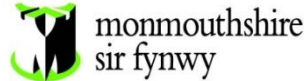


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Tuesday, 30 November 2021

Dear Councillor

INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 8 December 2021.

1. **LOCAL GOVERNMENT (WALES) ACT 1994 THE LOCAL AUTHORITIES (PRECEPTS) (WALES) REGULATIONS 1995 - Proposed Payment Schedule** 1 - 4

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor P Murphy

AUTHOR:

Jonathan Davies –

(Acting) Assistant Head of Finance (Deputy Section 151 Officer)

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2. **COUNCIL TAX BASE 2022/23 AND ASSOCIATED MATTERS** 5 - 8

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor P Murphy

AUTHOR:

Ruth Donovan –

Assistant Head of Finance: Revenues, Systems and Exchequer

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Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Ward
Richard John	<p>Leader Lead Officer – Paul Matthews, Matthew Gatehouse</p> <p>Whole Authority Strategy and Direction Whole authority performance review and evaluation CCR Joint Cabinet & Regional development Regional working Government relations LGA, WLGA and Public Service Board lead</p>	Mitchel Troy
Sara Jones	<p>Cabinet Member for Economy, Deputy Leader Lead Officer – Frances O’Brien</p> <p>Economic resilience and growth Place-making and Regeneration Town Centre investment and stewardship Development Management and Building Control Public relations / communications / marketing Skills and Employment Community broadband connectivity</p>	Llanover
Robert Greenland	<p>Cabinet Member for Governance & Strategic Planning, Deputy Leader Lead Officers – Frances O’Brien, Matthew Phillips, Matthew Gatehouse</p> <p>Local Development Plan and Strategic Development Plan Council and Executive decision-making Constitution review and implementation of change Law, ethics and standards Democracy promotion and citizen engagement Community Hubs and Contact Centre Whole authority customer service and experience</p>	Devauden
Philip Murphy	<p>Cabinet Member for Resources Lead Officers – Peter Davies, Frances O’Brien, Matthew Phillips, Julie Boothroyd</p> <p>Finance Digital and Information technology (including SRS) Human Resources, Payroll, Health and Safety Emergency Planning Strategic Procurement Land and Buildings (including - Estate, Cemeteries, Allotments, Farms) Fleet Management</p>	Caerwent

	<p>School and Community Transport (including commissioning and delivery) Property Maintenance Facilities Management (including Building Cleaning and Catering)</p>	
Paul Pavia	<p>Cabinet Member for Education Lead Officers – Will McLean, Ian Saunders</p> <p>Early Years education All age statutory education Additional learning needs / Inclusion Post 16 entitlement / offer School Standards & Improvement (incl Education Achievement Service commissioning) Community learning 21st Century Schools Programme Youth service / Outdoor Education Service / Duke of Edinburgh Award scheme</p>	Larkfield
Lisa Dymock	<p>Cabinet Member for Community Wellbeing and Social Justice Lead Officers – Frances O'Brien, Ian Saunders, Julie Boothroyd, Matt Gatehouse</p> <p>Community inequality (health, income, nutrition, disadvantage, discrimination, isolation) Advancement of the welsh language Housing Strategy, delivery /Homelessness prevention Trading standards / Environmental Health / Animal Welfare / Public Health / Licensing Community safety (including Police liaison) Registrars Service Physical activity (including Leisure centres, Sport, Active travel, Play) Countryside, biodiversity, public rights of way Tourist Information /Museums / Theatre / Attractions</p>	The Elms
Penny Jones	<p>Cabinet Member for Social Care, Safeguarding and Health Lead Officer – Julie Boothroyd</p> <p>Children's services Fostering & adoption Youth Offending Service Adult Services Whole authority safeguarding (children and adults) Disabilities Mental Health</p>	Raglan

Jane Pratt	<p>Cabinet Member for Infrastructure and Neighbourhood Services – Jane Pratt Lead Officer – Frances O’Brien, Matthew Gatehouse</p> <p>Whole authority climate change / decarbonisation lead Strategic Integrated Transport (including transport planning) Traffic network management (including road safety, car parking & civil enforcement) Public Transport Highways – County Operations / South Wales Trunk Road Authority (SWTRA) Waste collection / Recycling / Street Cleansing / Street Lighting Grounds Maintenance, parks, open spaces and public conveniences Flood alleviation, management and recovery</p>	Llanelly Hill
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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.



SUBJECT: LOCAL GOVERNMENT (WALES) ACT 1994 THE LOCAL AUTHORITIES (PRECEPTS) (WALES) REGULATIONS 1995 – Proposed Payment Schedule

MEETING: Individual Cabinet Member – Councillor P. Murphy

DATE: 8th December 2021

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1. To seek Member approval of the proposals for consultation purposes regarding payments to precepting authorities during the 2022/23 financial year as required by statute.

2. RECOMMENDATIONS:

- 2.1. That the following schedule of payments be proposed pending consultation:
- (i) The Police Authority precept is paid from the Council Fund by twelve monthly equal instalments on the third Tuesday in each month.
 - (ii) The Community Council precepts are paid by three equal instalments on the last working day in April, August and December in each year.
- 2.2. That the Community Councils are consulted prior to the determination and that the response of the consultation is considered when making the final determination.
- 2.3. That a further report be produced on the results of consultation enabling a determination to be made by 31st January in accordance with statute.

3. KEY ISSUES:

- 3.1. The Council as a billing authority is required to determine the schedule of instalments for payment of Precepts from the Council Fund for each year.
- 3.2. The Regulations provide that on or before the 31st December each year a billing authority must inform each precepting authority of its proposals for a schedule of instalments to satisfy all of the precepts. This proposal should be followed by a determination on or before the 31st January, with at least 21 days elapsing between decision on the proposals and the making of a determination.
- 3.3. In each schedule the billing authority must specify the number of instalments, the proportion of each precept which is to be paid in each instalment and the dates in the year on which instalments are to be paid. The payment to the Police Authority must be made on the same day

and should not be less than twelve instalments in any one financial year. In the case of Town and Community Councils the agreement can be one of the following:

(i) Payment by three instalments in April, August and December, or;

(ii) Payment by one instalment on the last working day in April.

3.4. For the existing financial year Monmouthshire County Council operate the arrangement identified in (i) above for Town and Community Councils and pay the Police Authority precept on the third Tuesday of each month.

4. REASONS:

4.1. To approve the proposals for consultation purposes regarding payments to precepting authorities during the 2022/23 financial year as required by statute.

5. OPTIONS APPRAISAL

5.1. Options are laid out by Statute and no further assessment is required.

6. EVALUATION CRITERIA

6.1. Not applicable.

7. RESOURCE IMPLICATIONS

7.1. Negligible cash flow advantages would be achieved should a decision be made to pay the Police Authority precept on the last working day of each month.

7.2. Similarly, any decision to move Town and Community Council precept payment to one instalment at end of April is unlikely to introduce a material cashflow disadvantage, but would reduce our payment administration by two thirds and may also assist the financial management within town & community councils.

8. WELLBEING OF FUTURE GENERATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING)

8.1. There are no implications directly arising from the recommendations and decisions highlighted in this report.

9. CONSULTEES

Strategic Leadership Team
Cabinet Members

10. BACKGROUND PAPERS

10.1. None

AUTHORS:

Jonathan Davies – (Acting) Assistant Head of Finance (Deputy Section 151 Officer)

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REPORT

Subject: COUNCIL TAX BASE 2022/23 AND ASSOCIATED MATTERS

Directorate: Resources

Meeting: Individual Cabinet Member Decision

Date: 8th December 2021

Divisions/Wards Affected: County Wide

1. PURPOSE:

- 1.1 To agree the Council Tax base figure for submission to Welsh Government, together with the collection rate to be applied for 2022/23 and to make other necessary related statutory decisions.

2. RECOMMENDATIONS:

- 2.1 That in accord with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, the amount calculated by the Council as its Tax Base for 2022/23 shall be notified as **47,372.80** and the collection rate set at **99.0%**.
- 2.2 That no Special Resolution declaring Drainage Rates as Special Expenses be made.
- 2.3 That any expenses incurred by the Council in performing in part of its area a function performed elsewhere in its area by a Community Council shall not be treated as a special expense for the purpose of Section 35 of the Local Govt. Finance Act 1992.
- 2.4 That Council Tax setting continues to be a function of full Council.

3. KEY ISSUES:

Council Tax Base

- 3.1 For each financial year, the Council shall set its Council Tax, taking account of its own total net budget requirement and amounts receivable for redistributed Non Domestic Rates, Revenue Support Grant and any other additional grants. It will also take account of any precepts it receives from other authorities and the value of the Council Tax Base. In simple terms, the net spending not met by grant is divided by the Tax Base to give the amount of Council Tax for a dwelling in Band D. The budget requirement, grant calculations and precepts will be addressed in the Council Tax Setting report.
- 3.2 It was agreed by Council in January 2005 that the, largely technical, matter of the Council Tax Base Resolution and tax setting should be dealt with by Executive decision. Legally, the tax setting decision could also be decided by the Executive, but has always been referred to full Council given its wide interest and importance. It is therefore recommended that this continue to be put for decision by full Council.

- 3.3 The ratified council tax base information must be passed to Welsh Government (WG) by 4th January 2022 with reference to dwellings in the Valuation List as at 31st October 2021 and taking into account anticipated changes likely to occur during 2022/23. Provisional information has been provided to WG, if any changes to policy are considered which affect the tax base, revised information will need to be submitted. Significant differences may require WG to make adjustments to the RSG entitlements via an amending report. The prescribed period during which Councils would notify major precepting authorities of the council tax base figure is normally 1st November to 31st December.
- 3.4 The tax base calculated for 2022/23 assumes that all discounts and premiums awarded remain the same, as in previous years.
- 3.5 A boundary review for the county will result in significant changes to the county's Parishes for 2022/23 with some being merged, others disbanded and new parishes being created. The Monmouthshire (Communities) Order 2021 allows, for council tax setting purposes, for these changes to take place from 1st April 2022. The tax base has therefore been prepared on the basis of the new parishes.

Collection Rate

- 3.6 It should be recognised that council tax is being perceived as an increasing burden on taxpayers with more arrangements outside the statutory scheme being sought, thereby increasing the time over which the debt is paid.
- 3.7 Between 2004/5 and 2007/8 the anticipated in-year collection rate was static at 96%; this was increased to 96.5% for 2008/9 and 2009/10 and to 97% for 2010/11. From 2011/12, despite ongoing economic difficulties, the collection rate was increased to 98%, reflecting results achieved in subsequent years from sustained recovery action. In 2016/17, the collection rate was increased further to 98.5%. For 2017/18, it was considered reasonable to increase the collection rate to 99.0% and the council has held this rate for each subsequent financial year. The Covid 19 pandemic continues to have an impact on the collection rate. The 2021/22 in year collection rate, whilst still slightly behind the 2019/20 position is improving, it is considered to be within acceptable tolerances and is running ahead of 2020/21 levels. The overall long term collection rate continues to exceed the target set, therefore things remain generally positive and a decision has been made to retain a 99% collection rate for 2022/23.
- 3.8 The Council Tax Reduction Scheme (CTRS) was introduced by the Welsh Government on 1st April 2013, replacing what was the Council Tax Benefit Scheme. On inception the Welsh Government fully funded the scheme, pending a full review. This review was concluded in the summer of 2014, with the Welsh Government announcing its intention to continue to fund the scheme for another 2 years - 2015/16 and 2016/17. The scheme has since been extended further for the financial year 2017/18 through to 2021/22. Whilst we await final confirmation of the scheme for 2022/23 it is expected that full entitlements will be maintained for next year.
- 3.9 The Covid 19 pandemic put significant pressure on the CTRS budget for 2020/21, a trend which has continued into 2021/22, although we are starting to see some easing in demand. The Welsh Government have yet to confirm if Local Authorities will receive additional financial support to cover this in year over spend.
- 3.10 Funding from Welsh Government forms part of the annual revenue budget settlement and is expected to remain at current levels for next year. As part of its annual budget setting, the Council can determine how much budget to allocate to this Scheme taking account of levels of take up and any additional costs arising from any

increases in council tax. From a household perspective, they will not be required to make any contributions.

Special Items and Expenses (Section 34)

- 3.11 Certain items of expenditure, and precepts made upon the Council by Community Councils are applicable only to certain parts of the area and special rules exist to deal with these items. These rules apply to all of the Town and Community Council precepts in respect of each of their respective areas. They also apply to Drainage Rates which are charged only in certain parts of the East and South of the County area. The Council has always considered that the general body of taxpayers should be treated equally in this respect and such expenditure should be defrayed over the whole area rather than charged as an additional item on those who happen to be in a particular catchment area. If this view continues to prevail then no special resolution declaring these to be special expenses will be necessary.
- 3.12 Finally, expenses incurred by an authority in performing in part of its area a function performed elsewhere by a Community Council (concurrent functions) must be treated as a special expense unless a negative resolution is in force.
- 3.13 The effect of the above result is a recommendation leading to drainage rates and concurrent functions being charged equally across the County.

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

- 4.1 There are no implications for sustainability, safeguarding and corporate parenting. The Council Tax base itself is mainly calculated from information about the numbers of properties within the County, adjusted to an equivalent band D figure for things such as discounts, exemptions and reliefs, and is therefore based on fact and provided for information. Annually Council consider council tax setting as part of the wider budget proposals in March. At this time these proposals are subject to an overall WFG assessment. Our Sustainability Community Officer has confirmed that under these circumstances there is no requirement to complete a Future Generations Evaluation.

5. OPTIONS APPRAISAL

- 5.1 Not applicable. This is a statutory report

6. EVALUATION CRITERIA

- 6.1 Not applicable.

7. REASONS:

- 7.1 To agree the council tax base figure and the collection rate for the forthcoming financial year as required by legislation.
- 7.2 To determine whether a special resolution should be made declaring Drainage Rates a special expense.
- 7.3 To determine whether any expenses incurred in part only of the area should be treated as special expenditure in accordance with the relevant legislation.
- 7.4 To confirm that the important matter of tax setting should continue to be a function of full council rather than be devolved for executive decision

8. RESOURCE IMPLICATIONS:

- 8.1 Overall the Council Tax base calculated for 2022/23 has risen by 1.41% compared to 2021/22. This increase takes into account the anticipated changes in dwellings. The estimated income derived from this (£753k) will be included as part of the draft budget proposals which will be considered by Cabinet at a special meeting to be scheduled for January 2022.

9. CONSULTEES:

Cabinet
Senior Leadership Team
Chief Officer for Resources
Head of Legal

10. BACKGROUND PAPERS:

None

11. AUTHORS:

Ruth Donovan – Assistant Head of Finance: Revenues, Systems and Exchequer

12. CONTACT DETAILS:

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