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County Hall
Rhadyr
Usk
NP15 1GA

Monday, 10 December 2018

Notice of meeting

Economy and Development Select Committee

Tuesday, 18th December, 2018 at 2.00 pm

The Council Chamber, County Hall, Rhadyr, Usk, NP15 1GA

AGENDA

THERE WILL BE A PRE MEETING FOR MEMBERS OF THE COMMITTEE 30 MINUTES PRIOR TO THE START OF THE MEETING

Item No	Item	Pages
1.	Apologies	
2.	Declarations of Interest	
3.	Procurement: Scrutiny of a performance report on Procurement and the Council's strategic direction	To Follow
4.	Outdoor Education: Scrutiny of the service re-provision proposals.	1 - 18
5.	To confirm the date and time of the next meeting as Thursday 10th January 2019 at 10.00am	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P.Pavia
J.Becker
A.Davies
D. Dovey
M.Feakins
R.Roden
B. Strong
A. Watts

Public Information

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Welsh Language

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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?

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SUBJECT:	OUTDOOR EDUCATION – SERVICE CHANGE PROPOSALS
MEETING:	ECONOMY AND DEVELOPMENT SELECT COMMITTEE
DATE:	18th DECEMBER 2018
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1 To consider the dissolution of the Gwent Outdoor Education Service partnership for which the Council is the lead partner, working with Blaenau Gwent County Borough Council (BGCBC), Newport City Council (NCC) and Torfaen County Borough Council (TCBC) further to the withdrawal of partner subsidy.
- 1.2 To consider the closure of the Talybont Site, returning the site to Newport City Council for disposal, and subsequently to consider the associated staff redundancies if suitable redeployment cannot be found.
- 1.3 To engage Select Committee Members in initial ideas on future opportunities for service delivery and to receive a presentation from the Service with a view to return when detailed plans are complete.

2. RECOMMENDATIONS:

- 2.1 To consider the approval of the dissolution of the Gwent Outdoor Education Service Partnership with effect from 31st March 2019.
- 2.2 To consider the formal closure of the Talybont site on 1st Feb 2019 returning the site to Newport City Council with effect from 28th Feb 2019.
- 2.3 To consider the approval of the deletion of two posts i.e. Talybont Site Co-ordinator – Staffing and Environment Education and the site Cook and to approve corresponding redundancy payments, if suitable redeployment cannot be found.

3. KEY ISSUES:

- 3.1 Gwent Outdoor Education Service (GOES) has existed since 1970 with a remit to provide outdoor education. The service operates across three residential centres at Hilston Park near Monmouth, Gilwern and Talybont (in Powys). The Council operate and manage GOES on behalf of the partner authorities i.e. BGCBC, NCC and TCBC, the Council own the Hilston Park and Gilwern sites whilst NCC own the Talybont centre.
- 3.2 The service currently provides around 20,000 visitor days annually, the vast majority being residential school groups from South East Wales. Around 90% of clients are regular, repeat users and the service also works with adult and youth groups from all over the UK. All groups are provided with bespoke programmes designed to achieve their specific desired outcome including confidence building, self-reliance, team development, enjoyment, activity skills, risk management and environmental awareness.

- 3.3 Post local government reorganisation in 1996, the joint service was supported by annual subsidies from the four Local Authority partners which were derived from an agreement between partners to reduce the cost of residential trips for low income families. Core funding was frozen from all partners in 2006 at which time the subsidies were supporting approximately 50% of service running costs, since then fees to clients have increased above inflation to compensate for the reduction in core funding.
- 3.4 NCC were originally part of GOES, hence their ownership of the Talybont Centre, however in 2013 they took a decision to withdraw from the Shared Service Agreement and subsidy arrangements due to financial reasons. Talybont Centre has been subject to a joint Sport Wales award with the Council towards major capital redevelopment but recent discussions with Big Lottery have now resulted in the withdrawal of the conditions of the original grant which may otherwise have hampered the disposal of the site.
- 3.5 In 2016, TCBC took a formal decision to apply a tapering reduction in subsidy for 2016/17 reducing to nil subsidy in 2017/18. BGCBC have also reduced their subsidy by a small amount but with the backdrop of public sector austerity, it would appear to be a question of 'when' rather than 'if' they withdraw. Table 1 demonstrates the levels of subsidy withdrawal over the last seven years.

Table One: Levels of Subsidy Withdrawal

Total Contribution	2012/13 £	2013/14 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £
NCC	78,708	0	0	0	0	0
TCBC	107,943	107,943	107,943	107,943	44,943	0
BGCBC	74,925	74,925	74,925	74,925	62,925	55,730
Monmouthshire	81,275	81,275	81,275	56,580	56,580	56,580
Total	342,851	264,143	264,143	239,448	164,448	112,310

- 3.6 Tables Two and Three demonstrate the financial position for previous years. The figures indicate that since 2013/14 the Service has operated at a small profit until 2017/18 when income levels dropped slightly. However, this does not include the cost of building maintenance, grounds maintenance or insurances and if included with the direct costs of delivering the service, the service has operated at a deficit for four out of the last five years. This illustration does not include any maintenance costs incurred by Newport CC in maintaining Talybont. Financial performance predictions for 2018/19 indicate a net overspending in the region of £50,000 and this increases further if account is taken of the future ongoing maintenance costs.

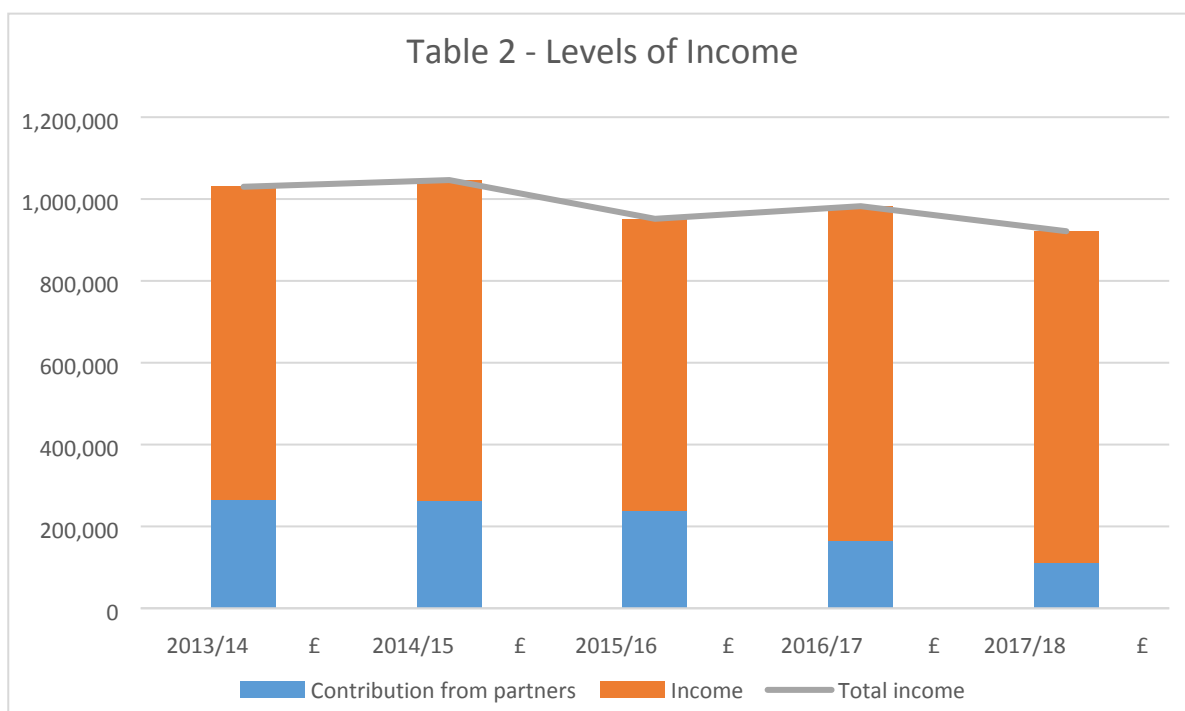


Table Three – Total Costs Service

	2013/14 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £
Total Direct Costs					
Employee	644,693	627,865	590,212	599,208	627,026
Premises	122,941	102,732	79,707	106,074	112,549
Transport	67,319	56,043	49,975	54,582	56,030
Supplies & services	170,391	208,053	228,631	204,146	169,605
Total expenditure	1,005,344	994,694	948,525	964,010	965,210
Contribution from partners	-264,143	-264,143	-239,448	-164,448	-112,310
Income	-765,893	-782,233	-712,268	-818,110	-809,058
Total income	-1,030,036	-1,046,376	-951,716	-982,558	-921,368
Net Total	-24,692	-51,682	-3,192	-18,547	43,842
Building and Grounds Maintenance	107,615	42,375	28,855	27,308	41,857
Insurances	1,517	329	290	0	0
Net Deficit (profit)	84,440	-8,978	25,954	8,760	85,699

3.7 Despite a reduced subsidy, the Service has managed to maintain reasonable income levels through a variety of measures. Although there was a lack of significant reduction in Newport bookings following their subsidy withdrawal suggesting withdrawal of subsidies may not adversely affect bookings levels, given the reduction in subsidy for 17/18 and the likelihood that it will continue to be eroded, the service now needs to review its operating practices and consider how it can operate in the future. Given the withdrawal of partners, the Shared Service Agreement now needs to be brought formally to a close and subject to approval, the agreement will be terminated with effect from 31st March 2019.

3.8 The original Shared Service Agreement with the partner Authorities provides clear guidance following the withdrawal from the service or the termination of the agreement. Hilston and Gilwern sites are owned by the Council and therefore remain with the Authority. As Talybont is owned by

NCC, it will be returned to them. Discussions have been held with NCC regarding the long term future use of the building and they have indicated that they wish to sell the building. The return of the Talybont site to NCC will result in the loss of two posts at Talybont and subsequently, redundancy costs. The service currently provided at Talybont will be re-provisioned at one of the other sites where possible.

- 3.9 The Agreement also states that should it become necessary for the host authority to make a redundancy payment, the Authorities should make a fair and reasonable contribution to those costs however it is anticipated that this be met from the service budget.
- 3.10 Tourism, Leisure, Cultural and Youth (TLCY) services are looking to become more entrepreneurial and business like and as these services overlap and touch so many services and functions, it is difficult to consider them in isolation. In view of the links and inter-dependencies at a service-wide and local level, these services are to be run as a family of services, relying upon one another for promotion, support and optimal operation. This will therefore open up new possibilities for service design and delivery particularly in terms of exploring new markets particularly if the proposed new Alternative Delivery Model for the services, MonLife, is approved by Council in 2019. The Council's Outdoor Education Service must therefore now consider new approaches to delivery which is likely to result in a restructure of the service to be considered by Members in due course.
- 3.11 Currently, the Outdoor Education service operates from three sites but is not operating at full capacity. It therefore makes sense to concentrate efforts on the two Council owned sites by reviewing staff structures, improving efficiency, increasing income and identifying potential new markets. Operating the TLCY service model differently will enable the service to be more focussed on outcomes rather than the mechanisms through which service delivery is organised. The provision of Outdoor Education will be provided as part of the Leisure, Recreation and Outdoor Learning offer. Existing bookings at the Talybont Centre will be offered alternative bookings at either the Hilston or Gilwern Sites or given a refund of their deposits.
- 3.12 It is anticipated that the existing site co-ordinators in conjunction with the Head of Leisure, Tourism, Culture and Youth Service, will review the existing staffing structure across the sites and restructure the service to best respond to the new challenges ahead. Current operating practices will be reviewed with a view to reducing costs and maximising income. Critical success factors in this include achieving economies of scale, cross subsidisation and obtaining mutual support.
- 3.13 A review of the Outdoor Education Service was undertaken in 2015 which was updated in 2018. This will form the basis of an action Plan which will be focussed on income generation and service redesign proposals for 2019 onwards to be considered in due course as shown in appendix A

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

- 4.1 Summarised below for Members' consideration from Future Generations Evaluation located in Appendix C:

'The service in its current three site format needed review for both financial and practical reasons to ensure it is sustainable and continues to provide a quality service across the remaining two sites. By its very nature the service has continued to provide quality outdoor learning experiences, jobs and new skills – the service will continue to deliver this whilst also ensuring the facilities and activities deliver positive outcomes for all'.

5. OPTIONS APPRAISAL

Option	Benefits	Risks
Do nothing	None identified	<ul style="list-style-type: none"> • With the withdrawal of funding the partnership is no longer sustainable in its current form and the Service Level Agreement is no longer appropriate. • The Talybont Site is not owned by the Council therefore problematic to invest future capital. • Staff will be made redundant if alternative employment cannot be found.
Dissolve the Partnership	<ul style="list-style-type: none"> • With the withdrawal of funding the partnership is no longer viable therefore the Service Level Agreement can be cancelled without financial recourse. 	<ul style="list-style-type: none"> • A long period of negotiation with the partners has mitigated any financial and reputational risks.
Close the Talybont Site and delete the two staffing posts	<ul style="list-style-type: none"> • The Site is owned by NCC therefore there is no financial risk to the Council. • There is an opportunity to redeploy the staff into the wider Service. 	<ul style="list-style-type: none"> • It may not be possible to redeploy the staff and redundancy payments may be incurred however the cost can be met from service budgets.

6. EVALUATION CRITERIA

- 6.1 The evaluation assessment has been included in Appendix B for future evaluation of whether the decision has been successfully implemented. The decision will be evaluated by Economy and Development Select Committee, which will make recommendations regarding any proposed changes to Cabinet. The proposals for the service redesign will be considered as part of the business plan that it is being developed for the proposed Alternative Delivery Model for TLCY i.e. MonLife. Any future decisions regarding the Service redesign will therefore be scrutinised by Economy and Development Committee or by the Board of MonLife depending upon the outcome of the final decision regarding the operationalisation of MonLife.

7 REASONS:

- 7.1 Further to the withdrawal of funding subsidies over recent years the Gwent Outdoor Education Service partnership is no longer sustainable in its current form. The Shared Service Agreement with the partner Authorities provides clear guidance following the withdrawal from the service or the termination of the agreement. Hilston and Gilwern sites are owned by the Council and therefore remain with the Authority. As Talybont is owned by NCC, it will be returned to them to instigate closure and subsequently sale of the building.
- 7.2 The closure of Talybont will result in the existing service at this site being re-provisioned across Hilston and Gilwern where possible and the loss of two posts. The re-provisioning of the current Talybont service provides an opportunity to review the existing staffing structure across the sites and restructure the service to best respond to the new challenges ahead.

8 RESOURCE IMPLICATIONS:

- 8.1 Costs arising from the two redundancies which will be circa £30k and will be funded from service budgets.

9 CONSULTEES:

Blaenau Gwent County Borough Council (BGCBC);
Newport City Council (NCC);
Torfaen County Borough Council (TCBC)
Economy and Development Select Committee Members
Cabinet Members
SLT
Service area staff

10 BACKGROUND PAPERS:

Appendix A – Future Income Generating Ideas
Appendix B - Evaluation Criteria
Appendix C - EQIA

11 AUTHOR:

Ian Saunders – Head of Tourism, Leisure, Culture and Youth
Ian Kennett – Head of Gwent Outdoor Education service
Richard Simpkins – Business Manager TLCY

12 CONTACT DETAILS:

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Appendix B – Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	OUTDOOR EDUCATION – SERVICE CHANGE PROPOSALS
Date decision was made:	18th December 2018
Report Author:	Ian Saunders, Ian Kennett

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

Gwent Outdoor Education Service partnership will be dissolved and the Service Level Agreement annulled. Talybont Centre will be returned to Newport and the service offer re-provisioned with the service offer at Hilston and Gilwern centres where possible. The two posts at Talybont will be deleted and the staff either re-deployed or redundancy payments made.

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

Talybont Centre will be returned to Newport, the service re-provisioned and the staff re-deployed. The existing staffing structure across the sites will be reviewed and the service restructured to ensure the service can best respond to the new challenges ahead.

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?

The cost of the decision will involve possible redundancies which at this stage is estimated at 30k. The service will manage the cost of redundancy should this be necessary.

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Outdoor Education

Future Income Generating Ideas 2019 – 2024

1. Scene Setting:

Gwent Outdoor Education Service (GOES) has existed since the early 1970's with a remit to provide outdoor education i.e. 'fully engage students and teachers in a lesson, all the while embracing the outdoors'. This is an important definition to consider as there is a distinct difference between outdoor education and the provision of outdoor activities, as provided by many private sector companies such as PGL and is clearly the USP for the service.

The Council operate and manage GOES via a Shared Service Agreement on behalf of the partner authorities i.e. Blaenau Gwent County Borough Council, Newport City Council and Torfaen County Borough Council and currently operates across three residential centres at Hilston Park near Monmouth, Gilwern (both of which are owned by the Council) and Talybont owned by Newport CC.

The service currently provides around 20,000 visitor days annually, the vast majority being residential school groups from South East Wales. Around 90% of clients are regular, repeat users and the service also works with adult and youth groups from all over the UK. All groups are provided with bespoke programmes designed to achieve their specific desired outcome including confidence building, self-reliance, team development, enjoyment, activity skills, risk management and environmental awareness.

A review was commissioned in June 2015 as the first stage of a process to determine the future direction of GOES. Initial findings identified a long established service benefiting from subsidies derived from an agreement between partner authorities to reduce the cost of residential trips for low income families. The subsidy is therefore not a reflection that GOES is operationally inefficient therefore requiring subsidy, far from it. GOES has been generating small surpluses for a number of years, has modest reserves and a very loyal and established customer base. However, with the withdrawal of funding subsidies over recent years, the Gwent Outdoor Education Service partnership as it currently stands is no longer viable.

The service is currently offering residential accommodation for outdoor education activities from an established estate and therefore is the custodian of considerable asset base owned by Monmouthshire County Council i.e. Hilston Park and Gilwern sites. However, the initial review did not take the capital value of this asset base into account and was purely focussed as an operational review and options appraisal.

A comparative analysis of the three sites was undertaken along with an internal analysis of the current service and an external market analysis of private sector outdoor activity providers, their closest competitors. Initial findings identified a service that, although functioning adequately, has the potential for improvement. Conclusions were drawn and recommendations made regarding enhanced service delivery and operational management with a view to reducing costs; maximising income; targeting marketing activities to increase the current customer base and amending booking policies, pricing and opening periods in line with private sector models to offer flexibility, increase income and improve customer service. Suggestions have also been made regarding the growth potential for GOES and development opportunities for each site which range from consolidating

accommodation bases; investing in increased accommodation and facilities to increase income potential; and identifying private sector partners for joint leisure ventures.

As a follow on from the initial appraisal of GOES the following four priorities or focuses have been identified which are detailed below. This is the first wave of priorities and it is anticipated that further proposals for the service redesign and subsequently a potential restructure will be considered as part of the business plan that it is being developed for the proposed Alternative Delivery Model for TLCY i.e. MonLife.

Potential Income Generating Ideas

Options	Revenue Streams				
	Year 1 2019/20	Year 2 2020/21	Year 3 2021/22	Year 4 2022/23	Year 5 2023/24
Other traded activity with the public	-8,000	-10,500	-12,000	-16,000	-20,300
Creation of Camp site with camping pods at Hilston	-7,000	-26,000	-35,000	-35,000	-35,640
Activity With Schools	-4,700	-32,800	-35,000	-34,125	-34,548
Duke Of Edinburgh Award	-4,300	-6,600	-7,400	-7,500	-11,850
Hilston Lodge redevelopment	-14,000	-14,385	-14,814	-14,267	-15,111
International house redevelopment	0	-2,700	-2,700	-2,575	-2,698
Total	-38,000	-92,985	-106,914	-109,467	-120,146

The service will deliver a presentation around other markets and opportunities to develop including team ideas that came from the recent workshop such as

- Outreach work
- Weekend opportunities for community and business
- Training and team building
- Latest trends in the Outdoor Activity Market



Appendix C: Equality and Future Generations

<p>Name of the Officer Ian Saunders/Ian Kennett/Stuart Lovell/ Tom Burrett</p> <p>Phone no: : 07876545793</p> <p>E-mail: iansaunders@monmouthshire.gov.uk</p>	<p>OUTDOOR EDUCATION – SERVICE CHANGE PROPOSALS</p>
<p>Name of Service area – Tourism, Leisure, Culture and Youth</p>	<p>Date 26th November 2018</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The service will continue on two sites and investment will improve the offer. The need to ensure facilities are well promoted and increase community use will continue.	No real negative impact however children will go to a different venue.	There has been an effort by the outdoor team to ensure suitable and sufficient alternatives are in place for group who access Talybont
Disability	The service will continue to allow people of all abilities to enjoy the local outdoor environment.	Neutral	There is work underway to improve the disability access to services at the Gilwern site.
Gender reassignment	Neutral	Neutral	





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	Neutral	Neutral	
Pregnancy or maternity	Neutral	Neutral	
Race	Neutral	Neutral	
Religion or Belief	Neutral	Neutral	
Sex	Neutral	Neutral	
Sexual Orientation	Neutral	Neutral	
Welsh Language	Neutral	Neutral	
Poverty	Neutral	Neutral	


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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	The proposed closure of the Talybont site does have a negative impact as the service will not be delivered from this site. Whilst it is anticipated that the service develops at the Hilston Park and Gilwern site the loss of the facility is negative.	The service has continued to provide quality outdoor learning experiences and has provided jobs and new skills – they will continue to deliver this and look at ensuring the facilities and activities they run deliver positive outcomes.
A resilient Wales	There is limited impact on this aspect report	The site has been well managed and will be returned to Newport City Council to dispose. The

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)		remaining sites are working with Green Infrastructure plans and Gwent Wildlife Trust/Volunteers to ensure the sites are well maintained has a GI plan which is managed.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The service will be re-provided at the other sites. By the nature of the service it aims to give people skills and education to embrace the outdoors and participate in activity.	The team have continued to deliver great outcomes and evaluation forms from users groups back up the opportunity to ensure the two other sites are fully utilised.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The Gwent partnership did have a good approach to working across the region. It is hoped that the relationships built up with head teachers in Gwent schools are maintained at high levels and that the service continues to deliver excellent, safe residential sessions and activities to those networks.	The team continue to keep open clear lines of communication with visiting staff and head teachers to organise their bespoke visit.
A globally responsible Wales Taking account of impact on global wellbeing when considering local social, economic and environmental wellbeing	The service will continue to provide opportunities at other sites – it is keen to ensure it is attractive, relevant and affordable. The cost of delivering the service has always been a challenge and how to ensure all pupils have an opportunity to attend a concern.	Costs and opportunities will be regularly reviewed and other markets explored
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	The service will continue to provide activities and sessions at its two MCC sites at Gilwern and Hilston	The service by design maximizes the beautiful rich countryside and natural landscape in Wales. To connect children and communities and provide learning, sport and outdoor experiences are positive across the two sites and surrounding countryside.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	There is still a service in place for all to access	Actively marketing service at two sites and looking at new markets

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The service in its current three site format needed review for both financial and practical reasons. The service needs to be more sustainable and keep providing a quality service across its sites.</p>	<p>Service is working to ensure sustainability and opportunities for all</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The Gwent partnership did have a good approach to working across the region. It is hoped that the relationships will be that the service continues to deliver excellent, safe residential sessions and activities to those networks.</p>	<p>Seek to maintain relationships with Head teachers and Schools and other key stakeholders</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The local authorities across Gwent who make up the partnership have been in discussion about the Gwent Outdoor Partnership. Since 2014 when Newport stopped funding the subsidy for the service, other partners have withdrawn funding. The LA's still send schools into the service but have accepted that the service needs to increase charges and rationalize to the two site.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The commitment for the service from tourism, leisure, culture and youth is to ensure key posts are filled, a new marketing campaign and to drive new markets and opportunities. The service is in scope for MonLife (Alternative Delivery Model) and income pipelines and some exciting opportunities for investment and income are being identified. This will ensure the service thrives and grows from its current financial pressures.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>.Service is embedded in Tourism, Leisure, Culture and Youth which is targeted on preventative services and health and well-being.</p>	

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

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	<p>The service will give opportunities to all, giving people the best start in life and support them throughout their lives to lead a healthy and active lifestyle. It will look to close the gap and improve access to services across Monmouthshire.</p>	n/a	<p>We will continue to work closely with our partners to ensure we better understand the needs and engage closely with our users / non-users.</p>
Safeguarding	<p>We will ensure safeguarding is at the forefront of all plans with the relevant documentation, systems and procedures and levels of training in place for all staff relevant to the role consistently across the board.</p>	n/a	<p>We will continue to prioritise our safeguarding measures, reflect on current practice and continue to train staff to the appropriate levels. All service areas have updated SAFE procedures in place in line with MCC procedures and a training database is maintained by all managers to reflect upskilling of staff within this area. We also link with our sports clubs to ensure they have nominated individuals to safeguard their users.</p>

Corporate Parenting	We will continue to work with our partners to assist in any way we can and add value to the current provisions.	n/a	We will continue to have representation for this area at all team meetings and continuously monitor and review all systems and procedures mentioned above to ensure we are providing as safe an environment for all of our customers as possible. We actively encourage all staff to be vigilant and report any instances they feel appropriate and have procedures in place for this.
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5. What evidence and data has informed the development of your proposal?

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<ul style="list-style-type: none"> • The withdrawal of funding from LA partners and establishing a sustainable future • Current Service Improvement Plans • Review of outdoor education completed in 2015 and further discussion from this review • Review of bookings at Talybont <p>There have been team meetings with Head Of Service and also the team at Talybont. As the team have completed meetings to discuss income pipelines for future opportunities across the two sites. Several budget meetings have occurred over the period where the service has looked to review its operation with regard to efficiency and income generation.</p>
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6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

<p>The service in its current three site format needed review for both financial and practical reasons to ensure it is sustainable and continues to provide a quality service across the remaining two sites. By its very nature the service has continued to provide quality outdoor learning experiences, jobs and new skills – the service will continue to deliver this whilst ensuring the facilities and activities deliver positive outcomes for all.</p>

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
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Met with Talybont team. Explained situation and the probable closure of site at end of year/ new year.	May 2018 - Complete	Head Of Service, HR, Head of Outdoor Service
Site meeting - Update meeting with site team	Complete Oct 2018 – make sure HR procedures are in place	Head Of Service, HR and Head of Outdoor Service
Attend Economy and Development select committee	Dec 2018	Head of Gwent Outdoor Service & Outdoor Education Team
Work with Newport CC on planning the handback. Correspondence and meetings have taken place with Newport CC and Newport Norse and the Newport Education team.	Feb 2019	Head Of Service and Head of Outdoor Service/ Finance lead/ Team
Close the Talybont site - Team have worked on action plan to close site from staff, bookings and logistics	Feb 2019	Outdoor Education Team and Head of Service
Formally terminate the Gwent Outdoor Education Partnership from historic relationship	March 2019	Head of service

8. **VERSION CONTROL: The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.**

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
	<i>2015/6 Initial review of outdoor education service due to funding withdrawal from some LA partners</i>	<i>2015/16</i>	<i>At the stage of the review the service was included in the Alternative Delivery Model considerations so it was at that stage more work was required on future modeling and markets</i>
	<i>2017 Discussions with Local authorities about future funding of service</i>	<i>Feb 2017</i>	<i>Discussion with LA's and update on funding – Torfaen finished funding in Sept 2017</i>
	<i>2016/17- Start of dialogue with Newport about the site's future</i>	<i>May 2017</i>	<i>Initial conversation with Newport around future of Talybont especially as there was concerns about lottery funding obligations and maintenance requirements on the site.</i>
	<i>2018 – Discussion with Newport, Head of Gwent Outdoors due to budget and to ensure sustainability of service</i>	<i>March/April 2018</i>	<i>Confirmation from Newport that they would be able to dispose of the site without penalty from lottery clause and the need to work effectively to budget for Gwent Outdoor Education Service</i>

