relief case-work is **increased/improved**. Of the cases where homelessness was relieved, there has been an increase from 50% (17/18) to 64% for 18/19.
- B & B Placements has **increased** – 54
 - No. of Family Placements - 17
 - No. of 16/17 year olds placed – 4
- Monmouthshire Lettings Service
 - Managed properties has **increased** - 23

Although prevention is improving there continue to be occasions when B & B has needed to be used. Either because of move on accommodation not being ready, a perceived risk complex clients present to any other sort of accommodation offer being suitable, or an urgent placement being needed. B & B placements have unfortunately increased. The number of complex clients (eg offenders; young people; applicants suffering from mental health issues) and the lack of suitable accommodation presents a significant challenge for staff due to the lack of available options, particularly in emergency situations.

Key barriers to preventing homeless are with Monmouthshire having a buoyant housing market. Therefore house prices, buying and renting, are extremely high. The Local Housing Allowance is £593.36 for a 3 bed property but the average rental for a 3 bed house is £737, a difference of £144. Lack of social housing stock and the introduction of Universal Credit from June has also impacted on single under 35 and families with up to 2 children in receipt of benefits but larger families, 3 or more children, are exempt at the moment.

The following is the accommodation resource available to the Council for homelessness:

- MCC Family Hostel, Monmouth - 5 units of emergency family accommodation
- MCC Single persons Shared Housing, Countywide – 57 units
- MCC Low Cost Home-Ownership Property – 1 unit of family accommodation
- Solas Young Persons Accommodation, Abergavenny & Chepstow – 21 units of accommodation for 16-24 year olds
- MCC Monmouthshire Lettings Service - 23 managed properties, an increase of 15 from the end of 17/18
- MCC Private Leasing Scheme – 44 units of family accommodation

Whilst the Housing Options Team are meeting targets with regard to preventing homeless and increasing stock for this use, there still remains a few reoccurring obstacles which are:

- Reluctance by Landlords to accept a paper bond via the Bond Scheme
- Reluctance by Landlords to accept clients labelled as 'homeless' and in receipt of benefits
- Lack of social housing
- Managing expectation of clients with regard to only wanting social housing in a certain area
- Lack of joint working/planning with agencies re planned moves.
- More clients presenting with medical/welfare/mental health needs
- Reduction in 'transitional funding' from Welsh Government has stopped although was paid yearly since the introduction of the new Act and is likely to. This funding has enabled us to employ temporary staff to support prevention, purchase a new data base, upgrade Cinderhill family hostel (Monmouth), develop and promote Monmouthshire Letting Scheme, pay cash bonds to landlords to assist into private renting.

Headline Priorities 2019/20

To overcome these obstacles, the team are committed to the following priorities for 19/20:

- Continue to develop the Monmouthshire Letting Service
- Establish a Positive Pathway model to mitigate against youth homelessness.
- A pilot 'Lodgings based' supported housing models is being implemented through the Housing Support Grant programme.
- MHA have purchased a property in the South of the County on our behalf, which will be used as shared family emergency accommodation. This will help reduce the need to use B & B which is usually out of county. It will also help to improve the standard of the Councils temporary accommodation in terms of location (helping to reduce the number of families displaced from the south) and the actual standard of the accommodation. A 'change of use' planning application is currently pending. Subject to planning approval, the accommodation will then need to be set up.
- MHA have purchased a property in Chepstow that will be used for single person (houseshare) accommodation, 5 rooms. Planning permission has been approved. A lease agreement is in

the process of being agreed with MHA. In addition three other units of one bedroomed accommodation are due to come available, pending sale.

- The monitoring of the Housing Register is an on-going priority to ensure the Register works for the Council in respect of homelessness and prevention. A review of the Allocation Policy has just started.
- A pending purchase of a joint data base in respect of Supporting People projects will enable more joint working and strengthen the relationship between the Housing Options Team and individual support providers. The new IT will also facilitate business efficiencies eg reduce multiple data entry and the need to email
- It is proposed to establish a Rough Sleeper working group to plan for winter 2019. This hopefully will include continuing to work with a group of Churches who are interested in providing overnight accommodation for rough sleepers over the winter months.
- There is a need to purchase a rent system for temporary accommodation. The Council is currently sharing Monmouthshire Housing's system. MHA are currently upgrading and for technical reasons the Council will not be able to continue sharing their system.
- Identify B & B establishments in Monmouthshire

Disabled Adaptations

Introduction

Disabled adaptations are delivered by the Strategy & Sustainable Living Team. The budget for 2018/19 was £900,000.

The provision of a Disabled Facilities Grant allows residents to remain living within their own property following an adaptation. Adaptations this year have varied between the provision of stair lifts, level access bathing facilities and complex extensions that may have also required external or through floor lifts. Customer satisfaction levels are very high and the grant applicants regularly report that these adaptations allow them to remain living at home where they may have had to consider a move to residential care. Family members also report that accessing DFG provision supports the people that they care for to be safer and it also ensures a greater level of autonomy and independence.

The Council also provides minor adaptations through the Safety at Home programme, which is delivered on behalf of the Council by Care & Repair.

Headline Performance

The following provides an overview for 18/19.

Activity	2016/17	2017/18	2018/19
DFG Referrals	137	170	149
Childrens DFG Referrals	N/A	6	7
No. of approvals	63	91	117
No. of completions	49	85	100
Average time to complete a DFG (Target 180 days)	360 days	193 days	191 days
• Average time to complete a childrens DFG	310 days	258 days	284 days
No. of Safety at Home minor adaptations	466	516	466

Conclusions/Narrative/Analysis

The team continues to develop and a priority has been to build on existing relationships with contractors. This provides the best level of service for the grant applicant and a process undertaken throughout 18/19 has ensured that the majority of contractors have personally attended a Monmouthshire CC Safeguarding training session and all that complete work are DBS checked.

Additional Welsh Government ENABLE funding has allowed for innovative works that include automatic door entry systems.

Care & Repair continue to work in partnership with the team for those applicants that request advocate involvement and both teams are looking to align procedures and share knowledge/best practices. The total average DFG time to deliver a grant was 191 days in 18/19 and considering ways to maintain and reduce this where possible are continually reviewed.

The team have excellent working relationships with referring Occupational Therapists and there is a Senior Occupational Therapist that acts a point of reference for both Care & Repair and the team in Housing, which seeks to ensure any delays are kept to minimum. The team comprises of 1.2 fte which can prove challenging and can potentially have implications in managing the on-going demand and in the event of possible sickness.

Headline priorities for 19/20

The following are the priorities for 19/20

- Improve the availability of information on the Council's website
- Continue to work with partners in Care and Repair to ensure there is a parity in all DFG provision and economies of scale are felt across both services
- Revisit existing procurement framework for contractors
- Increase engagement and support for applicants
- Continue to recruit new contractors to ensure both sustainability the shortest timescale of grant delivery that is safely possible
- Review procedures regarding means testing and pass-porting process

Affordable Housing

Key Issues:

The average house price in Monmouthshire is currently £301,901 (Wales comparison £185,529) and the lower quartile affordability ratio is 9:1. Therefore, the provision of affordable housing is one of the Council's more pressing concerns, in both urban and rural areas.

The number of applicants on the Common Housing Register is currently 3029.

During 2018/19 the Housing Options Team received 835 enquiries from households threatened with homelessness. They determined 307 S66 (at risk of becoming homeless within 58 days) and 244 S73 and S75 (actually homeless).

Social Housing Grant Programme 2018/2019

1. The Social Housing Grant allocation for Monmouthshire for 2018/2019 was:

• SHG Only	£4,369,317
• Housing Finance Grant 2	£1,037,615
• Total	£5,406,932

The final figure drawn down from the Welsh Assembly Government was £5,212,623.

2. This has been a difficult year with some schemes dropping out of the programme. This resulted in an underspend of £194,376. In 2018-19 we delivered 112 affordable homes:

3.

- 84 new build homes
- 10 DIY Homebuy
- 17 Ex-council house buy back properties
- 1 Rent to Own

4. The Welsh Government made a significantly larger amount of funding available for 3 years to help deliver their target of 20,000 affordable homes. Monmouthshire benefited from this by receiving allocations of:

• 2018/2019	£5,406,932
• 2019/2020	£1,966,257
• 2020/2021	£1,684,333

2019/20 will see the end of Housing Finance Grant. This will result in social housing grant allocations dropping down to past levels.

Developer/RSL	Address		Number	Completion Date
S106 Taylor Wimpey/MHA	Wonastow Road	Monmouth	6	
S106 Barratt/MHA	Wonastow Road	Monmouth	32	
S106 Barratt/Melin	Land south of School Lane/Clos Telyn	Goytre	11	25 June 2018
S106 Brideoak/MHA (Mounon Court)	Shirenewton 60/40	Shirenewton	3	28 September 2018
S106 Barratt/Melin	Land south of School Lane/Clos Telyn	Goytre	3	01 October 2018
SHG/MHA (Rural Exception Site)	Forge Road (Clos Anghidi)	Tintern	3	18 February 2019
SHG/MHA	Clos Ger Y Nant (Brookside)	Caldicot	25	18 February 2019
Melin DIY Homebuys SHG	21 Company Drive	Llanfoist	1	06 July 2018
SHG	46 Firs Road	Caldicot	1	22 October 2018
SHG	33 Briardene	Llanfoist	1	26 October 2018
SHG	39 Lewis Way	Chepstow	1	31 October 2018
SHG	The Old Post Office	Llansoy, Usk	1	12 November 2018
SHG	11 Princes Street	Abergavenny	1	07 December 2018
SHG	44 The Close	Portskewett	1	20 December 2018
SHG	4 Sunnybank	Abergavenny	1	20 December 2018
SHG	14 St Andrews Avenue, Bulwark	Chepstow	1	31 January 2019
SHG	20 Salisbury Walk	Magor	1	01 February 2019
MHA Buy Backs	6 St David's Road	Abergavenny	1	
	38 St David's Road	Abergavenny	1	
	11 Masefield Road	Caldicot	1	
	29 Newland Way	Monmouth	1	
	7 Hendre Close	Monmouth	1	
	79 St Andrews Crescent	Abergavenny	1	
	16 Grove Avenue	Llanfoist	1	
	7 Bulwark Road	Chepstow	1	
	59 Tudor Road	Monmouth	1	
HMO	30 Somerset Way	Chepstow	1	
	3 Heol Teifi	Caldicot	1	
	47 Thomas Hill Close	Llanfoist	1	
	30 Ffordd Sain Ffwyst	Llanfoist	1	
	36 Ffordd Sain Ffwyst	Llanfoist	1	
	22 Goldfinch Close	Caldicot	1	
	16 Chestnut Drive	Rogiet	1	
Shared Family Accommodation	62 Chepstow Road	Caldicot	1	
Melin-Rent to Own	8 Old School Mews	Portskewett	1	

Careline

Introduction

Careline provides assistive technology to enable residents of Monmouthshire to live safely and independently within their own homes. The base level of service is lifeline alarm provision with a small number of users in receipt of more complex equipment to monitor for bed absences, falls and epilepsy for example. The service has in the last year worked with a housing association to decommission a hardwired site and is in embryonic conversations with other Housing Associations regarding their future delivery plans.

The service continues to be financially sustainable and has come within budget in 2018/19. This was in part related to successfully acquiring Welsh Government Intermediate Care Funding that was derived from the completion by the manager of a regional Assistive Technology Feasibility Study. Monmouthshire Careline also successfully bid for regional ICF capital funding for provision of digital lifelines, additional telecare sensors and mobile technology.

Issues are currently around the existing policy and charging arrangements which will need to be considered further during 19/20. The current policy is based on a 'plug and play' model whereby equipment is easy and quick to install and easy to maintain. There is a need to ensure the service continues to be financially viable. A steady increase in clients will improve economies of scale, although there will be a point when an increase of clients will have staffing implications. Due to the average age of clients the number of clients leaving the service (due to death or moving home) continues to be a challenge.

The team is currently 2.1 fte and to ensure robust delivery and innovation to service delivery this may need to be considered further in relation to

In 2018/19 the service saw growth of 4.77% and has developed existing relationships with the 3rd sector and in particular the Alzheimer's Society. The team have visited memory cafes and carers support groups both in Monmouthshire and across the ABUHB footprint to raise both awareness of the service and to take user feedback to shape future service provision.

Service Activity

	2016/17	2017/18	2018/19
No. of clients	772	779	816
Professional Referrals	76	54	74
No. of installations	214	190	209
No. of clients leaving	213	183	168
Level of Satisfaction	94%	87%	96%
% Who Feel Personal Safety Has Improved	91%	85%	94%

Conclusions/Narrative/Analysis

Although the number of new clients coming in to the service is high, a key issue for the service is the high average age of clients. Age related reasons for clients leaving the service is, therefore, an issue. Clients passing away or moving to alternative accommodation as not uncommon.

Key priorities for Careline is the transfer of analogue equipment provision to digital as this could significantly positively impact on the maintaining of equipment going forward. This transfer will need to be intelligently considered due to the provision of digital equipment not yet being fully

tested and there may be as yet unknown issues, small scale local testing will be necessary. There is also a cost implication as the roaming SIM Provision is only included in previous procurement for up to 15 months from use and this will need to be factored into to future financial planning.

Use of previous Intermediate Care Fund will allow a number of small projects to be delivered throughout 19/20 with initial discussions around mobile technology and the use of digital lifelines to expedite hospital discharge and prevent admission where appropriate.

Headline priorities for 19/20

Further consider the charging regime for complex telecare sensors following a social care/health professional referral and one that supports and could be integrated into a package of care.

Continue partnership discussions with a neighbouring authority regarding a sub-regional installation and maintenance service for all new Telecare service users. Scope for transfer of their legacy Telecare users that are currently being monitored/maintained by another provider.

Engaging with a number of housing associations who are currently considering assistive technology provision/possible decommissioning with a view to establishing partnership arrangements.

Lastly it is considered that there may be scope to increase the use of assistive technology to support both Social Care and Health priorities. It is, therefore, a priority for the Council to apply the Evolve process to the service to clarify whether there are indeed benefits for Social Care to wider use of assistive technology. For example, to help manage staff capacity. This is being implemented through the MCC Evolve process.

Gateway and Early Intervention/Prevention Housing Support

2018/19

Purpose

The purpose of this report is to provide an update in respect of the MCC Housing Support Gateway.

Background

The Housing Support Gateway team, in addition to the core role of management and processing of housing support referrals, assessments and allocations, have in recent years developed a Prevention Intervention role. The role, can and where appropriate (eg in matters of urgency, potential quick wins, and particularly complex cases) undertake direct support work.

It has been observed by staff that client issues have become more complex, often a combination of financial, family and health issues, and often those issues have reached a point of crisis. During 2018/19 a total of 70 clients received support from the Housing Support Gateway team.

Accessing the Service

All referrals for Housing Support are accessed through the Housing Support Gateway. A Housing Support Assessment Officer (HSAO) will contact applicants, assess and identify support needs, manage the provider waitlist, followed by allocation to either a specialist or generic support service. Gateway Intervention is a further option for support.

Referrals are received by the Gateway from a range of referring agencies. A key referral source is via the Councils hubs and these referrals are specifically in relation to homelessness or the threat of homelessness. The expectation of Welsh Government is that housing support services support the Council to prevent and tackle homelessness.

Other referral sources include social services teams, registered social landlords, third sector agencies, family members and self referrals.

Service Activity & Current Position

During 2018/19 the Gateway received **1525** referrals.

The team has successfully absorbed and managed the increase in referrals. The increase is in part associated with Supporting People Commissioning requiring the access arrangements for the dedicated Universal Credit Support Office; the Young Persons Accommodation Officer; Supported Lodgings and the Solas Young Persons Hostels to be through the Gateway.

- 2015/16 - 929
- 2016/17 - 1378
- 2017/18 – 1427

Therefore, the 3 year period since April 2016 has seen a 64% increase in demand for support. A number of the referrals are in relation to highly vulnerable and complex households.

During 2018/19, The Gateway allocated 1069 support packages to the various Gateway providers.

Gateway providers include Llamau, Pobl Group, Monmouthshire Mind, Monmouthshire Housing Association, Derwen, Housing & Wellbeing and Social Inclusion Services, Solas Hostels and MCC Young Persons Accommodation Officer. These services provide a range of generic and specialist services, including domestic abuse, mental health, learning disabilities and young people.

In order to manage increasing demand for support it is necessary to review practice. It is important that the Gateway can manage prompt responses especially where “crisis” issues have been identified.

A key development in 2019/20 was the recruitment of an Assessment Officer with a role dedicated to managing referrals specifically linked to the introduction of Universal Credit. The post holder was recruited in August 2018 undertaken direct support work with 42 clients.

Delivery of the Service

Following initial contact with applicants an assessment is undertaken, either as a face to face interview or by telephone. In cases deemed as suitable to receive Intervention support there may be a need for prompt responses from Gateway staff, i.e. to contact other agencies, followed by meetings with the applicant, taking place either at the applicants’ home or at another suitable location.

The specific service remit is to prevent Homelessness. The issues that contribute to homelessness or the threat of homelessness are many and varied and in this context the service is providing the following main types of assistance:

- Assistance to manage benefit claims , debts and finances
- Liaison with agencies including landlords, Housing Options team, benefits agencies, social services, etc.
- Making charitable, benevolent applications and accessing Foodbanks
- Support to make housing applications, via Homesearch, including providing submitting additional welfare information to support claims.
- Assistance to find accommodation
- Emotional support /guidance.
- General and specialist Intervention/Advice & assistance.

Priorities for 2019/20

- Introduction of a new service – Pobl, Family Intervention Project (FIP)
- Development and introduction of a new data base system, including the need to train all providers in its use. This needs to be in place by 31st March 2020 when the current database will cease to be supported.

Empty Homes 2018/19

Introduction

An Empty Home is defined as a property that has been empty for more than 6 months. The position in Monmouthshire is:

• 0-1 Year	303
• 1-2 Years	134
• 2-3 Years	61
• 3-4 Years	46
• 4+ Years	122
Total	666

Headline Service Activity

- Total Number of Properties (including exempts): 738
- Total number of properties brought back into use through Council input: 13*
- Percentage of properties brought back into use: 1.76%*

*Subject to verification

The following work was undertaken during 2018/19:

- Empty property mail outs
- Web page information updated. This includes the facility for empty homes to be reported
- Introduction of Matchmaker Service.
- Spaces above Shops in Abergavenny – Survey

Mail Outs

Two mail outs were conducted during September /October 2018 and February / March 2019. The purpose of the letter is to inform / advise owners of the options available to help bring their properties back into use.

Approximately 500 owners were contacted on each mail-out.

Web-Site Improvements

A revamp of the empty property page to include information on the following:

- On keeping the empty property – The do's and don'ts 'on keeping the property safe and secure;
- On selling the property – information on the options available to owners and a link to our "matchmaker" service;
- On renting the property – information on the options available to owners, including the option to let via the Council's Monmouthshire Letting Service (MLS);
- On refurbishing the property – Advice and information around such issues as Planning Permission, Building Control and VAT;
- Loans – information on the loans available for property renovation;
- Useful Contacts. For detailed information, please go to <https://www.monmouthshire.gov.uk/empty-property-advice/>

Introduction of the Matchmaker Service

The scheme works by 'matching' empty homes for sale with buyers.

The Council holds two lists: one of potential buyers and one of owners interested in selling their empty property. There is information relating to the location, property type, and approximate purchase value. Interested buyers can sign up to the scheme and will be contacted when an empty property, matching their requirements, becomes part of the scheme.

This facility as yet hasn't facilitated any opportunities.

Spaces above Shops in Abergavenny – Survey

During February and May 2019, a survey was undertaken in the Abergavenny town centre area to determine the status of the spaces above the shops. The survey involved a mixture of outside visual assessments and face-to-face interviews with those who operated a retail business out of the ground floor. It wasn't possible to complete survey the whole retail area so the survey will be extended shortly.

The survey collated the following result:

- Total Number of properties surveyed: 74
- Number of properties where the space above the shop appears to be / or is occupied: 48
- Number of properties where the space above the shop is not occupied: 26

What can be determined from the survey is that:

- The majority of those who run a business from the ground floor shops were not the owner of the building and therefore were not in a position to answer on behalf of the owner.
- Most of the upper floor space was in actual use as storeroom/stock room etc.
- One owner had made enquiries on converting some of the upper ground spaces into accommodation. However, the work required was extensive and expensive.

Key actions arising from the survey are:

- To make further enquiries in respect of the shops where the space appears not to be occupied.
- To engage with two known local property owners
- To engage with one known local agent

Priorities for 2019/20

For 19/20, it is proposed to review the current procedure/approach to empty homes. Key actions proposed are:

- To review the current procedure for engaging with empty home owners
- Establish a profile of empty homes in respect of the current position
- Identify possible enforcement opportunities
- Introduce more regular engagement
- Undertake more targeting
- Introducing incremental/escalated correspondence with owners where owners fail to respond to contact about their properties being empty.
- To better understand the nature and extent of empty flats above shops in Abergavenny with a view to identifying potential opportunities.
- To provide an interim briefing report in respect of the empty flats above shops in Abergavenny to inform discussions

Case Study – Careline

Social Care referred Mr G due to repeated falls at night, following suggestion from District Nurse that bed sensors would be beneficial. Mr G needs support with getting dressed/undressed, getting washed, preparing food and drink, remembering to eat/drink, getting clothing/bedding washed. J and S are living with Mr G and provide a lot of support. Mr G has 3 calls per day from a care agency.

Mr G has problems with mobility following a recent stroke, and has fallen out of bed on 2 occasions in the last few weeks. Due to series of strokes, Mr G lacks capacity and his daughter has power of attorney.

A and B would like a device to alert them instantly when Mr G is getting out of the bed so they are able to either get to him before he is at risk of falling or made aware that he is up and has fallen. There have been a few occasions when getting up in the morning, they have found Mr G on the floor sleeping with his quilt underneath him. Other risks identified are mats between rooms.

Standard mattress – with small bed rail with large cradle to supports which goes across the bed width. There are about 4 layers of sheets and protective sheets in the bed. G is incontinent.

A and B felt a pendant is not a good idea as Mr G wouldn't remember what it is for and may be likely to press it a lot. They would however like an alert in the day time, more so for when they go on holiday, so I have advised a Vibby wrist worn fall detector for day time use.

Following assessment it was determined that a Nemo PIR bed sensor would be most suitable. This is due to the design of the bed and how Mr G exits it. It was determined that an absence of 5 mins would be suitable as G takes significant time to move from the bed to the door due to a shuffling gait.

Mr G's equipment was installed in January 2019.

J reports in March 2019 that the equipment provided is working well and has avoided Mr G otherwise having been left on the floor at least once a month since installation as he is non-communitive and couldn't raise the alarm. J has advised that the equipment is crucial to supporting him to remain out of formal care and they feel the bed sensor allows them to provide support whilst also being able to sleep as they know the bed sensor will send the alarm.

Case Study - Housing Support Gateway & Prevention Intervention

Mr X is a client well known to the Gateway over the years. He has an addiction to drugs and various agencies have tried to support him over the years. However, due to his continuing use of drugs, his engagement has faltered and support gets closed down

Mr X came to our attention most recently when he was in psychiatric hospital recovering from his drug addiction. Mr X was homeless after being evicted from his tenancy and Gateway staff picked him up from psychiatric hospital and assisted him to access shared accommodation, provided by HOTS

Gateway staff also took Mr X to his former tenancy to collect his belongings. We assisted Mr X in helping him find and purchase a new TV set as this was extremely important for his mental health

Mr X was moved on to a Melin tenancy. However, due to ongoing issues with his drug use, this tenancy failed. Social Services became concerned about Mr X and referred him into the Gateway

to help him. Gateway staff tried to intervene to stop the eviction but could not get him to engage sufficiently to prevent him becoming homeless again.

Mr X then went into hospital for a while due to concerns regarding his mental health. He then spent some time in prison due to an assault. However, Mr X seemed to like being in secure accommodation as he felt comfortable and safe there as he can't seem to cope when left to look after himself

On release from prison, Gateway staff then worked with HOTS and managed to get Mr X a room in B & B. Gateway staff supported Mr X in setting up his benefits, paying his bills etc. and provided general welfare support to Mr X.

Unfortunately the B & B was only available for a fixed period. Gateway staff tried to persuade the owner of the B & B to make the arrangement with Mr X a long term booking, however, the owner was not agreeable to it. The stress of another impending eviction was playing heavily on the mind of Mr X and seriously affecting his mental health.

This then presented the Gateway with a problem in that Mr X would once again be homeless. He was still using drugs and Gateway staff decided to work with Social Services to see what other options were available for Mr X. However, given the past history of Mr X, hopes were not high for a successful outcome.

Through joint working and liaison with Social Services, supported accommodation was found for Mr X out of the County. This accommodation is a residential mental health service that specifically supports men with a diagnosed and enduring mental illness and can assist with other co-occurring symptoms such as substance misuse, personality disorder or other health issues.

Gateway staff helped in collecting Mr X's possessions from the B & B and ensuring that they were stored in the HOTS furniture storage. Mr X's belongings were then forwarded to Mr X at his new out of county supported accommodation.

Mr X is still at the supported accommodation where he is being treated for his addiction and mental illness caused by the addiction.

This has been a successful outcome. The odds were not favourable in respect of trying to provide and maintain permanent accommodation and it was only due to the intensive intervention support from Gateway staff that such a successful result was possible.

Childrens Disabled Facilities Grant

A is sixteen and lives with parents. Older siblings visit regularly but live with their own families.

A has a diagnosis of a rare congenital syndrome which presents with a specific pattern of physical features and a moderate to severe intellectual disability. A has very limited speech, he has difficulties with feeding and swallowing. A's sleep pattern is still very disturbed and parents report that A manages on very little sleep. A's condition has deteriorated with age. A was born with some vision but is now completely blind.

A already has a ground floor bedroom which allows A to freely access it and is very familiar with the home environment. The family bathroom is also on the ground floor, but A requires a significant amount of assistance with all personal care. Parents have been trying to assist A into a standard bath for washing, but also for the opportunity for A to engage in sensory play.

One of the things that A enjoys most is getting in the bath. Both parents have back problems and have been struggling with this, therefore they were limiting access to the bath as A can become very distressed due to the difficulties accessing the bath but once in there he is reluctant to get

out. Equipment was trialled in the bath which made the task slightly easier for A but still meant that parents were under considerable strain.

Joint visits were carried out with the Grants Surveyor to discuss the options within the families bathroom. We discussed the use of ceiling track hoisting to lift A in and out of the bath but this would not be appropriate as A is mobile. It was important to create a solution that would meet A's needs but also minimise the risk to the parents when assisting him. If either parent suffered an injury this would have a long term impact on their ability to care for A and also their ability to sustain their livelihood on the farm.

The OT arranged for a Kingkraft rep to meet at A's school in order for A to be able to try out the Easibath with the integral hi – low seat. It was important to trial the bath with A to establish that it could be used if it was installed at home. A's 1-1 at school, was able to encourage A onto the seat and into the empty bath that had been set up in the school hall. A was initially nervous as it was difficult to try and explain what would happen, but he did settle and continue. Consequently, the bath was installed into the bathroom at home and has been a massive success.

The parents are now able to safely assist A to bathe every night as the facilities within the bathing system lift him in and out of the bath, and the hi – low capability allows them to assist him without physical strain to themselves. They are able to maintain a high level of personal hygiene, but A is also able to safely engage in an enjoyable activity that provides some of the sensory stimulation that he misses.

Homeless Prevention (Young Person)

Client Z aged 19

- M had been living in Young Persons Accommodation, since November 2017. Z was expecting a child and was given notice to leave.
- Z had an extensive history of drug usage and a series of previous relationships whereby she was a victim of prolific domestic violence
- Housing Options contacted Z to meet with her. This meeting was a positive and productive one. An in depth discussion took place about previous events in Z's life, and how she would like to move forward in a positive way. Z's goals and ambitions were discussed and this enabled Housing Options to ascertain how to work with Z to achieve the best results

Outcome

- Z's bidding for a property via Monmouthshire Homeseach started to become a stressful experience for her. Housing Options discussed the possibility of exploring the private housing sector with Z and she agreed that this was a positive way forward. Z was made aware of the lack of private rentals in Abergavenny, particularly ones that would meet her housing criteria. Z agreed that Housing Options could search for a private rental in a neighbouring authority on her behalf
- This was looked into and an ideal property was found for Z. Housing Options arranged for a viewing of the property and accompanied Z during this viewing. The application process for Z's rehousing in the private sector began during mid February 2018. Housing Options worked closely with Z throughout the process and two house visits have taken place following Z's move her young persons accommodation to her new accommodation in mid March 2018.

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

Name of the Officer Ian Bakewell Phone no: 01633 644455 E-mail: ianbakewell@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal Housing & Communities Performance 2018/19
Name of Service Housing & Communities	Date Future Generations Evaluation 1 st May 2019

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7. **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?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Housing activity can deliver cost benefits for wider services eg DFG's can help Social Care with cost avoidance; Careline can potentially avoid costs for Social Care; affordable housing and homeless prevention contributes positively to employment through a stable and good quality accommodation	The following are service aims: <ul style="list-style-type: none"> • Increase the time to deliver DFG's • Increase the no. of Careline clients • Increase homeless prevention • Increase the number of properties available to prevent homelessness

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 resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	N/A	N/A
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Housing activity and positively contributes to well-being	Housing & Communities continually seek to maximise the contribution of housing generally.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Housing activity contributes to cohesive communities.	Ditto
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

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 more equal Wales People can fulfil their potential no matter what their background or circumstances	The proposals directly supports equality and protected and or disadvantaged groups through the delivery of service.	Ditto

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>Long-term</p> Balancing short term need with long term and planning for the future	Although not all, most housing activity seeks to achieve longer-term solutions for sustainable living and mitigates against the possibility of short-term expensive arrangements, such as B & B, interim care packages	The proposal continues to build on current homeless prevention activity
 <p>Collaboration</p> Working together with other partners to deliver objectives	The proposal particularly will positively benefit partnership working because it strengthens the strategic approach through having a full time Housing Options Team Manager	N/A

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Involvement Involving those with an interest and seeking their views</p>	<p>There are a number of strands of service where the general views of clients is collated:</p> <ul style="list-style-type: none"> • HOT Satisfaction • HOT accommodation satisfaction • DFG satisfaction • Careline satisfaction 	N/A
 <p>Prevention Putting resources into preventing problems occurring or getting worse</p>	<p>Housing & Communities provision includes services that are have a preventative dimension:</p> <ul style="list-style-type: none"> • Homeless prevention • Housing support • Careline • Disabled adaptations 	N/A
 <p>Integration Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>Housing services impact positively on people. Some Housing & Communities spending will benefit the local economy eg payments to private landlords; building contractors</p>	N/A

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The service will positively contribute	There are no negative impacts in relation to this proposal	N/A
Disability	Ditto	Ditto	Ditto
Gender reassignment	Ditto	Ditto	Ditto
Marriage or civil partnership	Ditto	Ditto	Ditto
Race	Ditto	Ditto	Ditto
Religion or Belief	Ditto	Ditto	Ditto
Sex	Ditto	Ditto	Ditto
Sexual Orientation	Ditto	Ditto	Ditto
Welsh Language	Ditto	None	Bi-lingual information is being made available

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	Housing activity contributes to safeguarding through a number of mechanisms including: <ul style="list-style-type: none"> • Housing Options Team • Supporting Mappa; Marac etc • DFG's 	None	A number of procedures are already in place to maximise the contribution and impact on Safeguarding
Corporate Parenting	Ditto	None	The service supports cases identified by Social Care

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

Housing & Communities performance management and service activity data 2018/19.

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

The proposal to appoint a full time Housing Options Team Manager will result in additional and increased continuity of staff support and guidance. This will help to maintain the focus on homeless prevention.

The proposed additional posts will give increased focus to developing Monmouthshire Lettings and increasing private sector development and developing homeless prevention services, including those for young people and those not in priority need.

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
Improve homeless prevention	Immediately and on-going	Karen Durrant, Housing Options Team Manager	On-going. Homeless prevention improved in 2018/19. Additional accommodation is pending
Improve DFG turnaround. This is a Directorate priority for 19/20.	Immediately and on-going	Sarah Turvey-Barber, Strategy & Sustainable Living Manager	On-going. Turnaround improved in 2018/19. Procedures are currently being reviewed.
Increase the number of Careline clients. This is a Directorate priority for 19/20.	Immediately and on-going	Sarah Turvey-Barber, Strategy & Sustainable Living Manager	On-going. No. of clients increased in 2018/19.
Increase the number of Empty Homes. This is a Directorate priority for 19/20.	Immediately and on-going	Steve Griffiths, Strategy & Policy Officer	On-going. No. of empty homes brought back into use fell. Empty Homes activity will be

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			implemented on a more regular basis
Increase affordable housing provision & maximise Social Housing Grant expenditure	Immediately and on-going	Louise Corbett, Strategy & Policy Officer	On-going.

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>A quarterly basis</p>	<p>Will be reviewed on an on-going basis through the Housing Management Team, the Service Plan and quarterly performance monitoring.</p> <p>Also, the Enterprise Departmental Management Team will monitor performance.</p>
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MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Adults Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 29th
April, 2019 at 10.00 am**

PRESENT: County Councillor P. Pavia (Acting Chair)

County Councillors: L. Dymock, R. Edwards, M. Groucutt, R. Harris,
J. Pratt and S. Woodhouse

Also in attendance County Councillors: P. Jones, A. Easson, D.
Evans, M. Powell, B. Strong and T. Thomas

ALSO IN ATTENDANCE:

Aneurin Bevan University Health Board:

Bronwen John - Project Manager for Integration and Head of Partnerships for Monmouthshire
Ian Thomas – General Manager for Mental Health and Learning Disabilities
Dr. Chris Connor – Divisional Director for Mental Health and Learning Disabilities
Peter Carr – Executive Director of Therapies and Health Science
Lianne Watkins – Programme Director for Clinical Futures
Nick Wood – Executive Director for Primary Care, Community Mental Health Services
Tracey Morgan – General Manager for Primary Care and Community Services

OFFICERS IN ATTENDANCE:

Julie Boothroyd	Chief Officer Social Care, Safeguarding and Health
Eve Parkinson	Head of Adult Services
Clare Morgan	Service Manager, All Age Disability and Mental Health
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

APOLOGIES:

Councillors D. Blakebrough, L. Brown, V. Smith and A. Webb

1. Election of Chair

We elected County Councillor P. Pavia as Chair for today's meeting.

2. Declarations of interest

County Councillor D. Evans declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of agenda item 3 – Update by Aneurin Bevan University Health Board, as he is a Member of the Community Health Council.

County Councillor P. Pavia declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of agenda item 3 – Update by Aneurin Bevan University Health Board, as he is a policy advisor to ADSS Cymru.

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County Councillor J. Pratt declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of agenda item 3 – Update by Aneurin Bevan University Health Board, as her brother works for NHS England and is delivering a lecture to the Welsh Health Board in the autumn of 2019.

3. Aneurin Bevan University Health Board - Update regarding Chepstow Hospital and the position for Nevill Hall and Royal Gwent Hospitals in line with the future services that will be provided by Llanfrechfa Grange

Context:

To receive an update by Aneurin Bevan University Health Board (ABUHB) regarding Chepstow Hospital. In particular, dementia services, inpatient and outpatient services, capacity in terms of wards and beds. Similarly, the position for Nevill Hall and Royal Gwent Hospitals in line with the future services that will be provided by Llanfrechfa Grange.

Key Issues:

To provide updates in respect of:

- The provision of health services within the Chepstow area.
- Service provision for Older Adult Mental Health.
- The Clinical Futures Programme and the development of the Grange University Hospital, which is within budget and on schedule to open in March 2021.

The Chepstow Site

- The shop at the main entrance has been converted into a multi-use information / discussion area. The facility will be co-ordinated by Monmouthshire County Council's Community Wellbeing Coordinator. This facility will open in May 2019. The following organisations have committed to having a presence in the information point, namely: Gwent Association of Voluntary Organisations (GAVO), MIND, the Community Connections Befriending and Community Car Scheme, Pace, Volunteering for Wellbeing, Building Bridges, Monmouthshire Housing Association, Social Inclusion and Housing and Wellbeing.
- A series of enabling works to allow the two wards on the ground floor to move upstairs are being undertaken. The idea being to move the in-patients upstairs which will create a private environment with the wards being linked via a centralised nursing station allowing the wards to operate as one unit whilst still being two separate areas. There will be no bed closures. The transfer of the services will allow for more capacity on the ground floor for the creation of the wellbeing hub.

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- With regard to the ward move, a section of the ward will be converted to create a six bed frailty assessment area.
- Aneurin Bevan University Health Board (ABUHB) has sought further funding from this year's Integrated Care fund allocation. In order to create the new wards upstairs, the older Adults CMHT base needs to be relocated to the ground floor. Alterations to the IT infrastructure is being undertaken before the move can be undertaken.
- The outpatients department is almost full which has resulted in expansion into the former minor injuries unit. Health visitor and midwifery clinics have been moved to the former MIU which is a more suitable environment for them. The Older Adult Mental Health Clinic has been moved to the former Day Hospital.
- When the capacity has been created on the ground floor, it is proposed that a Children's unit be created.
- Increased space will be required on the site to accommodate the Integrated Health and Social Care Team.
- The alteration will provide capacity on the ground floor to provide a fully integrated Health and Wellbeing Hub.
- A new Perinatal and Mental Health Clinic had commenced in November 2018 and is operating from the new unit.
- Patient education group sessions are being held to manage osteoarthritis of the knee and low back pain which takes place every six weeks at Chepstow Hospital.
- Adult weight management clinics commenced in March 2019.
- The Frailty Assessment Unit will result in new staff being appointed. A consultant in frailty will cover the whole of Monmouthshire and will run clinics in Chepstow, Abergavenny and Monmouth.
- A monthly gastroenterology clinic has been requested and ABUHB is keen to further develop this.
- Expert patient education sessions are being run from the hospital which will alternate between Chepstow and Caldicot.
- The Care of the Elderly Clinic has not yet commenced. There have been some operational difficulties in the Care of the Elderly Directorate based at St. Woolos Hospital, Newport. However, this matter is being pursued.
- Chepstow Hospital is producing a new integrated newsletter which is circulated throughout Monmouthshire.

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- A public engagement exercise is being undertaken in Chepstow Hospital whereby, visitors are asked for their views on services, going forward.
- Late funding approval has been received from Welsh Government for the improvements to be undertaken at Caldicot Health Centre. A receptionist has been recruited. Approval is awaited via the ICF process for this year.

Member Scrutiny:

- Welsh Government has provided designated funding for improving intermediate care services. This is managed via the Regional Partnership Board. The funding approved last year equated to £200,000, which has funded the enabling works for the ward and the alterations to the shop. This has not been fully spent. Therefore, a request has been made for the remainder to be carried forward into the current financial year to enable the ward element and the move of the Older Adult Mental Health Team to the ground floor. The remaining schemes are to go forward this year but have yet to be costed.
- In terms of consultant led clinics, a number of the clinics that ABUHB have introduced and are proposing to introduce are consultant led clinics and a number of the others are members of the consultant team who see patients within their scope of practice.
- With regard to 'bed blocking' at Chepstow Hospital and at the Royal Gwent Hospital, the waiting time for patients who are appropriate for transfer to Chepstow Hospital, based on their clinical condition being suitable for management at the hospital, is generally not an issue and are usually transferred quickly to hospital. However, there are patients who are unable to move on to the next phase of their care and in some cases can wait longer at Chepstow Hospital. Also, patients at the Royal Gwent Hospital who are not suitable to go to Chepstow Hospital, because they are not there to undergo rehabilitation, can wait in the Royal Gwent Hospital for packages to be developed or for them to move onto their next phase of care. However, this did not occur that often in Monmouthshire.
- In Chepstow, Ebbw Vale and Newport, ABUHB is developing a graduated care model where patients can receive their required secondary care but without having to go into the acute hospital. By bringing patients into the community hospital, their length of stay is being shortened, they are being seen by the integrated team to provide support to allow patients to return home as quickly as possible.
- With regard to outpatients, ABUHB has a development group for both the north and south of Monmouthshire. Additional services are being sought and work is being undertaken to provide more services locally. One of these services is audiology. ABUHB is trying to move Audiology, ophthalmology and audio visual services out of secondary care hospitals. A trial regarding audiology services in Blaenau Gwent has resulted in this service being provided by different service

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providers other than hospitals in the community for all of the lower level hearing issues. This has proved to be very successful. In terms of ophthalmology, ABUHB, over the last two years, has moved in the region of 7000 patient appointments into optometry provision in the community.

- Representatives of ABUHB agreed to attend a future meeting of the Severnside Area Committee to discuss issues specific to that area.
- In response to a question raised regarding the need for a document to be produced outlining ABUHBs plans for Chepstow Hospital, it was noted that the newsletter being produced informs and advises patients, visitors and the general public regarding the services that are available. Representatives of ABUHB regularly liaise with local Members in terms of particular issues centred locally around Chepstow and the Lower Wye Valley. The partnership with the local Authority is key.
- In terms of the provision of staff, the challenge of recruitment and retention of medical staff and healthcare providers is an issue across Wales and the UK. However, ABUHB is confident that it will be able to recruit to the consultant post within the Frailty provision and to the Rapid Response team.
- The Local Authority needs to monitor timescales on the proposals that have been identified in respect of Chepstow Hospital. It was noted that ABUHB has an action plan and timetable of delivering the proposed changes to the hospital. This information can be shared with the local Authority. The Select Committee will liaise with the Chief Officer for Social Care Safeguarding and Health with a view to establishing the required data sets needed from ABUHB to be monitored by the Authority.
- In response to a question raised, regarding the Gastroenterology clinic and whether there is a link with the Gwent Drug and Alcohol Service, it was noted that currently, there has been a request for a monthly outpatient follow up clinic. It was considered that strong links exist between the Gastroenterology clinic and the Gwent Drug and Alcohol Service. However, this specific clinic is intended to stop local patients having to travel to Newport for follow up appointments.
- The Minor Injuries provision that was at Chepstow Hospital is no longer a part of ABUHBs Clinical Futures Plan. ABUHB will retain a minor injuries unit at the Royal Gwent and Nevill Hall Hospitals when the Grange University Hospital opens. The provision of the minor injuries units at both Nevill Hall and The Royal Gwent Hospitals will most likely be improved as the major element of the Accident and Emergency units will move to the Grange University Hospital with the service provision likely to improve at the two sites. As Lydney Hospital is being closed, including its Minor Injuries Unit, due to the rebuild of a new facility in South Gloucestershire, it is understood that there will be some minor injuries unit provision at Cinderford.

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- ABUHB has a contract where it pays South Gloucestershire for services that it provides for residents of Monmouthshire for the use of Lydney Hospital's Minor Injuries Unit. However, the numbers in question are very small on an annual basis. Therefore, the relocation of this provision to Cinderford will likely lead to even fewer Monmouthshire residents going across the border to utilise this service.
- With regard to GP services, ABUHB has recently established a new neighbourhood care network lead in South Monmouthshire from the Town Gate practice in the hospital. The former NCN lead for South Monmouthshire is working on the provision of Frailty services for the whole of Gwent.
- In terms of minor injuries, it has been identified that in certain areas of Gwent the Health Board has had to intervene and manage a number of GP practices. There are three relatively large practices in south Monmouthshire (two in Chepstow Hospital and one in Caldicot) which could utilise space to introduce a multi-disciplinary approach. The pharmacy service has already been introduced into those practices, which was funded centrally from a budget that was allocated to general medical services in the previous financial year.
- As services were commissioned in general practice and because they are independent contractors, it is sometimes more difficult for ABUHB to tell them what to do rather than encourage them what to do. Therefore, money is made available for certain enhanced services and certain local services that if they sign up to, they can gain access to and then provide the service. However, ABUHB cannot insist that they must have a particular type of health professional unless ABUHB is running the practice. Therefore, this is a model that ABUHB does not want to pursue. However, ABUHB has a very good relationship with the lead officers across Monmouthshire.
- As ABUHB begins to see general medical services, in particular GP services, consolidate into larger practices which will result in a wider, multi-disciplinary workforce that offers a wider range of services going forward. Chepstow and Caldicot is seen as being well placed to deliver those services over time.
- ABUHB was asked as part of the development of the Neighbourhood Care Networks (NCN) of the clusters of GP practices to allocate budget to each of the individual clusters which was undertaken. That budget was for them to spend on service provision and service enhancement that they considered was going to improve what was provided. Around 12 to 18 months ago, 15 pharmacists were recruited across the 12 NCNs to provide a pharmacy service. ABUHB will look to roll out this model across Gwent with potentially looking at providing a further 10 – 12 pharmacists across its area. This would be funded via ABUHB and its development money would be given back so that something else might be tried in the next 12 months. ABUHB will be meeting with them in May 2019 to discuss how to take this matter forward.

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- Concern had been expressed regarding the delay in receiving diagnostics information, such as x ray results. It was noted that the results of an x ray, taken seven weeks ago, had not yet been received. It had been acknowledged by ABUHB that a seven week wait was unacceptable and would be investigated.
- With ABUHB investing in services like x ray staff, further provision of MRI and CT scanning machines, diagnostic waits have been lowered. 99.9% of people waiting for a diagnostic get seen within six weeks. The biggest challenge is the interpretation and the reporting of the results. In terms of x ray, plain film reporting has been quite lengthy. ABUHB is aware that this is currently taking too long and is working to reduce the reporting of the diagnostic.
- Nationally, reporting of diagnostic information is a problem. Therefore, Wales has created an academy that looks at training more radiologists and radiographers to address this issue.
- In response to a question raised, it was noted that ABUHB has an agreement with Gloucestershire in that any patient from Monmouthshire or Wales who accesses services at Lydney Hospital for minor injuries, ABUHB has a contract to pay for that service. Similarly, a patient who is from Gloucestershire goes to a hospital in ABUHBs area, that Health Board has a contract with ABUHB to pay for that service. It is therefore a reciprocal contract.
- In certain areas within Chepstow Hospital, it is close to capacity, particularly around outpatients. The space exists within the hospital which has led to the proposed capital plan going forward for a range of schemes that will enable ABUHB to address the capacity issues over the next two years to ensure that the hospital is fit for future purpose. However, it was noted that capital finding would be required in order to undertake the work.

Older Persons with a Mental Health Need

ABUHB approved a number of recommendations in the spring of 2018 in order to redesign its specialist services for older adults with a mental health need. There are a number of key elements to the redesign, namely:

- Enhance and strengthen its specialist community services for older people with a mental health need.
- To consolidate the number of inpatient services to move to three inpatient dementia wards and one inpatient ward for older people with a functional mental health difficulty.
- ABUHB had approved these recommendations and had also approved an additional investment of £200,000 specifically for Monmouthshire for the Health Board to work with partners within Monmouthshire in relation to enhancing community services for older people with a mental health need.

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- Community Services – A considerable amount of work has been undertaken over the previous 12 months. Significant benefits are being identified for residents within Monmouthshire.
- With regard to support to care homes, ABUHB has introduced a new Behavioural Support Team that is able to provide advice and support and work alongside care homes in Monmouthshire for them to work with individuals with complex behaviours.
- The nursing In-reach service has also been increased into care homes. There is an in-reach worker working with the care homes in the north of the County and likewise in the south of the County.
- Improvements have been made in improving access to psychological support for older people with a mental health need with average waiting times having reduced significantly.
- With regard to memory assessment services, a number of changes have been made. This service is delivered from three centres within Monmouthshire, namely, Mardy Park, Monnow Vale and Chepstow Hospital. ABUHB has been able to increase the number of dementia support workers available across Gwent, including Monmouthshire.
- Cognitive Stimulation Therapy has also been implemented. A 12 week programme has been established which provides that therapy in all three places across Monmouthshire.
- In November 2017 within Monmouthshire, 75% of individual who were being referred to the Memory Assessment Service were accessing their first assessment within 28 days. In November 2018, 100% of individuals were seen for their first appointment within 28 days.
- Changes in in-patient services – There are now three in-patient wards for people with dementia and one ward for older people with functional mental health difficulties on the County Hospital site.
- Bed numbers have reduced from 72 beds across Gwent to 67.
- St Pierre Ward closed in April 2018. Since that time within Monmouthshire, 21 individuals with dementia have required admission. The majority of the individuals living within the North of Monmouthshire have gone to the hospital in Ebbw Vale. The majority of individuals from the south on Monmouthshire have gone to St. Wolloos Hospital in Newport.
- Work force and recruitment of registered nurses has continued to be a challenge across Wales and the UK. However, there has been significant improvements. Figures have dropped resulting in there now only being five vacancies within

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ABUHBs in-patient services. The number of agency staff being used has also been reduced.

- Strengthening leadership within in-patient services has enabled ABUHB to invest in and enhance the number of deputy ward managers.
- Strengthening multi-disciplinary teams within wards has been slower than in other areas. Therefore, the focus is to improve speech and language therapy provision and pharmacy provision within in-patient wards. Plans are in place to increase these services by July 2019.
- £200,000 has been allocated to the Integrated Services Partnership Board for Monmouthshire to investigate piloting new ways of providing community support for people with dementia.
- The Bridges Community Transport Scheme commenced in January 2019. Of the 524 passengers that are registered with the car scheme, 48 of those have a diagnosis of dementia. This is a Monmouthshire wide service. The cost of running this scheme for the financial year 2019/20 equates to £40,000.
- The Living with Dementia Exercise and Education Programme was run in partnership between the National Exercise Referral Scheme out of Chepstow and Caldicot leisure centres and the County Council. A pilot was established providing an exercise and wellbeing programme which initially supported 10 recruits plus their carers. The criteria is being revised with regard to admissions in order to allow more people to gain access to this programme, going forward. The intention is to roll out the programme to people in other parts of Monmouthshire. The cost of running the programme for the 2019/20 financial year equates to £13,700.
- A pilot has been established for the Creative Lives Active Lives project which initially operated from the Shire Hall, Monmouth. The project provided opportunities for participation in arts and culture. A lottery bid is being prepared for this scheme. ABUHB is going to consider at the May meeting of the ISPB meeting whether it should continue to fund that initiative just for the remainder of this year pending the outcome of the lottery bid. In order to do this, the cost equates to £13,940.
- With regard to the development of a respite bed option, this has been managed via the County Council's Social Services Department. The scheme commenced on 11th January 2019. Five people have been through the scheme. The period of respite is for up to two weeks. An increase in the use of the bed is anticipated. So far, the bed has been occupied for 58 out of a possible 98 bed days between January and the present day. Provisional allocation for this scheme equates to £47,500 for the full year.
- With regard to respite options for day services for people with complex dementia who were not able to access voluntary sector dementia day support, ABUHB has

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not been able to access this service via any of the voluntary organisations because they are unable to cater for people with very complex demands.

- ABUHB is now looking at options for managing the staff via the Council structure. However, this has led to a delay in implementing the scheme. The full year cost for this respite option equates to £62,000.
- The residual allocation from the £200,000 for all of the schemes if they run for the full year has resulted in a residue of £17,700. Further gaps have been identified in ABUHBs Community Services provision. Therefore, a proposal will be presented to the Integrated Services Partnership Board for options in which to utilise this money.
- With regard to the data captured via the pilots, it was noted that in respect of Bridges, everyone who attended the living with dementia exercise and education programme was from south Monmouthshire. Everyone who attended the Creative Lives Active Lives Project was from North Monmouthshire. With regard to the Respite Bed option, two were from the North of the County, one was from Usk and two were from the South of the County.

Member Scrutiny:

- Across Gwent, ABUHB has provided a piecemeal service in terms of in reach service into care homes. Monmouthshire only had one worker providing support into care homes across the County. However, via the reconfiguration of services, ABUHB has been able to strengthen the provision to care homes across Gwent.
- In response to a question raised, ABUHB stated that it could investigate the support being provided to Monmouthshire residents that are placed outside of Gwent.
- Through the redesign of the service, ABUHB is investing its resources within the community services and is able to support far more individuals than if they were put into beds. Therefore, a part of the model relates to how ABUHB strengthens community services. In relation to bed occupancy, ABUHB had been mindful of even a small number of reductions beds and wanted to see what impact that would have. Occupancy is monitored frequently in terms of all in-patient services. ABUHB identified that occupancy has reduced even further.
- With regard to the Dementia facilities, over the last 12 months only 65% of those beds have been occupied. Work is being undertaken to establish why this is happening.
- Current bed capacity is sufficient. ABUHB Older Adult Mental Health bed numbers are in the upper quartile compared to the rest of the UK.

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- A part of developing the Clinical Futures model in Gwent is to address the challenges facing the ABUHB workforce. ABUHB has recognised that by 'growing its own' staff, it tends to have a better record of retaining staff.
- An area of work that ABUHB is focussing on is widening access with a view to helping people into health careers that are not necessarily via the traditional route of obtaining A level qualifications and University degrees. ABUHB is developing its healthcare support worker workforce via direct recruitment providing training on the job. This can lead to alternative access into nursing careers. This system could also apply to medical staff with a view to ABUHB 'growing' its own staff, going forward.

Clinical Futures

This has been a long standing strategy of ABUHB which is a whole system approach. The three main areas of the Clinical Future Strategy are:

- Providing as much care as close at home as possible.
- Developing a network of hospitals.
- Agreement by Welsh Government of the business case for the Grange University Hospital, which had been approved in October 2016.
- ABUHB delivers over 3,000,000 GP appointments per year in Gwent. This compares to 1600 critical care admissions. Therefore, there is a differing scale of activity and service delivery for each of the varying elements of the service.
- The three main levers for change are that the demographics are changing, people are getting older and their needs are becoming more complex. Workforce supply is becoming challenging. Therefore, ABUHB needs to be innovative, going forward.
- In 2018 ABUHB assessed 47 clinical models. ABUHB now has a better understanding of how the services can be configured.
- There will be 560 beds, cots and trolleys at the Grange University Hospital. There will also be a 24/7 emergency department located here with a helicopter pad located at this site.
- All emergency surgery and trauma will be delivered from the Grange University Hospital.
- Elective patients that require backup of intensive care beds will be delivered for the Grange University Hospital.
- There is space for 30 critical care beds which is a significant improvement.

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- Cardiology will be delivered from the Grange University Hospital. As will the hyper acute stroke unit.
- The Grange University Hospital will house all consultant led obstetric in-patient services.
- Consultant and midwife led out-patient services will continue to be delivered from all of the other sites as currently provided.
- The neo-natal unit will be delivered from the Grange University Hospital. As will paediatric inpatient and paediatric inpatient surgery.
- The Grange University Hospital will have wards consisting of 32 beds with 75% being single rooms.
- The development of the site is ahead of schedule and ahead of budget. The planned opening date is March 2021.
- Both Nevill Hall and Royal Gwent Hospitals will have access to urgent services and both sites will have a 24/7 Minor Injuries Unit. There will be no emergency department at either of these sites.
- ABUHB has a well-developed plan in terms of its emergency patient transport system with regard to acute emergency transfers.
- Nevill Hall and the Royal Gwent Hospitals will have a Medical admissions Unit that will operate on an 8.00am to 8.00pm basis accepting GP referrals.
- Pre-hospital streaming will be established which will ensure that patients will be routed to the correct place, providing a better assessment process.
- The Nevill Hall site will differ slightly in some respects to the Royal Gwent site. Nevill Hall Hospital will have a Surgical Day Care Unit allowing significant elective surgery to be undertaken at the Nevill Hall site.
- A satellite radio therapy unit will be provided from the Nevill Hall site. As a part of this development, a case is being developed to create a local cancer centre, whereby, chemotherapy treatments would continue to be provided.
- Nevill Hall and Royal Gwent Hospitals will have an emergency Frailty Unit.
- The Royal Gwent Hospital will host a Post Anaesthetic Recovery Unit allowing for the majority of elective surgical treatment for in-patients to be undertaken.
- Last year over 1500 elective patients were cancelled due to the lack of bed provision, as these had been taken due to emergency pressures. However, the reconfiguration of ABUHBs services means that the elective work can be

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protected at the Royal Gwent with the provision of the Post Anaesthetic Recovery Unit.

- Approximately 6000 staff will be affected by the changes.
- Women and Children's Services are currently being challenged. However, this service is monitored weekly and is providing a safe service, albeit a fragile service. It is intended that Women and Children's Services will centralise on the Grange Site. However, it might be difficult for these services to operate from two sites. Therefore, there might be a need to centralise these services in advance of the move to the Grange site.

Member Scrutiny

- With regard to hip fracture data, the current mortality rate at the Royal Gwent Hospital is 7.6%. This has been a focus of the ABUHB for some time and the Health Board, in partnership with the partnership boards had invested £500,000 from the Integrated Care Fund in developing orthogeriatrician support in the hospital as this allows for patients to return to their homes more quickly. In the Royal Gwent Hospital there was no dedicated orthogeriatrician support. However, ABUHB now has a dedicated consultant located on the Royal Gwent site and he is currently undertaking regular multi-disciplinary ward rounds.
- Prevention work has also been undertaken, in particular around falls.
- Though the mortality rate has reduced, it remains an area of work within ABUHB that is high on its priority list from a clinical futures perspective about ensuring that the new system of care that will be in place when the Grange University Hospital opens in particular and in the lead up to the opening, continues to be progressed and enhanced with the orthogeriatrician support and the multi-disciplinary way of working.
- Originally, there were to be 177 beds for Nevill Hall Hospital. However, with the shift from in-patient to day case beds, that reduces the bed base down to 118 beds. However, these numbers are changing continuously, as services are modifying their models.
- In terms of Maindiff Court, alongside the Clinical Futures Programme, there is also a strategic stream of work that looks at all of ABUHBs estates. There are plans that are currently being worked through at this site with a view to there being some changes to some of the community facilities, going forward.
- The centralisation of some services to the Grange University Hospital will mean that there will be fewer people either at the Royal Gwent or Nevill Hall Hospitals than there are now which will provide more space in the current configuration of both of those sites. In terms of the Grange University Hospital, parking provision will be ample.

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- ABUHB welcomed the opportunity to work with Members with regard to providing an update on Nevill Hall Hospital for Members' individual newsletters that are directed to local residents.
- ABUHB is engaging with public transport bodies with a view to connecting all of its hospitals, going forward.
- In terms of the Welsh Ambulance Services NHS Trust (WAST) regarding the emergency transfer model, ABUHB has a number of options. WAST has been involved in the numbers modelling that has been undertaken, which is continuing to be refined. It is intended that in the summer of 2019 ABUHB will provide specifications for the volumes of the patients that it considers will need to be transferred.
- The numbers for major trauma are very small. In terms of vascular work, it is intended that this service will be taken into the Grange University Hospital until told differently from a regional perspective.
- ABUHB is in discussion with Newport City Council regarding the provision of park and ride transportation at the Royal Gwent Hospital. A similar conversation could be undertaken with Monmouthshire County Council regarding provision at Nevill Hall Hospital. Mostly, feedback regarding hospital food is very positive.

Committee's Conclusion:

- In terms of capital development and service re-provision in Chepstow Hospital, reference was made to an action plan regarding the development, details of timescales and the need to monitor progress on a quarterly basis.
- Adult Older Mental Health Care – The Select Committee would benefit from viewing the data sets that underpin the various pilots and initiatives.
- Clinical Futures – ABUHB to forward an update to the Scrutiny Manager with a view to this information being made available to Members.
- To receive from ABUHB a higher level action plan so that the Select Committee can monitor the timescales leading up to 2021.

The meeting ended at 1.10 pm.

Public Document Pack Agenda Item 9b

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 30th April,
2019 at 10.00 am

PRESENT: County Councillor (Chairman)
County Councillor (Vice Chairman)

County Councillors: L.Brown, R. Edwards, M.Groucutt, R. Harris,
J.Pratt and S. Woodhouse

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Stephen Griffiths	Strategy & Policy Officer
Shirley Wiggam	Senior Strategy & Policy Officer

APOLOGIES:

Councillors D. Blakebrough, L.Dymock and P.Pavia

1. Declarations of interest

There were no declarations of interest recorded.

2. Public Open Forum

There were no matters for the public open forum.

3. Supplementary Planning Guidance on Affordable Housing Commuted Sums

Context:

The purpose of the report was to inform Adults Select Committee of the preparation of the Revised Draft Affordable Housing Supplementary Planning Guidance (SPG) which is currently subject to public consultation, and to seek any comments from the Committee.

Key Issues:

As identified in the report.

Member Scrutiny:

The Senior Strategy and Policy Officer explained the reasons and highlighted the changes to update the Supplementary Planning Guidance due to the fact that successful commuted sums on single dwellings were not being achieved.

When between £25,000 and £30,000 was being asked, each one was generating a viability appraisal which proved to be not viable. A lesser sum would make it more difficult to have a viability appraisal which is a consideration that should be taken into account when buying the land. By changing the way small commuted sums are calculated, larger sites would remain unchanged.

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Members were provided with a detailed presentation.

Questions that arose highlighted a number of scenarios with regard to barn conversions and whether they were exempt from contributions towards affordable housing or not. Also the number of barn conversions per year compared to officer resources around viability assessments was considered.

During discussions a number of alternatives were discussed relating to consideration to floor area and suggestion was made to include information from the District Auditor and the District Valuation Officer prior to the report being presented to Cabinet.

Concern was raised that the council tax band these buildings fall under is only attracting affluent end interest and is not assisting with the lower end first time buyers and affordable housing occupants stepping onto the housing ladder.

With regard to the listed buildings, it was reported that costs are extremely high to renovate and get these properties back into good condition as they are an asset of national importance. However asking for contributions would be a barrier to conservation.

Following discussions, the Chairman thanked Officers for their work and agreed to reconsider the issue of the viability of the size of single barns and larger conversions.

4. Eco Flex Policy

Context:

To inform Adult Select of the Council's "Statement of Intent" that will allow Monmouthshire residents access to funding under the Energy Company Obligation (ECO): Help to Heat programme. The statement will support households who are most likely to experience fuel poverty and those vulnerable to the effects of a cold home.

Key Issues:

As identified in the report.

Member Scrutiny:

Eco Flex Policy is an energy efficiency scheme started in 2013. Local Authorities now have authority to set their own criteria based on the health of applicant, age of applicant and type of property.

For households to access this flexibility the Local Authority has to publish a Statement of Intent which sets out the criteria. The final decision remains with the installer once they have visited the property in question. If we do not produce a Statement of Intent and publicise our policy then we will not be able to participate in the flexi scheme.

Members asked who would inspect the property, the officer explained that the Council would determine the eligibility, and the installer would inspect the property. Concerns were raised about the system being open to abuse and but it was stated that the installer would need to be registered and licenced. Also, if firms will be open for competition, these are all areas that need further investigation.

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It was agreed that there were still areas of the scheme that needed further information but the aim was to adopt policy and Statement of Intent.

In summary, Members are in favour of the system and want to proceed with the Statement of Intent. They asked if the scheme should be communicated to the Town and Community Councils, voluntary organisations i.e. GAVO, Action UK. Members asked for an update in 12 months to explain how the scheme is working.

Chairman thanked the officer for his report.

5. To confirm the minutes of the previous meeting held on 29th January 2019

The minutes of the Adults Select Committee Meeting dated 30th April 2019.

6. Adult Select Committee Forward Work Programme

We received the Adults Select Committee Forward Work Planner and the following were noted:

A workshop and visit for Gypsy and Travellers Needs Assessment to be arranged.

Following the special Adults meeting of 29th April from Aneurin Bevan Health Board – the key outcomes were requirement of action plan, information sources to be shared with public and for health board to be invited back within the next 6 months possibly October meeting

The Scrutiny Manager to follow up on the special meeting and send email to Health Board to follow up on the actions plans.

At the next meeting of 18th June discussion on Universal Credit, members felt it would be useful to for the Trussel Trust to attend to discuss their report just published regarding the rise in the use of food banks which clearly states that the main factor for the increase is the introduction of Universal Credit – it would be helpful if they could discuss the North and South areas of Monmouthshire.

7. Council and Cabinet Forward Work Programme

Noted.

8. Date and Time of Next Meeting: Tuesday 18th June 2019 at 10am

Noted.

The meeting ended at 11.30 am

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Special Meeting - Adults Select Committee

Action List

29th April 2019

Minute Item:	Subject	Officer / Member	Outcome
3.	Aneurin Bevan University Health Board - Update regarding Chepstow Hospital and the position for Nevill Hall and Royal Gwent Hospitals in line with the future services that will be provided by Llanfrechfa Grange.	Hazel Ilett	<p>Adult Older Mental Health Care – The Select Committee would benefit from viewing the data sets that underpin the various pilots and initiatives.</p> <p>Clinical Futures – ABUHB to forward an update to the Scrutiny Manager with a view to this information being made available to Members.</p> <p>To receive from ABUHB a higher level action plan so that the Select Committee can monitor the timescales leading up to 2021.</p>

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Monmouthshire's Scrutiny Forward Work Programme 2019-20

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
18 th June 2019	Housing Policy	To discuss the methodology for calculating the redemption on Property Appreciation Loans and to provide a steer to Cabinet.	Stephen Griffiths	Policy Development
	Annual Housing Performance Report	To review performance including homelessness, B&B use, Disabled Facilities Grants and affordable housing delivery.	Ian Bakewell	Performance Monitoring
	Universal Credit	A report on the impact of the rollout of Universal Credit. Discussion on Discretionary Housing Payments Policy, linked the increased use of food banks reported by the Trussel Trust.	Ian Bakewell Invite a Trussel Trust Representative	Performance Monitoring
23 rd July 2019 ~ request meeting to be brought forward to early July	Corporate Plan Annual Report of Director	To hold cabinet members to account on performance and alignment of service delivery to the corporate plan.	Julie Boothroyd Eve Parkinson Richard Jones Emma Davies	Performance Monitoring
	Social Housing Grant Report	Performance report on spending of grant monies.	Louise Corbett	Performance Monitoring
	Revenue and Capital Outturn report	Budget monitoring report for quarterly scrutiny.	Mark Howcroft	Budget Monitoring
24 th September 2019	Budget Monitoring report - Month 2	Budget monitoring report for quarterly scrutiny.	Mark Howcroft	Budget Monitoring
22 nd October 2019 (request date change)	Local Hospital and health service provision (To be confirmed)	A performance update on new service provision across Gwent and implications for Monmouthshire.	Aneurin Bevan University Health Board	Performance Monitoring
	Regional Homeless Strategy Update	An annual performance review.	Stephen Griffiths	Performance Monitoring
10 th December 2019	(To be confirmed)			

Monmouthshire's Scrutiny Forward Work Programme 2019-20

Adults Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
21 st January 2020	Budget Monitoring report - Month 7	Budget monitoring report for quarterly scrutiny.	Mark Howcroft	Budget Monitoring

Future Agreed Work Programme Items: Dates to be determined

- ✓ **Future Commissioning of Adults Services** ~ linked to "Turning the World Upside Down"
- ✓ **My Mates programme**
- ✓ **Community Development and Well-being**
- ✓ **Welfare** ~ Discussion with Monmouthshire Housing Association on current stock and new home development, support for welfare reform
- ✓ **Annual Complaints Report for Social Services**

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

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

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

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

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Cabinet	03/06/20	Budget Monitoring report - month 12 (period3) - outturn	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2019/20 financial year	Mark Howcroft	18/04/19	
Cabinet	01/04/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 9 held on 5th March 2020.	Dave Jarrett	18/04/19	
Council	05/03/20	Council Tax Resolution	To set budget and Council Tax	Ruth Donovan	18/04/19	
Cabinet	04/03/20	Budget Monitoring report month 10		Mark Howcroft	18/04/19	
Cabinet	04/03/20	2019/20 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2019/20 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2018/19 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.	Dave Jarrett	18/04/19	
Cabinet	12/02/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 8 held on 23rd January 2020.	Dave Jarrett	18/04/19	
Council	23/01/20	Council Tax Reduction Scheme		Ruth Donovan	18/04/19	
Cabinet	08/01/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications Jarrett, meeting 7 held on 5th December 2019	Dave Jarrett	18/04/19	

Cabinet	08/01/20	Budget Monitoring report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2019/20 financial year.	Mark Howcroft	18/04/19	
ICMD	18/12/19	SPG Landscape	To provide guidance on landscape character to inform planning decisions	Mark Hand/Amy Longford	02/05/19	
ICMD	18/12/19	SPG archaeology	To identify three new Archaeologically Sensitive Areas	Mark Hand/Amy Longford	01/05/19	
Cabinet	11/12/19	Council Tax Base 2020/21 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2020/21 and to make other necessary related statutory decisions	Sue Deacy/Ruth Donovan	18/04/19	
Cabinet	06/11/19	Draft Revenue Budget Proposals (including fees and charges proposals)		Mark Howcroft	18/04/19	
Cabinet	06/11/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 6 held on 24th October 2019	Dave Jarrett	18/04/19	
Cabinet	06/11/19	Long Term Household Recycling		Roger Hoggins	29/01/19	
ICMD	23/10/19	SPG S106 guidance note	To clarify how S106 contributions are calculated	Mark Hand	01/05/19	
Cabinet	02/10/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 5 held on 19th September 2019	Dave Jarrett	18/04/19	
Cabinet	02/10/19	Usk Town Strategy		Frances Williams	29/01/19	

Council	19/09/19	MCC Audited Accounts (formal approval)	To present the audited Statement of Accounts for approval by Council	Mark Howcroft	18/04/19	
Council	19/09/19	ISA 260 report - MCC Accounts - attachment above	To provide external audits report on the Statement of Accounts	WAO	18/04/19	
ICMD	11/09/19	SPG Landscape	To provide guidance on landscape character to inform planning decisions	Mark Hand/Amy Longford	02/05/19	
ICMD	11/09/19	SPG archaeology	To identify three new Archaeologically Sensitive Areas	Mark Hand/Amy Longford	01/05/19	
Cabinet	04/09/19	Section 106 Funding – Penperlleni		Mike Moran	20/02/19	
Cabinet	31/07/19	SPG Affordable Housing commuted sums pre consultation	To revise guidance on affordable housing contributions, specifically to amend when commuted sums are required on small scale developments	mark Hand	01/05/19	
Cabinet	31/07/19	Apprentice, Graduate and Intern Strategy		Hannah Jones	07/06/19	
Cabinet	31/07/19	Economic Growth and Ambition Plan		Cath Fallon	08/05/19	
Cabinet	31/07/19	MTFP and Budget Process	To outline the context and process within which the MTFP over the next 4 years and the budget will be developed.	Mark Howcroft	18/04/19	
Cabinet	31/07/19	Restructure of Enterprise Directorate		Frances O'Brien	07/06/19	

Cabinet	31/07/19	Restructure of Resources Directorate		Peter Davies	07/06/19	
Cabinet	31/07/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 4 held on 18th July 2019	Dave Jarrett	18/04/19	
Cabinet	31/07/19	Budget Monitoring report - month 2 (period 1)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2019/20 financial year.	Mark Howcroft	18/04/19	
ICMD	24/07/19	The Social Housing Grant Programme		Louise Corbett	02/05/19	
ICMD	24/07/19	SPG S106 guidance note	To clarify how S106 contributions are calculated	Mark Hand	01/05/19	
ICMD	24/07/19	SPG Infill Development	To provide planning guidance for dealing with infill and backland development	Mark Hand/David Wong	01/05/19	
Council	18/07/19	Director of Social Services Annual Report		Julie Boothroyd	04/06/19	
Council	18/07/19	MonLife		Tracey Thomas	03/05/19	
Council	18/07/19	Constitution Update	To receive information regarding the review of the Council Constitution	Matt Phillips	29/05/19	
ICMD	10/07/19	Training/PTU Structure		John McConnachie		

ICMD	10/07/19	Collections Review		Rachael Rogers	27/03/19	
Cabinet	03/07/19	Social Justice Strategy Annual Update		Cath Fallon	08/05/19	
Cabinet	03/07/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 3 held on 20th June 2019	Dave Jarrett	18/04/19	
Cabinet	03/07/19	Decision on the closure of Mounton House School		Matthew Lewis	20/05/19	
Cabinet	03/07/19	Guaranteed Interview Scheme for Service Leavers, Veterans and Spouses		Joe Skidmore	07/06/19	
Cabinet	03/07/19	MonLife		Tracey Thomas	03/05/19	
Cabinet	03/07/19	Section 106 Funding – The Hill, Abergavenny		Mike Moran	20/02/19	
ICMD	26/06/19	Training/PTU Structure	DEFERRED to 10/7/19	John McConnacie	14/05/19	
ICMD	26/06/19	SWTRA agreement signature - May 19	Jane Pratt	Roger Hoggins	04/06/19	
ICMD	26/06/19	Household Waste Duty of Care Fixed Penalty Notices	Sara Jones	Huw Owen	04/06/19	

ICMD	26/06/19	LDP Growth Options	To endorse the growth options for public consultation /	Mark Hand	01/05/19	
ICMD	12/06/19	PROPOSED 30 MPH SPEED LIMIT STATION ROAD AND OLD TRAP ROAD, GILWERN	DEFERRED PENDING FURTHER WORK ON COSTINGS	Paul Keeble	02/05/19	
ICMD	12/06/19	Interim arrangements - transfer of the GIS from SRS	to outline the interim arrangements for provision of the GIS function in collaboration with Newport City Council	Sian Hayward	16/05/19	
ICMD	12/06/19	Non Domestic Rates application for hardship relief	To determine whether it is appropriate to give discretionary rate relief on the grounds of hardship to a ratepayer in Monmouth town	Ruth Donovan	23/05/19	
ICMD	12/06/19	Structural Changes in Policy and Governance Section		Matt Gatehouse/P Jordan	02/05/19	
ICMD	12/06/19	Volunteering Update	DEFERRED	Cath Fallon	08/05/19	
ICMD	12/06/19	Eco-Flexi Statement of Intent	To scrutinise the Council's "Statement of Intent" regarding access to Energy Company	Steve Griffiths	01/05/19	
ICMD	12/06/19	Training/PTU Structure	DEFERRED TO 26/6	John McConnacie/Bryan Jones	14/05/19	
ICMD	12/06/19	Monmouthshire Local Toilet Strategy	From Cabinet Planner	Dave Jones	21/05/19	
Cabinet	05/06/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 2 held on 16th May 2019	Dave Jarrett	18/04/19	

Cabinet	05/06/19	Revenue and Capital Monitoring Outturn	To provide Members with information on the outturn position of the Authority for the financial year	Mark Howcroft	18/04/19	
Cabinet	03/07/19	Digital Deprivation Action Plan		Cath Fallon	01/04/19	
Cabinet	05/06/19	Local Toilet Strategy		Dave Jones	06/03/19	
Cabinet	05/06/19	Section 106 funding – Forensic Science Laboratory Site, Chepstow		Mike Moran	20/02/19	
Cabinet	05/06/19	LDP Issues, Objectives & Vision		Mark Hand		
ICMD	22/05/19	SWTRA Agreement - Singature & Seal		Roger Hoggins	02/05/19	
ICMD	22/05/19	APPEARANCE OF LOCAL AUTHORITIES IN LEGAL PROCEEDINGS		Matt Phillips/ Paul Jordan	30/04/19	
ICMD	22/05/19	(ENRaW) Funding: Gwent Green Grid Partnership		Matthew Lewis	24/04/19	
ICMD	22/05/19	PROPOSED PROHIBITION OF WAITING AT ANY TIME, NEWTOWN ROAD, PENPERLLEN.		Paul Keeble	18/04/19	
ICMD	22/05/19	PROPOSED PROHIBITION OF WAITING AT SPECIFIED TIMES ONLY, LAUNDRY PLACE, ABERGAVENNY		Paul Keeble	18/04/19	

Council	16/05/19	Chief Officer CYP Annual Report		Will Mclean	26/03/19	
Council	16/05/19	Proposed Off-Road Cycling Centre, Llanfoist		Mike Moran	20/02/19	
Council	16/05/19	Speed Management		Roger Hoggins	29/01/19	
ICMD	08/05/19	Delivering Excellence in Children's Service: Establishment update in line with setting the structure for 2019/20.	To establish a fit for purpose structure for Children's Services for the forthcoming financial year of 2019/2020 and beyond.	Jane Rodgers	17/04/19	
ICMD	08/05/19	Museum Service Interim Reduction in hours		Matt Lewis	11/04/19	
Cabinet	01/05/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 1 held on 11th April 2019	Dave Jarrett	18/04/19	
Cabinet	01/05/19	Cabinet to agree to commence statutory consultation to open a new Welsh Medium Primary School in Monmouth.	Deferred to ?	Debbie Morgan	05/03/19	
Cabinet	01/05/19	Recruitment & Selection Policy		Sally Thomas	26/02/19	
Cabinet	01/05/19	Play Sufficiency Audit and Action Plan 2019		Mike Moran	20/02/19	
Cabinet	01/05/19	Proposed changes to the membership of the school budget finance forum	This paper is to propose changing the membership of the school budget forum to allow wider representation	Nikki Wellington	15/02/19	

ICMD	24/04/19	ROWIP DRAFT PLAN		Ruth Rourke	02/0/19	
ICMD	24/04/19	Review of Collections Development Policy		Rachael Rogers	27/03/19	
Council	11/04/19	Monmouthshire Citizen Advice Bureau Annual Report	To provide members with an opportunity to discuss the work and ask questions of the Chief Executive of CAB Monmouthshire which provides advice to local people and its contribution to the council's purpose of building sustainable and resilient communities.	Matt Gatehouse	05/10/18	
Council	11/04/19	Mon Life		Peter Davies		
Council	11/04/19	Development Company		Peter Davies		
ICMD	10/04/19	Supplementary Planning Guidance on Affordable Housing commuted sums	endorsement to consult for 6 weeks	Mark Hand / Cllr Sara Jones	15/03/19	
ICMD	10/04/19	Housing Options Staffing Report		Ian Bakewell / Cllr Sara Jones	14/03/19	
ICMD	10/04/19	Consolidated Traffic Order		Roger Hoggins	29/01/19	
Cabinet	03/04/19	catchment review / admissions policy		Matthew Jones	19/03/19	
Cabinet	03/04/19	Agency and Self Employed Workers Policy		Sally Thomas	26/02/19	

Cabinet	03/04/19	Section 106 Funding – Sudbrook Paper Mill		Mike Moran	20/02/19	
Cabinet	03/04/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 9 held on the 7th March 2019.	Dave Jarrett	17/04/18	
ICMD	27/03/19	BLAENAVON INDUSTRIAL LANDSCAPE WORLD HERITAGE SITE MANAGEMENT PLAN (2018 - 2023)	To seek approval of the Blaenavon Industrial Landscape World Heritage Site Management Plan (2018-2023).	Matthew Lewis	08/03/19	
ICMD	27/03/19	DRAFT INFILL DEVELOPMENT SUPPLEMENTARY PLANNING GUIDANCE		MARK HAND	06/03/19	
ICMD	27/03/19	DEFINITIVE MAP MODIFICATION ORDER, PRICES BRIDGE, WHITELYE, TRELLECH		Ruth Rourke	05/03/19	
ICMD	27/03/19	Weekend Traffic Orders	NO LONGER REQUIRED - RH	Roger Hoggins	29/01/19	
ICMD	27/03/19	Future Housing Management Register	NO LONGER REQUIRED	Mark Hard	29/01/19	
ICMD	27/03/19	Youth Support Grant Additional Funding	Cllr Richard John	Hannah Jones	21/01/19	
ICMD	13/03/19	Non Domestic Rates:High Street and Retail Rates Relief		Ruth Donovan	01/03/19	
ICMD	13/03/19	Use of S106 funding in Wyesham	Cllr Bryan Jones	Mike Moran	20/02/19	

ICMD	13/03/19	Proposed prohibition of waiting at any time Capel Y Ffin to Llanvihangel Crucorney Rd		Paul Keeble	19/02/19	
ICMD	13/03/19	Restructure of Housing Options Scheme	DEFERRED	Ian Bakewell	04/02/19	
ICMD	13/03/19	PSPO Consider Condition of all MCC car parks		Andrew Mason	08/01/19	
ICMD	13/03/19	Formula Change for Mounton House		Nikki Wellington		
Council	07/03/19	Road Safety Strategy		Rogger Hoggins	29/01/19	
Council	07/03/19	Final Budget Proposals	Combined with Council Tax Resolution Report	Peter Davies	11/09/18	
Council	07/03/19	Treasury Management Strategy 2019/20	To accept the annual treasury Management	Peter Davies	11/09/18	
Council	07/03/19	Council Tax Resolution 2019/20	To set budget and Council tax for 2019/20	Ruth Donovan	11/09/18	
Cabinet	06/03/19	Future Options for Mounton House School		Will Mclean	27/09/18	
Cabinet	06/03/19	2019/20 Education and Welsh Church Trust Funds Investment and Fund Strategies	The purpose of this report is to present to Cabinet for approval the 2019/20 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2018/19 grant allocation to Local Authority beneficiaries of the Welsh Church Fund	Dave Jarrett	17/04/18	

Cabinet	06/03/19	Report to Federate the Governing Bodies of Llanfoist Fawr and Llanvihangel Crucorney Primary Schools.		Cath Saunders		
Cabinet	06/03/19	Investment Case to Deliver next phase of procurement strategy		Peter Davies		
ICMD	27/02/19	ESTABLISHMENT OF URBAN AND PHYSICAL REGENERATION TEAM		Cath Fallon	29/01/19	
Council	21/02/19	Addressing our lack of a five year housing land supply: a review of Monmouthshire's approach to unallocated housing sites		Mark Hand	29/01/19	
Council	21/02/19	REGENERATION OF SEVERNSIDE & THE FUTURE ROLE OF CALDICOT TOWN TEAM.		Cath Fallon	29/01/19	
Council	21/02/19	Capitalisation of Revenue Costs		Mark Howcroft	29/01/19	
Cabinet - Special	20/02/19	Final Revenue and Capital Budget Proposals		Peter Davies	20/09/18	
ICMD	13/02/19	Lido facility in Bailey Park		Deb Hill Howells	21/01/19	

ICMD	13/02/19	Prohibition of waiting at anytime, Lansdown Road, Abergavenny		Paul Keeble	15/01/19	
Cabinet	06/02/19	Local Housing Market Assessment		Mark Hand	29/01/19	
Cabinet	06/02/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 8 held on the 17th January 2019.	Dave Jarrett	17/04/18	
ICMD	30/01/19	Data Protection & GDPR Officer for Schools		Sian Hawyard		
ICMD	30/01/19	Social Care & Health Senior Leadership Review Follow up		Tyrone Stokes		
Council	17/01/19	Council Tax Reduction Scheme 2018/19		Ruth Donovan	11/09/18	
ICMD	16/01/19	IN-HOUSE SENIOR CARE & SUPPORT WORKER RE-GRADING		Colin Richings	31/12/18	

ICMD	16/01/19	DOMESTIC ASSISTANT POST RE-GRADE		Sian Gardner	31/12/18	
ICMD	16/01/19	Monmouthshire LDP Sustainability Appraisal Scoping Report and Habitats Regulations Appraisal Initial Screening		Mark Hand/Rachel Lewis	21/12/18	
ICMD	16/01/19	LOCAL GOVERNMENT (WALES) ACT 1994	THE LOCAL AUTHORITIES (PRECEPTS) (WALES) REGULATIONS 1995	Jonathan S Davies	18/12/18	
Cabinet	09/01/19	Final Draft Budget Proposals or recommendation to Council.		Joy Robson	17/04/18	
Cabinet	09/01/19	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 7 held on the 13th December 2018.	Dave Jarrett	17/04/18	
Cabinet	09/01/19	Budget Monitoring report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year.	Joy Robson/Mark Howcroft	17/04/18	