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Neuadd y Sir
Y Rhadyr
Brynbuga

Dydd Mawrth, 27 Mehefin 2023

Dear Cyngorwyr,

CABINET

Gofynnir i chi fynychu cyfarfod **Cabinet** a gynhelir yn **Steve Greenslade Room, County Hall, Usk** ar **Dydd Mercher, 5ed Gorffennaf, 2023**, am **5.00 pm**.

AGENDA

1. Ymddiheuriadau am absenoldeb
2. Datganiadau o Fuddiant
3. DATGANIAD ALLDRO CYLLIDEBAU REFENIW A CHYFALAF 2022/23 1 - 54

Rhanbarth/Wardiau Sy'n Cael Eu Heffeithio: Pob un

Diben: Darparu gwybodaeth i'r Cabinet ar ganlyniadau ariannol terfynol yr Awdurdod ar gyfer blwyddyn ariannol 2022/23, a hynny ar gyfer y gyllideb refeniw, rhaglen gyfalaf a'r arian wrth gefn.

Awdur: Jonathan Davies, Pennaeth Cyllid (Dirprwy Swyddog A151)

Manylion Cyswllt: jonathandavies2@monmouthshire.gov.uk

4. AIL-AGOR MYNWENT TREFYNWY AR GYFER CLADDU 55 - 74

Rhanbarth/Wardiau Sy'n Cael Eu Heffeithio: Osbaston

Diben: Gofyn i'r Cabinet gymeradwyo ail-agor Mynwent Trefynwy ar gyfer claddu eirch 'yn ôl y galw'.

Awdur: Rhian Jackson, Swyddog Mynwentydd

Manylion Cyswllt: rhianjackson@monmouthshire.gov.uk

5. CADW PLOTIAU CLADDU 75 - 88

Rhanbarth/Wardiau Sy'n Cael Eu Heffeithio: Pob un

Diben: Gofyn i'r Cabinet gymeradwyo ymatal rhag cynnig cadw gofodau ar gyfer claddu (nid yw hyn yn cynnwys plotiau ar gyfer claddu gweddillion wedi'u hamlogi)

Awdur: Rhian Jackson, Swyddog Mynwentydd

Manylion Cyswllt: rhianjackson@monmouthshire.gov.uk

6. YMATEB I'R ANGEN BRYD AM LETY – PRYNU EIDDO

89 - 122

Rhanbarth/Wardiau Sy'n Cael Eu Heffeithio: Pob un

Diben: Gofyn am gymeradwyaeth i brynu eiddo preswyl, teuluol yn y Fenni er mwyn galluogi'r Cyngor i liniaru'r pwysau a ddaw yn sgil digartrefedd a'r dibynadwyedd ar Lety Dros Dro anaddas, er enghraifft Gwely a Brecwast.

Awdur: Frances O'Brien – Prif Swyddog, Cymunedau a Lleoedd
Cath Fallon – Pennaeth Mentergarwch ac Animeiddio Cymunedol

Manylion Cyswllt: FrancesOBrien@monmouthshire.gov.uk
Cathfallon@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

PORTFFOLIOS CABINET

Cynghorydd Sir	Maes Cyfrifoldeb	Ward
Mary Ann Brocklesby	<p>Arweinydd Swyddogion Arweiniol – Paul Matthews, Matthew Gatehouse</p> <p>Strategaeth a Chyfeiriad yr Awdurdod Cyfan Adolygu a gwerthuso perfformiad yr Awdurdod Cyfan Hyrwyddo lleoliaeth o fewn fframweithiau rhanbarthol a chenedlaethol Perthynas â Llywodraeth Cymru, Llywodraeth y DU a chymdeithasau llywodraeth leol Perthynas Ranbarthol â Dinas-ranbarthau a'r Bwrdd Gwasanaethau Cyhoeddus Caffael Strategol Cynhyrchu a bwyta bwyd yn lleol, gan gynnwys amaeth-goedwigaeth a garddwriaeth leol</p>	Llanelly
Paul Griffiths	<p>Aelod Cabinet ar gyfer Cynllunio a Datblygu Economaidd / Dirprwy Arweinydd Swyddog Arweiniol – Frances O'Brien</p> <p>Strategaeth Economaidd Cynllun datblygu lleol a chynllun datblygu strategol gan gynnwys safleoedd tai strategol Cefnogi Canol Trefi gan gynnwys parcio ceir a gorfodi Rheoli Datblygu a Rheoli Adeiladu Sgiliau a Chyflogaeth Cysylltedd band eang Meysydd parcio a gorfodi sifil</p>	Chepstow Castle & Larkfield
Rachel Garrick	<p>Aelod Cabinet ar gyfer Adnoddau Swyddogion Arweiniol – Peter Davies, Frances O'Brien, Matthew Phillips, Jane Rodgers</p> <p>Cyllid gan gynnwys y MTFP a'r cylch cyllideb blynyddol Budd-daliadau Technoleg ddigidol a gwybodaeth Adnoddau dynol, y gyflogres, iechyd a diogelwch Tir ac adeiladau Cynnal a chadw a rheoli eiddo</p>	Castell Cil-y-coed

	Cynllunio ar gyfer argyfyngau	
Martyn Groucutt	<p>Aelod Cabinet ar gyfer Addysg Swyddogion Arweiniol – Will McLean, Ian Saunders</p> <p>Addysg Blynyddoedd Cynnar Addysg statudol pob oed Anghenion dysgu ychwanegol/cynhwysiant Addysg ôl-16 ac oedolion Safonau a gwella ysgolion Dysgu cymunedol Rhaglen cymunedau cynaliadwy ar gyfer dysgu Gwasanaethau leuenctid Cludiant ysgol</p>	Lansdown
Sara Burch	<p>Aelod Cabinet ar gyfer Cymunedau Byw a Chynhwysol Swyddogion Arweiniol – Frances O'Brien, Ian Saunders, Jane Rodgers, Matthew Gatehouse</p> <p>Digartrefedd Cyflenwi Tai Fforddiadwy a thai'r sector preifat (tai gwag, cynllun prydesu, benthyciadau gwella cartrefi, grantiau cyfleusterau i'r anabl a thechnoleg ymaddasol) Teithio llesol a Hawliau Tramwy Canolfannau hamdden, chwarae a chwaraeon Datblygu Twristiaeth a Strategaeth Ddiwylliannol Cyfleusterau cyhoeddus Safonau masnach, iechyd yr amgylchedd, diogelu'r cyhoedd a thrwyddedu</p>	Cantref
Ian Chandler	<p>Aelod Cabinet ar gyfer Gofal Cymdeithasol, Diogelu a Gwasanaethau Iechyd Hygyrch Swyddog Arweiniol – Jane Rodgers</p> <p>Gwasanaethau plant Maethu a mabwysiadu Gwasanaeth Troseddau leuenctid Gwasanaethau oedolion Diogelu ar draws yr Awdurdod Cyfan (plant ac oedolion) Anableddau Iechyd meddwl a lles Perthynas â darparwyr iechyd a mynediad at ddarpariaeth iechyd</p>	Park

<p>Catrin Maby</p>	<p>Aelod Cabinet ar gyfer Newid Hinsawdd a'r Amgylchedd Swyddogion Arweiniol – Frances O'Brien, Matthew Gatehouse</p> <p>Datgarboneiddio Cynllunio trafndiaeth, trafndiaeth gyhoeddus, priffyrdd a fflyd CSF Rheoli gwastraff, gofal strydoedd, sbwriel, manau cyhoeddus a pharciau Palmentydd a lonydd cefn Lliniaru, rheoli ac adfer llifogydd Cefn gwlad, bioamrywiaeth, ac iechyd afonydd</p>	<p>Drybridge</p>
<p>Angela Sandles</p>	<p>Aelod Cabinet ar gyfer Cydraddoldeb ac Ymgysylltu Swyddogion Arweiniol – Frances O'Brien, Matt Phillips, Matthew Gatehouse, Jane Rodgers</p> <p>Anghydraddoldeb a thlodi cymunedol (iechyd, incwm, maetheg, anfantais, gwahaniaethu, ynysu ac argyfwng costau byw) Ymgysylltu â dinasyddion a hybu democratiaeth gan gynnwys gweithio gyda sefydliadau gwirfoddol Profiad y dinesydd - hybiau cymunedol, canolfan gyswllt a gwasanaeth cwsmeriaid a chofrestryddion Gwasanaethau Etholiadol ac adolygu'r cyfansoddiad Cyfathrebu, cysylltiadau cyhoeddus a marchnata Moeseg a safonau Yr iaith Gymraeg</p>	<p>Y Dref</p>

Nodau a Gwerthoedd Cyngor Sir Fynwy

Ein diben

Adeiladu Cymunedau Cynaliadwy a Chydnerth

Amcanion y gweithiwn tuag atynt

- Rhoi'r dechrau gorau posibl mewn bywyd i bobl
- Sir lewyrchus a chysylltiedig
- Cynyddu i'r eithaf botensial yr amgylchedd naturiol ac adeiledig
- Llesiant gydol oes
- Cyngor gyda ffocws ar y dyfodol

Ein Gwerthoedd

Bod yn agored. Rydym yn agored ac yn onest. Mae pobl yn cael cyfle i gymryd rhan mewn penderfyniadau sy'n effeithio arnynt, dweud beth sy'n bwysig iddynt a gwneud pethau drostynt eu hunain/eu cymunedau. Os na allwn wneud rhywbeth i helpu, byddwn yn dweud hynny; os bydd yn cymryd peth amser i gael yr ateb, byddwn yn esbonio pam; os na allwn ateb yn syth, byddwn yn ceisio eich cysylltu gyda'r bobl a all helpu - mae adeiladu ymddiriedaeth ac ymgysylltu yn sylfaen allweddol.

Tegwch. Darparwn gyfleoedd teg, i helpu pobl a chymunedau i ffynnu. Os nad yw rhywbeth yn ymddangos yn deg, byddwn yn gwrando ac yn esbonio pam. Byddwn bob amser yn ceisio trin pawb yn deg ac yn gyson. Ni allwn wneud pawb yn hapus bob amser, ond byddwn yn ymrwmo i wrando ac esbonio pam y gwnaethom weithredu fel y gwnaethom.

Hyblygrwydd. Byddwn yn parhau i newid a bod yn hyblyg i alluogi cyflwyno'r gwasanaethau mwyaf effeithlon ac effeithiol. Mae hyn yn golygu ymrwymiad gwirioneddol i weithio gyda phawb i groesawu ffyrdd newydd o weithio.

Gwaith Tîm. Byddwn yn gweithio gyda chi a'n partneriaid i gefnogi ac ysbrydoli pawb i gymryd rhan fel y gallwn gyflawni pethau gwych gyda'n gilydd. Nid ydym yn gweld ein hunain fel 'trefnwyr' neu ddatrysyr problemau, ond gwnawn y gorau o syniadau, asedau ac adnoddau sydd ar gael i wneud yn siŵr ein bod yn gwneud y pethau sy'n cael yr effaith mwyaf cadarnhaol ar ein pobl a lleoedd.

Caredigrwydd – Byddwn yn dangos caredigrwydd i bawb yr ydym yn gweithio gyda nhw, gan roi pwysigrwydd perthnasoedd a'r cysylltiadau sydd gennym â'n gilydd wrth wraidd pob rhyngweithio.

SUBJECT: 2022/23 REVENUE & CAPITAL BUDGET OUTTURN STATEMENT
MEETING: CABINET
DATE: 5th July 2023
DIVISION/WARDS AFFECTED: ALL

1. PURPOSE:

- 1.1 To provide Cabinet with information on the Authority's final financial results for the 2022/23 financial year in respect of the revenue budget, capital programme, and associated reserves position.

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2. RECOMMENDATIONS:

- 2.1 That Cabinet recognises a net revenue budget deficit at outturn of £3,503,000 that requires a contribution from earmarked reserves to fund the additional expenditure incurred.
- 2.2 The primary drivers of this budget deficit are:
- Over spends within Adult's and Children's social care services of £367,000 and £4,147,000 respectively where increased demand, increased complexity of cases, and high cost placements have been a feature during the year;
 - An over spend of £881,000 within Additional learning needs specifically in relation to placement costs in independent and out of county provision, alongside increased transport costs following a sustained period of inflation;
 - Additional costs in relation to Homelessness of £1,352,000 where the Council is unable to claim full housing benefit subsidy for those housed within temporary accommodation, and;
 - Where pay awards agreed during the year were £2,050,000 above budgeted levels.
 - These have been significantly offset by the receipt of unbudgeted grant, improved income, significant staff vacancies across services, higher than budgeted investment and Council tax income, and lower costs in some non-pay service areas.

- 2.3 That Cabinet recognise that the deficit at outturn represents a significant improvement from the position forecast at month 9, with £2,557,000 less needing to be contributed from reserves. This is primarily as a result of £990,000 of additional eligible costs being financed from capital receipts under capitalisation direction; £1,300,000 of additional grant funding being received or allocated to core expenditure in relation to Adult social care costs, and; a net £1,738,000 improvement in service budget positions driven by budget recovery action enacted by services during the year, and significantly where additional income has been identified and staff vacancies have been held.
- 2.4 That Cabinet note the ongoing financial risk represented by the current volatile operating environment within Adult's and Children's services and require the respective Chief Officers and the Responsible Financial Officer to continue to closely monitor and manage operational and financial performance to ensure that all possible remedial action is taken to constrain cost, and that this is reported to the Cabinet Portfolio Holder regularly.
- 2.5 That Cabinet endorse the strategy to rationalise reserves as noted within paragraph 4.10 of this report, and task officers with considering a further rationalisation exercise once the medium-term financial strategy is developed that outlines the financial framework and alignment to the Council's approved Community & Corporate plan.
- 2.6 That Cabinet approve the use of capital receipts totalling £3,271,000 to fund the eligible revenue expenditure as outlined in **Appendix 3** under the Welsh Government's "flexible use of capital receipts" direction.
- 2.7 That Cabinet acknowledge the reduction in Schools balances during the year of £2,698,908 as outlined in **Appendix 1** and **Appendix 4**, significantly lower than the £4,653,000 that had been previously forecast. Five schools ended the year in a deficit balance with several schools continuing to carry structural budget deficits that will need to be addressed.
- 2.8 That Members note capital expenditure for the year of £43,693,000, with £33,098,000 of budget requested to be slipped into 2023/24. As a result of net under spends across various smaller schemes within the programme, £220,000 of capital receipts can be released back to reserve to support future investment.
- 2.9 That Cabinet approve the capital slippage requests of £33,098,000 as listed in **Appendix 5**, acknowledging the challenging operating conditions and external influences that have delayed schemes progressing during the year.
- 2.10 That Cabinet approve the capital budget revisions as outlined in **Appendix 6**, which are required following finalisation of grant funding awards for the financial year.

3. KEY ISSUES:

Table 1: Overall 2022/23 Revenue budget outturn

Directorate	Over / (Under) Spend (£,000s)	% Variance to budget	Over spend	Under spend
Social Care, Health & Safeguarding	4,204	7.20%	Children's services £4.1m (complexity, reliance on independent providers, agency staff) Adults £367k (demand, complexity of cases)	Staff savings in public protection and support services £270k
Children & Young People	1,344	2.30%	ALN transport £633k (contract costs) ALN placements and recoupment costs £317k Schools support budgets £578k (NI increase not recouped), teachers salary protections, Gwent music, post-16 transport)	Central staff savings, increased income (£116k)
Communities & Place	(1,545)	-6.30%	Fleet Maintenance £185k (inflation) Waste £133k (Inflation and reduced income) Highways Ops £66k (inflation & winter maintenance) Car Parks & parking enforcement £172k (income shortfall)	Planning & Development Control £155k (LDP delay) Highways & Flooding £518k (Income & staff vacancies) Street Lighting £201k (energy reduction) Grounds £123k (Income), Building cleaning £118k (income) Solar farm £175k (energy) Schools catering £392k (FSM grant) Passenger Transport £153k (income/grant) Housing incl Homelessness £113k (grant) Youth Enterprise £108k (Grant)

Directorate	Over / (Under) Spend (£,000s)	% Variance to budget	Over spend	Under spend
				Management support £59k (Staff)
Monlife	(376)	-7.70%		£237k system costs met from additional capitalisation direction Outperformance of budgeted income levels - both Leisure & Outdoor due to re-engage programme £260k Additional grants received £73k
Chief Executive Unit	(291)	-15.80%		Hub/Contact centre £83k (system savings and grant) Comm Ed £61k (grant), Policy/Partnerships £129k (grant, capitalisation directive)
People & Governance	(107)	-2.10%	Democratic services £76k (Additional staff costs, members mileage and remuneration)	HR £164k (Software costs met from additional capitalisation direction & staff savings) Training £33k (income)
Resources	292	3.60%	Newport leisure park £109k (reduced income) Castlegate £160k (Service charge met centrally for vacant units) Housing benefits £1.34m (Homelessness impact on benefit subsidy) Markets £110k (income shortfall)	ICT £86k (lower activity) Finance/Audit £216k (staff vacancies) Charity Relief £217k (grant) Corporate H&S £55k (staff vacancy) Property Services £266k (covered from capital) Cemeteries £92k (income) Asset management £321k (Staff vacancies/Ukrainian funding)

Directorate	Over / (Under) Spend (£,000s)	% Variance to budget	Over spend	Under spend
Corporate	981	4.20%	Pay award £2.05m above budgeted levels	Insurance £565k (reduced claim costs)
				Pension costs £235k (covered by capitalisation direction)
				Rate refunds £170k
				Other Corporate income £100k
Treasury & Reserves	(663)	-9.30%		Lower net borrowing costs reflective of a lower interest rate environment at the start of the year, and significant capital slippage at the end of 2021/22
Financing	(336)	-0.20%		Out-performance of budgeted Council tax collection
Year-end Deficit	3,503			
Transfer from Reserves	(3,503)	N/A	Amount required to finance year end deficit	
Total	0			

Table 2: Reconciliation from Month 9 forecast

	£000's	£000's
Month 9 Forecast overspend	7,531	
Extension of capitalisation direction	(990)	
Grant funding - Social Care	(1,300)	
Improvement in service budgets	(1,738)	
Sub-Total		3,503
Contribution from earmarked reserves		(3,503)
Balanced outturn		0

3.1 Headlines

- 3.2 A final year-end revenue budget deficit of £3,503,000, which has required a contribution from earmarked reserves to finance the additional expenditure incurred. This is a significant improvement of £2,557,000 from the forecast at month 9 where £6,060,000 of was forecast to be required from reserves.
- 3.3 The improvement of £2,557,000 since month 9 is due to three main factors:

- £990,000 of additional eligible costs have been financed from capital receipts under capitalisation direction;
- £1,300,000 of additional grant funding has been received or has been allocated to core expenditure towards the end of the year in relation to Adult social care costs. This relates to £700,000 Social care workforce sustainability grant, and £600,000 from the Regional Integration Fund;
- A net £1,738,000 improvement in service positions following budget recovery action being enacted during the year by all services, where additional income has been identified, or where staff vacancies have been held. This can be summarised as follows:

Communities & Place	(£746,000)	Increased income which was not forecast at Month 9 - Car parking, Highways & Flooding, Solar Farm, Schools Catering, Passenger transport
Insurances	(£425,000)	Savings in self-insured costs, premiums, and where the provision for settlement of outstanding claims has reduced year-on-year
Corporate	(£239,000)	Rate refunds and Corporate income have been notified at year end
Treasury & Council Tax	(£115,000)	Unbudgeted borrowing costs were recouped from services. Interest rates movements towards the end of the year increased investment returns generated. Offset by Council tax income forecast reducing since month 9.
Monlife	(£390,000)	Outperformance of the income levels forecast at Month 9 - both Leisure & Outdoor due to re-engage programme. Countryside grants notified late in year.
Social Care	(£319,000)	Continued staff vacancies throughout workforce
Children & Young People	£496,000	ALN transport charges higher than forecast at Month 9. Late invoice for Gwent music charge where related income was recognised in previous year

Total	(1,738,000)
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- 3.4 **Appendix 1** provides the detailed explanation of the reasons for the variance to budget, alongside a full assessment of the movement in School balances, and details of the progress of the Authority’s Capital programme during the year.
- 3.5 **Budgeted service savings** – Service savings totalling £2,129,000 were required as part of the original revenue budget for 2022/23. These have been met in full during the year which is a pleasing result considering the ongoing challenges faced by services in current operating conditions. Full details of the savings can be found at **Appendix 2** to the report.
- 3.6 **Homes for Ukraine scheme** – a surplus of £1,340,000 was recorded at year-end, representing surplus grant received for 2022/23 compared to the costs incurred in operating the welcome centre and supporting Ukrainian people coming to Wales under the Homes for Ukraine scheme. This surplus has been transferred to a specific reserve to finance future costs that will be incurred in supporting families.
- 3.7 **School balances** – schools drew upon £2,698,908 of their accumulated balances during the year, which was significantly lower than the £4,653,000 that had been forecast at month 9. This was primarily due to additional income EAS income, interest on school balances, Ukrainian funding not included in school forecasts, and a capital grant received by schools, as well as some schools not investing as planned.
- 3.8 Closing schools balances are £4,257,205 with five schools in deficit, compared to nine forecast to be in deficit at Month 9. Several schools continue to carry structural budget deficits which will need close monitoring as we move into a difficult budget year for schools in 2023/24.

Table 3: Movement in Schools balances

2022/23 School Balances	1 st April 2022	Draw upon Reserves	31 st March 2023
	£000's	£000's	£000's
Comprehensives	(2,253)	994	(1,259)
Primaries	(4,622)	1,595	(3,027)
Special	(82)	110	29

Total	(6,956)	2,699	(4,257)
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3.9 **Capital budget** – Capital expenditure totalled £43,693,000 for the year, with an under spend of £94,000 reported. After allowing for year-end capital financing adjustments this releases £220,000 of capital receipt funding back to reserves. The overall under spend is primarily due to:

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Capital Scheme	Over / (Under) Spend	Funding used or released
Capitalisation direction	£621,000	Increased capital receipts
Abergavenny Borough Theatre	£180,000	Increased unsupported borrowing that will be recouped from service revenue budget
Property Maintenance	(£433,000)	Reduced capital receipts
Infrastructure	(£46,000)	Reduced capital receipts
Schools & Education	(£54,000)	Reduced capital receipts
Access for All schemes	(£208,000)	Reduced capital receipts
Other Schemes	(154,000)	Reduced capital receipts/Grant

3.10 **Capital slippage** – A total of 102 capital schemes require slippage into 2023/24 totalling £33,098,000, representing 42% of the total budget for the year. The current economic environment continues to have a significant impact on the overall capital programme with cost inflation and supply chain issues continuing to present a challenge to project delivery. Whilst the impact of these external influencing factors is clear, the large number of schemes requiring slippage along with the explanations for delay given by budget holders does point to more underlying issues in project planning, such as unrealistic profiling of budgets and a lack of resourcing to manage the volume of

schemes being planned. Finance teams will continue to work with budget holders to assess if any further amendment to project delivery plans are required.

- 3.11 **Capital receipts** – £3,415,000 more capital receipts are forecast to be available over the medium term than forecast at Month 9, following under spends within the capital programme; additional grant being secured for existing schemes, or; where capital receipts forecast over the medium have increased. Whilst positive, there remains a need for caution over committing any further receipts to either capital investment or increasing the level of capitalisation direction given the level of unbanked receipts contained within the forward projections.

Table 4: Capital receipts balances

Capital Receipts Outturn	Actual 31st March 2023	Forecast 31st March 2024	Forecast 31st March 2025	Forecast 31st March 2026	Forecast 31st March 2027
	£000's	£000's	£000's	£000's	£000's
Balance as at 1st April	8,773	12,447	7,940	8,853	7,891
Capital receipts used for financing	(857)	(3,853)	(1,158)	(1,058)	(1,058)
Capital receipts used to support capitalisation direction	(3,271)	(3,008)	(508)	(508)	(508)
Capital receipts used for redundancies	0	(1,000)	0	0	0
Capital receipts received	7,802	0	0	0	0
Capital receipts forecast	0	3,354	2,579	604	104
Forecast Balance 31st March	12,447	7,940	8,853	7,891	6,429
Month 9 Forecast	9,891	7,106	6,009	4,511	3,014
Increase/Decrease since Month 9	2,556	834	2,844	3,380	3,415

4 RESERVES POSITION

Table 6: Summary Reserves position at outturn

Reserve	31st March 2022 Actual £000's	31st March 2023 Actual £000's	31st March 2024 Forecast £000's	31st March 2025 Forecast £000's	31st March 2026 Forecast £000's	31st March 2027 Forecast £000's
Council Fund	(10,527)	(11,104)	(11,104)	(11,104)	(11,104)	(11,104)
General Earmarked Reserves	(12,387)	(8,617)	(4,942)	(4,751)	(4,560)	(4,369)
Sub-Total – General reserves	(22,914)	(19,721)	(16,046)	(15,855)	(15,664)	(15,473)
Service Earmarked Reserves	(3,729)	(2,933)	(2,997)	(3,060)	(3,123)	(3,056)
School Balances	(6,955)	(4,256)	(4,256)	(4,256)	(4,256)	(4,256)
Total Reserves	(33,598)	(26,910)	(23,299)	(23,171)	(22,043)	(22,785)

4.1 **Reserves - Key considerations**

4.2 £3,503,000 of earmarked reserves have been drawn upon at year-end to finance the additional expenditure incurred on the revenue budget. The reserves utilised had been set aside to meet the pressures expected to materialise as services managed the recovery from the pandemic, and the additional demands this placed upon a variety of services across the Council.

4.3 £509,000 of the Rural development plan reserve balance can be released back to general reserves following finalisation of all costs involved in the process. Costs were either lower than expected or were covered by substantial grant funding. A further £67k is released from the Homeless prevention reserve upon review of the purpose of the reserve, which is not considered to be for a specific use.

4.4 **Inflationary risk/Pay award pressures** – these have traditionally been dealt with through the budget process via budget pressures and assumptions. However, given the difficult economic conditions continuing to present themselves as we move into 2023/24, consideration should be given to increasing specific cover.

4.5 **Redundancy & pension reserve** –£1m of capital receipts have been earmarked in 2023/24 to cover the anticipated level of redundancy and strain cost resulting from the impact of budget saving mandates. The reserve is therefore deemed at an adequate level at the current time.

4.6 **Insurance reserve** – An actuarial review was undertaken in Autumn 2022 which confirmed the existing level of reserve is within a prudent range.

- 4.7 **Invest to save/Priority investment reserves** – these reserves are forecast to be extinguished by the end of 2023/24. In effect service redesign is being currently being financed through capitalisation direction.
- 4.8 **Council fund level** – the recommended prudent level is between 4-6% of the Council’s net revenue budget (£189.6m for 2023/24). The current level of Council fund is 10.53m or 5.5% of net revenue budget.
- 4.9 **Support for wider administration priorities** – The Community & Corporate plan sets out the Cabinet’s priorities such as tackling the climate and nature emergency, reducing inequality and poverty, and improving opportunities for both residents and businesses. The upcoming medium term financial strategy will look to link these priorities with the financial resources available to the Council over the medium term.
- 4.10 **Proposed reserves rationalisation:**
- That the £576,000 released from the Rural development plan reserve and the Homeless prevention reserve is transferred to the Council fund to increase overall resilience to 5.85% of the Council’s net revenue budget during a period of economic turbulence, increasing cost pressures and below inflation funding settlements;
 - That the remaining Covid reserve balance of £1,316,000 is released and instead earmarked for future Pay inflation pressures;
 - That any further rationalisation is deferred until the medium-term financial strategy is developed that will outline the financial framework and alignment to the Council’s Community & Corporate plan.

Table 7: Detailed Reserves position at outturn including the above rationalisation proposal

Useable revenue reserve balances	Actual 31st March 2022	Actual usage in 2022/23	Actual 31st March 2023	Forecast 31st March 2024	Forecast 31st March 2025	Forecast 31st March 2026	Forecast 31st March 2027
	£000’s	£000’s	£000’s	£000’s	£000’s	£000’s	£000’s
Council Fund	(10,527)	(577)	(11,104)	(11,104)	(11,104)	(11,104)	(11,104)
General Earmarked Reserves							
Invest to Redesign Reserve	(1,456)	29	(1,427)	73	73	73	73

IT Transformation Reserve	(931)	185	(746)	(564)	(461)	(358)	(255)
Insurances & Risk Management Reserve	(925)	0	(925)	(925)	(925)	(925)	(925)
Capital Receipt Generation Reserve	(365)	51	(314)	(314)	(314)	(314)	(314)
Treasury Equalisation Reserve	(590)	0	(590)	(590)	(590)	(590)	(590)
Redundancy and Pensions Reserve	(769)	0	(769)	(681)	(593)	(505)	(417)
Capital Investment Reserve	(627)	2	(625)	(625)	(625)	(625)	(625)
Priority Investment Reserve	(1,905)	0	(1,905)	0	0	0	0
Covid19 Reset Reserve	(4,000)	4,000	0	0	0	0	0
Covid19 Hardship Fund Equalisation	(819)	819	0	0	0	0	0
Pay inflation	0	(1,316)	(1,316)	(1,316)	(1,316)	(1,316)	(1,316)
Sub-total General Reserves	(22,914)	3,193	(19,721)	(16,046)	(15,855)	(15,664)	(15,473)
Service Reserves							
Museums Acquisitions Reserve	(53)	17	(36)	(36)	(36)	(36)	(36)
Elections Reserve	(245)	119	(126)	(161)	(196)	(231)	(136)
Grass Routes Buses Reserve	(166)	(5)	(171)	(176)	(181)	(186)	(191)
Youth Offending Team	(150)	0	(150)	(150)	(150)	(150)	(150)
Building Control trading reserve	5	(2)	3	3	3	3	3
CYP maternity	(196)	(101)	(297)	(298)	(298)	(298)	(298)
Plant & Equipment reserve (Highways)	(189)	47	(142)	(142)	(142)	(142)	(142)
Homeless Prevention Reserve Fund	(68)	68	0	0	0	0	0
Solar Farm Maintenance & Community Fund	(240)	82	(158)	(181)	(204)	(227)	(250)
Newport Leisure Park Reserve	(365)	188	(177)	(177)	(177)	(177)	(177)
Castlegate Reserve	(437)	312	(125)	(125)	(125)	(125)	(125)
Local Resilience Forum Reserve (Gwent PCC)	(154)	25	(129)	(129)	(129)	(129)	(129)
Sustainability - PV Invertor Replacement	(65)	0	(65)	(65)	(65)	(65)	(65)
Cost of Living Discretionary	(499)	499	0	0	0	0	0
SCH Electric Vehicle & Driving Lessons	(214)	214	0	0	0	0	0
Ukrainian Support Reserve	0	(1,341)	(1,341)	(1,341)	(1,341)	(1,341)	(1,341)
Rural Development Plan Reserve	(693)	674	(19)	(19)	(19)	(19)	(19)
Sub-total Service Earmarked Reserves	(3,729)	796	(2,933)	(2,997)	(3,060)	(3,123)	(3,056)
School Balances	(6,955)	2,699	(4,256)	(4,256)	(4,256)	(4,256)	(4,256)
Total Reserves	(33,598)	6,688	(26,910)	(23,299)	(23,171)	(23,043)	(22,785)

5 IMPLICATIONS OF THE OUTTURN POSITION

- 5.1 £2,557,000 more reserves have been carried forward into 2023/24 than previously forecast, which provides a greater level of financial resilience leading into a difficult budget year in 2023/24.
- 5.2 There are however only £15.47m of General revenue reserves (those that are not specific to services or schools) available over the medium term to support the Council through a period of increasing service demands and costs, and a continuing uncertain economic environment. ***It will be important that any future use of reserves is made wisely and prudently if the benefits of investment are to be maximised.***
- 5.3 Capitalisation direction has benefited the revenue budget during 2022/23 by £3,271,000, with a further £3,008,000 budgeted to be used in 2023/24 before reducing to £508,000 per annum thereafter. Capitalisation direction has effectively been used as a tool to aid in service redesign since being first used in 2019/20 and through a difficult budgetary period. Historically service redesign would have been achieved through calling upon general earmarked reserves, with each investment requiring a robust business case prior to being approved. ***As an Authority, we need to ensure we are explicitly identifying and monitoring the service benefits and efficiencies that are resulting from capitalisation direction, so that these are clearly captured within future service operating models.***
- 5.4 **Recurrent pressures impacting 2023/24** - Eight (non-corporate) service areas returned a budget deficit at outturn totalling £6,800,000. However, 99% of this concentrated itself in just five main service areas: Adults services, Children's services, Homelessness, Additional learning needs, and central CYP costs. The majority of these pressures will be re-current in 2023/24, and whilst these will have been accommodated for during the 2023/24 budget process, they will continue to require close monitoring to ensure such trends are not repeated.
- 5.5 **Recurrent savings impacting 2023/24** - The remaining non-corporate service divisions returned a combined surplus at outturn totalling £3,120,000. A number of these were re-current from 2021/22 and therefore finance teams will need to reassure themselves whether accuracy of budgeting is an issue in these areas as we move into 2023/24.
- 5.6 **Robustness of budget forecasting during the year:**

Table 5: Budget forecasting at formal reporting periods

(Surplus) / Deficit forecast in £000's at:	Overall	SCH	CYP	C&P	Monlife	RES	CEO	P&G	Other
Month 2	8,317	5,560	581	1,586	426	59	0	0	105
Month 4	8,800	5,056	741	616	479	757	0	0	1,151
Month 6	9,155	5,711	732	759	462	609	(288)	28	1,142
Month 9	7,531	5,823	927	(607)	251	290	(225)	79	993
Outturn	3,503	4,204	1,344	(1,545)	(376)	292	(291)	(107)	(18)

There were significant variations in forecasting as the year progressed, however it has been another difficult year to obtain any budget certainty due to:

- Significant unbudgeted grant being notified during the year – Homelessness £1,000,000, Social Care £2,300,000;
- Use of unbudgeted capitalisation direction of £990,000;
- Services were asked to engage in £2,000,000 of budget recovery action part way through the year;
- The high inflationary environment remained for the whole year;
- Pay awards were significantly above initial projections obtained from external data;
- Grant administration continues to draw significant finance resources away from supporting services

6 RESOURCE IMPLICATIONS:

The report itself covers the resource implications of the entirety of the revenue and capital budget activity during the year. There are no further resource implications as a result of the recommendation in this report.

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

- 7.1 This report provides Members with information on the revenue and capital outturn position of the Authority and carries no decisions. There are therefore no equality of future generations' implications directly arising from this report.
- 7.2 Any such impacts will be fully considered subsequently when Council receives further budget proposals.

CONSULTEES:

Senior Leadership Team
Performance & Overview Scrutiny Committee
Cabinet

Feedback from Performance & Overview Scrutiny Committee 21st June 2023:

The committee undertook extensive scrutiny of the revenue and capital position at outturn, with questions and queries focusing around:

- the reasons and implications of the significant level of capital slippage;
- whether the level of income generation built into the budget is realistic in the current operating environment;
- the appropriateness of the level of capital receipts being used to support the revenue budget;
- whether the level of under spend being reported in some service areas is sustainable and the consequential impact this is having upon the levels of service delivery moving forward;
- the pressure against budgeted income levels for our commercial investments and whether options had been explored for either disposal or alternative use of these assets;
- queries around the drivers of the significant overspend within Children's services and the appropriateness of the strategies put in place to reduce cost and deliver service reform moving forward, and whether these were realistically achievable in the current climate;
- the appropriateness of budget forecasting within services given the swings that have been seen and reported to committee during the financial year;
- the robustness of our reserves levels moving forward following the use of reserves to underwrite the year-end deficit, highlighting that this would be an unsustainable approach to fund service deficits in subsequent years.

BACKGROUND PAPERS:

Appendix 1 – Revenue and capital outturn report including school balances

Appendix 2 – Progress made against mandated savings

Appendix 3 – Capitalisation directive schedule

Appendix 4 – Movement in individual school balances

Appendix 5 – Capital slippage schedule

Appendix 6 – Capital budget revisions requiring Cabinet approval

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Appendix 1 – 2022/23 Revenue & capital budget outturn report

Overall Revenue Position

Table 1: 2022/23 Revenue budget outturn summary

Service Area	Original Budget 2022/23	Budget Adjustments	Revised Annual Budget	Actual Outturn	Actual (Under) / Over Spend @ Outturn	Variance since Month 9 forecast
	'000's	'000's	'000's	'000's	'000's	'000's
Social Care, Health & Safeguarding	57,802	893	58,695	62,899	4,204	(1,620)
Children & Young People	58,990	324	59,314	60,658	1,344	416
Communities & Place	23,182	1,284	24,466	22,921	(1,545)	(938)
MonLife	4,430	435	4,865	4,489	(376)	(627)
Chief Executives Unit	3,155	(1,306)	1,849	1,558	(291)	(66)
People & Governance	4,663	323	4,986	4,879	(107)	(184)
Resources	7,142	951	8,093	8,385	292	2
Corporate Costs & Levies	26,207	(2,676)	23,531	24,512	981	(895)
Net Cost of Services	185,571	228	185,799	190,301	4,502	(3,912)
Treasury & Reserves (Budgeted)	6,652	248	6,900	6,237	(663)	(217)
Reserves (Unbudgeted)	0	0	0	(3,503)	(3,503)	(3,503)
Expenditure to be Financed	192,223	476	192,699	193,035	336	(7,632)
Financing	(192,223)	(476)	(192,699)	(193,035)	(336)	101
Net General Fund (Surplus) / Deficit	0	0	0	0	0	(7,531)

1. Financial results for the year

1.1. A net revenue budget deficit at outturn was recorded of £3,503,000 that requires a contribution from earmarked reserves to fund the additional expenditure incurred.

1.2. **Tables 2 and 3** at the end of this report provide detailed explanations of the service variances recorded during the year, along with Chief Officer's commentary. The primary reasons for the deficit incurred are:

- Over spends within Adult's and Children's social care services of £367,000 and £4,147,000 respectively where increased demand, increased complexity of cases, and high cost placements have been a feature during the year;
- An over spend of £881,000 within Additional learning needs specifically in relation to placement costs in independent and out of county, alongside increased transport costs following a sustained period of inflation;
- Additional costs in relation to Homelessness of £1,352,000 where the Council is unable to claim full housing benefit subsidy for those housed within temporary accommodation, and;
- Where pay awards agreed during the year were £2,050,000 above budgeted levels.
- These have been significantly offset by the receipt of unbudgeted grant, improved income, significant staff vacancies across services, higher than budgeted investment and Council tax income, and lower costs in some service areas.

- 1.3. The deficit at outturn represents a significant improvement from the position forecast at month 9, with £2,557,000 less needing to be contributed from reserves. This is primarily as a result of:
- £990,000 of additional eligible costs being financed from capital receipts under capitalisation direction;
 - £1,300,000 of additional grant funding being received or allocated to core expenditure in relation to Adult social care costs, and;
 - a net £1,738,000 improvement in service budget positions driven by additional income and staff vacancies being held.
- 1.4. The budget for 2022/23 saw £10.1m of budget pressures being accommodated, notably around the expected levels of pay; Additional learning needs demands; increasing demand and complexity of Children's care cases; increasing demands upon adult social services and; significant service pressures within the passenger transport unit and within recycling and waste.
- 1.5. It is therefore disappointing that despite accommodating the above pressures, that significant further in year service pressures have materialised during the year, with many of these pressures developing in the same key areas that have been provided additional support in the budget.
- 1.6. **Budget forecasting through the year**
- 1.7. The first budget forecast of the year carried out at the end of July 2022 saw an unprecedented forecast over spend against budget of £8.8m. The most concerning aspect was the combined speed and scale that these cost pressures had developed following a balanced budget being set just four months earlier.
- 1.8. Whilst officers rightly revisited the robustness of the budget process undertaken, what became apparent from the outset of the financial year was the immediate and significant impact that the deterioration in the wider economic environment was placing upon Council services. Record price rises on goods and services, supply chain disruption, soaring energy costs, increased interest rates, and recruitment challenges immediately placed unprecedented pressures upon the demand and cost of service delivery.
- 1.9. With the Cost of living crisis having a significant impact on our communities, there has been a growing demand for additional Council services, a reduced call on income generating services, and impacts upon debt recovery. The wider and longer lasting impact of the pandemic has continued to be felt in the areas of Homelessness, Children's services, Adult social care and Children's additional learning needs.
- 1.10. Against this backdrop, Cabinet immediately required Chief Officer's to develop a range of appropriate budget recovery measures to look to arrest the over spend position, whilst noting that the ongoing operating environment and complex external dynamics in place would severely restrict the options available.
- 1.11. To this end, the month 6 report at the end of September 2022 put forward a package of budget measures to combat what was now an updated forecast over spend of £9.15m. These measures relied upon driving service efficiencies, maximising income levels, and extending the flexible use of capital receipts to support the revenue budget. Where all of these service based measures were exhausted, the subsequent deficit was then forecast to be met from useable revenue reserves.
- 1.12. The Month 9 forecast was broadly similar to that of Month 6, with the volatility of Social care costs continuing to present the most significant ongoing risk to the final outturn position for the year.

1.13. The year-end outturn improved significantly for the reasons outlined above, namely extension of capitalisation direction, improved income and grants, and improved service outturn positions. The budget discipline which has brought about the improved service outturn position will be vitally important as we move forward into another difficult financial year.

1.14. Progress against budgeted service savings

Directorate	2022/23 Budgeted Savings £000	Savings forecast £000	Delayed Savings £000	Savings Unachievable £000	% Achieved
Social Care & Health	(120)	(120)	0	0	100%
Communities & Place	(959)	(959)	0	0	100%
Resources	(300)	(300)	0	0	100%
Chief Executives Unit	(33)	(33)	0	0	100%
Corporate Costs & Levies	(717)	(717)	0	0	100%
Total	(2,129)	(2,129)	0	0	100%

1.15. Service savings totalling £2,129,000 were required as part of the original revenue budget for 2022/23 and these have been met in full during the year which is a pleasing result considering the ongoing challenges faced by services in current operating conditions. Full details of the savings can be found at **Appendix 2** to the report.

1.16. Reserves

1.17. Reserves are an integral part of the Council's financial strategy and are used to create long-term budgetary stability and act as contingency against known and unknown risks. As well as being available to fund unexpected funding pressures, they enable the Council to manage organisational change without undue impact on council tax payers and can also be an important funding source to support 'invest to save' initiatives designed to reduce the ongoing cost of providing services.

1.18. Despite the replenishment of reserves over the past three financial years, balances remain at the lower end of the scale on an all-Wales comparison when comparing reserve balances as a percentage of the Council's net revenue budget.

1.19. Whilst £2,557,000 more reserves have been carried forward into 2023/24 than previously forecast, there remains only £15.47m of General revenue reserves (those that are not specific to services or schools) available over the medium term to support the Council through an uncertain budgetary period.

1.20. In isolation this could still be considered to provide a sufficient level reserve cover for a Council of Monmouthshire's size, however this needs to be considered within the context of escalating costs and service demand, below inflation funding settlements, a trend of budgetary over spends in high cost service areas, and wider economic uncertainty.

1.21. The more medium-term consequence of a reduction in earmarked reserves is that any up-front investment required to drive service transformation will likely need to be funded from the capital receipts reserve. Any such investment will therefore need to be carefully weighed against capital

investment aspirations, or, more likely, mean that future capital investment aspirations outside of the core programme will need to be met from borrowing.

1.22. It is important that any future use of reserves is made wisely and prudently if the benefits of investment are to be maximised.

1.23. **Capitalisation Direction**

1.24. The overall outturn position has been supported by £3,271,000 of identified eligible expenditure to be funded from capital receipts under the flexible use of capital receipts directive. These measures are intended to allow for a period of service transformation which delivers service efficiencies over the longer term. As capital receipts forecast to be generated by the Council start to diminish after 2022/23, the reliance upon this measure will need to be carefully weighed against the other pressing capital pressures and wider capital investment aspirations of the Council.

1.25. **Future Focus**

1.26. Demand for Council services is increasing, and the wider economic and inflationary environment continues to impact service delivery in respect of cost, volatility, supply chain disruption, and presenting continued recruitment challenges.

1.27. As we look to the new financial year, the key financial focus centres itself on closely monitoring and managing operational and financial performance, particularly in relation to the high budget risk areas of Social Care, Homelessness, and Additional Learning Needs, as well as ensuring that the service change that is required to deliver budget saving targets is successfully delivered.

1.28. In particular, the volatility of Social care costs continues to present the most significant ongoing risk to the Council as we move into the new financial year.

1.29. Arrangements have been put in place to closely manage and constrain cost wherever possible, whilst having regard to the challenging parameters that have been documented above. In the short term, in Children's services this centres itself around reviewing and planning packages of care with a view to progressing care plans using less costly arrangements, whilst in Adults services the steps in place to re-focus our internal teams to reable clients is intended to avoid the need for more costly care packages.

1.30. It is however recognised that the ability to constrain costs within such a complex operating environment and where strict statutory responsibilities are designated upon the Council is challenging when looking beyond simple value for money considerations. The detailed work to understand, manage and transform service delivery into a model that meets service needs within a reduced cost envelop will take time, and, will be subject to many interlinking external factors that are sometimes beyond the Council's immediate control and influence.

2. **SCHOOL BALANCES**

2.1. A Board of Governors who are responsible for managing the school's finances directly governs each of the Authority's Schools. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn balances position based for each Educational Cluster. Individual schools balances and trends over recent years can be found at **Appendix 4**.

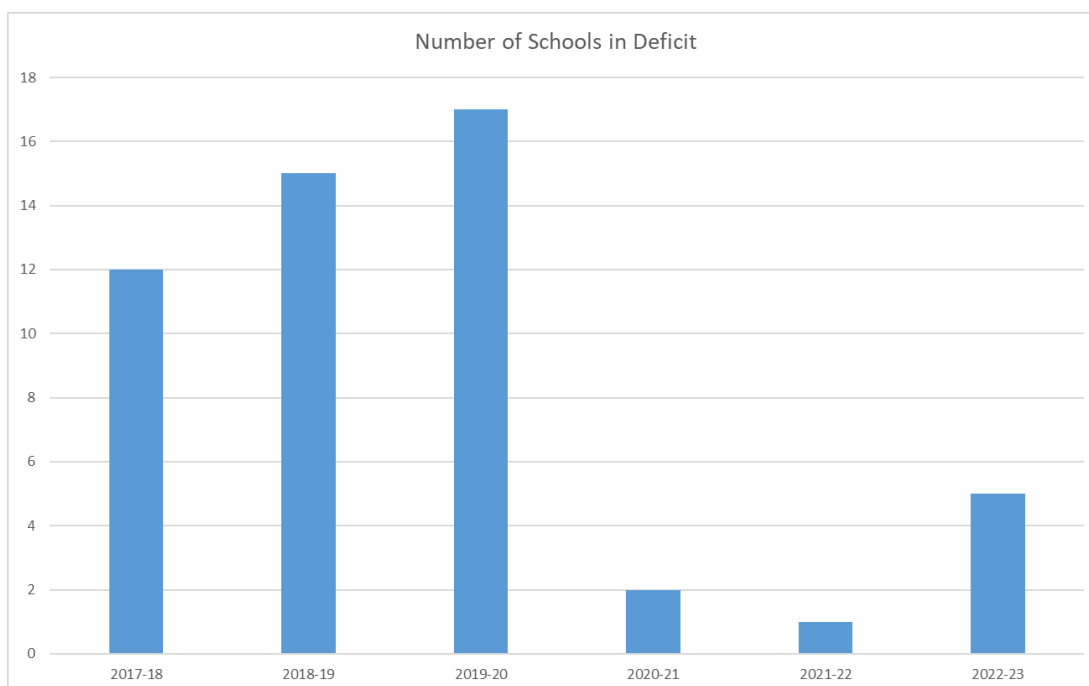
School Balances	(A) Reserve Balances at 01/04/22	(B) Draw / (Contribution) Forecast @ Month 4	(C) Draw / (Contribution) Forecast @ Month 6	(D) Draw / (Contribution) Forecast @ Month 9	(E) Draw/ (Contribution) Actual @ Outturn	(A+E) Reserve Balances at 31/03/23
	£000's	£000's	£000's	£000's	£000's	£000's
Cluster						
Abergavenny	(2,145)	1,181	1,272	1,237	546	(1,598)
Caldicot	(2,165)	1,570	1,284	1,204	1,014	(1,151)
Chepstow	(695)	863	899	827	584	(112)
Monmouth	(1,869)	1,425	1,353	1,211	444	(1,425)
Special	(82)	106	91	174	110	29
Total	(6,956)	5,145	4,900	4,653	2,699	(4,257)

- 2.2. Collective School Balances at the beginning of the financial year amounted to £6,956,114 surplus. The majority of the surplus balance brought forward into 2022/23 was due to several grants being awarded to schools at 2021-22 year-end; Revenue Maintenance, Winter of Wellbeing, ALN New System, Recruit Recover & Raise Standards, Attendance Support & Community Schools, RISG and LA Education Grant.
- 2.3. At Month 9, the forecast anticipated draw on reserves was £4,652,365, which would have resulted in a surplus balance of £2,303,749 at year-end.
- 2.4. Since Month 9 additional income (including EAS income, interest on school balances, Ukraine funding not included in school forecasts and a Capital grant) has been received by schools, as well as some schools not investing as planned. This has resulted in the draw on reserves being reduced to £2,698,908.
- 2.5. The Local Authority budget for 2022/23 made allowance for a pay award for school staff up to a threshold of a 3%, with any award agreed above this level to be funded from school balances. This accounts for £1.2m of the overall £2.7m draw upon school balances this year.
- 2.6. The movement of individual schools forecast to be in deficit through the year and at year-end is shown below:

Start of year	Month 4	Month 6	Month 9	Outturn
Total: 1	Total: 7	Total: 8	Total: 9	Total: 5
Chepstow Comprehensive	Chepstow Comprehensive	Chepstow Comprehensive	Chepstow Comprehensive	Chepstow Comprehensive
	Ysgol Y Fenni	Ysgol Y Fenni	Ysgol Y Fenni	
	Archbishop Rowan Williams (CIW)			
	Cross Ash	Cross Ash		
	Kymin View			
	Llandogo	Llandogo	Llandogo	Llandogo
	Pupil Referral Service	Pupil Referral Service	Pupil Referral Service	Pupil Referral Service
		Deri View	Deri View	
		Rogiet		

		Thornwell	Thornwell	
			Llantillio Pertholey	
			The Dell	The Dell
			Overmonnow	
				Our Lady & St Michael's RC Primary School (VA)

- 2.7. There isn't a consistent picture of schools' balances. There has been a fluctuating trend for some time with some schools showing a continuing reduction in schools balances, which is of concern, and others a more stable trend. Grants awarded to schools at 2020/21 and 2021/22 year-ends resulted in a large increase in overall school balances which has somewhat masked structural budget deficits across some schools.
- 2.8. The return to five schools being in a deficit balance by the end of the year is disappointing and points to structural budget deficits remaining in some cases, or a lack of planning for budgetary risks in the current economic environment. Whilst the current climate is severely challenging, school balances are designed to provide a level of financial resilience to mitigate and smooth such risks and are not expected to fund ongoing day-to-day expenditure. Officers will continue to work closely with those schools of concern and look to aid the return to a more sustainable budget plan over the medium term.
- 2.9. A number of schools developed grant investment plans in line with the terms and conditions of the grants received in 2020/21 and 2021/22, and balances have reduced considerably during 2022/23. With a difficult budget year ahead in 2023/24 some schools will have restricted investment plans with a view to managing budget deficits moving forward.



- 2.10. All schools that do register a deficit balance at the end of a financial year are required to bring forward budget recovery plans. These recovery plans will be confirmed with both the Local Education Authority and each School's Governing Body. Once finalised the schools with significant deficits will be monitored by the Cabinet member for both Children and Young People and Resources on a termly basis.

	(Surplus) / Deficit in £000's
2014-15	(1,140)
2015-16	(1,156)
2016-17	(269)
2017-18	(175)
2018-19	232
2019-20	435
2020-21	(3,418)
2021-22	(6,956)
2022-23	(4,257)

3. CAPITAL BUDGET OUTTURN

Select Portfolio	Slippage B/F	Original Budget	Budget Adjustments	Slippage	Revised Budget 2022/23	Actual Outturn	Variance to Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Expenditure							
Capitalisation Directive	0	2,650	0	0	2,650	3,271	621
Development Schemes Over £250k	13,873	330	6,011	(12,042)	8,173	8,330	157
Development Schemes Under £250k	605	2,360	778	(2,533)	1,216	1,098	(118)
Schools & Education	637	13,681	1,666	(6,265)	9,719	9,576	(143)
Infrastructure	1,357	5,593	1,076	(2,455)	5,765	5,719	(46)
ICT Schemes	552	882	410	(866)	979	979	0
Property Maintenance	2,686	2,190	597	(2,027)	3,447	3,013	(433)
Renovation Grants	912	900	(169)	0	1,643	1,643	0
Section 106	1,147	0	162	(828)	287	287	0
Specific Grant Funded	3,679	1,000	11,170	(6,089)	9,760	9,627	(133)
Fixed assets purchased from Revenue	0	0	150	0	150	150	0
Total Expenditure	25,448	29,586	21,853	(33,098)	43,789	43,693	(94)
Financing							
Supported Borrowing	0	(2,431)	0	0	(2,431)	(2,431)	0
General Capital Grant	0	(3,593)	0	0	(3,593)	(3,593)	0
Grants and Contributions	(5,494)	0	(28,869)	8,446	(25,917)	(25,862)	55
S106 Contributions	(1,854)	0	(149)	917	(1,086)	(1,086)	0
Unsupported Borrowing	(14,590)	(19,967)	7,671	20,864	(6,021)	(6,201)	(180)
Earmarked Reserve & Revenue Funding	(192)	0	(505)	305	(392)	(392)	0
Capital Receipts	(3,318)	(3,596)	0	2,565	(4,349)	(4,129)	220
Total Financing	(25,448)	(29,586)	(21,853)	33,098	(43,789)	(43,693)	94

3.1. **Capital budget variances** - The capital expenditure outturn shows a net under spend of £94,000 against budget, the reason for which are as follows:

Scheme Category	Scheme	Over / (Under) Spend £000's	Comment
Other schemes	Capitalisation directive	621	Identification of further revenue costs, over and above the £2.65m already budgeted, that can be categorised as enabling service transformation, and that can be legitimately funded from capital receipts under regulations.
Development Schemes Over £250k	Abergavenny borough theatre refurbishment	180	Increase over and above original construction cost projection due to unforeseen lighting costs and over-run charges from contractor. As per Cabinet report, the over spend will be financed from borrowing and the service will borrow.
Development Schemes Under £250k	Access for all schemes	(208)	Budget can be released as schemes have been progressed using other funding streams such as grants, and the forward budget allocations are sufficient to cover future needs.
Schools & Education	Various small schemes	(54)	Release of retentions on Monmouth / Caldicot Comprehensives and minor under spends on school adaptations.
Infrastructure	Highways and Public Realm	(46)	Savings due to increased grant income covering core expenditure.
Maintenance Schemes	General Property Maintenance	(433)	Budget can be released following review of forward planned works and where future budget allocation is considered sufficient.
Other schemes	Various	(154)	Primarily relating to specific grant funding schemes where variations in grant funding will offset the expenditure variance. The remainder is in relation to finalisation of numerous smaller schemes and where final costs were less than budgeted.

3.2. **Capital Slippage** - 102 capital schemes have required slippage into 2023/24 totalling £33,098,000, representing 42% of the total budget for the year. Whilst delays in progressing capital schemes can be expected due to varying external influencing factors, the large number of schemes requiring slippage, along with the explanations given by budget holders, point to more underlying issues such as unrealistic profiling of budgets and a lack of resourcing to manage the volume of schemes being planned.

3.3. **Capital receipts** – £3,415,000 more capital receipts are forecast to be available over the medium term than forecast at Month 9, following under spends within the capital programme; additional grant being secured for existing schemes, or; where capital receipts forecast over the medium have increased. Whilst positive, there remains a need for caution over committing any further receipts to either capital investment or increasing the level of capitalisation direction given the level of unbanked receipts contained within the forward projections.

Capital Receipts Outturn	Actual 31 st March 2023	Forecast 31 st March 2024	Forecast 31 st March 2025	Forecast 31 st March 2026	Forecast 31 st March 2027
	£000's	£000's	£000's	£000's	£000's
Balance as at 1st April	8,773	12,447	7,940	8,853	7,891
Capital receipts used for financing	(8,773)	(8,853)	(1,158)	(1,058)	(1,058)

Capital receipts used to support capitalisation direction	(3,271)	(3,008)	(508)	(508)	(508)
Capital receipts used for redundancies	0	(1,000)	0	0	0
Capital receipts received	7,802	0	0	0	0
Capital receipts forecast	0	3,354	2,579	604	104
Forecast Balance 31st March	12,447	7,940	8,853	7,891	6,429
Month 9 Forecast	9,891	7,106	6,009	4,511	3,014
Increase/Decrease since Month 9	2,556	834	2,844	3,380	3,415

Table 2: 2022/23 Revenue budget outturn detailed

Service Area	Original Budget 2022/23	Budget Adjustments	Revised Annual Budget	Actual Outturn	Actual (Under) / Over Spend @ Outturn	Variance since Month 9 forecast
	'000's	'000's	'000's	'000's	'000's	'000's
Adult Services	36,721	844	37,565	37,932	367	(1,245)
Children Services	18,012	21	18,033	22,180	4,147	(277)
Public Protection	1,834	(18)	1,816	1,665	(151)	(60)
SCH Support	1,235	46	1,281	1,122	(159)	(38)
Social Care, Health & Safeguarding	57,802	893	58,695	62,899	4,204	(1,620)
Individual Schools Budget	47,775	380	48,155	48,733	578	300
Resources	1,162	(67)	1,095	979	(116)	(45)
Standards	10,053	11	10,064	10,946	882	161
Children & Young People	58,990	324	59,314	60,658	1,344	416
Enterprise, Housing & Community Animation	2,921	135	3,056	2,817	(239)	(101)
Facilities & Fleet Management	6,552	4,182	10,734	10,030	(704)	(792)
Neighbourhood Services	11,944	(2,888)	9,056	8,954	(102)	247
Placemaking, Highways & Flood	1,765	(145)	1,620	1,120	(500)	(292)
Communities & Place	23,182	1,284	24,466	22,921	(1,545)	(938)
Countryside & Culture	1,101	91	1,192	1,130	(62)	(56)
Finance & Business Development	2,262	18	2,280	2,048	(232)	(191)
Leisure, Youth & Outdoor Adventure	1,067	326	1,393	1,311	(82)	(380)
MonLife	4,430	435	4,865	4,489	(376)	(627)
Policy, Scrutiny & Customer Service	3,155	(1,306)	1,849	1,558	(291)	(66)
Chief Executives	3,155	(1,306)	1,849	1,558	(291)	(66)
Communications			246	262	16	(6)

Democratic Services	1,547	168	1,715	1,791	76	54
Emergency Planning	158	30	188	198	10	(9)
Legal and Land Charges	963	31	994	981	(13)	(26)
People	1,756	87	1,843	1,647	(196)	(197)
People & Governance	4,663	323	4,986	4,879	(107)	(184)
Commercial, Corporate & landlord Services	1,521	507	2,028	1,738	(290)	41
Finance	2,659	450	3,109	3,836	727	(51)
Future Monmouthshire	4	1	5	0	(5)	0
Corporate Health & Safety	76	0	76	21	(55)	(10)
Information Communication Technology	2,882	(7)	2,875	2,790	(85)	22
Resources	7,142	951	8,093	8,385	292	2
Precepts & Levies	22,319	312	22,631	22,630	(1)	0
Coroner's	171	0	171	171	0	1
Archives	196	0	196	196	0	0
Corporate Management	385	16	401	132	(269)	(184)
Non-Distributed Costs (NDC)	651	(88)	563	328	(235)	(250)
Strategic Initiatives	866	(2,916)	(2,050)	0	2,050	1
Insurance	1,619	0	1,619	1,055	(564)	(463)
Corporate Costs & Levies	26,207	(2,676)	23,531	24,512	981	(895)
Net Cost of Services	185,571	228	185,799	190,301	4,502	(3,912)
Capital Expenditure Financing	0	76	76	76	0	0
Interest & Investment Income	(100)	0	(100)	(1,049)	(949)	(247)
Interest Payable & Similar Charges	3,956	0	3,956	4,748	792	163
Charges Required under Regulation	6,714	0	6,714	6,664	(50)	(3)
Other Investment Income	0	0	0	(7)	(7)	(6)
Borrowing Cost Recoupment	(3,520)	0	(3,520)	(3,969)	(449)	(124)
Contributions to Reserves (Budgeted)	188	1,447	1,635	1,635	0	0
Contributions from reserves (Budgeted)	(586)	(1,275)	(1,861)	(1,861)	0	0
Treasury & Reserves	6,652	248	6,900	6,237	(663)	(217)
Contributions from reserves (Unbudgeted)	0	0	0	(3,503)	(3,503)	(3,503)
Expenditure to be Financed	192,223	476	192,699	193,035	336	(7,632)
General Government Grants	(77,524)	0	(77,524)	(77,524)	0	0
Non-Domestic Rates	(34,753)	0	(34,753)	(34,753)	0	0
Council tax	(87,309)	(476)	(87,785)	(87,886)	(101)	90
Council Tax Benefit Support	7,363	0	7,363	7,129	(234)	11
Financing	(192,223)	(476)	(192,699)	(193,035)	(336)	101

Net General Fund (Surplus) / Deficit	0	0	0	0	0	(7,531)
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Table 3: Detailed service variance commentary

SOCIAL CARE, HEALTH & SAFEGUARDING	Month 2	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	5,056	5,664	5,799	4,204

CHIEF OFFICER COMMENTARY

The directorate has seen on-going demand pressures across all services caused by a number of inter-related factors. Children's Services represents a considerable financial risk to the authority with an overspend position of £4.147m. The majority of this overspend has resulted from the statutory requirement to safeguard and protect children who need to be looked after, often at very high cost. The service continues in its efforts to recruit in-house foster carers, develop in-house residential options, support family placements, and implement services aimed at supporting children who are at risk to remain safely within their own homes and communities.

Within adult services whist we have been able to reduce care at home waiting lists, winter pressures and the opening-up of care provision post-COVID has also seen an increase in care home placements with a resultant impact on the budget. The service has put in additional oversight measures, is undertaking service reviews and supporting a renewed emphasis on enabling approaches to practice to ensure that limited resources are used to the best effect. Even though a good end of year result for Adults, the use of grant funding and one off end of year additional funding such as RIF does mask the on going financial challenges facing Adult Services.

The £1.5m variance in outturn was the result of last minute WG grants and the application of RIF slippage funding. The overall directorate budget benefits currently from £1mil social care workforce grant and £2.3m of RIF money supporting core services.

Adult Services

Outturn Forecast	Month 2	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	1,703	1,548	1,612	367

Demand for services within adult care have remained on an upward trajectory over the year with increased waiting lists for social work and occupational therapy, the ageing demographic, together, with the on-going impact of the COVID pandemic and other respiratory viruses. Winter saw additional pressures on hospitals and the need to support timely hospital discharge and an emphasis to support people to remain within their own homes where possible. This has resulted in a number of costly packages of care and an increase in care home placements. At the same time the service has reduced its waiting list for care at home hours with a flow through impact on the budget.

The outturn overspend position of £367,000 saw a £1,245,000 variance since month 9 with the service benefitting from last minute RIF money (from project and winter planning slippage).

The service currently benefits from a £1m Social Care Workforce Grant.

Children's Services

Outturn Forecast	Month 2	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	3,519	4,399	4,423	4,147

The overspend position within Children's Services is largely the result of the increased demand and very high cost placements for children who are looked after. Although the overall number of children who are looked after has remained stable for the last 3 years, showing a slight reduction, the children leaving care have tended to be those in lower cost placements. At the same time there are insufficient in-house foster placements for children entering the care system, resulting in an over-reliance on the need to purchase placements from the independent sector, at higher cost. Bespoke, solo placements for 3 young people have also been required this year, in one particular situation necessitating the deployment of agency staff, at considerable financial cost.

The workforce position within children's services remains challenging, with increasing demand pressures across the board. Within child protection in particular, the service remains reliant on employing agency workers with a resultant impact on the budget.

The service benefitted this year from £1m additional grant funding to support the development of services to support the eliminate agenda.

Public Protection

Outturn Forecast	Month 2	Month 6	Month 9	Outturn
Deficit / (Surplus) £'s	(61)	(163)	(135)	(151)

Savings from staff vacancies.

SCH Support

Outturn Forecast	Month 2	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(105)	(120)	(121)	(159)

Vacant posts within the Finance team.

CHILDREN & YOUNG PEOPLE DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	741	732	927	1,344

CHIEF OFFICER COMMENTARY

The Directorate's outturn position is an overspend of £1.3m, which is an increase of £416k on the Month 9 forecast. This is mainly due to an increase in ALN Transport costs, with previous forecasts under estimating final cost levels.

Individual Schools Budget

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	175	222	278	578

The remaining ISB overspend of £578k is due to the following, which was not included in the budget:-

- The 1.25% increase in NI finished at the end of November, so funding was reduced in the ISB Budget, but we were unable to claw this back from schools (£120k)
- Backfill costs for a Headteacher secondment (£55k)
- funding of two protected salaries and a Teaching & Learning Responsibility payment (TLR) which falls to the Authority to fund (£45k)
- back pay for staff, which was not included in the budget. This was due to the late agreement for the pay award and the budget had already been set (£100k)
- payment for a bespoke home to school transport arrangement to Caldicot School pending a final catchment area review (£20k)
- School Staff Wellbeing Project (£9k)
- back pay for staff (£26k)
- legal costs (£17k)
- A 21-22 invoice from Gwent Music, which had not previously been provided for (£131k)
- ILW recharge from SRS, which was not expected in 22-23 (£69k)
- Post-16 Transport cost (£57k)
- PRU Borrowing Charge (£39k)
- Offset by: Staff cost savings for the EST Team, as agreed at Month 6 through CYP Recovery Plan (-£122k)

Resources

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	32	11	(71)	(116)

There have been savings of £45k since Month 9, due to the following:-

- £10k charge for YGG Transport was not incurred
- £6k Missing Person's cost was not incurred, as the person in the role left
- £20k income released for ALN New Systems Funding
- £10k saving re Premature Retirement Compensation, as pension contributions were less than expected

The remaining Resources underspend of £71k is mainly due to the following:-

- -£89k was released as part of the recovery plan agreed at Month 6
- Pay Award costs of £14k

Standards

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	533	499	720	881

- ALN – Recoupment (£171k)

Several pupils have either moved into Monmouthshire or have left a Monmouthshire school to attend a school in their home county, so we are no longer able to recoup the income from other LA's. With the recent changes in the ALN formula for schools, some of the out of county recoupment was delegated to schools to support pupils.

- ALN – Independent and out of county (£145k)

New pupil placements at Independent Schools and out of county schools.

- ALN Transport - all operators have been given a % increase due to rising fuel costs and contract negotiations have seen significant uplifts in costs (£633k)
- ALN Admin Service - Staff costs due to the expansion of Pembroke SNRB and Deri View SNRB/Virtual School (£56k)
- Reduction in income for Early Years, as was not able to bid for a grant as expected (£25k)
- Breakfast Club - increase in staff and catering costs (£65k)

The above overspend has been partly offset with:

- Grant funding being released to fund staff costs (-£194k)
- Capital Grant able to fund ALN equipment (-£23k)

COMMUNITIES & PLACE DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	616	758	(607)	(1,545)

CHIEF OFFICER COMMENTARY

The Communities and Place Directorate delivered an outturn position of £1.544m surplus at year end. This is an improved position since Month 9 and the details of these changes are provided within the next sections of this report.

Many service areas have been successful in securing grant funding which has enabled us to passport core costs to grant funding activity. Since month 9, a number of service areas have been able to report a significantly improved position as income has been higher than anticipated, grant funding has increased or has been provided beyond what was anticipated and costs have been managed where possible following budget recovery action.

The impact of inflation can be seen across a number of service areas and within these areas that are sensitive to inflationary pressures adverse variances continue to present.

Enterprise, Housing & Community Animation

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	337	283	(137)	(238)

Enterprise & Community Animation has under spent by £238k in 22-23, this is mainly due to:

- **Enterprise Mgt** - £21k over spent – Due to an increase in staff costs over and above available budget and an increase in contribution to City Deal.
- **Housing** - £96k under spent, this can be broken down into these main areas: -
 - **Homelessness** – £137k under spent – Total spend on B&B accommodation for 22-23 was £2.481m (a £48k increase from Month 9 projection) and an additional £893k (up £29k M9) on ancillary spend including security and damage repairs in our hostels and leased accommodation. This cost has been offset by pre-paid Covid-19 grant (£760k), Housing Prevention grant (£1.008m) and Housing Benefit (£1.743m) creating an underspend against budget of £137k. The underspend will be used to offset the overspend in our

Revenues budget (currently £1.177m) within the Resources Directorate caused by the Housing Benefit subsidy cap on B&B accommodation.

- **Shared Housing & Private Leasing** – £10k over spent – mainly due to an increase in rent arrears, the impact of which we cannot accurately quantify until year end. We have also seen an increase in damage repair costs, but these have been offset by a WG grant.
- **Strategic Services & Renovation Grants** – net £30k over spent – Mainly due to additional software and subscription costs in strategic services and increased administration costs for renovation grants.
- **Sewage Treatment Plants** - £19k over spent – unbudgeted costs associated with emptying the plants whilst the replacement infrastructure is being implemented.
- **Careline** - £26k under spent – savings in equipment spend and improved turnover.
- **Business Growth & Enterprise** – £194k under spent – mainly as a result of staff savings in the Strategic Operations Team as vacant posts were only filled part way through the year and in Youth Enterprise where we were able to cover core office costs with grant funding.
- **Community & P/Ships development** – £17k under spend - savings resulting from the ability to passport staff costs to UKG Ukraine funding and software spend not being as high as originally projected have been part offset by the additional running costs of the Together Works scheme.

The improved outturn position from Month 9 of £147k is mainly due to :-

- (£116k) improvement in Youth Enterprise as core costs were covered by grant, the level of which could not be quantified at Month 9.
- (£32k) net improvement in Housing services that was not projected at Month 9.

Facilities & Fleet Management

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	511	564	88	(704)

Facilities & Fleet management have under spent by £542k at outturn, due to -

- **Schools Catering** – £392k under spent – the service budget has benefited in 22-23 from £188k of admin support grant funding (FSM holiday meals £94k, UFSM admin support £94k), and notification of £162k grant to support UFSM implementation, both of which have helped offset core service costs. The remaining £42k underspend is mainly due to: 1) a reduction in staffing cost as recruitment has been slower than expected and 2) paid meal uptake was better than expected at year end.
- **Passenger Transport** – £102k under spent :-
 - **Operations** – £73k over spent – inflation has impacted the services during the year resulting in increased running costs and contractor hand-backs meaning costs exceeded available budgets by £334k – this has been partially covered by BES funding and private hire income. The £217k improvement since month 9 is mainly due to additional BES income and improved hire income that was unknown in December.
 - **Transport Planning** – £176k under spent – is due to increased grant funding to help subsidise public transport costs, the amount of funding was not known until later in the year and is the reason for the variance from month 9.
- **Regional Transport Team** - £50k under spent – core costs have been covered by additional BSSG grant, this was not known at Month 9.
- **Car Salary Sacrifice Scheme** – £12k over spent - due to a reduction in the number of members of the car salary sacrifice scheme resulting in actual savings falling below budgeted levels.
- **Fleet maintenance** - £185k over spent – the service has been heavily impacted by inflationary increases this year, particularly in fuel, spare parts and hire vehicle costs - this has made it difficult to accurately predict spend for **Page 31** is the main reason for the £105k increase

since M9. In addition, employee costs have increased due to a regrading of part of the workforce as a consequence of a job evaluation exercise.

- **Building Cleaning & Public Conveniences (PCs)** - £118k under spent – under spend is mainly found in Building cleaning (£105k) due to improved turnover and reduced supplies and services spend. Public Conveniences has under spent by £13k due to a reduction in business rates.
- **Decarbonisation** - £240k under spent – due to improved income from our Solar Farm and PV installations caused by the increased market rates for energy (£213k) and staff savings within the de-carb team of £27k due to the delayed recruitment of an Energy Officer post to help with in-year budget recovery.

The improved outturn position from Month 9 of £629k is mainly due to :-

- (£229k) improvement in Schools catering due to FSM grant and improved meal uptake not factored in at M9.
- (£443k) improvement in PTU due to unknown BES/BSSG grant and improved hire figures.
- (£38k) improvement in decarbonisation as Solar Farm income further exceeded month 9 projections.
- (£23k) improvement in cleaning due to material costs not coming in as high as projected.
- +£105k increase in overspend in Fleet maintenance due to unknown impact of inflationary increases.

Neighbourhood Services

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(227)	(164)	(349)	(102)

Neighbourhood Services has under spent by £102k, this is due to-

- **Highways, SWTRA & Streetlighting** – £129k under spent :-
 - Street Lighting - £202k under spent due to energy underspends of £127k, staff savings of £2k and a £69k saving in maintenance as we were able to move qualifying revenue spend to available capital budget as part of the authority's budget recovery plan.
 - Highways Operations - £66k over spent – the effect of inflation has impacted on material costs, we were hoping to contain this within budget but the cost of our winter maintenance service was higher than expected pushing the section into an overspend.
 - SWTRA & External Clients - £6k over spent – mainly due to an overspend in Wonastow pumping station where maintenance costs exceeded available budget.
- **Waste & Street Scene** - £26k over spent – Grounds Maintenance has under spent by £105k due to increased income but this has been offset by an overspend in Waste of £133k due to shortfalls in Trade Waste and Green Waste income £86k and the effect of inflation on supplies & services.

The reduction in underspend between outturn and month 9 of £247k is mainly down to :-

- +£66k increase in Highways Ops due to Winter maintenance overspend and inflation impacts not known at M9.
- +£133k increase in Waste services as a result of Trade and green Waste income reduction and inflation increases, both not known at M9.
- +£41k increase in Grounds maintenance due to a reduction in projected turnover and unbudgeted building rates cost, both of these were not known in December.

Placemaking, Highways & Flood

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(5)	76	(208)	(500)

Placemaking, Highways & Flood has under spent by £500k, this is as a result of -

- **Planning & Building Control** – £36k over spent – inability to make staff vacancy savings in Planning (£21k), hardware and software costs to update microfiche system
- **Planning Policy & LDP** – £192k under spent – mainly due to the delays in the progression of the LDP resulting in in-year expenditure not happening as planned (£139k), in addition we have seen staff savings of £36k due to a retirement and vacant post and increased Pre-Planning income of £17k received between Jan and March.
- **Car Parks & Civil Parking Enforcement** - £172k over spent – shortfall in parking enforcement fine income of £79k coupled with over spends in expenditure primarily in transport, premises and software costs of £92k.
- **Highways management & flooding** - £518k under spent – income has exceeded budget on Road closure income, Fixed Penalty Notices and SAB recharges and core service costs have been covered by a WG flooding grant. In addition, some in-year costs were able to be funded by our capital programme which reduced our maintenance spend. We have also seen savings in staffing due to a number of vacancies across the department, with recruitment frozen as part of corporate budget recovery plan.

The improvement in outturn from Month 9 of £292k can be attributed to the following :-

- (£50k) improvement due to software costs in planning and car parks being funded by capitalisation direction.
- (£77k) improvement in LDP as spend hasn't materialised as planned due to delay in LDP.
- (£93k) improvement in Highways development & flooding due to income exceeding month 9 projections.
- (£65k) improvement in car parks as ticket income between Jan and March was more than month 9 estimates.

MONLIFE DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	479	462	251	(376)

CHIEF OFFICER COMMENTARY

The Monlife directorate has underspent by £376k, an improved position of £566k. The three main reasons for this variance are increased income from our leisure facilities (166k) and outdoor adventure (94k), additional grants (£73k) and increased opportunities within the capitalisation directive (£237k).

MonLife have seen significant improvements month on month since completing deep dives and introducing various targeted campaigns in both leisure and outdoor adventure with a fantastic annual memberships campaign, winter residential offer and continued growth within our re-engage program at Gilwern all contributing to the favourable outturn position.

(Monlife) Countryside & Culture

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(3)	(5)	(6)	(62)

Countryside & Culture has under spent by £62k which has resulted from increased one off grant income of 30k and higher than anticipated staff costs recovery from grants and specific project delivery.

(Monlife) Finance & Business Development

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
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Deficit / (Surplus) £'000s	14	(8)	(41)	(232)
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Finance & Business Development has under spent by £232k. The variance from month 9 to outturn relates additional capitalisation directive, vacant posts remaining vacant through to year end, along with increase project management recovery from our grants as agreed in the budget recovery plan (£43k).

(Monlife) Leisure, Youth & Outdoor Adventure

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	469	475	298	(82)

Leisure, Youth & Outdoor Adventure has under spent by £82k, this is mainly due to: -

Leisure Services and Sport Development - £107K underspend mainly due to further growth in memberships, the sections monthly membership Direct Debit has grown from £166k in October 2022 peaking at £186k in April 2023 having grown significantly and consistently over the past 12 months now exceeding pre pandemic levels. We continue to work hard with teams looking at targeted campaigns and service offers to ensure continued growth.

Youth & Education - £25k overspend mainly due to: -

Outdoor Adventure Service - £25k overspend, a favourable variance from month 9 to outturn of £94k. An excellent winter campaign saw an increase in residential uptake along with a growth in our re-engage program allowed the section to maximise the full potential of the site providing a wide range of service offers. Post pandemic confidence is growing and we are seeing a return of schools both internal and externally, this trend looks to continue into early 23-24.

CHIEF EXECUTIVES UNIT DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	0	(288)	(225)	(291)

CHIEF OFFICER COMMENTARY

The directorate has under spent by £291k for the year and is achieved by a number of posts being held vacant across the department to help contribute to the in-year budget recovery. It is also aided by some core staffing costs being funded by grant contributions from other agencies. This is not a sustainable long-term position and is dependent on key staff working above and beyond their contracted hours. The position is also inflated by the continued delay in purchasing a new telephony system until October 2023 to replace the current end-of-life solution.

The improvement since Month 9 is largely due to system costs reducing, building rates savings and some core spend being covered by grant.

Policy, Scrutiny & Customer Experience

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	0	(288)	(225)	(291)

Policy, Scrutiny & Customer Experience has under spent by £291k, the outturn position is made up of a number of under and over spends across the directorate with the main variances being :-

- **Partnerships Mgmt & Health and Wellbeing** - £34k under spent – staff saving due to the ability to fund core staff costs from a WHO grant resulting in an employee under spend.
- **Contact Centre** - £43k under spent – overspends in staffing due to maternity cover and vacancy factor shortfall have been offset by savings due to the delay in the implementation of a new telephony system.
- **Equalities & Welsh Language** - £26k under spent – mainly due to staff savings from a delay in employing the new Welsh language officer and Equalities post which has been partially offset by an over spend on external translation costs due to demand increases.
- **GIS Project** - £45k under spent – Mainly due to employee savings as we are able to passport core staff time spent on digital innovation to capitalisation directive.
- **Performance & Data** - £42k underspent – due to savings in employee costs as we are able to move officer cost for time spent on Ukraine support against UKG grant funding and posts were held vacant to aid budget recovery.
- **Community Hubs & Libraries** - £41k underspent – due to employee savings as core staff costs have been covered by the UKG Ukraine grant part offset by a reduction in income as budget is unachievable since the removal of fines in our libraries.
- **Community Education** - £61k under spent – mainly due to core service costs being covered by zero carbon and digital grants and an underspend in rates.
- **Corporate Services** - £15k under spent – staffing savings as officer time could be recharged to Ukraine funding.
- **Complaints** - £5k under spent – investigation costs have been reallocated to Children’s services.
- **Ukraine Grant** – Break-even

Offset by over spends in :-

- **Levies, Subscriptions & Donations** - £15k over spent – this is due to an overspend on membership subscriptions to external bodies such as the WLGA and LGA.
- **Scrutiny** - £4k over spent – this is due to staff costs exceeding available budget.

The £66k improvement in under spend from month 9 is mainly due to :-

- (£23k) improvement in contact centre as system costs less than projected at M9.
- (£32k) improvement in Community Education as the size of the building rates saving and grant cover was not known at M9.

PEOPLE & GOVERNANCE DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	0	28	79	(107)

CHIEF OFFICER COMMENTARY

People & Governance has under spent by £106k in 22-23 following budget recovery action being undertaken wherever possible. A hold on recruitment and important systems implementation is being undertaken to derive efficiencies in the next financial year and improve whole authority efficiency.

The improvement from the month 9 forecast is due to a £176k improvement in People where system implementation costs have been met from capitalisation directive and additional staff savings. There has been a £22k improvement in Training as turnover exceeded month 9 projections and grant funding was able to cover core costs. This was offset by increased costs in elections and member services.

Communications				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	26	35	22	16
<ul style="list-style-type: none"> • Communications - £16k overspent - due to staff over spends caused by maternity cover and pay band increases plus increases in software licence costs. This has been partially offset by secondment income. 				
Democratic Services				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	21	22	22	76
Democratic Services has over spent by £76k, this is due to -				
<ul style="list-style-type: none"> • Members Costs - £61k over spent – this is mainly as a result of an overspend on member remuneration where salaries have exceeded available budget, in addition the mileage claim budget has over spent – the budget was reduced post pandemic to reflect an anticipated reduction in claims due to more online meeting attendance, this didn't happen in 22-23, member attendance has been higher than in previous years, some of this is as a result of attendance at County Hall for training and induction courses. • Elections & Committee Section - £15k over spent – outturn is made up of a number of variances across the department with the main reasons being an overspend on core staff costs due to post re-gradings and the costs associated with an unscheduled by-election. 				
Outturn is £54k more over spent than reported at Month 9, mainly due to :-				
<ul style="list-style-type: none"> • +£15k increase in Elections due to the cost of the unplanned by-election and the impact of staff re-gradings not being fully known at M9. • +£39k increase in members services as the increase in salaries and mileage was not known until after December. 				
Emergency Planning				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'s	0	24	19	10
<ul style="list-style-type: none"> • Emergency Planning - £10k over spent – Mainly due to duty officer standby costs exceeding available budget. 				
Legal and Land Charges				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'s	(7)	(7)	12	(13)
<ul style="list-style-type: none"> • Land Charges - £19k under spent – this is as a result of improved search income and savings from a vacant post and reduced supplies & services. • Legal Services - £6k over spent – due to increases in legal costs and systems & software contracts (£27k), potential under recovery of fee income (£38k) offset by under spends in staffing due to delays in recruiting posts (£39k). 				
People				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(39)	(46)	2	(196)
People Services has under spent by £196k, due to :-				
<ul style="list-style-type: none"> • People Services – net £134k under spent – mainly as result of under spends in staffing across the department, we have seen savings as a result of a senior post retirement that will not be filled along with savings generated by the delay in filling posts when a staff member leaves. In addition we are seeing a £11k saving in Occupational Health due to a reduction in demand. The 				

improvement in position since Month 9 is due to the decision to fund the implementation of the new Thingi and E-Recruitment systems from capital.

- **Organisational Development** – £1k over spent – mainly due to inability to achieve staff vacancy saving.
- **Corporate Training** – £33k under spent – turnover has come in higher than projected at month 9 and we have seen reduced employee costs due to staff retirement and maternity leave, in addition core costs within the Kick Start scheme have been covered by grant funding.

The outturn position is a £198k improvement from Month 9 and is mainly due to :-

- (£176k) improvement in People mainly due to the movement of system costs into capital and additional staff savings, these were not known at M9.
- (£22k) improvement in Training as turnover exceeded M9 projections and grant funding was able to cover core costs.

RESOURCES DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	756	608	290	292

CHIEF OFFICER COMMENTARY

The most significant factor driving the over spend for the year is in relation to Housing benefits where national policy change has brought about increased expenditure required in relation to the housing needs of the Homeless. Whilst the housing placement cost element of this falls to the Communities & Place directorate and has been covered by additional grant funding, the shortfall in housing benefit subsidy claimable on temporary accommodation of £1.352m is a significant additional cost to the Resources directorate. The Council is currently engaging in alternative housing options that will provide for a more permanent and lower cost solution.

There are significant offsetting under spends within the directorate as a result of targeted budget recovery action, and staff vacancies being held. It is recognised that some of these vacancies have been unfilled for a significant period and that this is not a sustainable or resilient position for many of the service areas in the directorate to be in, and work is now actively ongoing to rectify this with posts starting to be filled.

Additional grant funding secured has covered core costs within revenues and landlord services and qualifying property services costs have been met from the capital budget.

Finance

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	748	871	779	728

Finance has over spent by £728k, this is mainly due to -

- **Revenues** - £1.072m over spend, this is due in the main to –
 - **Housing Benefits** - £1.177 over spent - The over spend is due to £1.352m emergency homeless B&B placement costs, for which we were unable to claim full housing benefit subsidy. These were offset by savings of £175,000: - £110,000 was Welsh Government administration funding for the household fuel support scheme, a £36k saving against the DHP budget as we prioritised the use of grant funding and a £29k saving against bad debt and service running costs. The £60k improvement since month 9 reflects a general reduction in Housing Benefit Subsidy and homeless costs.
 - **Council Tax** - £50k over spent – The outturn position is a combination of budget pressures and savings. Summons income was £65,000 lower than budget, as the number of court proceedings undertaken remained below pre pandemic levels. There was also a

budget pressure of £23,000, as budget was vired to finance as part of a restructure. However these were partially offset by £22,000 managed non pay savings and £16,000 Welsh Government administration funding for the Retail Relief Scheme. The £6,000 improvement since month 9 is a combination of factors, mostly attributable to non-pay budget savings.

- **Debtors and Charity relief** - £220k under spent – under spend due to a £126,000 saving, as money set aside for a business rate scheme was not utilised in 22-23 and £88,000 Welsh Government administration grant funding (net of expenditure) for the various grant support schemes that the council have administered on their behalf. In addition, there is a £3k underspend in debtors which reflects reduced printing and postage costs as we continue to send more invoices/correspondence by email, although they weren't quite as much as was originally anticipated.
- **Finance** - £133k under spent – Savings from staff vacancies.
- **Audit** - £84k under spent – No change from M9, due to staff vacancies including decision to freeze recruitment of 1 post as part of budget recovery plan.
- **Systems & Cashiers** – £63k under spent – due to-
 - **Cashiers** - £6k under spent - the delay in fully implementing the decision to remove cheques meant we were unable to achieve the £20,000 staff saving that was carried over in the budget from 2020/21. This pressure was however offset by in year staff vacancies and reduced Security Carrier collection costs. The £9k movement since month 9 is due to a budget adjustment for reserve funding.
 - **Systems** - £57k under spent - The underspend is made up of £17,000 savings due to in year vacancies, a £28,000 saving against the system programme budget as some project work has been deferred into 2023/24 and £12,000 additional income received for purchase card rebates and recharges. The increase in the under spend since month 9 reflects additional recharges for officer's time spent administering payments for Ukrainian refugees.

Future Monmouthshire

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(5)	(5)	(5)	(5)

Staff costs have been recovered from external partners.

Information, Communication & Technology

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(58)	(59)	(108)	(86)

ICT has underspent by £86k at year end, this is due to-

- **Digital Programme Office** - £26k under spent – due to staff savings (£6k) and a managed reduction in equipment spend (£20k) as part of budget recovery plan.
- **Shared Resource Service** - £23k under spent – actual contribution for 22-23 was lower than available budget.
- **Digital Design & Innovation** - £28k under spent - savings in staffing where a post was replaced at a lower grade.
- **Cyber Security** - £21k under spent - staff savings as a post was only filled in May and savings on supplies & services.

- **Mobile Telephony** - £13k over spent – mainly due to increased equipment costs.

Commercial & Corporate Landlord

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	71	(197)	(331)	(290)

Commercial & Corporate Landlord has under spent by £290k, due to:-

- **Investment Properties** - £269k over spent, due to:-
 - **Newport Leisure Park** - £110k over spent – NLP has returned a £2k surplus after repayment of debt this is £110k below our budgeted target. The swing from month 9 to outturn relates to a bad debt provision for a tenant who has gone into administration. We have since re-let this unit and another vacant unit which will provide a considerable increase income in next financial year.
 - **Castlegate Business Park** - £159k over spent – Castlegate has significantly improved its position securing rentals of 3 vacant units this year, which has considerably reduced our landlord liabilities, the variance from month 9 to outturn relates to higher than anticipated energy cost. The rent-free period which forms part of any new rental agreement means that the section has fallen short of its income targets. The rent free period is now complete and in 23-24 will see a full year of rental income increasing the income generated next year by £134k.
- **Landlord Services** - £321k under spent – mainly due to improved income as a result of the recovery of the rental of Innovation House from the Ukrainian Grant Fund (£172k). The department also has a number of vacant posts that has meant employee costs have come in under budget. Since M9 we have also seen a reduction in projected materials and fees and is the main reason for the £47k improvement from M9.
- **Cemeteries** - £92k under spent – Outturn is showing an improved position from month 9 of £58k as income has continued to exceed projections, this also includes a £15k child burial grant that was not known at month 9.
- **County Farms** - £53k over spent – income is down due to a number of empty farms, but this has been part offset by late windfall grant income, we have also seen increases in utilities and rates that were not factored in at M9 and is the reason for the £41k increase in overspend.
- **Industrial Units** - £20k under spent – due to improved rental income as a result of a number of new lettings.
- **Markets** - £110k over spent. The impact of Covid 19 reduced the number of traders which in turn effected income generation. We have also seen a net increase in costs mainly due to an uplift in waste disposal costs. Since the implementation of the new layout at Abergavenny market we have seen a small improvement in rents and is the reason for the £17k improvement from M9.
- **Property Services** – £266k under spent – due to a managed underspend in Corporate Building Maintenance as part of the authority budget recovery plan resulting in the passporting of £320k of qualifying spend from revenue to available capital funding. In addition, there was a £36k underspend due to staff vacancies and improved fee income offset by a net budget pressure of £90k in accommodation, mainly due to unfunded borrowing costs relating to the refurbishment of J Block and an increase in cleaning spend as post Covid-19 requirements have increased costs above available budget.

CORPORATE COSTS & LEVIES DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	1,918	1,896	1,889	981

Corporate Management				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(2)	(37)	(84)	(269)
<p>The Crematorium dividend was higher than expected by £37k, and business rate refunds that are non-service specific have been received (£170k). Other smaller items of Corporate income such as income write offs and creditor refunds make up the remaining variance.</p>				
Non-Distributed Costs				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	0	0	15	(235)
<p>Pension strain costs associated with early retirements as part of service restructuring proposals have been capitalised which accounts for the variance since month 9.</p>				
Strategic Initiatives				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	2,017	2,017	2,049	2,050
<p>The agreed pay award offer of £1,925 for non-teaching staff during 2022/23 has resulted in a pressure of £2.050m for the authority. The overall cost of pay awards are accurately shown within the various service forecasts throughout this report, however a corresponding budget has also been transferred from the Corporate section to services to reflect the pressure over and above the budgeted pay award. This ensures that services are fully funded for the additional pressure and ensures future budgets accurately reflect the expected pay bill.</p>				
Insurance				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(95)	(84)	(91)	(565)
<p>The Council has been out to tender for its insurance cover which resulted in premiums payable for 2022/23 being less than anticipated and reflective of a very competitive insurance market (£190k). Self-insured costs came in £121k less than budgeted following lower claims costs. The provision for outstanding claims costs has reduced year on year by £229k, reflective of our insurers updated estimate of expected costs falling upon the Council.</p>				
TREASURY & RESERVES				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(225)	(250)	(446)	(663)
Interest & Investment Income				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(241)	(550)	(702)	(949)
<p>Interest income has progressively improved during the year in line with increased UKG base rates and higher than expected cash balances due to capital slippage and increased grants.</p>				
Interest Payable & Similar Charges				
Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	191	672	629	792
<p>Conversely to interest income, payable has also increased sharply in line with interest rate rises. The Council has been somewhat sheltered from these rises during 2022/23 due to fixed loans in place and capital slippage reducing the need for cash.</p>				

Charges Required Under Regulation

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(51)	(47)	(47)	(50)

This budget covers the statutory amount the Council is obliged to set aside to fund future loan principal repayments and the outturn as slightly lower than the £6.7m budget due to slippage in the 2021/22 capital programme that was funded from borrowing (set aside starts the year after the corresponding expenditure).

Borrowing Cost Recoupment

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(325)	(325)	(325)	(449)

This budget represents a technical accounting adjustment where borrowing costs relating to the purchase of capital assets is repatriated from service budgets to ensure that the full life cost of assets is borne by the end user. The variance to budget relates to vehicles purchased at the end of 2021/22 which were originally anticipated to be financed through a sale and leaseback arrangement, however following an options appraisal were found to be more cost effective to be purchased outright and financed from borrowing.

Contributions to / from Reserves

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	200	0	0	(3,503)

To finance the end of year revenue budget deficit.

FINANCING DIRECTORATE	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(542)	(504)	(437)	(336)

Council Tax Benefit Support

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(222)	(204)	(245)	(234)

The number of awards made continued to fluctuate through to year end. Caseload activity has largely returned to normal and is currently below pre pandemic levels.

Council Tax

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	(320)	(300)	(192)	(102)

Generally, the tax base remained strong during the year. However the upward trend, noted earlier in the year, of an increase in discounts awarded, continued through to year end. Hence the reduction in the final surplus generated.

General Government Grants

Outturn Forecast	Month 4	Month 6	Month 9	Outturn
Deficit / (Surplus) £'000s	0	0	0	0

Income received to budget.

Disinvestment Matrix 2022-23

REF.	Disinvestment 2022-23	2022/23 Budgeted Savings	Value of Saving forecast at Month 4	Value of Saving forecast at Month 6	Value of Saving forecast at Month 9	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable YTD
		£000	£000	£000	£000	£000	£000	£000
	Social Care & Health	(120)	(120)	(120)	(120)	(120)	0	0
	Communities & Place	(959)	(959)	(959)	(959)	(959)	0	0
	Resources	(300)	(300)	(300)	(300)	(300)	0	0
	Chief Executives Unit	(33)	(33)	(33)	(33)	(33)	0	0
	Corporate Costs & Levies	(717)	(717)	(717)	(717)	(717)	0	0
	Totals Disinvestments by Directorate	(2,129)	(2,129)	(2,129)	(2,129)	(2,129)	0	0

Page REF.	Disinvestment 2022-23	2022/23 Budgeted Savings	Value of Saving forecast at Month 4	Value of Saving forecast at Month 6	Value of Saving forecast at Month 9	Value of Saving achieved at Outturn	Delayed Savings	Savings deemed Unachievable	Assessment of Progress
43		£000	£000	£000	£000	£000	£000	£000	
SCH 6	Fees & Charges 2022/23	(120)	(120)	(120)	(120)	(120)	0	0	Met in full
	Total Social Care & Health	(120)	(120)	(120)	(120)	(120)	0	0	
C&P10	Increase in discretionary Fees & Charges	(13)	(13)	(13)	(13)	(13)	0	0	Met in full
C&P4	Waste management savings - Contract & dry recyclates rates	(856)	(856)	(856)	(856)	(856)	0	0	Met in full
C&P4	Street Lighting - Energy Savings	(90)	(90)	(90)	(90)	(90)	0	0	Met in full
	Total Communities & Place	(959)	(959)	(959)	(959)	(959)	0	0	
PCEO0003	Reversal of previous pressure - Contact Centre - Additional staff to cope with booking system at HWRC	(33)	(33)	(33)	(33)	(33)	0	0	Met in full
	Total Chief Executive's Unit	(33)	(33)	(33)	(33)	(33)	0	0	
RES 11	Solar farm income increase	(300)	(300)	(300)	(300)	(300)	0	0	Met in full
	Total Resources	(300)	(300)	(300)	(300)	(300)	0	0	
CORP 5	Increase in Capitalisation directive	(442)	(442)	(442)	(442)	(442)	0	0	Met in full
CORP 10	Council tax base increase	(275)	(275)	(275)	(275)	(275)	0	0	Met in full
	Total Corporate Costs & Levies	(717)	(717)	(717)	(717)	(717)	0	0	

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Appendix 3 - Capitalisation directive 2022/23

Directorate	Expenditure	Justification to capitalise	Amount £000s
C&P	PTU Software - Route/pupil optimisation.	Driving a digital approach	38
C&P	Planning/Car parks software system	Driving a digital approach	50
CYP	Admissions system software implementation	Driving a digital approach	41
Monlife	Leisure management software implementation	Driving a digital approach	237
PG	E-Recruitment software implementation	Driving a digital approach	165
RES	Implementing digital design & innovation	Driving a digital approach	523
	Sub-Total Driving a digital approach		1,054
All	Capitalisation of redundancy costs - non-schools	Funding the cost of service reconfiguration	510
C&P	Commissioning of depot review to deliver optimum operating model	Funding the cost of service reconfiguration	97
C&P	Commissioning of decarbonisation strategy review	Funding the cost of service reconfiguration	25
CYP	Funding the cost of reconfiguration of school operating model - Abergavenny	Funding the cost of service reconfiguration	38
CYP	Capitalisation of redundancy costs -schools	Funding the cost of service reconfiguration	219
ENT	Transport - Move to electric/Hydrogen fleet	Funding the cost of service reconfiguration	141
RES	Waste - Service Transformation costs	Funding the cost of service reconfiguration	327
CEO/PG	Improvement & organisational development team	Funding the cost of service reconfiguration	327
	Sub-Total Funding the cost of service reconfiguration		1,684
SCH	Joint Local authority working (GWICES, Sc. 33, Frailty, regional safeguarding board, Gwent foster fee harmonisation and care home pooling	Integrating public facing services across two or more public sector bodies	116
ENT	Passenger Transport - Sharing Senior Management with Newport CC	Integrating public facing services across two or more public sector bodies	40
SCH	Deprivation of liberty safeguards	Integrating public facing services across two or more public sector bodies	102
	Sub-Total Integrating public facing services across two or more public sector bodies		258
RES	Procurement SLA with Cardiff	Sharing back-office and administrative services	235
RES	Audit - Sharing Audit manager with Newport CC	Sharing back-office and administrative services	40
	Sub-Total Sharing back-office and administrative services		275
	Total		3,271

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Appendix 4 - Movement in individual school balances - (Surplus)/Deficit

School	Balance 31st March 2020	Movement	Balance 31st March 2021	Movement	Balance 31st March 2022	Movement	Balance 31st March 2023
Caldicot School	179,693	(409,257)	(229,564)	(578,377)	(807,941)	580,286	(227,655)
Chepstow School	63,570	23,231	86,801	38,133	124,934	227,517	352,450
King Henry VIII Comprehensive	225,700	(423,196)	(197,496)	(558,635)	(756,131)	(29,048)	(785,179)
Monmouth Comprehensive	462,530	(676,722)	(214,192)	(600,066)	(814,258)	215,066	(599,192)
Mounton House Special School	(172,060)	172,060	0	0	0	0	0
Cross Ash Primary School	(64,157)	(18,313)	(82,470)	2,715	(79,755)	(21,699)	(101,453)
Durand Primary School	(12,691)	(65,193)	(77,884)	(27,095)	(104,979)	49,781	(55,199)
Gilwern Primary School	(64,549)	(102,302)	(166,851)	(64,103)	(230,954)	79,190	(151,764)
Goytre Fawr Primary School	(34,893)	(56,646)	(91,539)	(26,195)	(117,734)	45,610	(72,124)
Llandogo Primary School	176,535	(89,705)	86,830	(87,044)	(214)	6,156	5,941
Llantilio Pertholey CiW Primary School (VC)	21,016	(88,231)	(67,215)	(42,483)	(109,698)	36,984	(72,714)
Llanfanchanel Crucorney Primary School	(49,684)	(54,986)	(104,670)	(32,152)	(136,822)	17,602	(119,220)
Maggys CiW Primary School (VA)	18,785	(135,987)	(117,202)	(79,614)	(196,816)	(18,960)	(215,776)
Overton Primary School	33,928	(75,032)	(41,104)	(121,366)	(162,470)	154,809	(7,662)
Raglan CiW Primary School (VC)	33,112	(141,989)	(108,877)	(51,715)	(160,592)	(34,892)	(195,484)
Rogiet Primary School	4,404	(82,499)	(78,095)	(11,128)	(89,223)	67,784	(21,439)
Shirenewton Primary School	(128,890)	(47,356)	(176,246)	(63,046)	(239,292)	53,954	(185,338)
St Mary's RC Primary School (VA)	46,518	(67,378)	(20,860)	(84,072)	(104,932)	9,908	(95,024)
The Dell Primary School	(3,032)	(45,378)	(48,410)	(98,429)	(146,839)	170,750	23,911
Thornwell Primary School	47,150	(112,037)	(64,887)	(45,735)	(110,622)	106,365	(4,257)
Trellech Primary School	(50,948)	(64,743)	(115,691)	(38,248)	(153,939)	(3,753)	(157,692)
Undy Primary School	145,925	(152,295)	(6,370)	(204,273)	(210,643)	43,618	(167,025)
Usk CiW Primary School (VC)	(45,942)	(97,113)	(143,055)	(127,785)	(270,840)	2,545	(268,295)
Ysgol Gymraeg Y Fenni	4,408	(38,775)	(34,367)	(37,648)	(72,015)	51,226	(20,789)
Archbishop Rowan Williams CiW Primary School (VA)	(83,716)	(122,680)	(206,396)	35,075	(171,321)	140,262	(31,060)
Ysgol Gymraeg Y Ffin	45,883	(61,521)	(15,638)	(51,145)	(66,783)	14,105	(52,678)
Deri View Primary School	(73,956)	(74,153)	(148,109)	(41,681)	(189,790)	163,465	(26,326)
Cantref Primary School	(105,193)	(94,604)	(199,797)	(54,295)	(254,092)	57,742	(196,350)

School	Balance 31st March 2020	Movement	Balance 31st March 2021	Movement	Balance 31st March 2022	Movement	Balance 31st March 2023
Osbaston CiW Primary School (VC)	11,250	(51,859)	(40,609)	(52,538)	(93,147)	80,396	(12,750)
Dewstow Primary School	(136,455)	(101,356)	(237,811)	(120,805)	(358,616)	83,558	(275,059)
Our Lady & St Michael's (OLSM) RC Primary School (VA)	(15,859)	(38,534)	(54,393)	(4,256)	(58,649)	75,726	17,078
Pembroke Primary School	(1,205)	(124,302)	(125,507)	(93,161)	(218,668)	15,360	(203,308)
Kymin View Primary School	(37,955)	(97,350)	(135,305)	1,591	(133,714)	45,337	(88,378)
Llanfoist Fawr Primary School	(24,871)	(68,562)	(93,433)	(125,986)	(219,419)	47,985	(171,434)
Castle Park Primary School	(2,153)	(119,700)	(121,853)	(37,445)	(159,298)	54,000	(105,297)
Pupil Referral Unit	22,931	(48,943)	(26,012)	(53,454)	(79,466)	110,173	30,707
Total	435,129	(3,853,406)	(3,418,277)	(3,536,463)	(6,954,740)	2,698,908	(4,255,832)

Appendix 5 - Capital slippage requested

Project	Category	Total Budget	Approved Slippage	Reason Project has been delayed against original budgeted profile
Capital Region City Deal	Development Schemes	1,344,726	1,344,726	Slippage requested due to delay in the CCR Programme
Caerwent House, Major Repairs	Development Schemes	50,800	50,800	Any potential compensation payments will now not be made until new financial year.
Abergavenny Community Hub Development	Development Schemes	72,583	45,021	Funding needed in 23-24 to complete clock refurbishment.
Asset Investment Fund	Development Schemes	2,200,000	2,200,000	Asset investment fund has been put on hold while awaiting a new strategic direction.
Crick Road Care Home	Development Schemes	6,845,600	3,354,319	Scheme to be completed in 2023-24 as per contract. Original profile budget profile incorrect
RE:FIT Programme	Development Schemes	1,475,430	387,670	Repurposed scheme to be completed in 2023-24
Property Acquisition for Children and Young People with Complex Needs	Development Schemes	3,107,367	1,868,826	Delays in acquiring and adapting suitable accommodation
Decarbonisation Investment	Development Schemes	200,000	200,000	Repurposed scheme to be completed in 2023-24
Safer Route to Schools Investment	Development Schemes	185,000	185,000	Repurposed scheme to be completed in 2023-24
Trellech Primary Nursery Childcare Scheme A9480	Development Schemes	686,002	666,354	Work will commence in 2023-24, currently being tendered
Y Ffyn Additional Classroom	Development Schemes	607,000	320,681	Work on-going - slight delays due to external factors
Archbishop Rowan Williams Primary School Nursery	Development Schemes	640,000	640,000	Awaiting S106 contribution for a new classroom so the nursery and classroom will be completed at the same time
Welsh Medium Seedling Nursery	Development Schemes	478,000	478,000	Building work at Overmonnow will be started in 2023-24
Overmonnow Special Needs Resource Base Phase 2	Development Schemes	273,000	273,000	Work to commence in 2023-24
Early Years – Childcare Capital Funding	Development Schemes	320,000	27,156	Budget required be paid back to WG in 2023-24
Fixed Asset disposal costs	Development Schemes	50,000	19,709	Funds required for disposal of Fixed assets in 2023-24
Upgrade School Kitchens	Development Schemes	1,146,444	48,605	Works to upgrade kitchens to accommodate UFSM nearing completion, funding required to complete all projects.
Housing Provision Borrowing Headroom	Development Schemes	2,000,000	2,000,000	Property purchases are in development but won't materialise until 23-24.
Access For All	Development Schemes	261,016	180,454	Plan of works has been reassessed with £180k required to be carried forward to deliver in 2023-24
Shire Hall/Monmouth Museum Move	Development Schemes	240,395	233,130	Awaiting decisions on external grant bids(LUF) led to delays in developing the scheme, without the allocated funding unable to complete the initial security works to move the collection into shirehall.
Old Station Tintern Investment	Development Schemes	45,000	45,000	Delays in implementing new railway upgrades

Project	Category	Total Budget	Approved Slippage	Reason Project has been delayed against original budgeted profile
ESR: Access For All	Schools & Education	153,142	63,309	Committed to project in 2023-24
Monmouth Leisure Centre/Pool Redesign	Schools & Education	42,089	42,089	Awaiting survey and remedial works on the site around drainage issues, once resolved remedial works to the carparking can take place, this funding is required to complete these works to ensure accessibility for all.
King Henry VIII - Future Schools Tranche B	Schools & Education	15,297,619	6,159,537	Scheme to be completed in 2023-24, slight delay due to ground works
Bridge Assessments	Infrastructure	1,060,500	1,060,500	Repurposed scheme to be completed in 2023-24
Street Lighting Defective Column Programme	Infrastructure	289,200	60,051	A number of essential traffic signal schemes are programmed in for 23-24 and this budget will be required to cover the cost.
Shirenewton Sewage Treatment	Infrastructure	99,385	46,376	Project to be completed in 2023-24, contractor delays
Wye Bridge Chepstow works	Infrastructure	188,000	165,627	Surveys and Scour complete, remainder needed for site works 23-24.
Wye Bridge Monmouth works	Infrastructure	150,000	62,766	Scour repair completed, remainder needed for completion works in 23-24.
Tintern Wirework Bridge works	Infrastructure	800,000	274,768	Scheme was a multi year project - funding needed in 23-24 to complete scheme alongside Glos CC.
Highways Additional Infrastructure works	Infrastructure	627,000	499,084	4 schemes that were due to be completed as part of 22-23 programme have been delayed due to a number of issues ranging from weather constraints to contractor framework issues.
S106 – Lion Street Works	Infrastructure	194,263.85	96,966.00	Scheme ongoing - delay due to third party issues
Recycling Vehicles and Boxes	Infrastructure	210,842	188,723	Funding needed to continue service delivery change.
ICT Desktop replacement budget	ICT Schemes	260,000	133,986	Laptop replacement programme ongoing and dependent upon demand, funds will be needed in 23-24.
Network Estate replacement budget	ICT Schemes	116,000	100,003	Funding required in 2023-24 to complete works
Provision of online facilities Revenue's section	ICT Schemes	13,000	13,000	Northgate contract ends next year so we will need this budget to go towards development costs.
SRS Data Hall Migration	ICT Schemes	203,000	170,000	Decommissioning has been delayed, funding will be required in 23-24.
WG -Broadband Fund for the Llanthony Community Scheme	ICT Schemes	305,181	66,469	Slight delay due to external factors
Upgrade of CAPITA 1 system CYP	ICT Schemes	55,000	55,000	Project delays due to contractor restraints
CCTV for bus fleet	ICT Schemes	200,000	35,277	Funding needed to continue investment in audio equipment on buses.
Sharepoint Online Implementation	ICT Schemes	355,441	292,009	Multi Year project - funding required in 23-24 to complete transition.

Project	Category	Total Budget	Approved Slippage	Reason Project has been delayed against original budgeted profile
County Farms Maintenance & Reinvestment	Maintenance Schemes - General	490,181	240,648	Slippage Requested - Works delayed by supply chain and contractor issues.
School Refurbishment Grant	Maintenance Schemes - General	2,615,864	1,062,998	Committed for project in 2023-24
Caldicot School Adaptions 2021-23	Maintenance Schemes - General	55,000	31,657	Committed for project in 2023-24
General Property Maintenance	Maintenance Schemes - Property	691,888	691,888	Works have been delayed due to supply chain issues with problems with both material acquisition and contractor availability. It is requested that the full £691k is slipped forward to allow these schemes to be completed.
S106 Little Mill Trail (Little Mill)	Section 106	27,636.22	27,636.22	Slippage required due to land ownership issues between BAE and National Rail which has delayed progress.
S106 Gilwern OEC (Cae Meldon)	Section 106	4,190.46	4,190.46	Slippage required scheme is now complete funding will be fully spend in QTR 1 of 23-24.
S106 Wyesham Highways Road Safety Improvements	Section 106	13,645.29	13,645.29	Slippage of proposed Improvements due to contractor delays
S106 Off Road Cycling Feasibility Study	Section 106	18,246.30	17,087.30	Slippage required due to drainage issues with NRW.
S106 ALN Overmonnow Special Needs Resource Base	Section 106	15,987.27	15,708.23	Planing delays
S106 Chepstow Town Football Club Facility Improvement	Section 106	583.00	583.00	Slippage required scheme is now complete funding will be fully spend in QTR 1 of 23-24.
S106 Children's Voices in Play Project (Forensic Science Lab)	Section 106	25,000.00	25,000.00	Slippage - Contractor delays difficulty procuring skate park contractors
Magor Walking Routes, Access & Promotion	Section 106	4,608.00	4,608.00	Slippage - Resource Limitations has led to slippage in the delivery plan will be completed in 23-24
Warrenslade Woodland Management	Section 106	8,159.20	8,159.20	Slippage - Awaiting protected species licence approval
S106 -Monmouth Leisure Centre 3G MUGA resurfacing (Wonastow Road)	Section 106	2,255.00	2,255.00	Slippage required scheme is now complete funding will be fully spend in QTR 1 of 23-24.
S106 - Monmouth Allotments (Wonastow Road)	Section 106	16,160.27	14,660.27	Slippage required delay in progress due to external factors
S106 – Abergavenny Skate Park	Section 106	25,000.00	25,000.00	Slippage - Contractor delays difficulty procuring skate park contractors
S106 – Chippenham Mead Play Area	Section 106	25,758.35	24,836.95	Slippage - Resource Limitations has led to slippage in the delivery plan will be completed in 23-24
S106 – Clydach Ironworks Enhancement Scheme	Section 106	41,989.69	41,103.96	Slippage required, this funding is the match for the LEI Grant permission to start was delayed into 23-24.

Project	Category	Total Budget	Approved Slippage	Reason Project has been delayed against original budgeted profile
S106 - Star Road/School Lane Zebra Crossing and footpath Improvements	Section 106	40,419.00	6,729.23	Slippage required scheme is now complete funding will be fully spend in QTR 1 of 23-24.
S106 - Sudbrook Play Park Equipment (The Old Shipyard Sudbrook)	Section 106	3,080.00	3,080.00	Slippage required - internal grounds resources limited. Scheduled for 23-24
S106 Rockfield Community Nature Spaces – Major Maintenance	Section 106	40,027.00	34,887.00	Slippage required delays in design will be delivered in 23-24
S106 Goytre Playing Field Recreational & Play Facilities upgrade	Section 106	82,572.00	79,682.00	Slippage required, delay in obtaining SUD's and Planning approval.
S106 Llantilio Pertholey Primary School Pedestrian Access	Section 106	20,000.00	20,000.00	Slippage - Resource Limitations has led to slippage in the delivery plan will be completed in 23-24
S106 Abergavenny Velo Park	Section 106	484,800.00	450,300.00	Slippage required - awaiting planning consent to move forward on project delivery, along side re-viewing additional fundraising opportunities or whether delivery is through a phased approach.
S106 Goytre Play Space – LAP (School Lane Penperlleni)	Section 106	395.00	395.00	Slippage required scheme is now complete funding will be fully spend in QTR 1 of 23-24.
MF – Tudor Road Drainage Monmouth	Section 106	8,000.00	8,000.00	Awaiting contractors and Town Council contribution
Brilliant Basics Fund – WG- Tintern Welcome	Specific Grant Funded	312,500	271,527	Slippage required due to delays with the bridge works resulting in delayed scheme delivery along with awaiting statutory consent for signage.
Grant – Match Funding Support Allocation	Specific Grant Funded	787,317	787,317	Match Funding of externally financed Grant schemes which is dependent upon grant availability and timescales
WG- Comm C- S106 – MUCH Project (Magor with Undy Community Hall)	Specific Grant Funded	2,179,979	547,499	Scheme underway, slight revision to budget profile required due to third party issues
Vinegar Hill Development Undy CCR	Specific Grant Funded	3,210,000	2,861,942	Budget profile incorrect - Scheme to continue in 23-24
Grant –Match Funding Support Digital Twin - Operational Dept/ ZE Vehicles	Specific Grant Funded	300,000	300,000	Scheme delayed due to third party issues - CCR funding to fall into 23-24
Grant –Match Funding Support Auxiliary Power - To provide a zero emissions solution to the provision of meals on wheels vehicles with an auxiliary load requirement	Specific Grant Funded	532,747	332,144	Scheme delayed due to third party issues - CCR funding to fall into 23-24
Caldicot MUGA Sport Wales Multi Sport Community Venue	Specific Grant Funded	115,267	115,267	Sports Development Grant Funding - Project delivery 23-24
Monmouth STP Replacement (Sport Wales / WG)	Specific Grant Funded	469,882	469,882	Sports Development Grant Funding - Project delivery 23-24
Flood Recovery Grant 2020 - 23	Specific Grant Funded	403,399	403,399	Funding needed to complete Flooding works in 23-24.
Total		55,920,560	33,097,705	

Appendix 6 - Capital Budget Revisions – Grants and contributions

The Council has been notified of and received significant capital grants and contributions during 2022/23 which would not have formed part of the original capital budget approved by Council at the beginning of the year.

Under the Council's financial procedures any amendment to the capital budget that is funded wholly from grant or external contributions is required to be approved by Cabinet.

The below outlines the amendments to the capital budget that are required to be approved, either resulting from where new grants and contributions have been notified, or, where amendments to existing budgeted levels of grant or contributions are required.

Scheme Category	Scheme	Budget revision
Asset Mgt Schemes	Crick Road Care Home	1,380,292.00
Asset Mgt Schemes	Abergavenny Borough Theatre Works	-4,784.00
Asset Mgt Schemes	Property Acquisition for Children and Young	1,107,827.00
Asset Mgt Schemes	Upgrade School Kitchens	853,045.00
Asset Mgt Schemes	School Refurbishment Grant	1,170,195.01
ICT Schemes	Sharepoint Online Implementation	355,441.00
Inclusion Schemes	Disabled Facilities Grants (Private)	310,587.27
Inclusion Schemes	Enable – Support for Independent Living WG g	122,308.84
Infrastructure and Transport	Safer Routes in the Community	3,901.00
Infrastructure and Transport	Structural Repairs - PROW	20,656.00
Infrastructure and Transport	Neville Hall & Frogmore Street Bus Stop Gran	320,000.00
Infrastructure and Transport	Car Park Improvements/Refurb	75,120.00
Infrastructure and Transport	LTF Severn Tunnel Junction Improvements 2019	1,624,881.35
Infrastructure and Transport	LTF WG – Chepstow Transport Study 2021-22	49,999.40
Infrastructure and Transport	Vinegar Hill Development Undy CCR	3,210,000.00
Other Schemes	WLG A Food Poverty Grant	2,600.11
Other Schemes	ATF - Caldicot Greenway	1,048,236.60
Other Schemes	ATF Core Counters	13,003.00
Other Schemes	ATF Core Llanfoist Bridge & Meadow Links	96,305.19
Other Schemes	ATF - Monmouth Wye AT Crossing	348,759.58
Other Schemes	ATF - Monmouth Kingswood Gate AFL	57,974.28
Other Schemes	ATF - Monmouth Monnow Street	107,139.04
Other Schemes	ATF - Caldicot Newport Road	14,791.05
Other Schemes	ATF - Caldicot Church Road Connections	519,070.88
Other Schemes	SLSP Programme - Old Station Tintern	96,469.22
Other Schemes	WG – All Wales Play Opportunities Grant 2020	17,665.00
Other Schemes	WG – Resilient Roads Fund Grant	139,158.13
Other Schemes	ATF WFL Link to Town Centre	44,896.18

Other Schemes	ATF Castle Meadow Links	-183,955.29
Other Schemes	ATF Bridge Connections	126,115.24
Other Schemes	WG – Flood Recovery Grant 2021-22	148,607.04
Other Schemes	Chepstow LC Pitch –Outdoor Facilities Improv	415,437.00
Other Schemes	ATF – Caldicot Education and Leisure Access	244,507.46
Other Schemes	ATF – Multi User Route	84,045.80
Other Schemes	ATF – Improved Cycling/Wheeling Access	50,000.00
Other Schemes	ATF – ATNM Dropped Kerbs and Quick Wins	100,000.00
Other Schemes	Museum Storage Transformation Grant - WG	166,539.27
Other Schemes	Burns Station Road Caldicot Link	44,679.64
Other Schemes	Burns B4245 Active Travel Link Rogiet to Und	105,000.00
Other Schemes	Transforming Towns Placemaking Grant	12,731.85
Other Schemes	B4245 Magor/Undy to Rogiet	170,000.00
Other Schemes	Grant –Match Funding Support Digital Twin -	225,000.00
Other Schemes	Grant –Match Funding Support Auxillary Power	399,560.00
Other Schemes	Caldicot MUGA Sport Wales Multi Sport Commun	115,267.00
Other Schemes	Monmouth STP Replacement (Sport Wales / WG)	225,000.00
Other Schemes	Flood Recovery Grant 2020 - 23	403,398.96
Other Schemes	Fixed Assets Purchased From Revenue	150,122.00
Regeneration Schemes	Chepstow Leisure Centre – upgrade to Fitness	32,000.00
Regeneration Schemes	S106 – Clydach Ironworks Enhancement Scheme	4,342.00
Regeneration Schemes	S106 Abergavenny Velo Park	84,800.00
Regeneration Schemes	S106 - Govilon King George VI Playing Field	64,548.99
Regeneration Schemes	Brilliant Basics Fund – WG- Tintern Welcome	250,000.00
Regeneration Schemes	Tudor Road Drainage Monmouth	4,000.00
Education & Schools	Opening Schools Outside Traditional Hours Gr	487,454.00
Education & Schools	Trellech Primary Nursery Childcare Scheme A9	619,000.00
Education & Schools	King Henry VIII - Future Schools Tranche B	1,666,332.00
Education & Schools	Y Ffin Additional Classroom	607,000.00
Education & Schools	Archbishop Rowan Williams Primary School Nur	640,000.00
Education & Schools	Welsh Medium Seedling Nursery	478,000.00
Education & Schools	Capital Support for Learners with ALN	487,454.00
Education & Schools	Early Years – Childcare Capital Funding	320,000.00
Total		21,852,525.09

SUBJECT:	Reopen Monmouth Cemetery for New Burials
MEETING:	Cabinet
DATE:	5th July 2023
DIVISION/WARDS AFFECTED:	Osbaston

1. **PURPOSE:**
To seek Cabinet approval to reopen Monmouth Cemetery for 'on-demand' coffin burials.
2. **RECOMMENDATIONS:**
To approve the proposed policy change to reopen Monmouth Cemetery for the offer of 'on-demand' coffin burials.
3. **KEY ISSUES:**
 - 3.1 'On-demand' coffin burials means graves are prepared, at depths to accommodate one or two coffins, only following a death and the booking of the burial with MCC.
 - 3.2 A Ground Investigation report was produced in 2013 by Capita Symonds following concerns over the depth of the water table in the area where new grave plots were being prepared for burials. Following 5 months of monitoring (between October 2012 and February 2013) their recommendations were:
 - *It is not recommended that the site is utilised for future burials as the groundwater level is at and above that required for the base of the interment.*
 - *The cost of the installation of the drainage system and outfall is likely to be uneconomic when considering the number of burial plots that will be available between drainage trenches.*
 - 3.3 Following the Capita Symonds report Cabinet resolved to close Monmouth Cemetery for coffin burials in new grave plots. Reopening old graves for a second/third coffin and reserved spaces have been honoured and the offer for new cremated remains plots has remained.
 - 3.4 Having been approached by Monmouth Town Council, who have been very keen to reopen Monmouth cemetery for coffin burials in new graves and subsequently working with them, a plan to commence the offer of new graves for coffin burials has been formulated.
 - 3.5 The plan necessitates the widening of an existing tarmac path and the improvement and enlargement of the current turning area for the hearse and family vehicles. The Town Council has agreed to meet these costs. This infrastructure allows access to an area of

land within the cemetery, previously inaccessible to the machinery required to prepare a grave and given over to rough ground (Appendix 3, Area 1). The widening of the path will also provide the extra hard standing required for the machinery to safely dig graves at the bottom of a steep bank (Appendix 3, Area 2), again, previously not allocated for grave spaces due to the lack of infrastructure.

- 3.6 There are also several graves that could be offered at single depth (1.4m) in the existing, incomplete rows, which are situated at a higher ground level to the bore holes that were dug and monitored by Capita Symonds (Appendix 3, Area 3).
- 3.7 In February 2023 (the water table is generally at its highest during the winter months) test holes were dug in Area 1 and Area 3 (to double depth - 2m). In Area 1 there were no concerns regarding ground water levels. In Area 3 there was some seepage at double depth so an offer of only single depth would be advisable here.
- 3.8 It is estimated that in total, across all three areas, approximately 110 new grave spaces will be created. In line with the proposal to cease the offer to reserve plots in all MCC cemeteries, it is recommended that there will be no offer to reserve any of these newly created plots for future use. This will ensure equity to residents in accessing burial plots.
- 3.9 Based on the average use of new grave plots per year in the other cemeteries, (Llanfoist Avg. 30 new grave plots used per year and Chepstow Avg. 15 new grave plots used per year) it is envisaged that the new grave plots will provide in the region of 3.5 - 7 years of on-demand graves. Because the cemetery has been closed for new graves, it is difficult to assess what the demand might be.
- 3.10 There is potential to create further new grave plots in the rough ground above Area 1. It is currently given over to self-seeded bushes/saplings and brambles etc. There are a few tree root balls in this area from felled Ash trees which recently succumbed to Ash Dieback. The number of potential graves in this area is dependent on the extent of the root systems and how much can be removed.
- 3.11 The loss of biodiversity is likely to be minimal, however, some grassland at the bottom of the bank will be lost to graves. To mitigate the impact to biodiversity, plug plants ie native wildflowers will be planted across the cemetery. There is a 'Friends of Monmouth Cemetery' group who are keen to lead this project and who will be guided by MCC Biodiversity and Ecology.
- 3.12 Monmouth Town Council have agreed to pay the additional costs incurred to maintain the grave for the first 12 months following a burial. This charge covers the costs involved with topping up the grave every 4 weeks for the first 6 months to aid settlement, and before a memorial can be fixed and to finally 'make good' the grave with topsoil and turf/grass seed, depending on the time of year. This process occurs after each burial, including when graves are re-opened for a second interment. In financial year 2023-24 this charge per burial is £66. This charge will be reviewed each year in-line with the burial charges.

4. REASONS:

- 4.1 An overview of all Council managed cemeteries is taking place, with a view to increasing the amount of time we can offer 'on-demand' grave plots with the existing space we have remaining. As such it is recommended that the ability to reserve a grave space across all MCC managed cemeteries (not including cremated remains plots) is ceased.
- 4.2 Monmouth Town Council will fund the necessary infrastructure works required to utilise the existing, suitable, and recently cleared land within Monmouth cemetery. In line with our recent planning to extend the existence of an offer of 'on-demand' coffin burials across Monmouthshire, re-opening Monmouth Cemetery helps to assist in this aim.

5. RESOURCE IMPLICATIONS:

- 5.1 The MCC Cemeteries Officer will administer the burials with no extra resource required.
- 5.2 The MCC Grounds Department will prepare the graves and maintain the plots for the first 12 months following a burial.
 - 5.2.1 The cost of digging the grave and backfilling is included in the cost of the grave.
 - 5.2.2 The cost to maintain the grave for 12 months following a burial will be paid by Monmouth Town Council. In Financial year 2023-24 this will be £66 and will be subject to an annual review, in-line with the burial charges.

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

- 6.1 Having the ability to bury a loved one in the area in which they resided and close to family and friends can provide much comfort at a difficult time. To create new burial plots in Monmouth Cemetery will give the residents of Monmouth the choice to bury their loved one within their hometown.
- 6.2 Not offering the ability to reserve grave plots creates equity, as the graves will be used on-demand only. The cost to reserve a grave space can be prohibitive and can deny access to grave spaces when they are required.
- 6.3 Integrated Impact Assessment document – appendix a

7. CONSULTEES:

Nicola Howells - Asset Manager
Nick Keyse – Acting Head of Landlord Services
Peter Davies – Deputy Chief Executive and Chief Officer Resources
Cllr Rachel Garrick – Cabinet Member for Resources
Nigel Leaworthy - Commercial and Operations Manager
Kate Stinchcombe - Biodiversity and Ecology Lead
Cllr Jane Lucas- County Councillor Osbaston Ward
Monmouth Town Council

8. **BACKGROUND PAPERS:** None
9. **AUTHOR:** Rhian Jackson, Cemeteries Officer
10. **CONTACT DETAILS:**
Tel: 01873 735852
E-mail: rhianjackson@monmouthshire.gov.uk

Appendices

- Appendix a – Integrated Impact Assessment document
- Appendix b - areas being considered for new grave plots
- Appendix c – proposed area of work
- Appendix d – proposed works



Integrated Impact Assessment document

(incorporating Equalities, Future Generations, Welsh Language and Socio Economic Duty)

<p>Name of the Officer completing the evaluation Rhian Jackson</p> <p>Phone no: 01873 735852 E-mail: rhianjackson@monmouthshire.gov</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To reopen Monmouth Cemetery for new burials</p>
<p>Name of Service area</p> <p>Cemeteries (Estates, Resources)</p>	<p>Date</p> <p>05/07/2023</p>

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.

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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	No impact	No impact	No impact
Disability	No impact	No impact	No impact
Gender reassignment	No Impact	No impact	No impact

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	No impact	No impact	No impact
Pregnancy or maternity	No impact	No impact	No impact
Race	.No impact	No impact	No impact
Religion or Belief	.No impact	No impact	No impact
Sex	No impact	No impact	No impact
Sexual Orientation	.No impact	No impact	No impact

2. The Socio-economic Duty and Social Justice

The Socio-economic Duty requires public bodies to have due regard to the need to reduce inequalities of outcome which result from socio-economic disadvantage when taking key decisions This duty aligns with our commitment as an authority to Social Justice.

	Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage	Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
<p>Socio-economic Duty and Social Justice</p>	<p>The cost to reserve a grave space can be prohibitive. Reopening Monmouth Cemetery in-line with policy proposals for the other MCC Cemeteries will prevent the newly created grave spaces being acquired by those that can afford to do so. This allows for a fairer distribution of supply at the time of demand.</p>	<p>None</p>	<p>No impact</p>

3. Policy making and the Welsh language.



How does your proposal impact on the following aspects of the Council's Welsh Language Standards:	Describe the positive impacts of this proposal	Describe the negative impacts of this proposal	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts
<p>Policy Making</p> <p>Effects on the use of the Welsh language,</p> <p>Promoting Welsh language</p> <p>Treating the Welsh language no less favourably</p>	No impact	No impact	No impact
<p>Operational</p> <p>Recruitment & Training of workforce</p>	No further resource required	No impact	No impact
<p>Service delivery</p> <p>Use of Welsh language in service delivery</p> <p>Promoting use of the language</p>	All information and forms are provided in Welsh and English	No impact	No impact




4. 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	No impact	No impact
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The 'Friends of Monmouth Cemetery', with the aid of MCC Biodiversity and Ecology Lead, will ensure that there is no net loss of biodiversity following the creation of new grave spaces.	With the assistance and guidance of MCC, the 'Friends of Monmouth Cemetery' are aspiring to further the biodiversity within the Cemetery, with the planting of plug plants and native wild flowers.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Following a bereavement, there is some consolation for the family in knowing that their loved one can be buried locally to where they resided. Being buried closer to the family residence allows for easier visiting which can be a great comfort to family, especially soon after the event when visiting is often more regular.	No impact
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No impact	No impact
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	No impact
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	No impact

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

5. 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?
Page 64  Long Term Balancing short term need with long term and planning for the future	Opening areas within Monmouth Cemetery, previously inaccessible, will provide new grave spaces for residents of Monmouth and its environs for up to 7 years and possibly longer, affording MCC time to resource further burial space for future generations.	The proposal not to offer the ability to reserve grave spaces will increase the length of time for 'on-demand' burials
 Collaboration Working together with other partners to deliver objectives	MCC has worked with Monmouth Town Council to offer on-demand burial spaces in Monmouth Cemetery	No impact

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>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>There was considerable dissatisfaction within the local community of Monmouth when the Cemetery was partially closed and no new 'on-demand' burials could take place. Working with Monmouth Town Council will enable the offer of 'on-demand' burial spaces and will afford the residents of Monmouth and its environs the ability to bury their loved ones within the locality once again.</p>	<p>In the time available, while burial plots in Monmouth Cemetery remain, MCC will seek to secure further burial plots, either resourcing new burial ground or investigating the possibility of opening up further areas within the existing Monmouth Cemetery.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>No impact</p>	<p>No impact</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Providing burial spaces for local residents gives comfort to the recently bereaved; knowing that their loved ones are resting nearby and that they can visit them more easily.</p>	<p>No impact</p>

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9. 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

10. 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.

Page 5

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Cabinet	05/07/2023	

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Appendix b – Monmouth Cemetery



Highlighter – areas being considered for new grave plots

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Appendix c - Areas



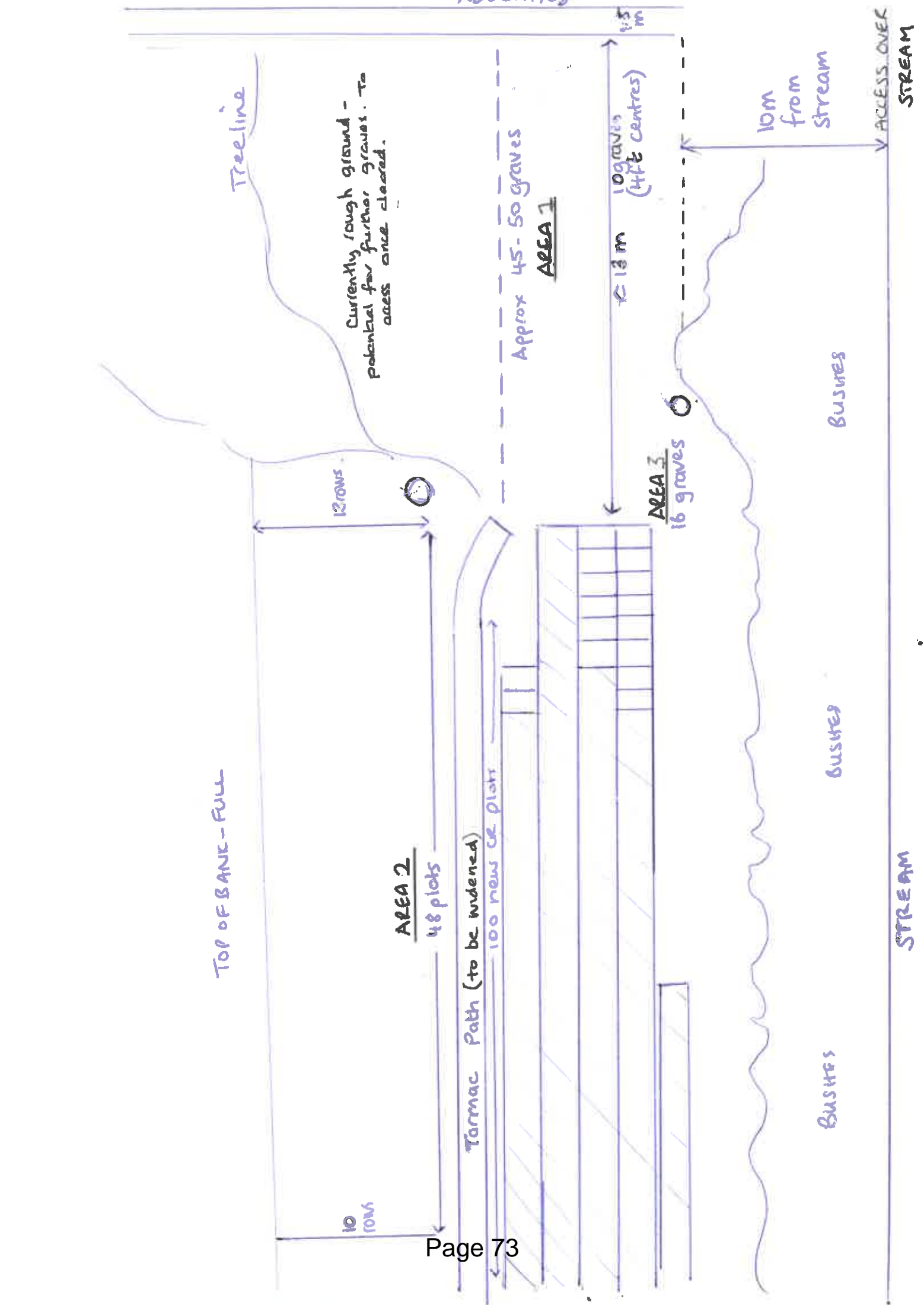
Red Cross – Area 1

Blue Cross – Area 2

Black Cross – Area 3

Highlighter – Path for widening and turning area to be improved and enlarged

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SUBJECT: RESERVATION OF GRAVE PLOTS

MEETING: Cabinet

DATE: 5th July 2023

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

- 1.1 To seek Cabinet approval to cease the offer to reserve grave spaces (not including cremated remains plots)

2. RECOMMENDATIONS:

- 2.1 To approve the proposed policy change in Council managed cemeteries.
- 2.2 To commence a review of remaining burial space in Monmouthshire, to inform a strategic assessment of future cemetery provision, inclusive of additional or alternative sites.

3. KEY ISSUES:

- 3.1 Available and suitable land for burials is increasingly becoming scarce and reserved graves reduce the availability of 'on demand' plots.
- 3.2 There are two reasons that plots are reserved:
- To make arrangements for one's own funeral (part of a funeral plan) to lessen the burden on family.
 - To ensure that one can be buried next to a family member.

As such, plot reservations can remain empty for many decades and the Exclusive Right of Burial (issued for 75 years) is not purchased until the first interment is carried out.

- 3.3 Many local authorities now do not offer the ability to reserve grave plots, including some of the Council's neighbouring authorities, many of which reversed the offer to preserve the number of graves for 'on demand' burials.
- 3.4 It is likely that ceasing this provision could cause concern for families who already have relatives buried in the cemetery. However, there is likely to be equal/greater concern if space for new burials is exhausted prior to the Council securing any extension or alternative burial sites, which will be more likely if the time available to achieve this is reduced.

3.5 An alternative to a new grave is to use existing graves as 'family' plots. Existing graves that have no further capacity for a coffin burial can still accommodate 6-8 ashes caskets. For as long as the Exclusive Right of Burial is valid (and there is provision to purchase additional years and transfer it to beneficiaries) the grave can be re-opened to inter cremated remains. Thus, providing the ability to create a family plot for years to come.

3.6 Using Llanfoist as a case study:

3.6.1 Llanfoist Cemetery has approximately 300 new grave plots remaining in the final area allocated for coffin burials. Using the average number of new grave plots used from the last 7 years, this area would provide 10 years new burial offer, however, once the 6 year average for reservations is included (minus those reserved plots that are used as new plots each year – approx. 1-2 per year) this area will provide space for approx. the next 7.5 years ie. a reduction of 2.5 years.

Avg no of new grave plots used per year (not incl cremated remains plots) – 30

Avg no of grave plots reserved per year (not incl cremated remains plots) - 11

3.6.2 There is an income generated from plot reservations at Llanfoist cemetery. For the last 3 financial years (including 4x Out of County reservations) the income combined was £12,584. That's an average of £4,195. This is approximately the same income that is generated from two new double depth graves - £4430 (the most common new grave type).

3.7 Reservations (excluding income generated by the reservation of cremated remains plots) across all cemeteries managed by the Council for 2022-23 brought in £3,552. This equates to just under 2% of total income.

3.8 Alongside the proposed policy change, work will commence to assess the remaining burial space within the County and locations that may require additional cemetery provision. The proposed review will include assessment of alternative burial spaces on MCC land and third party provision.

REASONS:

4.1 There is a need to maximise the number of years remaining where MCC can offer new burials as and when the need arises.

RESOURCE IMPLICATIONS:

5.1 Discontinuing the offer to reserve grave spaces would result in a loss of income. The income generated from the reservation of cremated remains plots would continue. Across the cemeteries, the income in Financial Year 2022-23 generated from plot reservations was £3,552. This equates to approx. 2% of total income for that year.

5.2 This potential income shortfall and budget pressure will be managed within the overall Resource directorate budget amidst the wider pressure and savings needing to be achieved by the directorate as part of in-year budget recovery and the budget process for 2023-24.

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

6.1 As the number of available grave spaces becomes limited it is likely that the number of reservations will increase as families seek to secure a grave for the future. Ceasing this provision creates equity within the community to access graves, as the cost to reserve a grave space could be prohibitive to many.

6.1 The inability to reserve a grave space will impact on those that would take comfort in the knowledge that they would be interred near to family or to know where their final resting place will be, however the offset is that grave spaces will be exhausted sooner which will equally impact on the residents of Monmouthshire.

6.2 The ability to create a family grave in existing plots remains an option and as cremation becomes ever more popular this will allow families to be buried together.

6.3 Integrated Impact Assessment document – appendix a

7. CONSULTEES:

Nicola Howells - Asset Manager

Nick Keyse – Acting Head of Landlord Services

Peter Davies – Deputy Chief Executive and Chief Officer Resources

Cllr Rachel Garrick – Cabinet Member for Resources

BACKGROUND PAPERS:

None

8. AUTHOR:

Rhian Jackson, Cemeteries Officer

9. CONTACT DETAILS:

Tel: 01873 735852

E-mail: rhianjackson@monmouthshire.gov.uk



<p>Name of the Officer completing the evaluation Rhian Jackson</p> <p>Phone no: 01873 735852 E-mail: rhianjackson@monmouthshire.gov</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To cease the provision to reserve grave spaces</p>
<p>Name of Service area</p> <p>Cemeteries (Estates, Resources)</p>	<p>Date</p> <p>05/07/2023</p>

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.

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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	No impact	No impact	No impact
Disability	No impact	No impact	No impact
Gender reassignment	No impact	No impact	No impact

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	No impact	No impact	No impact
Pregnancy or maternity	No impact	No impact	No impact
Race	. No impact	No impact	No impact
Religion or Belief	. No impact	No impact	No impact
Sex	No impact	No impact	No impact
Sexual Orientation	. No impact	No impact	No impact

2. The Socio-economic Duty and Social Justice

The Socio-economic Duty requires public bodies to have due regard to the need to reduce inequalities of outcome which result from socio-economic disadvantage when taking key decisions This duty aligns with our commitment as an authority to Social Justice.

	Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage	Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
<p>Socio-economic Duty and Social Justice</p>	<p>The cost to reserve a grave space can be prohibitive. Ceasing this offer and preventing a fixed supply of spaces being taken by those that can afford to do so, allows for a fairer distribution of supply at the time of demand.</p>	<p><i>None</i></p>	

3. Policy making and the Welsh language.



How does your proposal impact on the following aspects of the Council's Welsh Language Standards:	Describe the positive impacts of this proposal	Describe the negative impacts of this proposal	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts
<p>Policy Making</p> <p>Effects on the use of the Welsh language,</p> <p>Promoting Welsh language</p> <p>Treating the Welsh language no less favourably</p>	No impact	No impact	No impact
<p>Operational</p> <p>Recruitment & Training of workforce</p>	No further resource required	n/a	n/a
<p>Service delivery</p> <p>Use of Welsh language in service delivery</p> <p>Promoting use of the language</p>	All information and forms are provided in Welsh and English	n/a	n/a




4. 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 policy change will extend the useful life of the cemeteries, thereby maximizing the use of resources.	n/a
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	No impact
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Extending the number of remaining grave plots will ensure more burial spaces are made available to all residents. Consequentially, removal of on demand burials may impact the ability to be buried next to a family member.	For as long as the Exclusive Right of Burial is valid (and there is provision to purchase additional years and transfer it to beneficiaries) the grave can be re-opened to inter cremated remains
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	n/a	n/a
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	n/a	n/a
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	n/a	n/a
A more equal Wales	<i>This includes the protected characteristics listed in Section 1 above, and you can add more detail there. Don't forget to think about the impacts on poverty</i>	n/a

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?
People can fulfil their potential no matter what their background or circumstances		

5. 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>Page 84</p>  <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>By ceasing the offer to enable grave spaces to be reserved for use (potentially for many decades) in the future when the situation may look very different, we are preserving the currently fixed number of graves to be used on demand and therefore extending the number of years burial plots can be offered. This provides more time for suitable cemetery extensions or cemetery land to be acquired and secures continuity in burial provision.</p>	<p>none</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>n/a</p>	<p>n/a</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>Involvement</p> <p>Involving those with an interest and seeking their views</p>		
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	No impact	No impact
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	Providing burial spaces for local residents gives comfort to the recently bereaved; knowing that their loved ones are resting nearby and that they can visit them more easily	No impact

6. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: 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?
Safeguarding	No impact	.No impact	No impact
Corporate Parenting	No impact	No impact	No impact

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

Llanfoist Case Study. Using previous years statistics on the number of plots reserved and the number of new graves used in context of the number of grave plots remaining.

Comparison with other LA policy

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

The inability to reserve a grave space will impact on those that would take comfort in the knowledge that they would be interred near to family or to know where their final resting place will be, however the offset is that grave spaces will be exhausted sooner which will equally impact on the residents of Monmouthshire.

We will make families aware that existing graves, that have no further capacity for a coffin burial, can still accommodate 6-8 ashes caskets. For as long as the Exclusive Right of Burial is valid (and there is provision to purchase additional years and transfer it to beneficiaries) the grave can be re-opened to inter cremated remains. Thus, providing the ability to create a family plot for years to come.

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

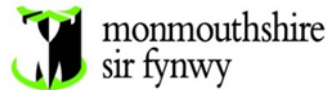
What are you going to do	When are you going to do it?	Who is responsible

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10. 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
1	Cabinet	5/7/23	

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SUBJECT:	RESPONSE TO URGENT NEED FOR HOUSING ACCOMMODATION – PROPERTY ACQUISITION
MEETING:	CABINET
DATE:	5TH JULY 2022
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE

- 1.1 To seek authorisation to proceed with the purchase of a residential, family property in Abergavenny to enable the Council to alleviate the pressures with homelessness and the reliance on unsuitable Temporary Accommodation, for example Bed and Breakfast.

2. RECOMMENDATIONS:

That Cabinet:

- 2.1 Following consideration of the Business Case (EXEMPT - Appendix One), approves the acquisition of the property, utilising Social Housing Grant and drawing on the existing borrowing headroom and budget envelope of the capital programme, to address the purchase price shortfall.

3. KEY ISSUES:

Local Context and Current Situational Analysis

- 3.1 In the three financial years since the Covid pandemic (2020-23) the Housing Options Team have seen a significant 23% increase in the number of actual homeless applications received. Day-to-day homeless presentations continue to be consistent with recent years, however in Monmouthshire the situation is particularly acute due to increased demand in accommodation requirements and a lack of both temporary and permanent accommodation available. This presents significant challenges for the Council with currently unprecedented numbers of people in temporary accommodation.
- 3.2 A total of 251 placements were made into Bed and Breakfast (B&B) provision in 2022/23 and the average length of a B&B placement was 86.4 days. (Some households can have multiple B&B placements).
- 3.3 These levels of homelessness are extensive at present with a gross budget pressure of approximately £1.865m accommodated within the revenue budget for 23/34. At the end of March 2023, there were 209 households in Temporary Accommodation (TA), including 92 households in bed and breakfast accommodation. The Council is also seeing an increase in the number of families at risk of homelessness as there is a lack of suitable, self-contained accommodation for larger families within the Council's provision of TA.
- 3.4 As of May 2023 there were:
 - 2,187 households with a recognised housing need registered on the housing waiting list with a total of 3770 households on the housing register.

- 183 households in temporary accommodation, including 92 households in bed and breakfast accommodation. Many of these are single homeless people with support needs but there are also several families in temporary accommodation.
- 3.5 Unfortunately, the situation in Monmouthshire is unlikely to change any time soon. This is due to the continuing limited supply of suitable temporary and move on accommodation; low levels of social housing stock combined with low vacancy rates and above average price private sector rental costs, resulting in limited availability for homeless placements. This is leading to an unavoidable increase in the use of expensive B&Bs which are continually operating at capacity, due to inconsistent/fragile availability. The need for security for the vulnerable nature of clients, alongside a significant loss of Housing Benefit Subsidy where temporary accommodation is used, also being contributing factors to the worsening situation.
- 3.6 It is a WG policy objective to ensure that any period of homelessness is as short as possible and time in temporary accommodation is minimised, moving towards a Rapid Rehousing approach to homelessness. Unfortunately, due to the lack of available 'move on' accommodation this is currently extremely challenging. At present the current average period between the Council accepting a homeless duty and being provided permanent social housing is circa 309 days, an increase from 162 days in 2020/21. This current average period may still be yet to peak.
- 3.7 This continuing situation is clearly less than ideal and something that this report seeks to address. The Council's current provision of TA is mainly through leased privately-owned accommodation along with some owned by Registered Social Landlords. A range of accommodation is provided including bed and breakfast, shared and self-contained. The current reliance on privately-owned accommodation leads to inconsistencies in the standards of accommodation and a lack of long-term security. Several landlords are terminating their leases as the Council is unable to compete with market rental values or selling their properties due to the additional requirements associated with the Renting Homes (Wales) Act 2016 and/or the status of the housing market. Whilst the number of private leased properties is increasing gradually, the growth of the scheme is still not sufficient to meet the required accommodation need.
- 3.8 Waiting times in TA are high, with homeless households taking more than 10 months, on average, to be rehoused in social housing. With such lengthy stays in TA, it is essential that the accommodation provided is affordable, safe and secure environments for people to live in, this is not consistent with bed and breakfast accommodation. The Council therefore wishes to address this issue through increasing the provision of high quality, self-contained TA.
- 3.9 The local planning process has made, and will continue to make, an essential contribution towards affordable housing delivery, with 741 affordable homes completed since 2011 and a further 329 affordable homes with consent that will be constructed within the next couple of years. The 329 homes figure excludes potential affordable homes in the Upper Wye catchment which are currently on hold due the phosphate river water quality issue. On smaller sites, 'commuted sums' totalling £902,250 have been secured for provision of off-site affordable housing within the locality. While this provision helps meet our affordable housing need, a combination of rising house prices, a widening affordability gap between house prices and wages, and increased demand exposed during the Covid pandemic mean there is a significant shortfall in

supply. Although work has progressed on the Replacement Local Development Plan (RLDP), there is now a time lag during which two significant factors are constraining new housing supply. Firstly, almost all of the adopted LDP's allocated sites have consent and are complete or under construction. Secondly, some of those sites together with other 'windfall developments' in the northern two-thirds of the County are affected by the phosphates water quality issue in the rivers Usk and Wye. Hence the need to purchase existing properties to reduce the number of people in TA.

National Context

- 3.10 This unprecedented pressure is a consequence of Welsh Government's shift in Wales' approach to addressing homelessness since the Covid 19 pandemic began, where, as a public health measure, it became a Local Authority requirement to ensure people were taken 'off the streets'.
- 3.11 Since then Welsh Government have made it a priority to transform homeless services through a Rapid Rehousing approach by focusing primarily on early preventative actions across public services and, in housing, improving the quality and availability of accommodation, to ensure that any period of homelessness is brief and non-recurring, with support allowing people to access suitable, long-term and stable homes.
- 3.12 Up until 31st March 2022, Bed and Breakfast, security costs and the housing benefit shortfall were funded via Welsh Government's Covid Hardship Fund however since April 2022 onwards, despite additional Welsh Government funding, these costs will not be fully covered resulting in a continuing negative budget situation for the Council.

Funding Options

- 3.13 High levels of capital funding are currently available to support property purchases, an indicative Social Housing Grant (SHG) budget of £10.8m has been provided for Monmouthshire for 2023/24, however WG are proposing some of this may be allocated to Transitional Accommodation Capital Programme (TACP) funding instead. Approximately £7.4m of this year's SHG budget has been allocated as of June 2023.
- 3.14 Properties funded through SHG must meet Welsh Government affordable housing standards - the "Welsh Development Quality Requirements (WDQR) 2021" which require homes to be high quality, spacious, energy efficient, low carbon homes. TACP funding allows for more flexibility in the standards properties must meet.
- 3.15 Section 106 contributions also provide an alternative source of funding towards the provision of off-site affordable housing. As of October 2022, the Council had £902,250 in Affordable Housing contributions, these must be used to deliver affordable housing in perpetuity in the Housing Market Area from which they are collected.
- 3.16 For this purchase, SHG will fund a proportion of the purchase however it comes with funding requirements and regulations which are not always sufficiently flexible to enable the full purchase of suitable properties, hence the need to draw upon the existing borrowing headroom of the capital programme.
- 3.17 Further to acquisition, an ability to access borrowing to significantly refurbish and remodel the residential property in MCC's ownership will derive additional accommodation to combat the temporary accommodation demand.

3.18 However, there are risks associated with the acquisition of properties. To mitigate this risk, Officers have targeted this property where the current provision is adequate and a suitably rigorous viability assessment including cost modelling has been undertaken.

3.19 Next Steps – Purchase of property in Abergavenny

3.19 This proposal seeks to purchase a property in Abergavenny to provide TA for a homeless family. The proposal aligns with the objectives of the Community and Corporate Plan's in creating a 'Fair place to live' and the priorities of Monmouthshire's Cabinet around Homelessness, Social Housing and Affordable Housing. In addition, the proposal contributes towards the Council's strategic housing priority: "To respond to increasing levels of homelessness and work towards rapid rehousing ambitions".

3.20 The key objectives for this purchase are therefore to:

- To provide a good quality additional unit of self-contained TA suitable for larger families - Accommodating larger families is a particular challenge at present due to the lack of large, accessible properties in the existing TA portfolio and therefore low turnover. This is resulting in larger families having to wait longer than the average 10.2 months to move into social housing;
- To improve the well-being of a homeless family through the provision of high quality, self-contained TA – This property has specific advantages as it provides a facility to accommodate a household with a member who has mobility issues, this is not an uncommon need. In addition, Welsh Government require authorities to provide temporary 'Homes' that are safe and secure and where households can rebuild their lives.
- To respond to levels of homelessness through the provision of Council-owned accommodation – Whilst it is difficult to project how many properties and how many different property types will be needed, the on-going accommodation need (e.g. type, size, location etc.) is continually monitored and reviewed by the Council. Any agreement to purchase/acquire accommodation will be managed accordingly and will only be acquired if needed. This practice is already in place in respect of the development of affordable housing and the acquisition of private leased accommodation.
- To contribute to the Council's Rapid Rehousing Transition Plan;
- To utilise Social Housing Grant and mitigate against projected underspend;
- To reduce revenue costs associated with the use of bed and breakfast accommodation;
- To pilot the procedure for purchasing, managing and maintaining Council-owned accommodation; and
- To improve the quality of housing stock in Monmouthshire through refurbishment, utilising framework contractors and local businesses where possible i.e., through installation of solar PV or replacing gas boilers.

3.21 The property requires general and specific improvement works to improve the standards of the accommodation to meet Welsh Development Quality Requirements (WQDR) 2021 where possible, allowing Social Housing Grant (SHG) to be accessed. It is therefore proposed that the required improvements are undertaken and ongoing

maintenance 'in-house' is provided the support of the Council's Property Services and framework contractors.

3.22 This report aligns with a previous approval by Cabinet and ratification by [Council - Appendix 3](#) on 3rd March 2022 to establish £2M borrowing headroom to enable specific property acquisition and remodelling to alleviate homelessness.

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

4.1 The Equality and Future Generations Evaluation Assessment detailed in Appendix One, details the following positive impacts which include:

- An opportunity to increase housing supply thereby helping local people remain in their home communities;
- A greater ability for the Council to determine the location of accommodation;
- The provision of additional housing options in terms of numbers of properties and type to assist homeless households;
- The provision of better-quality accommodation in the County for those with high homeless and support needs;
- The acquisition of properties as potential future assets;
- The development of local accommodation provision to enable the service to plan and develop in the medium to longer term planning;
- Less delays in being able to provide sustainable accommodation options;
- An opportunity to provide a settled period for applicants to access help and support nearer home;
- A positive contribution to the health and well-being of homeless households which are likely to also impact positively on Social Care clients and the Directorates priorities.

4.2 There are therefore no negative impacts associated with this proposal.

5. **OPTIONS APPRAISAL**

5.1 An options appraisal has been undertaken in Table One below and can be summarised as followed:

Table One – Options Appraisal

Current Issues	Solutions this proposal will present
The Council's current provision of TA is through leases with private landlords and RSLs, including extensive use of bed and breakfast accommodation.	This proposal is to purchase a property to be maintained and managed by the Council to provide TA for homeless households, thereby reducing the reliance on bed and breakfast accommodation.
There is a lack of self-contained temporary accommodation, particularly for larger families.	This proposal would provide family self-contained TA.
The Council is projecting an underspend in its SHG programme for the next two years.	The proposal is to access SHG to support the purchase and mitigate against the underspend.
The property in question is available on the open market.	There is the potential to increase the energy efficiency of the property.

The current financial implications of the current use of B & B accommodation are unsustainable.	The proposal contributes to the Council's Rapid Rehousing Transition Plan.
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5.2 To 'Do nothing' would mean continuing to manage the existing emergency and continually growing budget deficits. Whilst this may not add to the Council's longer-term capital borrowing, it will continue to drain the Council's revenue budgets. This option is therefore discounted, as it raises the greatest legal, financial and reputational risk for the Council.

5.3 Risks and Mitigation

A Risk Assessment has also been undertaken and is detailed in Table Two that follows:

Table Two – Risk Assessment

Risk	Mitigation
Housing management issues/Anti-social behaviour.	The property will be managed directly by a Housing Options Team Accommodation Officer. Households will be provided with Housing Support.
Property maintenance and management.	The accommodation will be maintained and managed by the Housing Options Team who will manage day to day repairs and cyclical maintenance. Property Services Team will support the refurbishment and planned maintenance of the property.
Viability	Capital grant funding will be sought through SHG, cost modelling has been provided in the accompanying business case.
Property may sell before the Council is able to purchase.	On going negotiations are taking place with the vendors.
SHG is not agreed by Welsh Government.	Early consultation has been carried out with WG and it is believed that the property will meet the standards required to access SHG. However, the total borrowing cost to the Council has been assessed in case the SHG application is not successful. In this instance, alternative funding could be sought via Section 106 Affordable Housing Contributions to support the purchase. £2m borrowing headroom approved by Council is proposed to be accessed to fund the acquisition and refurbishment.
Financial risks in relation to cost of refurbishment works.	Work closely with Property Services to agree the scope of works and opportunities for value engineering/savings, with due consideration for the lifespan of any improvements to ensure

	they are durable given the potential high turnover of tenants.
Procurement of professional Services to complete refurbishment works to required standards.	Availability of contractor and other professional services may delay the preferred programme for completion of the project. It is proposed that a contractor will be appointed via existing framework agreements or individual tender.

6. REASONS

- 6.1 The Council has a duty to prevent and respond to homelessness under the Housing (Wales) Act 2014.
- 6.2 The Council is expected to support and comply with Welsh Government Guidance - Coronavirus (COVID-19): Local Authority support for rough sleepers April 2020 and Phase 2 Planning Guidance for Homelessness & Housing Related Support.
- 6.3 The proposal also supports the Council to meet the Welsh Government requirement to adopt a Rapid Re-Housing approach to homelessness as per the Rapid Re-Housing Plan approved by [Cabinet - 5th April 2023](#) whilst also addressing other relevant policy documents such as [Homelessness strategy | GOV.WALES; Ending homelessness in Wales: a high level action plan 2021 to 2026 \(gov.wales\); and Homelessness accommodation provision and rough sleeping: July 2022 | GOV.WALES](#)

7. FINANCIAL IMPLICATIONS

- 7.1 The accompanying business case for this purchase seeks to undertake specific property acquisitions and remodelling where the Council is unable to identify suitable providers of temporary and sustainable accommodation in the County. Borrowing is required for the property as grant funding is only available for a proportion of the purchase. The level of borrowing has been calculated and borrowing costs will be met from existing Housing and Communities Service budgets and property rental income.
- 7.2 When comparing the total cost of this proposal to the existing option of accessing 4 bed B&B accommodation, this results in a net cost avoidance to the Council's revenue budget. The overall level of cost avoidance will be dependent upon the amount of Social Housing Grant that can be accessed, the final interest rate applicable on borrowing, and the final purchasing, commissioning and annual running costs. Indicative cost avoidance under varying scenarios is included in Appendix 1.
- 7.3 The Council's Landlord Services teams (Estates and Property Services), with the support of MCC Housing, will ensure the asset is well maintained and to ensure that asset values are retained such that best value is derived upon any subsequent disposal. It is essential that property condition is monitored and there is a robust programme of planned maintenance and component renewal. This will ensure that the Council's accommodation is of a high standard and aligns with Welsh Government accommodation standards.
- 7.4 In summary, this report seeks to enable the Council to flexibly and promptly react to its legal duties to prevent and respond to homelessness where it is unable to identify suitable providers of temporary and sustainable accommodation in the County. However, it also provides an affordable means to address the current revenue budget deficits whilst providing an opportunity to acquire a property as a future asset.

8. CONSULTEES

Cabinet

Senior Leadership Team

Landlord Services (Estates and Property Services)

Communities and Place Leadership Team

Housing and Communities Team

9. BACKGROUND PAPERS:

Appendix 1 – Equality and Future Generations Evaluation

10. AUTHORS:

Frances O'Brien – Chief Officer, Communities and Place

Cath Fallon – Head of Enterprise and Community Animation

12. CONTACT DETAILS:

FrancesOBrien@monmouthshire.gov.uk

Cathfallon@monmouthshire.gov.uk



<p>Name of the Officer completing the evaluation Cath Fallon</p> <p>Phone no: 07557 190969 Email: cathfallon@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal To seek authorisation to proceed with the purchase of a residential, family property in Abergavenny to enable the Council to alleviate the pressures with homeless and the reliance on unsuitable Temporary Accommodation, for example Bed and Breakfast.</p>
<p>Name of Service area Housing & Communities</p>	<p>Date 6th June 2023</p>

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	This proposal affects people of all ages from 16+ including older persons by virtue of making more accommodation available in Monmouthshire. .This property will have the potential to support people of all protected characteristics	None	Purchasing properties is an additional housing option in Monmouthshire and will complement other housing options.
Disability	Properties will be remodelled to meet WDQR guidelines, and where the construction and model of the building allows, will meet accessible standards.	As above	As above

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Gender reassignment	As above	As above	As above
Marriage or civil partnership	As above	As above	As above
Pregnancy or maternity	As above	As above	As above
Race	As above	As above	As above
Religion or Belief	As above	As above	As above
Sex	As above	As above	As above
Sexual Orientation	As above	As above	As above

2. The Socio-economic Duty and Social Justice

The Socio-economic Duty requires public bodies to have due regard to the need to reduce inequalities of outcome which result from socio-economic disadvantage when taking key decisions This duty aligns with our commitment as an authority to Social Justice.

	Describe any positive impacts your proposal has in respect of people suffering socio economic disadvantage	Describe any negative impacts your proposal has in respect of people suffering socio economic disadvantage.	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Socio-economic Duty and Social Justice	<p>It is recognised that homelessness is often characterised by issues such as: low income; affordability; impact of childhood trauma; substance misuse; accessing employment / training opportunities; barriers to accessing mental health and lack of independent living skills.</p> <p>The provision of temporary and sustainable accommodation therefore benefits those experiencing socio economic disadvantage. Good quality accommodation also supports wider priorities such as health and well-being, poverty, employment opportunities etc.</p>	<p>There are no negative impacts associated with this proposal.</p>	<p>It will be an on-going action to identify opportunities to strengthen homeless prevention, improve affordable housing provision and support homeless actions through social poverty actions and partnership arrangements.</p> <p>The proposal mitigates against chaotic lifestyles by seeking to provide safe and secure accommodation through which lives can be rebuilt.</p>

3. Policy making and the Welsh language.



How does your proposal impact on the following aspects of the Council's Welsh Language Standards:	Describe the positive impacts of this proposal	Describe the negative impacts of this proposal	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts
Policy Making Effects on the use of the Welsh language, Promoting Welsh language Treating the Welsh language, no less favourably	Neutral impact	None	N/A
Operational Recruitment & Training of workforce	Neutral impact. This proposal does not involve the appointment of staff. However, on a general basis, Housing & Communities encourages the appointment of Welsh Language speakers and offers staff Welsh Language training	None	N/A
Service delivery Use of Welsh language in service delivery Promoting use of the language	Neutral impact	None	N/A



4. 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?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Positive: Positively contributes to increasing housing options in Monmouthshire. Helps to reduce the use of bed and breakfast accommodation. Any remodelling and refurbishment work required will not only need to maximise energy efficiency but will also support the local construction sector and wider economy.</p> <p>Negative: None</p>	<p>It is an on-going priority for the Council to increase the provision of self-contained temporary accommodation and reduce reliance on bed & breakfast accommodation. Homeless prevention work will continue.</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: N/A Negative: N/A</p>	<p>There is the option to increase the energy efficiency standards of the properties.</p>
<p>A healthier Wales People's physical and mental wellbeing is maximized, and health impacts are understood</p>	<p>Positive: Positively contributes to the health of homeless persons. Good housing supports well-being. Negative: N/A</p>	<p>The proposal will align with the Housing Support Grant programme to enable residents to access housing support and help to maintain their accommodation.</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Positive: Positively contributes by effectively increasing housing supply thereby helping local people remain in their home communities. Purchasing accommodation gives the Council greater ability to determine location of accommodation.</p>	<p>N/A</p>

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?
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Negative: N/A</p> <p>Positive: Positively contributes to the health of homeless households. Any remodelling and refurbishment work required will also need to improve and maximise the energy efficiency of the properties to reduce future energy costs and loss.</p> <p>Negative: N/A</p>	N/A.
<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: N/A Negative: N/A</p>	N/A
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>Positive: The proposal both strengthens the quality and availability of homeless accommodation. The Council is working towards the provision of 'homes' not temporary accommodation. This helps to increase the stability in people's lives improving opportunities in respect of personal finances; employment; training etc. Some applicants can use this.</p> <p>Negative: N/A</p>	N/A

5. 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 Balancing short term need with long term and planning for the future</p>	<p>The service seeks to provide a short-term/temporary housing intervention which will need to be under-pinned by the potential availability of housing support and eventually Rapid Rehousing to long-term housing solutions. Some of the short-term options provide stability from which plans can be made for longer term housing needs to be met e.g., move on and permanent accommodation.</p> <p>The proposal is about sustainable solutions and minimising the potential to set people up to fail.</p>	<p>Other accommodation elsewhere in the County has been sourced and continues to be sourced.</p> <p>The Council is transitioning to a Rapid Rehousing Approach as required by Welsh Government</p>
 <p>Collaboration Working together with other partners to deliver objectives</p>	<p>This proposal is all about supporting Welsh Government to implement the emerging Phase 2 Welsh Government homeless policy and transition to a Rapid Rehousing Approach to homelessness. Homeless applicants benefiting from the proposal may receive support from housing support providers.</p> <p>The proposal supports Health (good accommodation contributes to well-being etc.) and Social Care (good accommodation supports families, care leavers and corporate parenting etc) and Police/Public Protection (greater options for potentially placing offenders)</p>	<p>Arrangements already exist with housing associations and private landlords and links are in place with the Police and Probation.</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 data-bbox="219 571 376 600">Involvement</p> <p data-bbox="427 347 555 635">Involving those with an interest and seeking their views</p>	<p data-bbox="591 312 1308 523">The Council has met with Welsh Government about the proposal and routinely liaises with Welsh Governments Relationships Manager. The Housing Support Commissioning & Operations Manager, Estates and Finance have also been involved.</p>	<p data-bbox="1330 312 1391 341">N/A</p>
 <p data-bbox="232 922 369 951">Prevention</p> <p data-bbox="203 979 495 1118">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="591 684 1308 823">The proposal is about strengthening and improving accommodation availability to offset the need to use inappropriate temporary accommodation and the associated expenditure.</p>	<p data-bbox="1330 684 2022 823">Resources are already being directed towards mitigating against homelessness through trying to prevent homelessness and acquiring accommodation elsewhere in Monmouthshire.</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 data-bbox="237 560 376 587">Integration</p> <p data-bbox="203 608 528 746">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="589 312 1301 456">The proposal indirectly positively impacts on well-being e.g., potential for additional good quality accommodation supports well-being and potential additional income for empty property owners.</p>	<p data-bbox="1335 312 1391 339">N/A</p>

6. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: 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?
Safeguarding	The proposal supports households where there could be safeguarding issues by providing safe and secure temporary accommodation.	None.	N/A
Corporate Parenting	The proposal supports Corporate Parenting by potentially providing safe and secure accommodation.	None.	N/A

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

Evidence has been gathered in the following ways:

- Housing Options Team service activity e.g., numbers in B & B accommodation; homeless presentations;
- Consideration of current pressures being faced by Housing Options as a result of the statutory duty to accommodate all homeless households;
- Strategic overview of the temporary accommodation available and gaps in current provision.

The legislation and good practice which have informed the policy revisions are:

- Housing Act 1996;
- Housing (Wales) Act 2014;
- Welsh Government's Code of Guidance for Local Authorities on the Allocation of Accommodation and Homelessness;
- The Allocation of Housing and Homelessness (Eligibility)(Wales) Regulations;
- Welsh Government Phase 2 Planning Guidance for Homelessness & Housing Related Support;

- Crime and Disorder Act 1998;
- Equalities Act 2010;
- Data Protection Act 2018;
- Welsh Government, Developing a Rapid Rehousing Transition Plan 2022-2027

8. 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?

This section should summarise the key issues arising from the evaluation. This summary must be included in the Committee report template

Positive -

The positive impacts of this proposal are:

- Additional housing options in terms of numbers of properties and type to assist homeless households;
- Better quality self-contained accommodation;
- Provides a settled period for applicants to access help and support;
- A wider range of housing support;
- It contributes to the health and well-being of homeless households.

Negative

None.

9. 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
Continue with homelessness prevention work to prevent temporary accommodation placements wherever possible.	On-going. This is a priority to minimize the numbers of people approaching the Council who need accommodation	Housing Options Team Manager
Consider and plan next steps and responsibilities.	On going	Strategy & Policy Officer, Homes & Communities Manager, Estates Manager

10. 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
1.	SLT/Cabinet Members	June 2023	

By virtue of paragraph(s) 12 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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