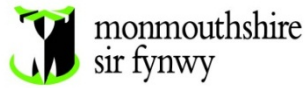


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Monday, 22 July 2019

Notice of meeting

Adults Select Committee

**Tuesday, 30th July, 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.	Apologies for absence	
2.	Declarations of interest	
3.	Public Open Forum	
4.	Social Housing Grant Report: Performance report on spending of grant monies.	1 - 24
5.	Revenue and Capital Outturn report: Budget monitoring report for quarterly scrutiny.	25 - 64
6.	Adult Services Co-option Report: To consider potential options for co-option onto the Select Committees. E.g. Access for All Forum, Mind, Age UK, GAVO, Carers' Group.	65 - 72
7.	To confirm the minutes of the previous Ordinary meeting held on 18th June 2019	73 - 86
8.	List of actions following the last meeting	87 - 88
9.	Adults Select Committee Forward Work Programme	89 - 90
10.	Council and Cabinet Work Planner	91 - 128
11.	Next Meeting: 24th September 2019	

Paul Matthews

Chief Executive / Prif Weithredwr

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

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

Watch this meeting online

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

Welsh Language

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

Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

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

Our Values

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

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

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

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

Monmouthshire Scrutiny Committee Guide

Role of the Pre-meeting

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

Questions for the Meeting

Scrutinising Performance

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

Scrutinising Policy

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

Questions for the Committee to conclude...

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

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

General Questions....

Empowering Communities

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

Service Demands

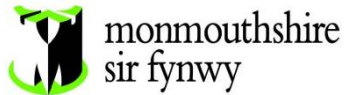
- How will policy and legislative change affect how the council operates?
- Have we considered the demographics of our council and how this will impact on service delivery and funding in the future?

Financial Planning

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

Making savings and generating income

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



SUBJECT:	Social Housing Grant Programme
MEETING:	Adult Select Committee
DATE:	30th July 2019
DIVISION/WARDS AFFECTED:	All

1.0 PURPOSE

1.1 The purpose of this report is to brief the committee on the completion of the Social Housing Grant Programme for 2018-19 and the new SHG Programme for 2019-20.

2. RECOMMENDATIONS

2.1 To consider the Social Housing Grant programme completions for 2018/19 and the associated benefits and whether services are effectively addressing local needs in relation to the Well-Being priorities for Monmouthshire and the Council's responsibilities.

2.2 To consider the proposed programme for 2019/20.

2.3 To recommend that Cabinet adopt the programme for 2019/20.

3. KEY ISSUES

3.1 It is recognised in Monmouthshire that house prices have risen to a level beyond that which is affordable to many local people. The average house price is currently £301,901 (Source: Hometrack 31st April 2019). The Monmouthshire average house price compares to a Wales average house price of £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.

3.2 The number of applicants on the Common Housing Register was 3269 at 31st March 2019. Overall, these figures show a slight increase in the number of households registered on Homesearch over the last 5 years.

2014/15	2867 registered households
2015/16	2619 registered households
2016/17	3253 registered households
2017/18	3019 registered households

3.3 During 2018/19 the Housing Options Team received 835 enquiries from households threatened with homelessness. They determined 307 households as having a Section 66 duty. S66 is the duty to prevent an applicant from becoming homeless and applies to households at risk of homelessness within 56 days. 244 households were determined as having a S73 or S75 duty. A S73 obligation is the duty to help secure accommodation for applicants who are homeless and applies to those who are eligible for assistance and homeless. A duty under S75 means the duty to secure accommodation for homeless applicants who are in priority need at the end of S73. This applies to applicants who are eligible, homeless, in priority need and not intentionally homeless.

3.4 We work very closely with our RSL partners to try to find enough sites to build up a healthy reserve scheme list for new development, however, going into the future this is proving difficult due to land availability.

4. **OPTIONS APPRAISAL**

4.1 The following options are available:

- **Option 1** – Implement the Programme Delivery Plan (PDP) as recommended in this report.
- **Option 2** – Not to have a Programme Delivery Plan to enable the provision of affordable housing. However, it is the policy of the council to maximise both delivery and spend of any available funds.
- **Option 3** – Support alternative schemes within the Programme Delivery Plan. However, there are no other viable schemes that could come into the programme this year but new schemes are being worked on for 2020/21.

5. **OPTIONS EVALUATION**

5.1 The SHG Programme will be constantly monitored by the Strategy and Policy Officer, and evaluated on a quarterly basis with a quarterly return submitted to Welsh Government as detailed in Appendix 1.

4. **REASONS:**

4.1 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.

4.2 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:

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

4.3 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.

4.4 The Programme Delivery Plan for 2019 - 2022 showing the potential spend of our allocation is appended to this report (appendix 2). We work very closely with our RSL partners to trying to find enough sites to build up a healthy reserve scheme list, however, going into the future this is proving difficult due to land availability.

5. RESOURCE IMPLICATIONS:

5.1 None

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

6.1 There is no negative impact to the delivery of affordable housing. Affordable housing benefits residents of Monmouthshire and makes an important contribution to the sustainability of our towns and villages by providing homes that local people can afford to live in. The delivery of affordable includes social rent properties and low cost home ownership opportunities for first time buyers. As well as enabling the provision of specialist schemes such as OAP and adapted housing which improves the lives of those with protected characteristics.

7. SAFEGUARDING & CORPORATE PARENTING IMPLICATIONS:

7.1 The policy supports both safeguarding and corporate parenting through the provision of affordable housing and suitable housing options for those with a housing need.

8. **CONSULTEES:** Cabinet Member For Enterprise and Land Use Planning; Senior Leadership Team; Head of Planning, Housing & Place-Shaping, Housing and Communities Manager and Housing Senior Management Team.

9. **BACKGROUND PAPERS:** None

10. **AUTHOR:** Louise Corbett, Strategy and Policy Officer – Affordable Housing.

11. **CONTACT DETAILS: E-mail:** louise.corbett@monmouthshire.gov.uk
Telephone: 07970957039

Appendix 1

Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	Social Housing Grant Programme
Date decision was made:	19.07.19
Report Author:	Louise Corbett, Strategy & Policy Officer

What will happen as a result of this decision being approved by Cabinet or Council?

Approval will enable the delivery of affordable housing in Monmouthshire. It will allow us to utilise Social Housing Grant allocated by Welsh Government and contribute towards the development of 26 new homes, assist 14 applicants to purchase a property off the open market and the provide 4 units of supported living accommodation for Social Care clients.

Regularly monitored with returns submitted to Welsh Government every quarter.

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

The following benchmarks will be used to assess whether the decision has had a positive or negative effect:

- Using up to date information to ensure that the schemes supported are meeting housing need.
- The number of units delivered.
- Achieving full spend of our allocation of Social Housing Grant.

12 month appraisal

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

It is not anticipated there will be any costs associated with the Social Housing Grant programme. The Strategy and Policy Officer will undertake managing the programme and any other associated works as part of the job role and responsibilities.

12 month appraisal

Any other comments

PROGRAMME DELIVERY PLAN: Main Programme 2019/20 - 2021/22

Monmouthshire

Welsh Gov Ref	Actual or Estimate	Scheme Name	RSL	Eastings (X)	Northings (Y)	Theme	Tenure	Total Units	Of Which Int Rent Units	Potential Other Programme?	Outline Planning	Detailed Planning	Ownership	Estimated (or Actual) Start Date	Estimated Completion Date	Scheme Grant Funding £000	Total Scheme SHG £000	Total Scheme HFG £000	Total Scheme RCG £000	Total Funding Allocated £000	SHG Drawn Down in Previous Years £000	HFG2 Drawn Down in Previous Years £000	RCG Drawn Down in Previous Years £000	RCG Value to be used £000	2019/20		2020/21	2021/22	Grant Funding Remaining		Comments																				
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																						Running Total:		2,329	532	1,619	1,145	SHG	534																						
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PROGRAMME DELIVERY PLAN: Main Programme 2019/20 - 2021/22

Monmouthshire

Table with 20 columns for programme details and multiple columns for financial data across years (2019/20, 2020/21, 2021/22) and funding types (SHG, HFG). The table contains a large grid of data, with most cells being empty or containing zeros.

Appendix 3



monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Louise Corbett</p> <p>Phone no: 01633 644474 E-mail: louise.corbett@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>The Welsh Government allocates Social Housing Grant to Local Authorities for the provision of affordable housing. The Programme Delivery Plan (PDP) is used to monitor affordable housing schemes over a 3 year period.</p>
<p>Name of Service</p> <p>Housing and Communities</p>	<p>Date Future Generations Evaluation form completed</p> <p>30/04/2019</p>

Page 6





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


Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Positive: Promoting affordable housing assists in achieving overall prosperity of communities and their residents. The SHG Programme seeks to maximise affordable housing provision which is essential in enabling sustainable resilient communities.</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: Ensure that the programme meets the housing needs of households on the council's housing register. This will include vulnerable groups.</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>Positive: Affordable housing will be constructed to high standards of energy efficiency and will make a positive impact on the cost of running a home.</p>	<p>Mitigate Negative Impacts: Planning will ensure that biodiversity, landscape interests etc. are appropriately considered in</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	<p>Negative: Development may be located in main and minor villages where there is limited public transport and likely reliance on the use of the private car. The car usage likely to result from small-scale development in rural areas is considered to be justified because it is likely to be minimal and the addition of new affordable housing contributes to meeting housing needs.</p>	<p>assessing any planning application and that good standards of design, landscaping etc. are achieved.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Positive: The provision of appropriate affordable housing development can assist in promoting good health, independence and well-being and in bringing forward additional units of housing to meet the specific housing needs of vulnerable groups</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: Ensure that planning guidance is accurately interpreted and implemented.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive: Affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people on low incomes can afford to live in.</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: Ensure that planning guidance is accurately interpreted and implemented.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Positive: N/A</p> <p>Negative: N/A</p>	<p>Better contribute to positive impacts: N/A</p>
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>Positive: The affordable housing programme has a positive general impact on culture, heritage and language. In general terms affordable housing makes an important contribution to the sustainability and cohesiveness of our towns and villages by providing homes that local people on low incomes can afford to live in.</p>	<p>Better contribute to positive impacts: Ensure that planning guidance is accurately interpreted and implemented.</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	Negative: None.	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive: The affordable housing programme should bring positive benefits to Monmouthshire's residents by opening up opportunities for appropriate affordable housing developments where they comply with the LDP policy framework. Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. It also a means of providing low cost homes for first time buyers.</p> <p>Negative: None.</p>	<p>Better contribute to positive impacts: Ensure that planning guidance is accurately interpreted and implemented.</p>

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term the future</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The Social Housing Grant Programme covers a 3 year period. By its nature, therefore, it cannot look beyond this period, we cannot predict the Welsh Government affordable housing allocation beyond 2022.</p>	<p>N/A</p>
 <p>Collaboration objectives</p> <p>Working together with other partners to deliver objectives</p>	<p>The Council's Housing Department works closely with Welsh Government, RSL's and private developers to deliver appropriate affordable housing to meet Monmouthshire resident's needs.</p>	<p>We hold regular meetings with our RSL partners to discuss housing need, land acquisition and the delivery of affordable housing.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>We hold public consultation events to discuss housing need, design and layout with local communities. This gives Community Councils and local people the opportunity to discuss housing need in their community and have an input into design.</p>	<p>Ensures that local people in housing need has the opportunity to register on Homesearch and ensures that the correct size and tenure of affordable housing is delivered.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Affordable Housing Programme puts Welsh Government, Local Authority and RSL resources into the delivery of affordable housing, which in turn reduces the number of Monmouthshire residents in housing need.</p>	<p>The programme will support housing development in Monmouthshire.</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p data-bbox="331 204 517 403">Positively impacting on people, economy and environment and trying to benefit all three</p>	<p data-bbox="546 197 1332 293">The provision of affordable housing has a positive impact on people's lives and the local building companies employed by the RSL's have a positive effect on the local economy.</p>	<p data-bbox="1352 197 2116 261">Delivering sustainable development has a positive impact on social, economic and environmental factors.</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	<p data-bbox="448 793 1030 1121">The delivery of affordable housing should bring positive benefits to Monmouthshire's residents of all ages, particularly through increasing the supply of affordable housing in the County. Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. It also a means of providing low cost homes for first time buyers.</p>	None	<p data-bbox="1619 793 2148 857">Ensure that the Welsh Government allocation of funding is spent.</p>
Disability	<p data-bbox="448 1136 1030 1326">Affordable Housing is built to meet all 16 lifetime home standards, which ensures that it is suitable for a wide range of vulnerable households. The SHG Programme also delivers adapted bungalows to meet the needs of physically disabled households.</p>	None	<p data-bbox="1619 1136 2148 1200">Ensure that the Welsh Government allocation of funding is spent.</p>
Gender reassignment	None	None	N/A

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Marriage or civil partnership	None	None	N/A
Race	None	None	N/A
Religion or Belief	None	None	N/A
Sex	None	None	N/A
Sexual Orientation	None	None	N/A
Welsh Language	None	None	N/A

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	Provides homes for vulnerable households e.g. those fleeing domestic violence.	None	N/A
Corporate Parenting	None	None	N/A

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

The Welsh Government allocation of funding to Local Authorities.

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?

Positive: The Affordable Housing Programme continues to support the provision of affordable housing in Main Towns, Severnside Settlements, Rural Secondary Settlements, Main and Minor Villages. Affordable housing makes an important contribution to the sustainability of our towns and villages by providing homes that local people on low incomes can afford to live in. It also a means of providing low cost homes for first time buyers. The provision of affordable housing will generate positive impacts on the local economy, which is essential to the well-being of local communities and residents throughout Monmouthshire.

Future: Monitor the effectiveness of affordable housing policies for the delivery of affordable housing.

Negative: Potential for some negative sustainability impacts where affordable housing development is located in main and minor villages where there is limited public transport and subsequent reliance on the private car, resulting in increased car use in these areas, albeit that this is likely to be minimal given the nature of small scale affordable housing development in rural areas. Therefore, the scope for such negative impacts is limited and will be carefully considered against the need for affordable housing in rural areas.

Future: Annual performance monitoring will evaluate the delivery of affordable housing against housing need and the negative impacts of development.

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
Monitor and evaluate the programme.	On a quarterly basis.	Strategy and Policy Officer, Housing Manager and Head of Planning, Housing & Place-shaping	

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: On an annual basis	On an annual basis when the 3 year SHG programme will be reviewed.
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SOCIAL HOUSING GRANT PROGRAMME



Key Issues

- ❖ In Monmouthshire house prices have risen to a level beyond that which is affordable to many local people. The average property price is currently £301,900 (Wales comparison £185,529) and the lower quartile affordability ratio is 9:1.
- ❖ The number of households registered on Homesearch is 3269 (as at 1st April 2019). In 2018-19 Homesearch registered 1711 new applications, advertised 630 properties resulting in 471 households being housed.
- ❖ During 2018/19 the Housing Options Team received 835 enquiries from households threatened with homelessness. They determined 307 households as a S66 duty (at risk of becoming homeless within 58 days) and 244 households as a S73 and S75 duty (actually homeless).



Social Housing Grant Programme 2018-19

The Social Housing Grant allocation in 2018-19 was:

- SHG only £4,369,317
- Housing Finance Grant 2 £1,037,615
- TOTAL £5,406,932

The final figure drawn down from Welsh Government was £5,212,613 resulting in an underspend of £194,376. It was a challenging year with some sites dropping out of the programme.



Delivery in 2018-19

112 Affordable homes will be delivered. These will be:

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



Recent Schemes

Brookside, Caldicot

Working in a partnership with Monmouthshire Housing Association (MHA) 25 units of affordable accommodation were delivered, we allocated £2,264,000 in Social Housing Grant and MHA also used private finance to deliver the affordable homes.

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Rural Housing - Tintern

David James our Rural Housing Enabler was able to identify suitable land to develop affordable housing in Tintern. Through working in partnership with David, the land owner and Monmouthshire Housing Association we were able to deliver 3 affordable homes. Social Housing Grant of £325,000 was allocated along with private finance from MHA.

The Rural Allocations Policy was utilised to find suitable tenants from the Tintern area and two of the properties were allocated to sisters Sarah and Sally Ball and their families. Having always lived in Tintern, Sarah and Sally were concerned they would have to move away because of increasing house prices in the area. “We were upset by the thought of leaving. We did not want to have to move away, our friends and family all live in Tintern”.

Before being allocated these properties “we were living with our parents, so there was six of us in a three bedroom house. It was a bit cramped; especially with each of us sharing a room with our daughters. Our parents now have their home and lives back and Evie and Erin love their new home especially now they have their own rooms. I can’t believe it’s happened and we get to live here, I just feel so lucky”.



Low Cost Home Ownership

Last year Social Housing Grant of £875,000 was allocated to help households purchase a property of their choice off the open market (DIY Homebuy). Working in partnership with Melin, we were able to provide an equity share to each household, this has helped 10 families onto the property market.

Case Study

Nadia recently went through a relationship breakdown and was considering what housing options were available for her and her son. Nadia was told of the Low Cost Home Ownership scheme and registered with Homesearch, Nadia met with officers from Melin and was found to be eligible for assistance. Based upon her circumstances Nadia was given a budget and provided advice on finding a suitable property on the open market. Nadia found a terraced property, the value was £175,000 and an equity of loan of £87,500 (50%) was awarded to enable Nadia to purchase the property. Nadia and her son moved into the property in December 2018. Nadia says “The house I’ve bought is literally a two minute walk into town and that has made such a change for the better in my life. I can’t convey how wonderful it is for me and my little boy to have a permanent home, or how grateful I am. We are both happier, more stable and more secure now. He knows his neighbours for the first time in his little life and I know he will grow up so happy here. None of this could have happened without the scheme - thank you!”



Future Plans

For 2019-20 our indicative Social Housing Grant and Housing Finance Grant 2 Allocation is £2,861,000. This will be used to deliver 41 affordable homes (Llanvair Kilgeddin, Wern Gifford and LCHO across Monmouthshire).

Health and Social Care

The positive impact that good quality affordable housing has on people's health and well being is widely recognised. We are working with colleagues in Social Care and at Aneurin Bevan Health Board to identify opportunities to work together to deliver suitable housing for those with complex needs. This includes:

- Identifying, purchasing and renovating a suitable property in Abergavenny to provide supported housing for people suffering mental ill health, this will be managed by Social Care and a support provider.
- Working with Health to find a property that will provide supported housing for patients with learning disabilities.



REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2018/19 OUTTURN STATEMENT
DIRECTORATE	Resources
MEETING	Adults Select Committee
DATE	23rd July 2019
DIVISIONS/ WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the revenue and capital outturn position of the Authority based on capital slippage and reserve approval and deferment.
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
 - assess whether effective budget monitoring is taking place,
 - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
 - challenge the reasonableness of projected over or underspends, and
 - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.
- 1.3 Recognising the twofold purpose to brief Cabinet/all members of the collective position, and individual scrutiny committees of specific aspects affecting their portfolio interests, the latter have been colour coded (green) to assist scrutiny members of particular committees.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Members consider a net revenue outturn of £49k surplus.
- 2.2 That members endorse the revenue surplus for the year being used to replenish Capital Receipts generation reserve, and notes the effective closure of the priority investment reserve, appreciating the use of reserve balances at outturn, the slippage to 2019-20 proposed and the low level of earmarked reserves, which will notably reduce the flexibility the Council has in re-engineering services and facilitating change to mitigate the challenges of scarce resources going forward.
- 2.3 Members note the extent of movements in individual budgeted draws on school balances, and reported recovery plan intentions as a consequence of their approving changes to Fairer Funding guidelines since month 2
- 2.4 That Members note the 81% delivery of the budget setting savings agreed by full Council previously and the implicit remedial action/savings included in the financial monitoring to compensate for circa 20% savings (£951k) reported as delayed or unachievable by service managers.

- 2.5 That Members note the enhanced monitoring of Children's services and additional learning needs proposed, to supply details for instance of average unit costs, the activity and predicted volume of presentations used in forecasting, to allow services an earlier opportunity to highlight cost pressures and more time to resolve such by remedial action in year.
- 2.6 That Members consider the capital outturn spend of £70.31m, introducing a £1.015m anticipated overspend, accepts slippage requests of £9.9m being endorsed and the related presumptions made around net financing consequences as per section 3.5.

3. MONITORING ANALYSIS

3.1 Revenue Position

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

Service Area	Initial 2018-19 Annual Budget	Virements to budget since Month 7	Revised Annual Budget	Forecast Outturn	Forecast Over/ (Under) @ Outturn	Forecast Over/ (Under) @ Month 7	Variance between monitoring periods
	£'000		£'000	£'000	£'000	£'000	
Adult Services	7,501		7,412	7,593	181	-24	205
Children Services	11,373		11,460	12,911	1,451	562	889
Community Care	22,704		22,768	21,695	-1,073	-794	-279
Commissioning	1,631		1,627	1,523	-104	-85	-19
Partnerships	366	99	465	465	0	0	0
Public Protection	1,417		1,410	1,420	10	-9	19
Resources & Performance	676		655	662	7	-40	47
Total Social Care & Health	45,668	99	45,797	46,269	472	-390	862
Individual School Budget	43,620		43,621	43,554	-67	-185	118
Resources	1,440	-135	1,305	1,272	-33	-50	17
Standards	5,113		5,111	5,848	737	471	266
Total Children & Young People	50,173	-135	50,037	50,674	637	236	401
Business Growth & Enterprise	1,456	-100	1,232	1,080	-152	-124	-28
Operations	15,394	-130	15,375	15,696	321	621	-300
Planning & Housing	1,815	-32	1,695	1,416	-279	-151	-128
Tourism Life & Culture (Monlife)	3,445	74	3,519	3,696	177	257	-80
Total Enterprise	22,110	-185	21,211	21,888	67	603	-536

Legal & Land Charges	458		456	489	33	45	-12
Governance, Democracy and Support	3,893		3,880	3,781	-99	-60	-39
Total Chief Executives Unit	4,351		4,336	4,270	-66	-15	-51
Finance	2,486	-43	2,441	2,221	-220	-156	-64
Information Communication Technology	2,679	-62	2,617	2,603	-14	61	-75
People	1,680	-132	1,498	1,556	58	30	28
Future Monmouthshire		10	133	150	17	20	-3
Commercial and Corporate Landlord Services	844	-401	429	398	-31	81	-112
Total Resources	7,689	-628	7,118	6,928	-190	36	-226
Precepts and Levies	18,467	0	18,467	18,472	5	-1	6
Corporate Management (CM)	120	0	251	-161	-412	-323	-89
Non Distributed Costs (NDC)	669	0	669	701	32	38	-6
Strategic Initiatives	493	0	424	0	-424	-332	-92
Borrowing Cost Recoupment		-9	-9	-9	0		0
Insurance	1,333	26	1,359	1,359	0	-96	96
Total Corporate Costs & Levies	21,082	17	21,161	20,362	-799	-714	-85
Net Cost of Services	151,073	-835	150,270	150,391	121	-244	365
Fixed Asset disposal costs	153	-35	118	118	0	7	-7
Interest and Investment Income	-56	0	-56	-243	-187	-58	-129
Interest payable & Similar Charges	3,326	111	3,448	3,531	83	36	47
Charges required under regulation	4,500	125	4,562	4,533	-29	-7	-22
Contributions to Reserves	224	562	655	685	30	0	30
Contributions from Reserves	-1,408	70	-1,187	-1,214	-27	0	-27
Appropriations	6,739	833	7,540	7,410	-130	-22	-108
General Government Grants	-63,091	0	-63,091	-63,091	0	0	0
Non Domestic rates	-30,177	0	-30,177	-30,177	0	0	0
Council Tax	-70,838	0	-70,838	-70,741	97	60	37
Council Tax Benefits Support	6,294	2	6,296	6,159	-137	-110	-27
Financing	-157,812	2	-157,810	-157,850	-40	-50	10
Net Council Fund (Surplus) / Deficit	0	0	0	-49	-49	-316	267

3.1.1 This outturn forecast presumes the beneficial effect of £894k of revenue cost meeting capital definitions, and being capitalised against the additional national capital resources (£1.3m) notified by Welsh Government as per para 3.4.2, and without such the Council would have incurred a material deficit. Specific pressures exist around Additional learning needs (ALN), Children’s Services, passenger transport, car parking where activity no longer reflects the budget provided given the savings previously volunteered by services colleagues.

3.1.2 Putting such variances in context, they both CYP and SCH significant deficit positions still equate to less than 0.8% variation against the net cost budget before financing. This is an incredibly close correlation given the volume of budget holders involved in the process, the volatility in pressures and savings proposals experienced during the year, and the need to secure compensatory savings to mitigate adverse positions highlighted earlier in the year. However clearly a surplus is more attractive to the Council than an equivalent deficit, so the use of periodic monitoring as a tool for change during the year should not be underestimated.

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

Net Council Fund Surplus	2018-19	2017-18	2016-17	2015-16	2014-15
	£'000	£'000	£'000	£'000	£'000
Period 1	379 deficit	164 deficit	1,511 deficit	867 deficit	219 deficit
Period 2	316 surplus	62 deficit	839 deficit	1,066 deficit	116 deficit
Period 3			79 surplus	162 deficit	144 deficit
Outturn	49 surplus	652 surplus	884 surplus	579 surplus	327 surplus

3.1.4 The above table indicates a potentially significant change in trend, such that the outturn is less beneficial than the previous period’s reported forecast. This hasn’t been the case in any of the previous 4 years. There is no one panacea reason for this, it can be affected, for instance, by

- Declining national funding
- A reliance on adhoc grants through the year leading to more reactive and less planned outcomes
- An increasing difficulty in successfully managing and delivering the savings targets agreed with members
- More limited opportunities to find adhoc reactive savings in year
- Limited reserve cover to smooth peaks in unforeseen financial activity

3.2. Directorate Monitoring Positions organised by Select portfolio

3.2.1 Revenue budget monitoring information for each directorate’s directly managed budgets is provided together with information on corporate areas through the hyperlink in section 8 below. A summary of main pressures and under spends within the Net Cost of Services Directorates include,

3.2.2 Stronger Communities Select Portfolio (£1.225m net underspend)

- Chief Executives Unit (£66k underspend)

Legal division exhibited a £33k overspend, due to staff cost pressure and a shortfall in land charges income. **Governance, democracy and support** incurred a £99k surplus due to staff vacancies and windfall electoral management grant more than compensating for the

pressure in Contact centre and inability to make staff vacancy efficiencies in support and scrutiny positions.

- Resources Directorate (£190k underspend)

Finance Division predict an underspend of £220k, predominantly predicted savings in Revenues and Exchequer sub division and saving in management cost. **IT predicts an £14k underspend**, due to laptop purchases being deferred being more significant than the deficit introduced by shortfall in SRS reserve returned to MCC at year end, and a degree of salary savings not yet delivered within SRS. **People services predicts £58k deficit**, mainly the result of sickness and maternity cover within the division. **Corporate Landlord division exhibited a net £31k surplus** which hides large variances within monitoring, such that savings in staffing and management of asset management of £154k compensate exactly for procurement savings not made. The net savings effectively come from the net extent of programme repair work that would have been charged to revenue had extra schools capital funding not been manifest. **Future Monmouthshire** responsibility has moved across to Resources during the financial year, and exhibits a **£17k deficit**, being a proportion of digitisation and agency cost savings not yet attributable to particular services.

- Corporate (£799k underspend)

The net effect of the unutilised redundancy budget (£424k), together with one off rate refund receipts in respect of Council's buildings and an extraordinary dividend from the Crematoria Joint Committee. Please note the cost of redundancies unless subject to the traditional 2 stage approval process agreed with members show as overspends within service budgets rather than corporate.

- Appropriations (£130k underspend)

Reserve usage has been adjusted in both Appropriations and service Directorates hence the volume of budgetary virements and variability between month 7 and outturn exhibited in the table 3.1.2. Small savings accrue from minimum revenue provision required (£29k) to repay borrowing experienced during the year. The interest savings and costs can simplistically be netted off as a £104k saving. They are a mixture of additional interest receivable on investments, additional interest on necessary unsupported borrowing with all activity being affected by an increase in base interest rates during the year and reported previously.

With regard to treasury management and interest rate speculation, the last quarter introduced a heightened challenge to predict forward interest rates and act accordingly. This was due to uncertainty as how smooth the Brexit process would be, but Treasury advisor had instead indicated a sense in having a balanced loan portfolio with a mixture of short/long term debt and proportion of variable/fixed debt. Over the medium term we have tended to take short term recurrent borrowing at effectively variable rate. This has provided Treasury savings over the last 3 years. It is more likely that we will be locking a higher proportion of that short term recurrent borrowing into more fixed rate longer term instruments. Longer term rates are more expensive than recurrent short term rates, so this is anticipated to mitigate the positive effect that Treasury traditionally brings in balancing the budget in future years.

- Financing (£40k underspend)

Council tax receipts indicate a £97k shortfall given an increasing level of discounts and allowances being requested. The traditional underspend in anticipated Council tax benefit payments was at the end of the year very close to the monitoring prediction throughout the year, providing £137k benefit. However going forward this is an area where activity is likely to be more volatile than traditionally given advertising campaign undertaken by Welsh

Government and the advent of universal credit bringing focus to individual's financial circumstances. .

RESOURCES DIRECTOR'S CONTEXT & COMMENTARY

Concerted efforts through the financial year and in particular the last quarter has resulted in a £191k under spend, a £226k positive variance from the £35k over spend reported at month 7 and assisting the overall Authority outturn position.

Savings of £148k within Estates, an increase of £99k from month 7, have been derived from further staff vacancies, additional income and lower than anticipated expenditure on professional fees. There will soon be a restructuring of the Estates team that will look to ensure that we have the capacity and capability to continue progress with the delivery of the revised Asset Management and Commercial strategies. Improved income generation of £70k with the solar farm were generated due to more beneficial export tariffs being secured.

Additional premises cost have resulted with our Industrial Units and County Farms have incurred cost pressures resulting from a compensation payment and professional fees together with strain on rental incomes being achieved from farm holdings (£27k). An under spend of £57k has resulted on corporate building maintenance budgets as a result of school maintenance grant being received late in the financial year from Welsh Government. This has been offset by an over spend of £9k on accommodation costs across our main office sites due to additional maintenance costs and an over spend in Property Services of £18k due to lower than anticipated fee income.

Procurement is still reporting an over spend resulting from the non-delivery of an element of the authority wide savings (£155k). This was subsequently factored into budget proposals and thus removed as a pressure for 19/20. Alongside this targeted resources are being directed into identifying and exploiting further procurement opportunities consistent with taking forward the revised procurement strategy.

Finance reported an increased underspend of £221k (£156k at month 7). Savings have resulted from further staff vacancies, one-off grant received from DWP in respect of Housing Benefits and the cost of the cash system and merchant fees being less than anticipated. The introduction of the new cash system will increase costs but the saving was at least welcomed in allowing the directorate to put downward pressure on costs.

The Future Monmouthshire budget exhibiting some strain (£18k over spend) as a result of cross authority savings not yet being allocated in respect of digitisation, agency costs and mileage allowances offset through downward pressure being placed on professional fees. Targeted work is being undertaken to ensure that cross authority savings are being delivered in 19/20 and such that over spend pressures are not repeated.

ICT and the specifically the Shared Resource Service delivered a £14k under spend at outturn (£61k over spend at month 7) have resulted from savings in supplies and services budgets along with the benefit of a one-off capital grant being received late in the financial year from Welsh Government.

The picture is completed by net cost pressures of £58k continuing within People Services (£31k at month 7) and resulting from increasing staff costs as a result of the need to cover staff sickness, one-off costs with HMRC regarding historic mileage claims and increased training costs at Raglan Training Centre offset by savings in Corporate Training with a delay in recruiting a modern apprentice and a reduction in corporate healthcare costs within Occupational Health.

Efforts now quickly turn to 19/20 and delivery of savings proposals and further work to manage and contain expenditure within the directorate and across the Authority.

3.2.3 Economy & development Select Portfolio (£78k net overspend)

- Enterprise Directorate (£67k net overspend)

Business growth and enterprise predict a net **£152k underspend**, being effect of staffing savings, and a small net income from Events firework display. The staffing has been core funded through a reduction to corporate redundancy budget, but there is still no formal Events strategy to indicate how events income will contribute a holistic benefit in sustaining services. This remains similar to the Borough Theatre situation.

Planning & Housing (net £279k underspend) – Development control has historically experienced a significant deficit in income against budget. The extent of some larger sites coming online during the year has meant higher than usual income levels, however the majority of saving comes in the form of professional and specialist costs not incurred in facilitating LDP process. The pressure accommodated in respect of lodging scheme as part of 2018-19 budget process and ad hoc grant has allowed the Housing service to exhibit £99k surplus.

Operations incurred a collective £321k deficit. The position for each of main Operations areas is as follows, Transport Garage and car parks £382k deficit (in the form of £118k additional maintenance costs to older vehicles and £274k income deficit from car parking), catering £32k surplus (caused by adhoc free school meals grant), cleaning £20k surplus (caused by additional income from “new” sites) , Passenger Transport £248k deficit (caused by a mixture of additional staffing costs, additional repair costs, and additional resulting hire costs), Waste and Streetscene £115k deficit (caused by abortive recycling saving with neighbouring authority £110k, and CA site savings from reduced opening hours not enacted £13k) and Highways £373k surplus (the net result of redirecting revenue expenses to be afforded by additional capital funding, and a mild winter reducing winter maintenance liability).

Tourism, leisure & culture - Monlife (£177k overspend) – The final position is artificial to the MCC bottom line as it masks the significant recurrent deficit situation experienced within Outdoor Education service. The outdoor education partnership was dissolved since month 7 reporting, and the balance of the partnership reserve (£129k surplus) credited to revenue account. This has largely compensated for £119k trading deficit. The risk to MCC is that service still has to be re-engineered to become sustainable, those costs will fall to MCC in recognition that partners have agreed to forego any reserve distribution Unfortunately the reserve has been utilised predominantly to afford the year’s trading deficit (£119k) and will not be available to support re-engineering costs. The trading pressure within Outdoor Education relates to an eroding income base as historic partners looked to withdraw their core support.

Attractions incurred £71k deficit pressure predominantly £62k in respect of redundancies.

Leisure centres incurred a net £11k income deficit, with the encouraging income surplus at Monmouth LC of £89k, (testament to its redevelopment and work of staff) not being fully sufficient to cover for shortfalls in income at its southern establishments. Youth has incurred a £7k due to unbudgeted training expenses. Museums anticipated a £42k overspend mainly for staff and sickness cover, and remediation consequences of withdrawing from using the Caldicot storage facility.

- Social Care & Health (£10k overspend)

Public Protection (£10k overspend) – predominantly the net effect of minor pressures across registrars, public health and trading standards.

ENTERPRISE DIRECTOR'S CONTEXT & COMMENTARY

The outturn for the end of the financial year sets out a continued underspend for the Enterprise Directorate. The final outturn presented is an under spend of £110k. This is a significant achievement and officers have continued throughout the year to manage adverse positions as they have been identified.

Economy and Enterprise

The economy division is reporting underspends these are due primarily to staff vacancies. Within Business and Enterprise, in the financial year 2019/20 these underspends are not projected to continue as these funds will cover salary contributions for the Strategic Lead for Regeneration and the Town Centre Engagement Project Officer. The underspend on Communities and Partnerships Development is due to a vacant post and a decrease in spend against supplies and services. It is anticipated that this will be fully spent in 2019/20 due to a small restructure within this team.

Planning and Housing

Planning and Housing have continued to report underspends and the final outturn underspend is £278,531. A large proportion (£186k) of this is due to an underspend in Professional and Specialist Fees that were anticipated for the key elements of the LDP evidence base that require the commissioning of external consultants. This will commence in 2019/20 so no major costs have been incurred. The underspend in Housing has arisen due to two key aspects, firstly the lodgings scheme, a change in designation of the properties has led to an increase in rental income plus an ability to claim property maintenance expenses from one off grant funding has led to the variance from month 7. Secondly, Private Sector Leasing, this is the first year these properties have been back within MCC control and it was unclear how much work would be needed to repair and maintain them. It has also been possible to claim large refurbishment and maintenance works from the one off grant funding.

Operations:

There are deficit trends within Operations that have caused concern and have been reported upon throughout the year. The resultant outturn of a £320k adverse position for this division is an improved position since the Month 7 report.

Cleaning and Catering

The catering section has underspent by £32k, the swing between the outturn and month 7 is mainly due to additional grant funding that was not expected at month 7 (£30k). In addition there were lower than anticipated material and consumable costs. The cleaning section has underspent by £20k due to higher than anticipated income this relates to additional sites being acquired during the year leading to increased income.

Highways

Highways Development & Flooding has overspent by £52,000. There have been swings between individual costs centres within the unit but the main reason for the overspend relates to consultancy costs incurred in the setup of the authority's Civil Parking Enforcement team. We were hopeful that these costs could be covered by improved fee income during the year but fell short of the amount required. Highways Operations has underspent by £424,000 due to increased capital income that has been received throughout the financial year. A windfall capital allocation increase in 2018/19 allowed us to rearrange our repair programme to better displace core costs with capital funding. In addition to this the mild winter meant that gritting and snow clearance works were under what we had predicted for the year. Highways External Clients and the SWTRA Collaboration have come in on budget.

Home to school transport

The section has overspent by £248k. The changes from month 7 to outturn relates to higher than anticipated vehicle repairs costs which have also resulted in increased vehicle hire charges whilst these vehicles have been off the road to allow the repairs to be completed. The main budget pressures during the year have been increased vehicle hire charges due to a number of vehicles off the road requiring major repairs, this has impacted on the expected savings that were anticipated through the dynamic purchasing scheme procurement exercise but these works are essential to ensure our fleet is safe and resilient. Secondly, the overspend also related to increased employee costs which have been incurred through the rearrangement of our staffing structures and to correct a contractual arrangement which have led to additional employee payments.

Fleet management and Transport

Transport are over spent by £118k due an increase in maintenance costs due to the ongoing maintenance of a number of older vehicles and additional new depot costs due to essential works to allow the occupation of the new building in Caldicot. The variance from month 7 to the final outturn is due to the level of maintenance increasing throughout the year.

Car Parking

The over spend of £275k is due to a number of areas. Morrisons in Abergavenny provides free parking in the town for two hours and due to its proximity people choose to park in this

car park, which means a loss of car parking income, this has been estimated as £2k per week. Car Parking fees were increased by 10% for 2018/19 however, these charges didn't come into force until July 2018 so a full year of increased fees has not been realised. Two car parks have also been closed for part of the year due to engineering works which has meant a further loss in income. The variance from month 7 is due to a further decrease in income levels. A small under spend has been generated through the green car scheme. The under spend will never be known until year end due to members of the scheme joining and leaving throughout the year.

Waste and Street Scene

The Waste and Street Scene section is £115k over spent. This is due to £100k savings proposal to Blaenau Gwent not being progressed and the CA site savings of £13k from reduced opening hours not currently being implemented.

The final outturn position for the MonLife portfolio is £177,168 over, a reduction from month 7 of £80,000 but a large proportion of this relates to the Outdoor Education service which draws upon the trading reserve for an extra £72,000. Throughout the financial year officers have worked hard to maintain existing services to ensure that the end of year position was as anticipated. This set of services moves into an exciting next stage over the forthcoming years as the services move into transformation and implementation of the MonLife brand.

Following the restructure of the Attractions Service in the summer of 2018 the resultant redundancy costs of £62k were incurred. Museums have overspent by £50k mainly due to staffing costs because of the need to provide front of house cover when staff are on leave or sick (£43k). A further £7k of this was design work for the structure at Abergavenny Castle which because it is not proceeding cannot be offset against the grant funding.

The Gwent Outdoor Education Service was formally dissolved in March 2019, with the Talybont site being returned to Newport City Council. Over the past few years the service has suffered from the loss of partner subsidies and has seen a general decline in usage with increasing costs. There has been a significant overspend which has been met in part by the Outdoor Education reserve leaving £13k to be met from the service.

Countryside is overspent by £26k mainly due to unplanned expenditure to adapt and complete the Black Rock access barrier as well as rights of way maintenance pressures.

Other minor overspends included £11k in Leisure where high income targets were not achieved; Youth Service, £7k because of additional training requirements and the remainder in repairs and improvements to Old Station Tintern.

3.2.4 Adult Select Portfolio (net £989k underspend)

- Social Care & Health

Adult Services (£181k overspend) – resulting from a significant drop off in community meals income of £80k has been reported by service, together with £155k staffing pressures (sickness cover and ERS pension saving not realised) within net direct care establishments (Severn View and Mardy Park), a £120k net pressure caused by limited capacity in the

external domiciliary care provider market, compensated for by vacancies and management savings of £97k.

Community Care (£1.073m underspend) – net savings within Mental Health Care team budget and Frailty pooled budget (collective £1.4m) compensate for an inherent pressure to adult disability care provider costs and client needs (£323k overspend).

Commissioning (£104k underspend) – predominantly the effect of reviewing service contracts, and a staffing saving, compensating for Drybridge Gardens income shortfall caused by a tenancy vacancy.

Resources (£7k overspend) – net effect of increased transport costs.

SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

The year-end outturn overspend of £472K includes £13K of redundancy costs to be met from equivalent underspends held centrally, with the outturn position benefiting from a £345K in year Social Care Pressures grant from Welsh Government and £40K of capitalised IT costs, accounted for within the Adult Services budget.

At month 7 forecast prediction was a £390K underspend, but at that time of reporting it was highlighted we were moving into the winter months and with a back drop of Adult care hours that were awaiting brokerage from reablement, and the increase in Looked After Children numbers it would be a challenge to remain within budget. At M7 £406K was predicted from the Social Care Pressures grant but the final award was £61K less and since M7 the directorate travel budget was reduced by £30K.

Within Adults Services the year end outturn underspend of £989K is much better than that predicted at M7 (£943K) mainly as a result of continued care provision mainly within Usk and the South of the County delivered through reablement as opposed to the external domiciliary market. Also there have been some additional property sale income received prior to year-end which had previously been expected in April.

Children's Services have experienced significant demands since M7 resulting in an outturn overspend of £1.45M, compared to that previously forecast at M7 of £561K. Legal costs have overspent by £230K, with £252K spent on Legal costs after the M7 forecast. Alternative legal provision has been mapped out with the Head of Law as we move into the new financial year. Looked After Children numbers have significantly increased from 148 reported at M7 to 172 at outturn a rise of 24, with an additional 18 placement since M7 costing £341K and within younger people's accommodation 6 placements costing a total of £489K.

Public Protection overspent by £10K which given it operates on a very small budget of just £1.4M to provide its wide range of services such as Trading Standards, Environmental and Public Protection, Licensing, Health & Safety and Registrars is a pleasing result.

3.2.5 Children & Young People Select Portfolio (net £2.088m overspend)

SLT received month 10 monitoring information. At which time Director of Resources met with Director of Social Care and Director of Children and Young People. No additional remediation actions were agreed, but there was a commitment that adverse variances would be contained at month 10 levels. The equivalent forecast information at month 10 was £1.3m adverse

variance in Children's service, so outturn exhibits a further £118k adverse variance with extra service costs being mitigated by unbudgeted intermediate care funding so extra overspend is predominantly in staffing costs which is one of more controllable aspect of Children's services budget.

CYP Directorate exhibited a forecast deficit to Standards Division of £695k at month 10, mainly in respect of additional learning needs pressure. At outturn this has risen by £42k to £737k. The budget has been subject to a variety of changes in recent years, and savings of circa £800k volunteered over the last 3 years. The budget historically reflected 2 special needs units operating across the County. More recently there has been an acknowledgement to operate in each of the secondary schools, and, where reasonable, to support pupils in Monmouthshire schools rather than out of County.

In both cases, service colleagues volunteer that service demand has increased and introduced an equivalent additional financial pressure, and that individual decisions can have a very significant consequence. To enable members to better appreciate such, it is recommended that the financial monitoring going forward needs to be more sophisticated to provide a context about the volume of customers/recipients actually supported and their average cost of provision and to evidence what assumptions and volume have been used to forecast outturn activity upon.

- Social Care & Health (£1.451m overspend)

Children's Services (net £1.451m overspend) – this can be a fairly volatile area to manage budget wise, with individual placements potentially having a significant effect. The service concludes pressures resulting from a greater volume of placements and consequent transport costs thereafter totalling circa net £1m, and staffing costs above budget of £440k.

In comparison to 2017-18 activity which was £1.6m overspend, the 2018-19 forecast does indicate a slightly improving position consistent with the recovery plan prepared by Children's service that advocated £113k saving in 2018-20. However that presumption was based on a perceived £534k unsustainability rather than £1m.

Youth offending team partnership (breakeven) – this partnership is managed in a similar fashion to Outdoor Education, in so far as surpluses or deficits do not affect MCC outturn position and are instead transferred to their trading account. The Board overseeing the management of the service has agreed to hold the combined surplus at £150k, which means that circa £99k beneficial effect has been redirected back through to partners at year end, MCCs proportion is circa £40k. Service colleagues have chosen to use this credit to reduce Children's services costs, accepting the risk of needing to absorb any future volatility in Youth Offending costs above budget, rather than more prudently establishing a reserve to smooth such peaks and troughs in service provision.

SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

The year-end outturn overspend of £472K includes £13K of redundancy costs to be met from equivalent underspends held centrally, with the outturn position benefiting from a £345K in year Social Care Pressures grant from Welsh Government and £40K of capitalised IT costs, accounted for within the Adult Services budget.

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the Social Care Pressures grant but the final award was £61K less and since M7 the directorate travel budget was reduced by £30K.

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Children's Services have experienced significant demands since M7 resulting in an outturn overspend of £1.45M, compared to that previously forecast at M7 of £561K. Legal costs have overspent by £230K, with £252K spent on Legal costs after the M7 forecast. Alternative legal provision has been mapped out with the Head of Law as we move into the new financial year. Looked After Children numbers have significantly increased from 148 reported at M7 to 172 at outturn a rise of 24, with an additional 18 placement since M7 costing £341K and within younger people's accommodation 6 placements costing a total of £489K.

Public Protection overspent by £10K which given it operates on a very small budget of just £1.4M to provide its wide range of services such as Trading Standards, Environmental and Public Protection, Licensing, Health & Safety and Registrars is a pleasing result.

- Children and Young People (net £637k overspend)

Service colleagues reported **School Budget Funding** moved from breakeven at month 2 to £185k surplus at month 7, based largely on capitalising expenditure (£125k) and anticipating redundancy and settlement agreements being borne by corporate redundancy budget. The outturn was an uncommitted **£67k surplus** not allocated to schools. **Resources Divisions** are now anticipating a £33k surplus, caused by net vacancies and reduced hours. **Standards subdivision** exhibited an **outturn overspend of £737k**. It had previously anticipated a forecast £471k overspend reported as largely the consequence of continued reduced residential place numbers at Mounton House as MCC considers the future use for the facility. Since month 7 the cost deficit in Standards Division has increased by a further £266k.

CHILDREN & YOUNG PEOPLE DIRECTOR'S COMMENTARY

The Directorate's Month 12 position is a forecasted overspend of £637,390 which is an increase on the month 7 forecast over spend of £307,942. Included in the overspend are two areas of expenditure that were not reported in the directorate for month 7, the first is £108,500 relating to severance agreements in schools, where some of the costs have been borne by the directorate, in the previous forecast these were reported centrally. The second is £48,907 which is provision for school based redundancies. The redundancies will not take place until August, but have already been agreed by the Governing Body.

The Additional Learning Needs budget continues to remain under significant pressure due to the requirement to support more of our pupils with complex needs. This is not a simple picture of additional costs, officers have been managing these costs to keep these to a minimum while ensuring the young person is supported. In addition, there have been new complex additions to the number of children requiring support; these can be significant and

the part year impact of one of these placements is as much as £50,000. It is important to note that the pressure of supporting children within mainstream Monmouthshire schools is a more significant pressure than the out of county pressure.

While the recoupment income for the authority has increased since month 7, the pressure for Mounton House remains. The future of Mounton House is a key focus of the Additional Learning Needs (ALN) Review.

Schools and CYP budgets remain exceptionally challenging across Wales and Monmouthshire is no different. The year end balances for our schools show a collective deficit of £232,404. However this is an improvement of £496,352 since month 7. Recovery plans are a significant focus for schools in a deficit, with the Governing Body and Local Authority working collectively to agree the improvements required.

3.3 2018/19 Budget Savings Progress

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

In summary they are as follows,

Disinvestment by Directorate 2018-19	2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD
REVENUE MONITORING 2018-19	£000	£000	£000	£000
Children & Young People	(631)	(475)	0	(156)
Social Care & Health	(925)	(795)	0	(130)
Enterprise	(242)	(138)	(94)	(10)
Resources	(746)	(508)	(239)	0
Chief Executives Units	(1,296)	(1,060)	(78)	(159)
Corporate Costs & Levies	(25)	0	(25)	0
Appropriations	(396)	(396)	0	0
Financing	(800)	(740)	0	(60)
DIRECTORATE Totals	(5,061)	(4,112)	(436)	(515)

3.3.2 Mandated saving performance is running at 81% of budgeted levels, with currently £515,000 being deemed potentially unachievable, and a further £436,000 to be delayed to later years. This decrease in achievability forecasting (5%) is predominantly shown in Social Care and Children and Young People Directorates

3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.

3.3.4 Consequently the savings appendix (appendix 1) also has a traffic light system to indicate whether savings are likely to be achieved or have justifiable reasons explaining delayed implementation. The following summary of savings mandates are highlighted as requiring further work to crystallise or exhibit an anticipated degree of volatility.

3.3.5 Stronger Communities Select Portfolio

Resources Directorate & Corporate

- Delayed savings are anticipated in respect of the likely introduction of the Revenues sub division's new document image system (£10k), the Procurement gateway review £150k appears to exhibit little progress to date, savings from more zealous use of duplicate payment software (£25k), and the reviewing of technology and systems and introduction of chatbot functionality (£79k) all report delays in implementation and the timing when savings crystallise.

Ex Enterprise (ENT) Directorate

- The Future Monmouthshire initiative was part of Enterprise Directorate at budget setting time, but has since moved to Resources Directorate. A Council wide target, overseen by Future Monmouthshire colleagues, to reduce agency costs by £80k is reported unlikely to be delivered. Similarly a shortfall to increase fees and income by £32k has fallen short by £10k and the presumption to reduce Council travel costs by £72k this year is likely to fall short of aspiration by circa £14k.

3.3.6 Economy & Development Select Portfolio

Ex Chief Executive's Office/Operations now Enterprise Directorate

- Approved car park price increases weren't introduced in April reducing the anticipated income levels (£21k). The civic amenity (CA) site opening time reductions haven't been introduced resulting in £13k saving shortfall. The matter has fallen into a wider CA sustainability review during 2019-20 commissioned with Waste and Resources Action programme (WRAP).
- The savings agenda within PTU were significant and wide ranging and involved significant officer time outside of core PTU team. Latest anticipation from a current retendering exercise still suggests a £29k shortfall on the £171k estimated. The £30k saving from reducing payments to contractors but providing a more timely cashflow has been reviewed, as it potentially discourages take up, and perpetuates a need for multiple approaches. The service has trialled a successful payment on account process, and has instead chosen to take an increased saving from the successful pilot of personal transport budgets. The extended provision of in-house Additional Learning Needs (ALN) transport service designed to deliver £41k, is not as advanced as other PTU practice changes currently, and the saving of £49k from Raglan training is only anticipated to deliver £20k additional income this year.
- The £100k proposal to effectively sell Recycling activity targets to a neighbouring authority to avoid their penalisation hasn't been progressed, as they've received a relaxation to potential sanctions. £35k of the seasonal garden waste income saving has been achieved leaving a £5k shortfall.

3.3.7 Adult Select Portfolio

Social Care & Health (SCH) Directorate

- Adult social care proposals are reported to have delivered the full extent of proposed £638k efficiencies. Adult services exhibited £181k overspend during the year, mainly in Adult disability service provision. Members may wish to explore the Adult practice change savings presumption in respect of how and if it relates to disability services.
- The additional income predicted from Meals on wheels (£15k) isn't yet manifest, and the increasing cost of meals on wheels has had a perceived reduction in demand resulting in a greater pressure to service.

3.3.8 Children and Young People Select Portfolio

Social Care & Health (SCH) Directorate

- Whilst not a "true" net saving, a 4 year financial recovery improvement target was established by the Children's service to compensate for £560k pressure anticipated. Up until month 7, the financial volatility experienced within Children's Services was absorbed by wider Social Care savings. However the Children's Services outturn instead introduced a net £1.1m demand pressure (excluding staffing overspends). So the recovery plan Social Care are working with would seem to benefit from review/update especially as Children's' services remains one of the more volatile budgets within the Council, where individual decisions can result in significant consequences, so the position will need to be closely monitored through the year.

Children and Young People (CYP) Directorate

- Children and Young people Directorate colleagues reported at month 7 that a £20k shortfall in anticipated income from breakfast club income, and £15k shortfall in being able to adjust premature retirement budget. At outturn it instead reports that shortfall in income from breakfast clubs is £78k, that the shortfall on premature retirement saving has improved and reduced to £10k, but that none of the saving in relation to Mouton House (£68k) has been achieved.

3.4 Capital Position

3.4.1 The summary Capital position at outturn was as follows,

MCC CAPITAL BUDGET MONITORING 2018-19 AT Outturn by SELECT COMMITTEE						
SELECT PORTFOLIO	Actual Spend at Outturn	Slippage Brought Forward	Total Approved Budget 2018/19	Capital Slippage to 2019/20	Revised Capital Budget 2018/19	Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	23,024	9,360	24,406	(2,219)	22,187	837
Adult	1,268	0	1,268	0	1,268	(0)
Economic & Development	31,626	98	32,100	(465)	31,635	(9)
Strong Communities	14,393	2,376	21,372	(7,166)	14,206	187
Capital Schemes Total	70,311	11,836	79,146	(9,850)	69,296	1,015

3.4.2 Additions

Major revisions to the capital programme within year included Cabinet approvals for The Asset Investment Fund (£50m over 3 years), 'J' Block at Usk County Hall (£1,300K), The Cardiff Region City Deal (£1.004k), £1,040k for the Crick Road Care Home and £994k for the Abergavenny Public Realm scheme.

The Council derived an extra £1.3m in year in the form of additional capital grant. £894k of this was utilised in improving the revenue position exhibited in above. A report was presented to Council on 21st February indicating the use of the extra £1.34 capital grant, at the time there was still £416k to be allocated to particular schemes. The residual has been subsequently utilised upon,

Further capitalising major vehicle repair costs	£320k
Provision of catering trailer/pod at Caldicot castle	£14k
Cleaning equipment and machinery	£14k
Biotech machine for health spa	£8k
Laptops	£46k
Borough Theatre Sound & Lighting Equipment	£14k

In March 19 the Council also received details of an extraordinary schools capital grant award totalling £994k, such that the capital monitoring workbook is further complicated at year end by the need to manufacture a position acceptable to Welsh Government (WG) around this award, as despite it being very late in the financial year it was important for WG to report it as 2018-19 spending. So rather than pragmatically agreeing for it to be rolled forward to 2019-20 intact, Welsh Government required it be demonstrably used on any existing schemes (in MCC case property maintenance schemes) with a proviso that the extra headroom that it released be made available in 2019-20 to allow works on “new” school schemes. The way it has been shown is artificial in suggesting that grant award was double what was actually received (i.e. £1.99m) but with a related Property maintenance budget reduction the overall budget and spend activity remains correct at outturn.

3.4.3 Outturn

Capital expenditure forecasts during the year anticipated an overspend in respect of 21st Century Schools building projects at the old Caldicot Comprehensive (£738,612) and at the old Monmouth Comprehensive (£346,230) due to project management costs incurred over a longer timeframe and greater incidence of asbestos remediation from ground and demolished buildings than anticipated upon survey. The Monmouth school overspend is still predicted but not incurred as at end of 2018-19 and so will fall into 2019-20 as a funding pressure. The prospective Caldicot school activity has resulted in a year end overspend of £737k which has been financed by unsupported borrowing.

Vehicle purchases financed by borrowing (£330k) show as an overspend as the decision to purchase rather than lease introduces a capital expenditure commitment to the capital programme not budgeted for, the reality is that traditional revenue leasing payments are instead utilised in affording capital repayments.

IT in schools also exhibited a £160k overspend, as service colleagues underestimated the work still to be completed on this project when calculating 2017-18 slippage. The balance of funding has been afforded by IT reserve.

3.4.4 Slippage to 2019-20

Service officers have to provide details of any slippage requests at outturn, for consideration by section 151 officer. Commonly there is a trend for colleagues to assume spend on budget through the year, but then report a need for slippage at outturn due to inclement weather, a health and safety need or not being able to plan the spend at schools for periods when pupils are absent. In previous years a detailed assessment was undertaken as to whether the requests were true slippage or more reasonably simply an underspend. Unfortunately for 2018-19 this level of analysis hasn't been possible due to capacity aspects, and consequently most slippage requests have been accepted on face value. Ignoring the commercial investments volatility caused by presuming 3 equal budgets over next 3 years, the upshot is since month 7 that slippage levels reported as necessary have doubled.

Total Slippage at Outturn was (£9,858k), which mainly relates to Abergavenny Community Hub (2,231k), the Usk County Hall 'J' block refurbishment program (£2,139k), Future Schools (£981k) and School Maintenance schemes (£994k).

There is also slippage of £1,606k in Grant funded Infrastructure and Waste Recycling schemes due to very late awards from the Welsh Government during the financial year.

Slippage of .£733k is contained within 22 individual S106 schemes reportably the consequence of mainly non Council controllable influences, and this is reasonable for new schemes where there is commonly a degree of consultation and engagement necessary, however it is noticeable that some schemes slipped from previous years also indicate limited activity.

Further schemes slipped include, The Capital Region City Deal (£331k), Car Park refurbishments and Ticket Machine improvements (£257k) specifically £223k in relation to the Granville Street / Wyebriidge Street car parks.

3.5 Capital Financing and Receipts

3.5.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

CAPITAL FINANCING SCHEME	Annual Financing	Total Approved Financing Budget 2018/19	Budget Slippage to 2019/20	Revised Financing Budget 2018/19	Forecast Capital Financing Variance 2018/19
	£000	£000	£000	£000	£000
Supported Borrowing	2,410	2,410	(0)	2,410	0
General Capital Grant	2,824	2,824	0	2,824	0
Grants and Contributions	13,157	13,238	0	13,238	(81)
S106 Contributions	985	2,302	(1,317)	985	(0)
Unsupported borrowing	42,216	48,132	(6,956)	41,176	1,040
Earmarked reserve & Revenue Funding	281	174	(169)	5	276
Capital Receipts	8,401	10,032	(1,408)	8,624	(223)
Low cost home ownership receipts	37	34	0	34	3
Unfinanced	0	0	0	0	0
Capital Financing Total	70,311	79,146	(9,850)	69,296	1,015

3.5.2 Variance in Funding Explanations

- Unsupported borrowing £1,040k over due to Caldicot Schools overspend (£738k) and the financing of vehicle purchases instead of being leased (£303k).
- Earmarked Reserves overspend, are for the unbudgeted ICT Schools (£159k) scheme and an unbudgeted call on the Plant & Equipment Reserve of (£116k) for Highways vehicles
- Underspends on Capital Receipts funded schemes due to non- slippage of the County Farms Maintenance (£98k), Caldicot Cross destination scheme (£35k), Fixed Asset disposal costs (£57k) and Upgrades to School kitchens (£20k).

3.6 Useable Capital Receipts Available

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

Movement in Available Useable Capital Receipts Forecast at outturn

TOTAL RECEIPTS	2018/19	2019/20	2020/21	2021/22
	£000	£000	£000	£000
Balance b/f 1 st April	3,411	4,425	9,738	15,515
Add:				
Receipts received in YTD	9,321			
Receipts forecast received	0	7,570	6,236	1,000
Deferred capital receipts	94	98	100	102
Less:				
Receipts to be applied	(8,401)	(2,355)	(559)	(559)
Set aside	0	0	0	0
Predicted Year end receipts balance	4,425	9,738	15,515	16,058
Financial Planning Assumption 2018/22 MTFP Capital Budget	856	6,122	8,861	10,599
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	3,569	3,616	6,654	5,459

3.6.2 At outturn, a total of £1,406k Capital receipts will be slipped, consisting mainly of £981k for the New Monmouth Comp – 21c Schools scheme, which will be slipped due to contract delays, £335k will be slipped in Highways, £41k for the Replacement Cattle Market adaptations and £51k for The Caerwent House repairs.

- 3.6.3 The balances forecast to be held at the 31st March each year are higher than original MTFP forecast due to a re-profiling of the LDP receipts for land at Undy (Rockfield Farm) and Crick Road.
- 3.6.4 As part of 2019-20 budget deliberations it was anticipated that 2018-19 year end receipt balances would be sufficient to allow proactive setaside to reduce the capital financing requirement and resulting in a saving of £120k in minimum revenue provision payments in 2019-20. However the Crick Road element of the receipts balance (£2.7m) is effectively fettered from use by a negotiated condition that compels the Council upon request to repay the receipt back to Melin should it not be in a position to facilitate a workable and affordable drainage solution for the site by September. Consequently it would be imprudent to set aside that balance or use it to afford capital expenditure until that condition has fallen away. As a result this paragraph forewarns of a need for Council services to afford that £120k shortfall in 2019-20.
- 3.6.5 There is still an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford.

3.7 Reserves

Reserve Usage

- 3.7.1 Revenue and Capital monitoring reflects an approved use of reserves. The expenditure element is shown in Directorate budgets, but the financing is part of the appropriations budget. A specific analysis is undertaken at every formal periodic monitoring exercise to establish whether reserve cover conveyed to them by members will be fully utilised within the financial year. Where it is apparent this will not be the case, both the reserve movement budget in appropriations budget and the expenditure within service directorate is adjusted. This is to prevent any imbalance in the bottom line position for net cost of services.
- 3.7.2 Obviously at the year end the situation is far more explicit, and instead the review revolves around whether reserve cover is slipped forward, or whether the original approval is so historic in nature as to lapse and require officers to reconfirm costs and intentions with members. The position implicit in the outturn activity is as follows,

	2017/18	2018/19					C/F
	C/F	Slipped Reserve Usage from 1718	In Year Contribution To Reserve	In Year Contribution from Reserves for Revenue Purposes	In Year Contribution from Reserves for Capital Purposes	Delayed Expenditure Contributions Slipped forward into 19/20	
Council Fund (Authority)	-7,111,078						-7,111,078
School Balances	-175,225			407,629			232,404
Sub Total Council Fund	-7,286,303			407,629			-6,878,674
Earmarked Reserves							
Invest to Redesign	-1,302,343	29,000	-68,476	258,652		0	-1,083,167
IT Transformation	-734,881	111,913	0	114,000	159,505	-129,675	-479,138
Insurance and Risk Management	-1,046,416	0	0	27,673		0	-1,018,744
Capital Receipt Generation	-347,139	72,072	-49,688	81,343		-35,468	-278,880
Treasury Equalisation	-990,024	0	0	0		0	-990,024
Redundancy and Pensions	-496,813	0	0	163,978		0	-332,835
Capital Investment	-648,336	0	0	0	4,999	0	-643,337
Priority Investment	-686,751	88,000	0	598,752		-405,000	-405,000
Other Earmarked Reserves	-1,121,237	0	-615,934	325,724	116,458	-86,471	-1,381,460
Total Earmarked	-7,373,942	300,985	-734,098	1,570,121	280,962	-656,615	-6,612,587
Total Reserves	-14,660,245	300,985	-734,098	1,977,750	280,962	-656,615	-13,491,261

3.7.3 The Council fund balance ended the financial year at £6.9million. As a financial planning assumption, the level of Council Fund reserves should be between 4% - 6% of net expenditure. Based on a budgeted net expenditure (excluding Police and Community Council precepts) and before financing totalling £144.2 million, the outturn Council fund reserve level equates to 4.8%, which remains towards the middle of agreed acceptable levels.

3.7.4 Consequently it is proposed to utilise the small year end revenue surplus in replenishing earmarked reserves. The £49k surplus is advocated to replenish the capital receipts regeneration reserve, which is used to afford a proportion of Valuations team costs going forward associated with incentivising and bringing forward improved capital receipts to assist with affording Member capital expenditure funding aspirations.

3.7.5 Invest to redesign also received a small in year bolster in the form of Social care repaying the last instalment (£40k) of their software system costs. Priority investment reserve has had a declining balance in recent years, without significant replenishment, as service managers are directed toward invest to redesign and the need to consider potential payback/save mechanisms. After existing commitments expire there would be a £28k uncommitted sum on the priority Investment Reserve, it is proposed to move that to Invest to Redesign reserve effectively closing and expiring the priority investment reserve.

3.7.6 Despite these movements, earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design.

3.7.7 Other earmarked reserve balances have received service specific contributions of £616k in the form of,

CYP maternity	-135,653
Homeless Prevention Reserve Fund	-40,267
Solar Farm Maintenance & Community Fund	-18,000

Newport Leisure Park Reserve	-61,899
Castlegate Reserve	-79,500
Local Resilience Forum Reserve (Gwent PCC Tfr)	-115,090
Elections Reserve	-25,000
Grass Routes Buses Reserve	-5,000
Rural Development Plan Reserve	-135,525

Schools Reserves

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

3.7.9 The net effect of an individual school's annual surplus or deficit is shown in a ring-fence reserve for the particular school. Details of which for each school are included in Appendix 2, together with an indication of any recovery plan targets agreed and how close the Governing Body is in satisfying that responsibility.

3.7.10 In summary form the outturn school balances were,

	Opening Reserves 2018-19 (surplus)/deficit	In year position at Outturn (surplus)/deficit	Outturn Position (surplus)/deficit
Combined balance	(£175,225)	£407,629	£232,404

3.7.11 Whilst any extraordinary funding from WG and beneficial revisions to budgeted draw on reserves will sustain the reserve situation for longer than is often forecast or predicted, it remains unlikely that the collective level of reserves will sustain the traditional annual draw by schools on reserves in recent years, which will add additional impetus to governing bodies to address the need to remain within budget going forward rather than passporting the consequences to their reserves, given that collective flexibility is now pretty much exhausted.

3.7.12 Our Fairer Funding Regulations agreed between Council and Governing Bodies have traditionally precluded governing bodies from planning for a deficit position. This was changed in 2016-17, (which coincides quite closely with declining net balance above) to allow licensed deficits where a collective schools balance can afford, and changed again in 2018 to allow deficits where a recovery plan is agreed and followed.

The following table exhibits the net trend in use, indicating collectively schools are currently using reserves at a considerably faster rate than they have replenished them traditionally.

Financial Year-end	Net level of School Balances £'000
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)

2016-17	(269)
2017-18	(175)
2018-19 outturn	232

3.7.13 There are however weaknesses in the forecasting approaches of individual schools, such that the budgeted forecast will seldom match the reality, this is compromised still further where Welsh Government continue to provide beneficial adhoc funding late in the year, rather than allowing a more planned and future generations compliant assessment of need.

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

During this year (2018-19), schools were predicting a budgeted collective use of balances of £658k in agreeing their sc52 budgets with LEA colleagues. At month 2 schools revised this to £798k, at month 7 revised it again to £926k, and internally at month 10 the forecast was further revised to £777k. The outturn activity was actually a collective use of reserves of £407k, a beneficial effect of over £0.5m since members last formally saw proposed reserve level predictions.

3.7.14 Members may recall during the year, (at month 2) Cabinet agreed to alterations to Fairer Funding guidance available to governing bodies, in an attempt to strengthen forecasting arrangements helpfully recognising that the problem is not so much with schools actual use of reserves but more to do with their forecast or budgeted draw. The bringing forward of Recovery Plan submissions, to be consistent with annual budget consideration, was designed to provide a better quality of data/information on which to consider the approval of any deficit budget, and would be reassuring to Members that any annual deficit volatility is accommodated within a multi year budget strategy.

3.7.15 There is some evidence from narratives in Appendix 2 and extent of recovery figures provided, that this change is reducing the hiatus between reporting problem and reporting solution, as far fewer schools end the year in deficit without an agreed recovery plan, and those in deficit (in the main) exhibit progress consistent with planned reduced deficit .

3.7.16 Based on school's predictions, general trends can be extrapolated, so 12 schools started this year in deficit. 15 schools finished the year in deficit, and that position remains particularly acute in the 4 secondary schools, despite being mitigated by some encouraging practice with 1 secondary school coming out of deficit in 2017-18 and remaining in surplus for 2018-19, of 2 making material inroads into their deficit position during 2018-19, however the deficit position at Monmouth Comprehensive skews reporting as it exhibits a deficit position ultimately more significant than the rest of net school balances combined. The school is one of those updated through the 1st tranche of future schools funding, so should have facilities most advantageously designed around improved efficiency and pedagogical requirements, so Children & Young People Select members should retain a focus during 2019-20 to check that circa £300k of savings remain on track during the year consistent with recovery plans agreed.

3.7.17 Also of heightened focus to Select members going forward should be those primary schools with a deficit balance of over £50k at end of 2018-19, most of which, other than Raglan exhibited a declining position during 2018-19 i.e. Magor, Undy, Llandogo, St Mary's, Raglan and Thornwell.

3.7.18 Within the reserve balance movements, the most significant and advantageous replenishment within the year related to Mounon House special school, which has moved from deficit to £141k surplus by year end, which is prudent recognising that costs of future change associated with the school are probable.

4 REASONS

4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

5 RESOURCE IMPLICATIONS

5.1 As reported.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

6.1 The decisions highlighted in this report have no equality and sustainability implications.

7 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairs
Head of Legal Services

8 BACKGROUND PAPERS

Outturn Monitoring Reports
<http://corphub/initiatives/Budgetmon/Lists/20182019%20links/Tiles.aspx>

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Appendices (attached below)






Appendix 1 Mandated Savings Progress Report
Appendix 2 School Reserves

Appendix 1 – Savings Matrix

Disinvestment by Directorate 2018-19	2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD	Traffic Light based Risk Assessment	ASSESSMENT of Progress	Risk of current forecast saving NOT being achieved (High / Medium / Low)
	£000	£000	£000	£000	£000		
REVENUE MONITORING 2018-19							
Children & Young People	(631)	(475)	0	(156)			
Social Care & Health	(925)	(795)	0	(130)			
Enterprise	(242)	(138)	(94)	(10)			
Resources	(746)	(508)	(239)	0			
Chief Executives Units	(1,296)	(1,060)	(78)	(159)			
Corporate Costs & Levies	(25)	0	(25)	0			
Appropriations	(396)	(396)	0	0			
Financing	(800)	(740)	0	(60)			
DIRECTORATE Totals	(5,061)	(4,112)	(436)	(515)			

Children & Young People		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
CYP1	Federated school model	(32)	(32)				Saving achieved	low
CYP3	General 5% reduction on supplies & services	(132)	(132)				Saving achieved	Low
CYP4	Reduce school premature retirement budget	(50)	(40)		(10)		Partially achieved	Medium
CYP2	CYP - Increased fee & charges income - Breakfast clubs	(125)	(47)		(78)		Income reduced by £50k and additional staffing cost to cover sickness absence	High
	CYP Acceleration of ALN review	(107)	(107)				The overspend of £251k for school resource and action fund is a result of pupils being supported in their local school. The alternative would be expensive placement costs.	Medium
	CYP - Mouton House Increase Charges	(68)			(68)		The overspend is £277k, which is an improvement of £60k from month 7. This will include mainstream recoupment income. The number of pupils attending both day and residential placements has reduced.	High
	CYP - Reduction in ISB for new schools maintenance budget reduction	(117)	(117)				Saving achieved	Low
CHILDREN & YOUNG PEOPLE Budgeted Savings Total		(631)	(475)	0	(156)			










Social Care & Health		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
SCH1	Adult Services Practice Change	(638)	(638)					Low
SCH2	Childrens Services (Saving £680k, pressure £561k, net saving in yr 4 £119k)	(113)	0		(113)		This savings target was seen as high risk and as such effectively cancelled out by an equivalent pressure in the MTFP.	High
	SCH - Increased fee & charges income - Meals on wheels	(15)	0		(15)		Meals sales have fallen since the increased price to below 1,000 weekly sales at times, with no additional private meal sales during the year.	High
	SCH - Increased fee & charges income - Registrars	(12)	(12)				Additional income has been made from an alternative source through increased wedding ceremonies	Low
	SCH Targetted reduction high cost placements posts	(147)	(145)		(2)			Low
SOCIAL CARE & HEALTH Budgeted Savings Total		(925)	(795)	0	(130)			

Enterprise		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
ENT (Fut Mon)	Increased fee & charges income - Further 2.5% increase for	(32)	(22)		(10)		Not all fee income streams could be increased by 2.5%	Medium
ENT (Fut Mon)	Targetted reduction in agency costs	(80)		(80)			No savings were forthcoming in 19/20. Further work to be undertaken in 19/20.	High
ENT (Fut Mon)	Decrease travel costs (travel free weeks, digital use, car sharing, pool car use)	(72)	(58)	(14)			Not all savings could be achieved. Further work to be undertaken in 19/20.	Medium
ENT (Fut Mon)	Targetted reduction in overtime	(28)	(28)				Achieved	Low
ENT	Community hubs- vacant post freeze and software savings	(30)	(30)				Achieved	Low
ENTERPRISE Budgeted Savings Total		(242)	(138)	(94)	(10)			

Chief Executive's Unit		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
OPS2	Car Parks Net 7.5% increase in charges above 2.5% RPI (10% in total)	(100)	(83)	(17)			Price increase was implemented but not until June hampering the level of income achievable in the year. An overall downturn in car park income has meant that these savings could not influence the budget position as intended.	Low
OPS3a	Car Parks 10% increase in permits	(10)	(9)	(1)			Mostly achieved, although an overall downturn in car park income has meant that these savings could not influence the budget position as intended.	Low
OPS3b	Car Parks Increase resident permits from £40-£60	(3)	(3)				Achieved, although an overall downturn in car park income has meant that these savings could not influence the budget position as intended.	Low
OPS5	Car Parks Penalties increase to £70 discounted £35	(9)	(7)	(2)			Achieved, although an overall downturn in car park income has meant	Low
OPS6	Grounds/waste - Reduced opening hours at all CA sites	(13)	0		(13)		Not Achieved - Changes were not agreed	high
OPS8	Grounds/waste - Stop Bailey park bowls maintenance	(10)	(10)		0		Achieved	Low
OPS9	Grounds/waste - Rationalise shrub bed maintenance	(12)	(12)		0		Achieved	Low
OPS11	Grounds/waste - 1 year freeze of Head of waste post	(40)	(40)		0		Achieved	Low
RES1	Property - School meals Price Increase (net after 2.5% RPI)	(23)	(23)				Achieved	Low
RES2	Property income - External Fees (net after 2.5% RPI)	(19)	(19)				Achieved through alternate means.	Low
RES3	Property - Council wide Postage savings	(5)	(5)				Achieved through alternate means.	Low
OPS12	Highways - Road Traffic Incident recovery of costs	(15)	(15)				Achieved	Low
OPS13	Highways - Improved Plant utilisation/recovery	(40)	(40)				Achieved	Low
OPS14	Passenger Transport - Route 65 changes	(25)	(25)				Achieved	Low
OPS15	Passenger Transport - CPC Staff Training	(9)	(9)				Achieved	Low
OPS16	Passenger Transport - S106 Funding to support Sunday Routes 74, 69, 83, 60	(26)	(26)				Achieved	Low
	CEO/OPS - PTU Improved payment terms at 2.5% reduction in costs	(30)	0		0		Service decision not to compromise payments to providers, and instead take a greater proportion from personal travel budget initiative.	Low
	CEO/OPS - PTU- DPS retendering and route optimisation	(171)	(142)	(29)			Mostly achieved.	Low
	CEO/OPS - TRANS - Independent fleet review	(20)	(20)				Fleet review was undertaken and savings identified but a general increase in repair costs meant that the saving could not influence the outturn	Low

CEO/OPS - PTU Introduction of personal transport budgets	(31)	(61)				Achieved, £89k saving in practice	Low
CEO/OPS - PTU extended provision of MCC inhouse ALN transport service	(41)	0		(41)		Unachievable - Not progressed	High
CEO/OPS Highways - Insuring Full overhead recovery on all works	(140)	(140)				Achieved	Low
CEO/OPS Highways - displace core costs with grant	(200)	(200)				Achieved	Low
CEO/OPS Raglan Training Centre income increase	(49)	(20)	(29)			Part achieved - further work to be undertaken in 19/20 to increase income.	Medium
CEO/OPS - Catering Increased fee & charges income - School meals, extra 25p per meal in addition to 2.5% annual increase agreed for fees & charges	(100)	(100)				Achieved	Low
CEO/OPS -PTU school transport concessionary fares increase from £390 to £440 pa.	(16)	(16)				Achieved	Low
CEO/OPS Apportionment of Waste Recycling (BGCBC)	(100)			(100)		Not Achieved - The proposal was stopped by BGBC as their SLT/CLT decided against it. We don't have any other sources of income or scope for efficiency savings.	High
CEO/OPS Seasonal Garden Waste	(40)	(35)		(5)		Part Achieved - Reduction in numbers.	Medium
CHIEF EXECUTIVES' UNIT Budgeted Savings Total	(1,296)	(1,060)	(78)	(159)			

Resources		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
RES7	Schools based Revenues SLA (to reflect actual)	(39)	(39)				Achieved	Low
RES8	Comino system change	(10)	0	(10)			Not Achieved - Delays in introducing new system meant we could not cancel contract as originally planned, as Torfaen had some unexpected delays	High
RES9	Housing Benefit team savings	(8)	(8)				Achieved	Low
RES10	Insurance staff saving	(26)	(26)				Achieved	Low
RES11	IT Equipment budget saving	(30)	(30)				Achieved	Low
RES12	SRS saving	(50)	(50)				Achieved	Low
RES13	Public Sector Broadband Agreement PSBA saving (£155k-£22k)	(133)	(133)				Achieved	Low
	RES (Corp Lan) Commercial Property investment income	(30)	(30)				Achieved	Low
	RES (Procurement - freeze, cease or consolidate non essential spend)	(155)	(155)				Achieved	Low
	RES (Procurement - third party supplier spend reduction)	(29)	(29)				Achieved	Low
	RES (Procurement - Gateway Review)	(150)	0	(150)			Not achieved	High
	RES (Reviewing Technology and Systems and Utilisation of Automation and AI)	(87)	(8)	(79.0)			Not Achieved - Digital works programme is continuing to be implemented. Outcomes currently being assessed to measure extent of additional service resillience, cost reduction, quality improvements and resource efficiency, in order to assess extent of financial savings possible in 19/20.	High
RESOURCES Budgeted Savings Total		(746)	(508)	(239)	0			

Corporate Costs & Levies		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
	RES (Procurement - supplementary duplicate payment review)	(25)		(25)			Exercise not undertaken within timeframes	High
CORPORATE COSTS Budgeted Savings Total		(25)	0	(25)	0			
Appropriations		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
	Interest Payable	(533)	(533)				on target	Low
	Interest Receivable	136	136				on target	Low
	MRP	51	51				on target	Low
	APP - Utilise more short term variable borrowing	(50)	(50)				on target	Low
APPROPRIATIONS Budgeted Savings Total		(396)	(396)	0	0			
Financing		2018/19 Budgeted Savings	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Traffic Light based Risk Assessment	ASSESSMENT of Progress	'Risk of current forecast saving NOT being achieved (High / Medium / Low)
		£000	£000	£000	£000	£000		
Page 57	FIN1 Council Tax Increase from Base changes (net of CTRS)	(435)	(375)		(60)			Medium
	FIN - Council tax gain upon completions	(220)	(220)				Depends upon completion activity	Medium
	CTRS	(95)	(95)				Adoption of universal credit may influence extent of CTRS demand	Medium
	FIN - Further Reduction in Council tax reduction scheme budget	(50)	(50)				on target	Medium
	FINANCING Budgeted Savings Total		(800)	(740)	0	(60)		

Appendix 2 – Individual Schools Reserves

	Opening reserves 2018-19 (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Comments
					2018-19	2019-20	2020-21	2021-22	
Abergavenny cluster									
E003 King Henry VIII Comprehensive	162,460	(79,663)	82,797	The income forecast for Education Achievement Service School2School Support and Pioneer School income was conservatively estimated at Month 7 as the full extent of the projects was not known. The actual income generated by the School was at least £34,000 more at Year End.		71,901	(7,045)	(77,960)	5 year recovery plan required and confirmation of Education Achievement Service income awaited.
E073 Cantref Primary School	(65,965)	(22,426)	(88,391)	Education Achievement Service income received at Year End was £6,000 more than forecast at Month 7. Additionally, £3,000 Donations and £4,000 Additional Learning Needs income has been received since Month 7. Premises costs £4,000 less due to final Energy recharges to the School.					
E072 Deri View Primary School	(40,000)	(40,000)	(80,000)	Additional Learning Needs funding awarded post Month 7 to support staff costs that were already in place due to an identified need.		(30,402)	(7,690)		Senior Teacher Secondment and Support Staff reorganisation
E035 Gilwern Primary School	(52,253)	(2,998)	(55,251)	Confirmation of Education Achievement Service income for Pioneer School projects received after the Month 7 meeting coupled with refurbishment costs eligible for Capital funding.					
E037 Goytre Fawr Primary School	(10,803)	8,066	(2,737)						
E093 Llanfoist Fawr Primary School	(49,580)	35,238	(14,342)						
E044 Llanfihangel Pertholey CiW Primary School (VC)	(4,440)	14,082	9,643	Staff absence during the second part of the financial year is some £30,000 more than at the Month 7 forecast. Although there is an element of offset due to compensation income.		(2,866)	(17,755)		Full year effect of 3 Teaching Assistant redundancies.
E045 Llanfihangel Crucorney Primary School	(511)	(33,830)	(34,341)	The Federation of the School with a shared Head teacher which was partially funded by the Small and Rural Schools grant resulted in substantial savings.		(4,857)			
E090 Our Lady and St Michael's RC Primary School (VA)	7,084	7,086	14,170			10,182	(1)		Additional pupil numbers, Full Year Effect of Staff changes and revised contracts.
E067 Ysgol Gymraeg Y Fenni	(58,965)	7,659	(51,306)	Secondment of Deputy Head teacher from 1/1/19 (£15,200) , Local Authority Early Years funding (£15,000) , and Education Achievement Service income not anticipated at Month 7 (£10,000)					

	Opening reserves 2018-19 (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Comments
					2018-19	2019-20	2020-21	2021-22	
Caldicot cluster									
E001 Caldicot School	100,637	(35,624)	65,013	Additional Education Achievement Service income received for projects and initiatives and only confirmed after the Month 7 Budget Monitoring Meeting.		30,645		1.35% of funding (£6.2)	Meeting with the school at Month 3. It is anticipated that sufficient efficiencies will be identified to bring school back into surplus by end of 19-20.
E068 Archbishop Rowan Williams CiW Primary School (VA)	(79,455)	6,049	(73,406)	Executive Head arrangement with Magor School continued for the Autumn and Spring terms which resulted in a further £24,900 saving.					
E094 Castle Park Primary School	43,659	(19,887)	23,772		0	(1,422)	(19,802)	(25,229)	Recovery Plan reviewed with new Head teacher
E075 Dewstow Primary School	(105,626)	(3,016)	(108,642)	Resources allocations under spent by a total of £15,000, Additional Learning Needs funding of a further £15,000, Thrive training income of £7,000 and Teacher Maternity Leave savings of £10,000 from the later part of the Autumn term.					
E034 Durand Primary School	(71,665)	42,578	(29,087)	Education Achievement Service income received at Year End was £3,500 more than forecast at Month 7. Grounds Maintenance Costs were £3,000 less and Utility Costs were £1,000 less than forecast. A £2,200 Property Services accrual relating to 2017/18 was dropped					
E048 Magor CiW Primary School (VA)	19,227	35,424	54,651	Share of severance costs payment and the continuation of the Executive Head teacher arrangement with Archbishop Rowan Williams School.	(20,015)	13,348			The long term effect of the staff changes implemented by the Executive Head teacher to be built into an amended recovery plan.
E056 Roger Primary School	(26,145)	6,130	(20,015)						
E063 Undy Primary School	28,221	101,313	129,534	Staff absence and Foundation Phase class size pressure resulted in an additional £30,000 of cover/supply/agency costs, Premises costs were £6,000 more in terms of Building Maintenance and Energy, and there were an additional £11,000 of support staff costs linked to Additional Learning Needs pupils.		55,358	39,123	9,808	School will need 4 years to recover
E069 Ysgol Gymraeg Y Ffin	37,616	(4,637)	32,979	Education Achievement Service income received at Year End was £14,200 more than forecast at Month 7. Additionally, £1,200 more income regarding Maternity Compensation has been received. Other marginal savings totalling £760 were made during the last 5 months					The school are in the process of revising the recovery plan.

	Opening reserves 2018-19 (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Comments
					2018-19	2019-20	2020-21	2021-22	
Chepstow cluster									
E002 Chepstow School	(158,456)	107,795	(50,661)	Additional Education Achievement Service income received for projects and initiatives and only confirmed after the Month 7 Budget Monitoring Meeting. Income of £21,200 re SBM grant was received, which had not been forecast					
E091 Pembroke Primary School	(181)	13,420	13,239		63,593	(209)	(3,760)		A recovery plan was agreed with the Head and Deputy Head teacher on 13/7/18.
E057 Shirenewton Primary School	(118,599)	(13,494)	(132,093)	Income generation by the Head teacher increased in Quarter 3 and 4 coupled with extra Additional Learning Needs funding.					
E058 St Mary's Chepstow RC Primary School (VA)	(6,055)	69,648	63,593						The head has returned to the school and is currently agreeing a recovery plan with the Governing Body
E060 The Dell Primary School	(22,165)	5,776	(16,389)	Education Achievement Service income received at Year End was £11,200 more than forecast at Month 7. Additionally, £7,600 Donations income has been received since Month 7 and there has been a slight increase in costs overall of £2,800					
E061 Thornwell Primary School	9,565	44,157	53,722	Additional supplies and services expenditure (Resources) of £10,000, £7,000 extra spent on Premises maintenance costs plus £4,000 additional supply/agency costs.	0	(645)	(24,372)	(25,417)	Additional Pupil Numbers anticipated to be on roll January 2019.

	Opening reserves 2018-19 (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Comments
					2018-19	2019-20	2020-21	2021-22	
Monmouth cluster									
E004 Monmouth Comprehensive	423,951	114,375	538,326			240,781	56,720	(67,015)	School presented recovery plan in June 2018 to Cabinet Member. Currently on target.
E032 Cross Ash Primary School	(59,356)	5,206	(54,150)	Additional £7,000 Education Achievement Service income received after Month 7 and not expected at that time. Additional £4,000 Additional Learning Needs income received to fund existing Support Staff.					
E092 Kymin View Primary School	(34,657)	29,050	(5,607)						
E039 Llandogo Primary School	12,449	71,067	83,516	Supply costs due to staff absence and support for pupils.	(1,141)	(1,141)			
E074 Osbaston CiW Primary School (VC)	(635)	629	(6)	Savings on staffing costs and additional grant income					
E051 Overmonnow Primary School	(28,389)	46,862	18,473			0			Meeting scheduled for 11/12/18 however Nursery teacher to be replaced as at 1/1/19 and an experienced teacher retiring 31/8/19 so opportunities to reduce costs are available to the Head teacher
E055 Raglan CiW Primary School (VC)	147,743	(39,292)	108,451	Additional costs for utilities and reduction in income previously forecast.		62,644	35,366	17,177	Recovery plan projects surplus of £24,921 in 2022/23
E062 Trellech Primary School	(87,650)	15,667	(71,983)	Education Achievement Service income received at Year End was £7,500 more than forecast at Month 7. Additionally, £6,000 of income was received for NPQH Moderation and Assessors & £7,500 was received from University of Wales (UOW). The school incurred £5,700 less premises costs than expected and £3,000 less IT costs. Other marginal savings totalling £3,000 were made during the last 5 months					
E064 Usk CiW Primary School (VC)	(62,920)	53,009	(9,911)	Education Achievement Service income totalled £40,000 at year end the vast majority of this income was not included in the forecast for Month 7 as the bids had not been confirmed.					Education Achievement Grants anticipated but not yet confirmed plus confirmation and details of a Water Leak Rebate required
	(151,857)	545,419	393,562						
	Opening reserves 2018-19 (Surplus)/Deficit	Outturn Position (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Target balance	Recovery Plan Comments
					2018-19	2019-20	2020-21	2021-22	
Special Schools									
E020 Mounton House Special School	33,584	(175,089)	(141,505)	Education Achievement Service income received at Year End was £15,700 more than forecast at Month 7. Other additional income streams totalled £2,400. £24,500 additional SEN funding received. Saving of £5,400 re Transport costs. £20,000 of Thrive Training costs not incurred. £20,500 more costs re Staffing, offset partially by £13,000 of Supply and Maternity Compensation income	28,968	4,947	(39,683)		Month 2 indicates school will return to surplus this financial year.
E095 PRU	(56,951)	37,299	(19,652)						
	(23,367)	(137,790)	(161,157)						
	(175,225)	407,629	232,404						

	Opening reserves 2018-19 (Surplus)/Deficit	In Year position at Month 7 (Surplus)/Deficit	Projected carry forward at year end 2018-19 (Surplus)/Deficit	Notes	Recovery Plan Y/E target balance 2018-19	Recovery Plan Y/E target balance 2019-20	Recovery Plan Y/E target balance 2020-21	Recovery Plan Y/E target balance 2021-22	Recovery Plan Comments
Monmouth cluster									
E004 Monmouth Comprehensive	423,951	121,843	545,794	Staffing changes including one off costs for the school. The school are still looking to recover in the agreed time scale		240,781	56,720	(67,015)	School presented recovery plan in June 2018 to Cabinet Member. Currently on target.
E032 Cross Ash Primary School	(59,356)	23,878	(35,479)	Support Staff have resigned as at 31/8/18, a Maternity Leave has resulted in savings and Education Achievement Service Income has been anticipated within the forecast					
E092 Kymin View Primary School	(34,657)	20,228	(14,429)	Staff changes required for the new academic year have resulted in a projected overspend. These changes include: part time deputy head teacher being replaced with a full time deputy; a class teacher on main pay scale leaving and being replaced by a teacher on upper pay scale, and an additional TA required to support a pupil with ALN					
E039 Llandogo Primary School	12,449	54,941	67,390	The school have faced high levels of sickness resulting in supply costs.	(1,141)	(1,141)			
E074 Osprey CiW Primary School (VC)	(635)	17,592	16,957	Staffing changes for maternity and sickness has led to the increase in costs.					
E051 Overmonnow Primary School	(28,389)	44,190	15,801	Staff have been employed to provide one to one support for pupils with Additional Learning Needs and funding has not been back dated.					Meeting scheduled for 11/12/18 however Nursery teacher to be replaced as at 1/1/18 and an experienced teacher retiring 31/8/18 so opportunities to reduce costs are available to the Head teacher
E055 Raglan CiW Primary School (VC)	147,743	(58,972)	88,771	Staffing changes have resulted in additional savings		62,644	35,366	17,177	Recovery plan projects surplus of £24,921 in 2022/23
E062 Trellech Primary School	(87,650)	48,427	(39,223)						
E064 Usk CiW Primary School (VC)	(62,920)	80,331	17,411	Additional Foundation Phase teacher and Teaching Assistant to be employed from 1/9/18 which has resulted in a planned deficit. Additional Key Stage 1 top up funding will be triggered in 2019/20 and there will be an increasing pupil roll.					Education Achievement Grants anticipated but not yet confirmed plus confirmation and details of a Water Leak Rebate required
Teachers pay award		(17,750)	(17,750)	This will be allocated across the cluster to offset the pay award pressure for teaching staff					
	(151,857)	904,161	752,304						
Special Schools									
E020 Mounton House Special School	33,584	(115,464)	(81,880)	Some staff savings due to a member of staff finishing in August and not being replaced.	28,968	4,947	(39,683)		Month 2 indicates school will return to surplus this financial year.
E095 PRU	(56,951)	44,284	(12,667)						
	(23,367)	(71,180)	(94,547)						
Total for all clusters	(175,225)	832,981	657,756						

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SUBJECT:	Co-option onto Adult Select Committee
MEETING:	Adults Select Committee
DATE:	30th July 2019
DIVISIONS/WARDS AFFECTED:	ALL

1 PURPOSE

- 1.1** To discuss potential co-option of individuals onto the Adults Select Committee in a non-voting capacity.

2 RECOMMENDATIONS

- i. That Members consider a discussion paper on co-option of individuals/ representatives of organisations onto the Adults Select Committee for the term of the administration without voting rights.
- ii. If the Select Committee decided to proceed with co-option, the committee would need to request that a report be taken to Council for approval.

3 KEY ISSUES

- 3.1** When new political management arrangements were introduced in 2000, it was envisaged that Scrutiny would play a significant role in engaging the public in the development of policies and services. The powers relating to co-option (section 21 of the Local Government Act 2000) enable co-option of an individual onto a scrutiny committee in a non-voting capacity to offer additional expertise.
- 3.2** Scrutiny committees may choose to invite public service providers, partnerships, health bodies and other public sector organisations to scrutiny meetings to discuss services provided to residents. The act intended that scrutiny committees would enable the public voice to be heard and provide a clear mechanism through which the public could influence the work of the Council.
- 3.3** The Adults Select Committee has previously co-opted representatives onto the committee without voting rights. In 2017, the committee considered co-option and decided not to proceed. Members agreed to call in stakeholders and witnesses as appropriate when scrutinising a particular issue. The Adults Select Committee has decided to review their arrangements and to reconsider the merits of co-option.
- 3.4** The options appraisal presents the rationale for co-option, however, potential co-opted representation onto Adults Select Committee could include:
- Access for All Forum
 - Ageing Well Executive Group
 - Age UK
 - Mind
 - Young Carers
 - Carers

- Tenants of Registered Social Landlords
- Gwent Association of Voluntary Organisations (3rd sector)

3.5 In order for scrutiny committees to ensure that their evidence base is sufficiently robust when making recommendations on service improvements, committees may seek the views of the public and key stakeholders in their scrutiny work. Whilst this involves proactive discussion with service users on a topic by topic basis, the additional expertise offered by stakeholder representative groups strengthens the argument for co-option.

3.6 Members may wish to consider individuals who represent stakeholder groups, community forums, relevant organisations as listed above and the voluntary sector (to sit on a full term basis) in line with the Select Committee's remit. Appendix A provides the Terms of Reference for the Ageing Well Executive Group, which comprises representatives of key organisations that deliver actions to support older people ~ this is provided as an example and may offer a useful starting point for the committee in considering co-option.

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

4.1 Whilst there are no direct implications arising specifically from this report, there would be positive implications should the committee support the co-option of appropriate individuals onto Adults Select Committee, as follows:

- Ensuring scrutiny has the evidence base to support recommendations they make on the provision of high quality services that match people's needs.
- Enabling stakeholders to be better represented in decision-making
- Encouraging democratic debate in the design and delivery of future services
- Ensuring a more balanced consideration of the future impact of decisions on people, in particular groups with 'protected characteristics' (as defined by legislation) and future generations.

5.0 OPTIONS APPRAISAL

5.1 Two options are provided for Members to evaluate as follows:

Option 1: To continue with the current Adult's Select Committee arrangement ~ no co-opted membership.

Advantages: The Select Committee can choose to invite expert witnesses to give evidence or provide expertise to specific meetings ~ this may be a more constructive use of time than co-optees occupying a standing seat on a committee, particularly where there may not be items at every meeting to benefit from the co-optees' expertise.

Disadvantages: There may be topics which would benefit from a wider input ~ these cannot always be foreseen, so there may be missed opportunities for evidence to substitute conclusions, providing more effective scrutiny.

Option 2: To broaden the membership of the current Select Committee through co-opting appropriate individuals onto the committee.

Advantages: This would provide expertise and would substantiate scrutiny's evidence base for recommendations. Option 2 would still allow the committee the flexibility to proactively seek stakeholder views and service user feedback for specific pieces of work, as outlined in Option 1. The remit of the Adults Select Committee and the content forward work programme does reflect many discussions that would benefit from involvement of service users and stakeholders.

Disadvantages: There are none envisaged ~ representatives could decide whether the agenda content for a meeting reflects their interest and whether it would be beneficial for them to attend.

- 5.2 Should the Select Committee decide not to formally co-opt onto the committee, it should be considered standard practice to invite key stakeholders, service users and expert witnesses to scrutiny meetings on a case by case/topic by topic basis.

6 EVALUATION CRITERIA

- 6.1 If agreed, the proposal would be subject to a review by the Select Committee at the end of the administrative term as to the effectiveness of the changes implemented, based upon the Select Committee's impact and the outcomes demonstrated.

7 REASONS:

- 7.1 There is a need to review scrutiny arrangements regularly to ensure they are fit for purpose and to ensure that committees can deliver their responsibilities effectively. Scrutiny committees are intended to be the vehicle for evidence-based discussion of issues affecting local people. The opportunity may enhance the effectiveness of the committee and ensure that scrutiny offers maximum added value.

8. RESOURCE IMPLICATIONS

- 8.1 There are no significant resource implications arising from the report as co-optees would not be paid to sit on the Select Committee, however, travel costs to meetings would be paid in line with the advice of the Independent Remuneration Panel Guidance.

9. CONSULTEES

Appropriate Officers

10. BACKGROUND PAPERS

Centre for Public Scrutiny Practice Guide 6 on 'Scrutiny Bodies: Membership and Political Management'

<https://www.cfps.org.uk/wp-content/uploads/PG-6.pdf>

11. AUTHOR

Hazel Ilett, Scrutiny Manager

12. CONTACT DETAILS:

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TERMS OF REFERENCE

Ageing Well Executive Group

PURPOSE

On behalf of the Monmouthshire Public Service Board (PSB), the Ageing Well Executive Group (AWEG) fulfils the statutory requirements under the Equalities Act 2010, to recognise age as a protected characteristic as well as the recognition of the diversity of older people who also may come under the protection of other protected characteristics e.g. Disability, Gender re-assignment, Marriage / Civil Partnership, Pregnancy / Maternity, Race, Religion & Belief / Non-Belief, Sex and Sexual Orientation.

The AWEG brings together representatives of the key organisations responsible for shaping and delivering activities and actions, in collaboration with each other, which support older people to live their good life. This work contributes to the Monmouthshire Single Integrated Plan, Phase 3 Strategy for Older People and Ageing Well in Wales.

The AWEG contributes to Theme 1, Outcomes 1 of the Single Integrated Plan, “Older people are able to live their good life”.

The Single Integrated Plan states: “we want older people to live independently in their own homes doing what they want, when they want, in their own way”. Which is in-line with the Phase 3 Older Peoples strategy and Ageing Well in Wales.

The Monmouthshire Single Integrated Plan states, for older people to live their good life we need to:

- Enable older people to be fully independent, maintaining good mobility, health and wellbeing, confidence and dignity and plan for their futures
- Explore opportunities to work with our highly skilled older population
- Nurture good support networks in the community
- Enable older people to do what matters to them when they choose
- Enable older people to stay out of hospital where appropriate
- Provide suitable support for carers
- Focus on preventative health and well-being programmes for older people

The AWEG will hold the responsibility of developing a Local Area Action Plan, which will clearly highlight the Groups contribution to the Monmouthshire Single Integrated Plan, Phase 3 Strategy for Older People and Ageing Well in Wales and will draw on innovation and best practice from across Wales. The Monmouthshire PSB has delegated this responsibility to the AWEG.

BACKGROUND

The Welsh Government’s Strategy for Older People (Phase 3, Living Longer, Living Better) 2013-2023, states that all older people in Wales should have the social, environmental and financial resources they need to deal with the opportunities and challenges they face whilst being able to influence the decision making process; central to this is the theme of well-being for older people.

The Ageing Well in Wales Programme, which was formally launched in October 2014, compliments the strategy, as a five year partnership of National and Local Government and major public and third sector agencies in Wales. All Local Authorities in Wales, including Monmouthshire County Council, have signed up to the principles of Ageing well in Wales through the Dublin Declaration, this makes Wales the first ageing well country in the UK.

The Ageing Well in Wales Programme has 5 areas of focus for its thematic networks:

1. Age-Friendly Communities
2. Falls Prevention
3. Dementia Supportive Communities
4. Opportunities for Learning and Employment
5. Loneliness and Isolation

The 5 thematic areas will be represented in the Monmouthshire Local Area Action Plan.

MEMBERSHIP

NAME	DESIGNATION	ORGANISATION
Ashley, Fiona		MCC
Bakewell, Ian		MCC
Beamon, Keli		ABUHB
Brennan, Denise		Derwen Cymru
Burkitt, Alan		MCC
Charles, Andrea		MCC
Cook, James		MCC
Diamond, Phil		Dementia Friends
George, Louise		GAVO
Griffin, Trudy		MCC
Harris, Sue		DWP
Jones, Anne		Age Cymru
Martin, Shona		Melin Homes
McCarty, Deb		MCC
Molson, Karin		MCC
Needle, Nicky		MCC
Parkinson, Eve		MCC
Richings, Colin		MCC

Smith, Michelle		MHA
Thomas, Ian		Alzheimer's Society
Thomason, Miranda		Community Connections
Walker, Pennie		SEWREC
Walton, Mark		Bridges Centre
Wilce, Owen		MCC

CHAIR: Shona Martin – Melin Homes will Chair the group.

MEETING FREQUENCY

The Ageing Well Executive Group meets quarterly.

REPORTING ARRANGEMENTS

The AWEG reports directly to the Public Service Board's Programme Board annually and on an exception basis.

STRATEGIC LINKS:

Monmouthshire Single integrated Plan 2013-2017:

<http://www.monmouthshire.gov.uk/app/uploads/2013/08/Single-Integrated-Plan-2013-2017.pdf>

The Strategy for Older People in Wales (Phase 3) 2013-2023:

<http://wales.gov.uk/docs/dhss/publications/130521olderpeoplestrategyen.pdf>

Ageing Well in Wales: <http://www.ageingwellinwales.com/en/home>

DOCUMENT CONTROL

Last Updated :	08 August 2016	Reason :	Updated Membership list
By:	SKIDMORE, JOSEPH		LSB changed to PSB

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Public Document Pack Agenda Item 7

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Adults Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 18th
June, 2019 at 10.00 am

PRESENT: County Councillor F. Taylor (Chairman)
County Councillor L. Brown (Vice Chairman)

County Councillors: F. Taylor, L. Brown, L. Dymock, M. Groucutt,
R. Harris, P. Pavia, M. Powell and S. Woodhouse

OFFICERS IN ATTENDANCE:

Mark Hand	Head of Planning, Housing and Place-Shaping
Ian Bakewell	Housing & Regeneration Manager
Stephen Griffiths	Strategy & Policy Officer
Sarah Turvey-Barber	Strategy & Sustainable Living Manager
Clare Jones	Benefits Team Manager
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

Also in attendance: Carys Alford – Trussell Trust

APOLOGIES:

County Councillor R. Edwards

1. To note the appointment of County Councillor F. Taylor as Select Committee Chair

We noted the appointment of County Councillor F. Taylor as Chair.

2. Appointment of Vice-Chair

We appointed County Councillor L. Brown as Vice-Chair.

3. Declarations of interest

There were no declarations of interest made by Members.

4. Public Open Forum

There were no members of the public present.

5. Housing Policy - To discuss the methodology for calculating the redemption on Property Appreciation Loans and to provide a steer to Cabinet

Context:

To outline the various methods available to the Council of calculating a redemption value on the settlement of a Property Appreciation Loan (PAL).

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Minutes of the meeting of Adults Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Tuesday, 18th June, 2019 at 10.00 am

Key Issues:

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.

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 for the creation of equity release loans for homeowners who were unable to access loans under the previous scheme.

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 continued participation in the scheme.

There are three options available in respect of determining the redemption value of the Property Appreciation Loan (PAL), namely:

Option 1: To determine the settlement value, the PAL percentage value of 4.93% is applied to the revised value of the property at sale or transfer, for example, the value of the property at sale or transfer in December 2017 is £271,187. The redeemed figure is $£271,187 \times 4.93\% = £ 13,370$.

However, in times of exceptionally high property value increases, using this method can generate overly high redemption values.

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. 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. This represents a percentage increase of 13.13% in the space of two months.

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 an unfair impact on applicant B's estate.

To avoid this scenario the Authority 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.

Option 2: This method relies on using monetary inflation calculations to calculate the purchase power of the money borrowed on the date of redemption.

For illustrative purposes the following information will be used:

Loan Value: £10,000

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Loan Commencement Date: 2009

Loan Redemption Date: 2017

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.

Options 1 and 2 provide an uplift value that will take into account any monetary inflation.

Option 3: This option will redeem the original amount only.

For example, the agreed loan value is £10,000. On sale or transfer of the property, the value of the settlement figure remains the original loan value of £10,000. This method does not take into account any uplift in value to offset monetary inflation between the date of the PAL and its redemption. However, in real terms the £10,000 repaid to the Council is worth less than the £10,000 originally loaned.

Member Scrutiny:

- Monmouthshire is a County where house prices are rapidly rising and has some of the most expensive housing areas within Wales. Some people have few immediate resources. Wage rates of people who live and work in Monmouthshire are often low. Monmouthshire, therefore differs to other counties in Wales. In terms of equity, people who have very little will have to pay in excess of the Wales average if option one is agreed by Cabinet. Therefore, some Members considered that Option 2 would be a fairer option in Monmouthshire.
- Concern was expressed that a £10,000 loan could result in £20,000 being paid back. If this were the case, the take up of the loan, if on an equity basis, might be lower. It was considered that the fairest system would be to undertake an index linked inflation proof system.
- In response to questions raised, it was noted that an advantage of Option 1 is that it replenishes and increases the funds available to provide more loans to a greater number of vulnerable households in the County. Option 1 is equitable in that it is proportionate to the value of the house and that value remains the same.
- The Consumer Price Index is the measure that will be used.
- Concern was expressed that Option 1 would result in an increased amount of money being taken from people with very little money. Funds will be replenished but potentially at the expense of vulnerable people.
- Other Members considered that Option 1 should be the preferred option. If a house doubles in value resulting in an increase in the amount of loan to be paid back, it was considered that most dependents of the home owner would accept this. More money would then be available via loans for vulnerable people.

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- Whichever option is agreed by Cabinet, the level of take up for the preferred option will be carefully assessed.
- Option 1 will result in a gain in monetary terms for homeowners from the uplift in the value of their properties.
- It was suggested that Option 2 be considered with a view to its take up being reviewed, as it was considered that the take up of this option, an index linked CPI scheme, would be a better option.
- In response to questions raised, it was noted that the Welsh Government had established the funding because the vulnerability refers to people who do not have the means of paying back home improvement loans. There are people that have lived in a property for a long time and would rather have an equity release loan than move out of their property.
- The people who are the most vulnerable will not generally be residing in houses that will be paying large amounts of money back. Their property prices would be lower, hence, the amount paid back would be lower. The money would be paid back most likely when the homeowner passes away.
- The Authority will be working with a credit union partner (Robert Owen) and it will be supportive towards the applicant guiding them through the application process. The applicant will not be required to pay large fees, which would be required if they went through a similar process via a high street bank. It will be a fair and equitable system.
- This process will be a Credit Union based product and will be marketed by this organisation. The Credit Union has had success in Powys and in other areas with this scheme. It is anticipated that this scheme will be more successful in Monmouthshire than the Authority's home improvement loan scheme.
- It was noted that people could have this product for a long time. Therefore, it is important that funding is recycled back into the fund quite quickly to ensure that funding continues to be available, going forward.
- In order to enhance take up, it was considered by some Members that Option 2 would be the most appropriate option.
- Concerns were expressed regarding the issues in respect of vulnerability. However, it was noted that there were some people who were asset rich but cash poor living in their homes and might need a home improvement loan but were unable to finance this by any other means.
- This is a Credit Union product which would support applicants through the whole process which would provide reassurance to applicants.

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- In response to a question raised regarding vulnerability, it was noted that this referred to the ability to make repayments in respect of other schemes that could be undertaken by local authorities.
- The loan provides options not just for older people but can help to up-lift private housing within the County.
- A Select Committee Member asked that, in order to provide elected Members with quality information regarding the opportunities that this proposal offers, the report be discussed at Full Council.

Having debated the three options outlined in the report, the Select Committee voted as follows:

In favour of Option 1	-	2 votes
In favour of Option 2	-	5 votes
In favour of Option 3	-	0 votes

Committee's Conclusion:

- A majority view of the Adults Select Committee was that Option 2 might be the more appropriate option.
- A Select Committee Member asked that, in order to provide elected Members with quality information regarding the opportunities that this proposal offers, the report be discussed at Full Council.
- If Option 1 was agreed by Cabinet, it was suggested that consideration also be given to implementing a cap.
- A hybrid option could be considered by Cabinet combining elements of Options 1 & 2 to offer safeguards and that it not be disproportionately unfair, but allowing the pot to be replenished to allow for more home owners to take out a loan.

6. 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

Context:

The UK Government is continuing to implement its programme of welfare reform. The programme has a number of policy objectives to encourage those on benefits to find work and to move away from dependency on benefits payments, whilst at the same

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time, contributing a significant proportion of savings towards Governmental public spending.

A summary of the main impacts of the welfare reform programme includes reference to Universal Credit, reductions in Housing Benefit and the ability of some of Monmouthshire's most vulnerable households to afford their rental payments.

The main practical mitigation offered by the Council is via the administration of Discretionary Housing Payments to assist customers to meet the rent shortfall incurred due to the welfare reforms. The Council has previously confirmed that, in addition to the administration grant provided by Department for Works and Pensions, it will make £60,000 per annum available to meet the demand placed upon the Discretionary Housing Payment fund.

Key Issues:

- The major reforms currently affecting Monmouthshire local authority customers are as follows:
 - **Universal Credit** – the new benefits system replacing six legacy benefits (jobseekers allowance, income support, employment and support allowance, tax credits and housing benefit) fully introduced in Monmouthshire in June 2018. This replaces all new claims for the legacy benefits. Customers have a five week waiting period for their initial payment but can access advance payments and in some cases receive a two week transition payment of housing benefit to assist them with their rent.
 - **Under occupation charge / 'bedroom tax'** restricting rents for working age people on Universal Credit and Housing Benefit in social housing owned by landlords such as Monmouthshire Housing Association, Melin and Charter (affecting 450 households by an average of £13 per week).
 - **Private sector rent limits** – particularly those restricting rents for the under 35's – their rents are limited to the shared room rate of £50 per week.
 - **Household Benefit Cap** – a maximum limit on benefits for households. £13,400 for single people and £20,000 for lone parents and couples (affecting 54 households by an average of £45 per week).
- The administration of Housing Benefit, delivered by the Shared Benefit Service led by Torfaen County Borough Council, is the responsibility of the Department for Work and Pensions (DWP) and is not currently a devolved matter. In addition, the Shared Benefits Service administers Council Tax Reduction, Free School Meals and Clothing Grants, and Guardianship / Adoption Order assessments.
- This means that the Council's Benefits service is well placed to understand the local circumstances and implications, and are a key part of the system that can

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potentially provide help and support. In particular, the transition to Universal Credit can be a difficult one for residents. Therefore, a dedicated resource has been made available from within the service to assist customers to claim Universal Credit, to ensure they claim other benefits and to assist them to manage their financial affairs.

- In order to mitigate the impact of the changes, the Government has provided additional funding to local authorities in the form of Discretionary Housing Payments. These payments are intended to assist those who are in most need due to their inability to pay their rent.
- The Council has also recognised the importance of Discretionary Housing Payments as a means of targeting assistance and preventing greater costs to vulnerable residents and the Council in the future. It has made an additional £60,000 per annum available, to this end.
- In 2018/19 the Council spent £198,196 in Discretionary Housing Payments (with funding of £139,910 from the Department for Work and Pensions) placing it in the top two authorities in Wales. In total 1,114 awards were made to households.
- Of the 1,129 Discretionary Housing Payment (DHP) awards, 605 were made due to spare room subsidy / bedroom tax, 208 due to private rent restrictions and 49 due to the household Benefit Cap. In addition, 250 awards were made to customers facing general hardship particularly those on Universal Credit and not able to afford their rent.
- In terms of the purpose of the award, 959 awards were made to customers with ongoing rental costs, 102 awards were made to customers to assist them in the short term while they were seeking employment, 15 awards were made to those who were moving or waiting to move to alternative accommodation, 5 awards to assist customers who live in specially adapted accommodation, 28 awards to customers mainly in private rented accommodation to secure and move to new homes and 5 awards to household's with foster children.

Member Scrutiny:

- The discretionary housing payment is about the decision making process and not the grant itself. An administration Grant is received from the Department for Work and Pensions (DWP). This is then topped up by the local Authority in the sum of £60,000.
- With regard to Universal Credit, for the first year, an individual does not have to provide detailed statements of account. After the first year is completed then the level of income is assumed that is equivalent to the amount of hours worked multiplied by the national living wage. Often, businesses take time to develop. Supporting statements of accounts will not evidence a particularly high profit after a year in business.

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- With regard to Discretionary Housing Payments, it was noted that some local Authorities were not spending their full allocation and the UK Government has been critical of those local authorities. However, Monmouthshire County Council spends more than its allocated funding. The authorities that have not spent their grants are being encouraged to do so.
- In response to a question raised regarding a request being made to the UK Government for additional funding, as some local authorities are not spending their full allocation, it was noted that the question for additional funding could be put to UK Government. The matter would be raised with the DWP Partnership Manager.
- With regard to the five week delay in receiving Universal Credit, it is not intended that we should not use DHP's to help people who find themselves within that delay period. However, it is one of the few mechanisms available to assist customers who require emergency assistance. The intention of DHPs is that they are a short term assistance with regard to rent. There are alternatives for food as well as having water rate relief and assistance regarding the provision of short term gas and electricity supply. In the absence of any other assistance DHP is provided.
- The five week wait is the period of time before the first payment of Universal Credit and is the responsibility of the DWP. The DWP does offer an advanced payment loan. Repayments are then made. The Trussell Trust has raised some concerns regarding this loan as the repayments do not take into account people's ability to repay them. The UK Government's own policy regarding lenders meant that accountability has to be considered regarding how the loans can be repaid based on how much income an individual has. However, this is not the case with regard to the advanced payment loan, leaving people with a significant amount of money having to be repaid.
- The advanced payment loan is available to bridge the five week gap. When the payments begin, deductions are made to repay the loan. The deductions can be up to 40% of the total loan. It is anticipated that the cap will be reduced to 30% in October 2019. The Trussell Trust still considers that 30% remains a significant amount forcing some people into destitution and having to use foodbanks as well as accruing rent arrears.
- The Trussell Trust is campaigning to end the five week gap.
- The Secretary of State had signaled a change of approach and some of the changes proposed have not yet come to fruition. Therefore, the reduction in sanction benefit deductions has not yet been realized.
- With regard to Universal Credit, there is currently a two week housing benefit transition payment. There will be other transition payments for Jobseekers allowance, going forward.

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- The managed migration was a key issue that the Trussell Trust has been campaigning on. More money is coming into the system which will commence in June 2020. There is a recognition within all of the political parties that changes / amendments are required to Universal Credit, going forward.
- It was acknowledged that the support and advice being provided at foodbanks was an important service. This is a key part of the Trussell Trust model.

Committee's Conclusion:

- The Select Committee supported the Council's approach to the award of Discretionary Housing Payments (DHPs) including additional financial support as previously agreed in the sum of £60,000. A further increase in the level of financial support would result in a considerable positive impact.
- The Select Committee is keen to explore what more the Council could do with regard to the five week delay.
- 51% of visits to a food bank are linked to Universal Credit.
- There has been a 14% increase in Trussell Trust food banks in Monmouthshire. There are also other emergency food outlets within the County.
- 978 of those who received emergency food were children.
- Many of the families relying on foodbanks were in work indicating that there is a growth in in work poverty.
- 9% of those accessing foodbanks are homeless.
- Foodbanks provide support, advice and guidance in addition to providing emergency food.
- The Select Committee considered that consideration be given to identifying any additional measures that might be put in place by the Council to mitigate the worst impacts of the Universal Credit roll out.
- One of the key issues facing older people is around accessing Universal Credit because of the digital requirements. The Authority could look into the matter of digital support for older people.
- The Select Committee requested that methods of mitigation be investigated regarding the five week delay in receiving Universal Credit. It was noted that regular discussions with partners are held regarding Universal Credit.

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- A dedicated Universal Credit Support Officer had been appointed.
- Housing association partners had indicated that they were currently coping with demand. However, the situation was fragile.

We recommended to re-affirm the Council's approach to the award of Discretionary Housing Payments including the additional financial support previously agreed and that the Council considers increasing its additional financial support, going forward.

7. Annual Housing Performance Report - To review performance including homelessness, Bed & Breakfast use, Disabled Facilities Grants and affordable housing delivery

Context:

To provide a summary overview of Housing & Communities performance for 2018/19 and to provide an opportunity to scrutinise the achievements of the service in the context of last year's demand.

Key Issues:

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.

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 Bed & Breakfast provision.

Member Scrutiny:

- In response to a question raised regarding the County Council building its own affordable housing, it was noted that this matter was still in the preliminary stages of developing the business case. A report will be presented to Full Council in September 2019 to obtain the next stage of approval to proceed with the commercial development side.
- In response to a question raised regarding the under spend for Social Grant and Housing Finance and whether this might be used to fund the provision of temporary accommodation for homeless people, it was noted that Welsh Government is encouraging the Authority to look at any alternative options to support temporary accommodation. There is funding available via the Innovative Housing Fund. However, the opportunities for Monmouthshire are more difficult.

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- Discussions are being held regarding the use of pods for homeless people.
- Work has also been undertaken to expand the Authority's temporary accommodation portfolio with Monmouthshire Housing Association being supportive of the Council in respect of this matter. 13 Units are coming online very shortly.
- Ultimately, proper accommodation is required for homeless people.
- With regard to Monmouthshire lettings, pleasing progress is being made. The Authority is managing 26 units on behalf of private landlords. There are also a number of expressions of interest which are currently being assessed. Monmouthshire's shared accommodation has also been expanded. The short term emphasis is to continue to develop this as a brand with a view to getting the message out into the wider community.
- Empty homes is a area that the Authority is currently reviewing. However, it was noted that the level of resource available is restricted. The approach being undertaken is based on a bi-annual mailing session to empty homes that have been identified. Feedback received is generally mixed. Over the previous months, officers have been reviewing this process with a view to putting more officer resource into it to change the activity to a monthly basis.
- A survey has been undertaken on Abergavenny High Street regarding flats above shops and it is hoped that some opportunities might arise that could be further explored. The survey had indicated that of the 76 spaces above shops surveyed, 66% of those spaces appeared to be used with the remaining 34% appearing to be empty. Therefore, extended work will be undertaken with regard to the 34%.
- The vast majority of homeless people that the Authority comes into contact with have a local connection to Monmouthshire.
- It was noted that there is a significant number of single males who are homeless due to a variety of circumstances. Every homeless person who presents themselves to the Authority, officers engage with them to ascertain the circumstances of why they have become homeless, which may lead to the Authority having a duty under the homeless legislation. As part of the Monmouthshire package, a person presenting themselves as homeless is also referred to housing support. A thorough assessment is undertaken which might pick up on other issues in which the individual might require other forms of support.
- With regard to empty properties, work is being undertaken to identify whether there are more landlords that have more than one property and whether these are areas that Housing Associations could develop.

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- The high streets in Monmouth and Chepstow are also being looked at with a view to assessing vacant floorspace which could be converted to residential use above shops in a similar vein to the work being undertaken in Abergavenny.
- Discussions have been held with Monmouthshire Housing Association in which two innovative housing projects have been completed.
- The Authority is doing all that it can with the resources available.
- In response to a question regarding whether there is a need for additional resources to tackle the issues raised, it was noted that conversations that have commenced have identified the need to fully understand Monmouthshire's position. It was considered that this needs to be assessed with a view to presenting a report back to a future meeting of the Select Committee outlining the findings.
- The Evolve process takes a Council service through a process that involves a number of various stakeholders to assess how that service is performing. However, this process is in its early stages of development.
- Careline has sat successfully within the Housing Department for a number of years. Early stage conversations are being held with Newport City Council regarding that authority relaunching its own service and where Monmouthshire County Council might fit in as a neighbouring authority.
- Funding has been received from the Intermediate Care Fund which has partly funded a dementia study.
- It was noted that the Team is small consisting of three full time equivalent posts which does very well with the resources available.
- The wider role that the Housing Department has to play in social care was noted and it was considered that this should be reviewed, going forward.

Committee's Conclusion:

We supported the recommendations outlined in the report and identified below, but noted that there is further work to be done and would welcome seeing this information at future Select Committee meetings as the work develops.

- We scrutinised the Housing & Communities performance for 2018/19 and whether services were effectively addressing local needs and challenges in relation to the Well-Being priorities for Monmouthshire and the Council's responsibilities.

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- We considered and commented on general proposals for 2019/20 and recommended priorities for improvement.
- We agreed the following specific priorities for 2019/20 for Housing & Communities:
 - To review the approach to tackling empty homes, with the 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 with regard to Social Care.
 - To continue to review procedures to further improve the turnaround of Disabled Facilities Grants.

Support recs in report but note there is further work to be done and would welcome seeing this at future meetings as they develop.

8. To confirm and sign the following minutes:

8.1. Special Meeting - Adults Select Committee dated 29th April 2019

The minutes of the special meeting of Adults Select Committee dated 29th April 2019 were confirmed and signed by the Chair.

8.2. Ordinary Meeting - Adults Select Committee dated 30th April 2019

The minutes of the Adults Select Committee meeting dated 30th April 2019 were confirmed and signed by the Chair subject to a slight amendment to indicate that the meeting had been chaired by the Vice-Chair, County Councillor L. Brown.

9. List of actions arising from the previous meetings

We received the actions arising from the previous meetings. In doing so, the following points were noted:

- The Scrutiny Manager informed the Select Committee that the actions for Aneurin Bevan University Health Board (ABUHB) arising from the Select Committee meeting dated 29th April 2019 had not yet been received. She would therefore contact ABUHB with a view to progressing these matters as quickly as possible.
- With regard to the minutes of the ordinary Select Committee meeting held on 30th April 2019, the following actions were identified:
 - To receive further information on the viability of single dwelling affordable housing contributions.

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- Eco Flex Policy monitoring.
- A further workshop regarding Gypsy and Travellers Needs Assessment to be arranged.

10. **Adults Select Committee Forward Work Programme**

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

- A Joint meeting between the Adults Select Committee and the Children and Young People Select Committee to be arranged in September 2019 to scrutinise the Corporate Plan.
- The Scrutiny Manager with the Select Committee Chair, Cabinet Member and officers will be meeting shortly to outline the Select Committee's forward work programme. It was suggested that the work programme should include an update from Social Services with regard to social care provision for elderly people and the wider population.
- The Scrutiny Manager to present a report to the next Adults Select Committee meeting outlining options for appointing co-optees to the Select Committee.
- The next Select Committee meeting to be moved from the 23rd July 2019 at 10.00am to the 30th July 2019 at 10.00am.

11. **Council and Cabinet Business Forward Work Programme**

We received the Council and Cabinet Business Forward Work Programme.

12. **Next Meeting**

Tuesday 30th July 2019 at 10.00am.

The meeting ended at 12.52 pm.

Adults Select Committee

Action List

18th June 2019

Minute Item:	Subject	Officer / Member	Outcome
5.	Housing Policy - To discuss the methodology for calculating the redemption on Property Appreciation Loans and to provide a steer to Cabinet	Stephen Griffiths / Hazel Ilett	<p>A majority view of the Adults Select Committee was that Option 2 might be the more appropriate option.</p> <p>That the report be discussed at Full Council.</p> <p>If Option 1 was agreed by Cabinet, it was suggested that consideration also be given to implementing a cap.</p> <p>A hybrid option could be considered by Cabinet combining elements of Options 1 & 2 to offer safeguards and that it not be disproportionately unfair, but allowing the pot to be replenished to allow for more home owners to take out a loan.</p>
6.	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	Richard Davies / Hazel Ilett	To re-affirm the Council's approach to the award of Discretionary Housing Payments including the additional financial support previously

7.	Annual Housing Performance Report - To review performance including homelessness, Bed & Breakfast use, Disabled Facilities Grants and affordable housing delivery	Ian Bakewell / Hazel Ilett	<p>agreed and that the Council considers increasing its additional financial support, going forward.</p> <p>Supported the recommendations outlined in the report but noted that there is further work to be done and would welcome seeing this information at future Select Committee meetings as the work develops.</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
30 th July 2019	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
	Adult Services Report Co-option Report	To consider potential options for co-option onto the Select Committees. E.g. Access for all forum, Mind, Age UK, Gavo, Carer's Group.	Hazel Ilett	Committee Proposal
Special Meeting early September 2019 with CYP Select	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
	Safeguarding	Scrutiny of performance report on safeguarding.	Julie Boothroyd	Performance Monitoring
24 th September 2019	Budget Monitoring report - Month 2	Budget monitoring report for quarterly scrutiny.	Mark Howcroft	Budget Monitoring
22 nd October 2019 <i>(request date change)</i>	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)			
21 st January 2020	Budget Monitoring report - Month 7	Budget monitoring report for quarterly scrutiny.	Mark Howcroft	Budget Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2019-20

Future Agreed Work Programme Items: Dates to be determined

- ✓ **Future Commissioning of Adults Services ~ linked to "Turning the World Upside Down" ~ performance service change**
- ✓ **Domiciliary Care**
- ✓ **Community Development and Well-being ~ results of most significant change ~ possible workshop**
- ✓ **Older Adults Inspection**
- ✓ **Market place for social care ~ better understanding of services, play space community staff, integrated workspace, hub services, Turning the world upside down. Housing element.**
- ✓ **Performance reporting (normal plus other things Homefirst)**
- ✓ **Annual Complaints Report for Social Services**
- ✓ **Empty Homes ~ Autumn 2019**
- ✓ **DFG and the role of housing in social care and wellbeing ~ September**
- ✓ **Housing register allocations policy ~ Nov/December**
- ✓ **Affordable housing ~ Louise Corbett**
- ✓ **G&T training ~ late September**
- ✓ **Housing Support Grant ~ replaces the supporting people grant (children and communities grant ~ Sharran Lloyd) ~ how is the money used (homeless prevention ~ difficult places) ~ homelessness ~ ;ate autumn (discussion with Sharran Lloyd)**

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

- ✓ **Mental Health capacity Act and Learning Disabilities ~ linked to implications of the DOLS (Deprivation Liberty Safeguards) Grant**
- ✓ **Safeguarding Performance Reporting and Progress of Regional Safeguarding Boards ~ Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015**
- ✓ **Regional Integrated Autism Service ~ now Gwent-wide**
- **Regional partnership boards and integrated care fund transformation funding and impact, risk of funding being pulled away**

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	03/06/2020	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	18/04/2019	
Cabinet	01/04/2020	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	18/04/2019	
Council	05/03/2020	Council Tax Resolution	To set budget and Council Tax	Ruth Donovan	18/04/2019	
Cabinet	04/03/2020	Budget Monitoring report month 10		Mark Howcroft	18/04/2019	
Cabinet	04/03/2020	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	18/04/2019	
Cabinet	12/02/2020	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	18/04/2019	
Council	23/01/2020	Council Tax Reduction Scheme		Ruth Donovan	18/04/2019	
Cabinet	08/01/2020	Rights of Way Improvement Plan (ROWIP) review/ Policy Statement - Results of statutory consultation and proposed Final Plan	To seek approval of the Review of the ROWIP and associated policies	Matt Lewis	18/07/2019	

Cabinet	08/01/2020	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2019/20, meeting 7 held on 5th December 2019	Dave Jarrett	18/04/2019	
Cabinet	08/01/2020	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	18/04/2019	
ICMD	18/12/2019	SPG Landscape	To provide guidance on landscape character to inform planning decisions	Mark Hand/Amy Longford	02/05/2019	
ICMD	18/12/2019	SPG archaeology	To identify three new Archaeologically Sensitive Areas	Mark Hand/Amy Longford	01/05/2019	
Cabinet	11/12/2019	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	18/04/2019	
Cabinet	04/12/2019	Green Infrastructure Strategy	To approve the Green Infrastructure Strategy	Matt Lewis	18/07/2019	
Cabinet	06/11/2019	Draft Revenue Budget Proposals (including fees and charges proposals)		Mark Howcroft	18/04/2019	
Cabinet	06/11/2019	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	18/04/2019	
Cabinet	06/11/2019	Long Term Household Recycling		Roger Hoggins	29/01/2019	
Council	24/10/2019	Re-appointment of Monmouthshire Local Access Forum	To secure the appointment of members to the Monmouthshire Local Access Forum (LAF) for its next 3 year period	Matt Lewis	18/07/2019	

Council	24/10/2019	Recruitment of New Local Access Forum		Matthew Lewis	09/07/2019	
ICMD	23/10/2019	SPG S106 guidance note	To clarify how S106 contributions are calculated	Mark Hand	01/05/2019	
Cabinet	02/10/2019	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	18/04/2019	
Cabinet	02/10/2019	Usk Town Strategy		Frances Williams	29/01/2019	
Council	19/09/2019	Rights of Way Orders Decision Making	To review rights of way order decision making and remove the need for objected public rights of way Section 53 Wildlife and Countryside Act and 1980 Highway Act applications to be approved by ICMD	Matt Lewis	18/07/2019	
Council	19/09/2019	MCC Audited Accounts (formal approval)	To present the audited Statement of Accounts for approval by Council	Mark Howcroft	18/04/2019	
Council	19/09/2019	SE Wales Strategic Development Plan		Mark Hand	18/06/2019	
Council	19/09/2019	Corporate Plan Annual Report		Richard Jones	19/06/2019	
Council	19/09/2019	Safeguarding - Annual Report to Council		Jane Rodgers	20/06/2019	
Council	19/09/2019	ISA 260 report - MCC Accounts - attachment above	To provide external audits report on the Statement of Accounts	WAO	18/04/2019	

Council	19/09/2019	Director of Social Services Annual Report		Julie Boothroyd	04/06/2019	
ICMD	11/09/2019	SPG Landscape	To provide guidance on landscape character to inform planning decisions	Mark Hand/Amy Longford	02/05/2019	
ICMD	11/09/2019	SPG archaeology	To identify three new Archaeologically Sensitive Areas	Mark Hand/Amy Longford	01/05/2019	
Cabinet	04/09/2019	Section 106 Funding – Penperlleni		Mike Moran	20/02/2019	
Cabinet	18/09/2019	Decision on the closure of Mounton House School		Matthew Lewis	20/05/2019	
Cabinet	04/09/2019	Sec 106 Funding; Countryside Sites	To seek approval for section 106 expenditure on various countryside sites	Matthew Lewis	18/07/2019	
Cabinet	04/09/2019	Section 106 Funding – The Hill, Abergavenny		Mike Moran	20/02/2019	
Cabinet	04/09/2019	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	18/04/2019	
Cabinet	04/09/2019	Economic Growth and Ambition Plan		Cath Fallon	08/05/2019	
ICMD	21/08/2019	MonLife - Learning Staffing Establishment	To approve an adjustment to the staffing establishment in order to provide business support to the MonLife Learning Manager to deliver additional courses to a range of groups and individuals	Matt Lewis	18/07/2019	

ICMD	07/0819	EMERGENCY PLANNING – BUSINESS CONTINUITY MANAGEMENT POLICY STATEMENT .		Julia Detheridge	10/07/2019	
ICMD	07/08/2019	Rural Landscape Development Officer		Desiree Mansfield	03/07/2019	
ICMD	07/08/2019	Collaborative Heritage Services		Amy Longford	11/07/2019	
Cabinet	04/09/2019	School Partnership Agreement		Cath Sheen	01/07/2019	
Cabinet	31/07/2019	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	01/05/2019	
Cabinet	31/07/2019	Apprentice, Graduate and Intern Strategy		Hannah Jones	07/06/2019	
Cabinet	31/07/2019	Restructure of Enterprise Directorate		Frances O'Brien	07/06/2019	
Cabinet	31/07/2019	Section 106 monies concerning Gilwern Primary School		Matthew Jones	12/07/2019	
Cabinet	31/07/2019	2. Section 106 monies concerning Ysgol Gymraeg Y Fenni		Matthew Jones	12/07/2019	
Cabinet	31/07/2019	Restructure of Resources Directorate		Peter Davies	07/06/2019	

Cabinet	31/07/2019	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	18/04/2019	
Cabinet	31/07/2019	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	18/04/2019	
ICMD	24/07/2019	Proposed disposal of land and foul drainage easement' to Edenstone Homes at Penlanlas Farm, Old Hereford Road, Abergavenny.	Cllr P Murphy	Ben Thorpe	20/06/2019	
ICMD	24/07/2019	The expansion of the Shared Service to include Revenues		Ruth Donovan	18/06/2019	
ICMD	24/07/2019	The Social Housing Grant Programme		Louise Corbett	02/05/2019	
ICMD	24/07/2019	SPG S106 guidance note	To clarify how S106 contributions are calculated	Mark Hand	01/05/2019	deferred
ICMD	24/07/2019	SPG Infill Development	To provide planning guidance for dealing with infill and backland development	Mark Hand/David Wong	01/05/2019	deferred
Council	18/07/2019	Statement of Accounts	The purpose of this report is to volunteer a pilot change in the approval process for Statement of Accounts, recognising earlier publication deadlines are not conducive with existing meeting cycles.	Mark Howcroft	09/07/2019	
Council	18/07/2019	Audit Committee Annual Report		Phillip White	10/06/2019	
Council	18/07/2019	MonLife		Tracey Thomas	03/05/2019	

ICMD	10/07/2019	Proposed disposal of land and foul drainage easement' to Edenstone Homes at Penlanlas Farm, Old Hereford Road, Abergavenny.	Cllr P Murphy	Ben Thorpe	20/06/2019	
ICMD	10/07/2019	PTU Structure		John McConnachie		
ICMD	10/07/2019	Collections Review		Rachael Rogers	27/03/2019	
Cabinet	03/07/2019	Replacement LDP Issues, Vision and Objectives		Rachel Lewis	11/06/2019	
Cabinet	03/07/2019	Social Justice Strategy Annual Update		Cath Fallon	08/05/2019	
Cabinet	03/07/2019	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 & 3 held on 11th April and 20th June 2019	Dave Jarrett	18/04/2019	
Cabinet	03/07/2019	LDP Growth Options	From ICMD	Mark Hand	01/05/2019	
Cabinet	03/07/2019	Guaranteed Interview Scheme for Service Leavers, Veterans and Spouses		Joe Skidmore	07/06/2019	
Cabinet	03/07/2019	Digital Deprivation Action Plan		Cath Fallon	01/04/2019	
ICMD	26/06/2019	Training/PTU Structure		John McConnachie	14/05/2019	

ICMD	26/06/2019	SWTRA agreement signature - May 19	Jane Pratt	Roger Hoggins	04/06/2019	
ICMD	26/06/2019	Household Waste Duty of Care Fixed Penalty Notices	Sara Jones	Huw Owen	04/06/2019	
ICMD	26/06/2019	LDP Growth Options	Going to Cabinet 3 July	Mark Hand	01/05/2019	
ICMD	12/06/2019	PROPOSED 30 MPH SPEED LIMIT STATION ROAD AND OLD TRAP ROAD, GILWERN	DEFERRED PENDING FURTHER WORK ON COSTINGS	Paul Keeble	02/05/2019	
ICMD	12/06/2019	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	16/05/2019	
ICMD	12/06/2019	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	23/05/2019	
ICMD	12/06/2019	Structural Changes in Policy and Governance Section		Matt Gatehouse/P Jordan	02/05/2019	
ICMD	12/06/2019	Volunteering Update	DEFERRED	Cath Fallon	08/05/2019	
ICMD	12/06/2019	Eco-Flexi Statement of Intent	To scrutinise the Council's "Statement of Intent" regarding access to Energy Company	Steve Griffiths	01/05/2019	
ICMD	12/06/2019	Training/PTU Structure	DEFERRED TO 26/6	John McConnacie/Bryan Jones	14/05/2019	

ICMD	12/06/2019	Monmouthshire Local Toilet Strategy	From Cabinet Planner	Dave Jones	21/05/2019	
Cabinet	05/06/2019	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	18/04/2019	
Cabinet	05/06/2019	Revenue and Capital Monitoring Outturn	To provide Members with information on the outturn position of the Authority for the financial year	Mark Howcroft	18/04/2019	
Cabinet	05/06/2019	Local Toilet Strategy		Dave Jones	06/03/2019	
Cabinet	05/06/2019	Section 106 funding – Forensic Science Laboratory Site, Chepstow		Mike Moran	20/02/2019	
Cabinet	05/06/2019	LDP Issues, Objectives & Vision		Mark Hand		
ICMD	22/05/2019	SWTRA Agreement - Singature & Seal		Roger Hoggins	02/05/2019	
ICMD	22/05/2019	APPEARANCE OF LOCAL AUTHORITIES IN LEGAL PROCEEDINGS		Matt Phillips/ Paul Jordan	30/04/2019	
ICMD	22/05/2019			Matthew Lewis	24/04/2019	
ICMD	22/05/2019	(ENRaW) Funding: Gwent Green Grid Partnership				
ICMD	22/05/2019	PROPOSED PROHIBITION OF WAITING AT ANY TIME, NEWTOWN ROAD, PENPERLLENI.		Paul Keeble	18/04/2019	

ICMD	22/05/2019	PROPOSED PROHIBITION OF WAITING AT SPECIFIED TIMES ONLY, LAUNDRY PLACE, ABERGAVENNY		Paul Keeble	18/04/2019	
Council	16/05/2019	Chief Officer CYP Annual Report		Will Mclean	26/03/2019	
Council	16/05/2019	Proposed Off-Road Cycling Centre, Llanfoist		Mike Moran	20/02/2019	
Council	16/05/2019	Speed Management		Roger Hoggins	29/01/2019	
ICMD	08/05/2019	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	17/04/2019	
ICMD	08/05/2019	Museum Service Interim Reduction in hours		Matt Lewis	11/04/2019	
Cabinet	01/05/2019	Cabinet to agree to commence statutory consultation to open a new Welsh Medium Primary School in Monmouth.	Deferred to ?	Debbie Morgan	05/03/2019	
Cabinet	01/05/2019	Recruitment & Selection Policy		Sally Thomas	26/02/2019	
Cabinet	01/05/2019	Play Sufficiency Audit and Action Plan 2019		Mike Moran	20/02/2019	
Cabinet	01/05/2019	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	15/02/2019	

ICMD	24/04/2019	ROWIP DRAFT PLAN		Ruth Rourke	02/0/19	
ICMD	24/04/2019	Review of Collections Development Policy		Rachael Rogers	27/03/2019	
Council	11/04/2019	Monmouthshire Citizen Advice Bureau Annual Report	To provide members with an opportunity to discuss the work and ask questions of the Chief Executive of CAB Monmouthshire which provides advice to local people and its contribution to the council's purpose of building sustainable and resilient communities.	Matt Gatehouse	05/10/2018	
Council	11/04/2019	Mon Life		Peter Davies		
Council	11/04/2019	Development Company		Peter Davies		
ICMD	10/04/2019	Supplementary Planning Guidance on Affordable Housing commuted sums	endorsement to consult for 6 weeks	Mark Hand / Cllr Sara Jones	15/03/2019	
ICMD	10/04/2019	Housing Options Staffing Report		Ian Bakewell / Cllr Sara Jones	14/03/2019	
ICMD	10/04/2019	Consolidated Traffic Order		Roger Hoggins	29/01/2019	
Cabinet	03/04/2019	catchment review / admissions policy		Matthew Jones	19/03/2019	
Cabinet	03/04/2019	Agency and Self Employed Workers Policy		Sally Thomas	26/02/2019	

Cabinet	03/04/2019	Section 106 Funding – Sudbrook Paper Mill		Mike Moran	20/02/2019	
Cabinet	03/04/2019	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 9 held on the 7th March 2019.	Dave Jarrett	17/04/2018	
ICMD	27/03/2019	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	08/03/2019	
ICMD	27/03/2019	DRAFT INFILL DEVELOPMENT SUPPLEMENTARY PLANNING GUIDANCE		MARK HAND	06/03/2019	
ICMD	27/03/2019	DEFINITIVE MAP MODIFICATION ORDER, PRICES BRIDGE, WHITELYE, TRELLECH		Ruth Rourke	05/03/2019	
ICMD	27/03/2019	Weekend Traffic Orders	NO LONGER REQUIRED - RH	Roger Hoggins	29/01/2019	
ICMD	27/03/2019	Future Housing Management Register	NO LONGER REQUIRED	Mark Hard	29/01/2019	
ICMD	27/03/2019	Youth Support Grant Additional Funding	Cllr Richard John	Hannah Jones	21/01/2019	

						12/09/2018

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						Report deleted from Planner 7/6/18
						15/02/2018 Report deleted from planner

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						07/03/2018

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