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NP15 1GA

Monday, 16 November 2015

**Notice of meeting / Hysbysiad o gyfarfod:**

## **Strong Communities Select Committee**

**Tuesday, 24th November, 2015 at 2.00 pm,  
Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA**

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

### **AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
<b>1.</b>	<b>Apologies for absence</b>	
<b>2.</b>	<b>Declarations of Interest</b>	
<b>3.</b>	<b>Deferred Budget Scrutiny: Significant Pressures</b> <ul style="list-style-type: none"><li>• Waste</li><li>• Passenger Transport Unit</li></ul>	1 - 26
<b>4.</b>	<b>Scrutiny of Progress on Public Toilets</b>  Background paper brought to Strong Communities on 10 <sup>th</sup> September – verbal position update	27 - 46
<b>5.</b>	<b>Date and time of next meeting</b>  <b>Strong Communities Select Committee</b>  Thursday 10 <sup>th</sup> December 10am	

**Paul Matthews**

**Chief Executive / Prif Weithredwr**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. Howarth  
V. Smith  
D. Dovey  
A. Easson  
S. Jones  
P. Jordan  
A. Webb  
S. White  
K. Williams

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# Aims and Values of Monmouthshire County Council

## Sustainable and Resilient Communities

### Outcomes we are working towards

#### **Nobody Is Left Behind**

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

#### **People Are Confident, Capable and Involved**

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

#### **Our County Thrives**

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

### Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

### Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

#### Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

#### Ein sir yn ffynnu

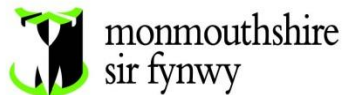
- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

### Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.



<b>SUBJECT:</b>	<b>DRAFT BUDGET PROPOSALS 2016/17 FOR CONSULTATION</b>
<b>MEETING:</b>	<b>Strong Communities</b>
<b>DATE:</b>	<b>22nd October 2015</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>All</b>

## 1. PURPOSE:

- 1.1 To provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2016/17, for consultation purposes.
- 1.2 To consider the 2016/17 budget within the context of the 4 year Medium Term Financial Plan

## 2. RECOMMENDATIONS:

- 2.1 That Select committee scrutinises the budget savings proposals for 2016/17 released for consultation purposes and provide their response by the 30<sup>th</sup> November 2015

## 3. KEY ISSUES:

### Background

- 3.1 In January 2015, Cabinet approved a balanced budget for 2015/16 and acknowledged an indicative MTFP position which forecast the gap in resources over the remaining three year period as £10 million. Each year the MTFP model is rolled forward to present a 4 year position and this produced a gap of £13 million, based on original assumptions contained in the model.
- 3.2 Cabinet received a further report on the MTFP in June, agreed some revised assumptions and assessed the level of pressures that needed to be considered. Work has continued over the summer to refine the modelling assumptions and outline the income generation or savings proposals that will need to be considered.

### 3.3 Funding Assumptions

Welsh Government funding – a reduction of 4.3% has been assumed in the absence of any further updates. It is expected that the provisional settlement normally expected in

October will be delayed until December 2015/January 2016, in order for the impact of the Spending Review (Nov 2015) on the Welsh Budget to be worked through.

Council Tax increases – this has been modelled on 4.95% across the 4 years

Fees and Charges – 2.5% increase has been assumed, however there is a proposal to consider higher increases.

### **3.4 Expenditure assumptions**

Pay award – 1% increase (except schools)

Vacancy factor for staff turnover – 2% reduction (except schools)

Non- pay inflation – 0%

Cash flat line for schools

### **3.5 Pressures**

In addition to this, the pressures going forward have been reviewed and the changes to the pressures going into the model since the last report are:

1. Demographic pressure in social care – has been taken out as it will be managed through the change in practice work that is already underway
2. The impact of the National living wage on social care contracts for residential care and domiciliary care
3. Waste – increase in recycling costs, specific WG grant reduction, growth in waste tonnages
4. Passenger transport unit – realignment of income budget, SEN transport costs, transport for welsh medium at Duffryn
5. Redundancy provision will be built into the base budget from 2017/18 onwards, with 2016/17 costs being met from reserves
6. National Living wage impact for MCC staff in the later years of the MTFP
7. Treasury impact of increased capital financing requirement, potentially to be offset by a savings from a change in the Authority's Treasury Strategy currently being worked on.

3.6 A summary table of pressures is provided in Appendix 1 and further detailed information on some of these pressures is provided in the Pressure mandates in Appendix 2. It is noticeable that there are a limited number of pressures identified for years 2 to 4 of the MTFP, however it is common for them to be recognised closer to the year in question and this needs to be borne in mind when considering the remaining gap in the MTFP.

3.7 In addition, previously agreed savings that have not been achieved in 2014/15 and 2015/16 (so far) have not been recognised as pressures in the model as Directorates are in the process of identifying replacement savings during the course of this year. Whilst

there is confidence that this can be achieved it does present a risk that will need to be managed.

- 3.8 The effect of the roll forward of the model, revised assumptions and pressures revisions above is to create a revised gap of £11 million over the period of the plan. The previously agreed MTFP contained savings targets of £844k which had mandates to explain how the savings were going to be found. These savings are therefore not being repeated here for approval.

### **MTFP Strategy**

- 3.9 After several years of reducing budgets (over £22 million in last 5 years) the means of achieving further savings becomes increasingly more challenging. The work streams and lead in times require sustained leadership and management capacity to ensure that the proposals can be worked up and the changes made to ensure required outcomes and savings are delivered. In the light of these circumstances, the approach adopted has been to work up next years proposals, whilst taking into account the medium term position. Work is being undertaken on the savings targets further out in the MTFP and these will be the subject of a future report. However much more work is necessary in order to consider the remaining 3 years of the MTFP and what the future shape of the Authority needs to look like in the light of the emerging financial position.
- 3.10 This approach has been key to enabling a focus on the Council's Single Integrated Plan with its vision of sustainable and resilient communities and 3 themes of the County's Single Integrated Plan of; Nobody is left behind, People are capable, confident and involved, Our County thrives and their associated outcomes. This has also allowed the core priorities, as identified within the Administration's Mid Term Report and Continuance Agreement 2015-17, to be maintained, namely:
- direct spending in schools,
  - services to vulnerable children and adults and
  - activities that support the creation of jobs and wealth in the local economy,
  - maintaining locally accessible services
- 3.11 The budget proposals contained within this report have sought to ensure these key outcomes and priorities can be continued to be pursued as far as possible within a restricting resource base. This does not, however, mean that these areas will not contribute to meeting the financial challenges. The aim is to make sure everything is efficient so that as broad a range of service offer as possible can be maintained. Chief Officers in considering the proposals and strategy above have been mindful of the whole authority risk assessment.
- 3.12 The following table demonstrates the links at a summary level that have been made with the 4 priorities, Single Integrated Plan and the strategic risks:

<b>Proposal</b>	<b>Link to Priority Areas /</b>	<b>Link to Whole Authority</b>
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	<b>Single Integrated Plan</b>	<b>Risk assessment</b>
Schools budgets have been protected at 2015/16 levels,	Direct Spending in schools is maintained People are Capable, confident and Involved Our County Thrives	Budget proposals are mindful of the risk around children not achieving their full potential
Social care budgets will see additional resources going into the budget for Children's social services	Services to protect vulnerable people Nobody is left behind	These proposals seeks to address the risks around more people becoming vulnerable and in need and the needs of children with additional learning needs not being met
The service transformation projects in Adults social care and Children's services for special needs, aims to ensure that the needs of the vulnerable are still being met albeit in a different way	Services to protect vulnerable people Nobody is left behind	
Work has started on reshaping the leisure, tourism, culture, outdoor education and Youth service offer with a view to establishing an alternative service delivery model.	Activities that support the creation of jobs and wealth in the local economy and maintain locally accessible services	
The drive for service efficiencies savings has continued across all service areas in order to avoid more stringent cuts to frontline services for example looking at how we rationalise and use our properties in the light of the Asset Management Plan, ICT in the light of iCounty strategy and vehicles more efficiently	Further reviews of management and support structures and consolidation of office accommodation, contributes to the aims of creating a sustainable and resilient communities.	Addresses risks around the ability to sustain our priorities within the current financial climate
The need to think differently what income can be generated has been a clear imperative in working up the proposals. Clear examples are the income opportunities in and	Being able to generate further income streams responds to the consultation responses in previous years regarding a preference for this compared to services cuts and contributes to the aims of creating a sustainable and	



Highways, Planning and other discretionary charges	resilient communities.	
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3.13 The process adopted of capturing ideas through detailed mandates and business cases has sought to improve and formalise the links between individual budget proposals, the key priorities of the authority, key performance indicators and the strategic risks from the whole authority risk assessment.

### **Savings Targets**

3.14 It is recognised that so far, more emphasis has been put on the 2016/17 proposals and figures in order to set the budget and close the gap for next year. The individual proposals are outlined in Appendix 4 and have been through an initial Future Generations challenge, the results of which are linked to each proposal. The main headlines are:

- Establishing an alternative service delivery model for Tourism, Leisure, culture, outdoor education and youth services in the form of a wholly owned 'not for profit trust model'
- Working with Town and Community to sustain locally accessible services together, if this is not possible, reductions in services will need to be reviewed.
- Managing the increasing demand for social care by increasing the capacity for people to sustain independent lives within their own communities
- Enabling children with additional learning needs to have those needs met as far as possible within Monmouthshire schools
- Reducing spend on highways maintenance, grounds maintenance and property services
- Transferring some of our buildings to community groups and selling others where we can consolidate services in reduced accommodation
- Increasing discretionary fees and charges by 10% rather than 2.5% assumed in the MTFP model, following feedback from previous public consultation events

3.15 It is expected that Welsh Government will continue to seek protection for education budgets in the future although there have been no announcements on the specific details of this. The authority more than met its target in this respect in previous years, and for 2016/17 is protecting funding at cash flatline.

3.16 Work is continuing on the need to address the longer term issue of a reducing resource base. It is expected that further mandates and business cases outlining the detail to address the savings targets in the latter years of the MTFP will continue to be worked up and submitted for scrutiny through select committees. This will ensure that the work needed to balance the MTFP is undertaken now in order to deliver savings in the later years of the plan. This longer term plan will need to link closely with the work on the corporate Improvement Plan, so that the new shape of the Authority and its performance expectations are matched with the expected resource base for delivering services.

### **Impact of Capital MTFP**

3.17 Work is continuing on the Capital MTFP and this will be considered by Cabinet at the next meeting. For the purposes of establishing the revenue impact of any changes to the

capital MTFP it has been assumed at this stage that any additional schemes which are established as priorities will displace schemes or budget allocations already in the capital programme rather than add any additional pressure which would require financing and therefore potentially impact on the revenue budget.

### Council Tax

- 3.18 The Council Tax increase in the budget has been assumed as 4.95% per annum across the MTFP as a planning assumption.. The Council tax base will be formally set by Cabinet in December. This will include an assessment of collection rates and growth in properties but early indications are that the budget could be increased. In addition, the demand for Council Tax Reduction Scheme payments has been assessed as reducing next year based on the forecasts being projected forward from the current year activity. Taken together £400,000 of additional Council Tax has been used in the calculations so far and this will be revisited when more detailed assessments are made.

### Summary position

- 3.19 In summary, the 2016/17 budget gap is now £1.738m, if all the savings proposals contained in the Appendix 4 are approved.

	<b>2016/17</b>
<b>Summary Draft MTFP</b>	<b>£000s</b>
<b>Gap</b>	<b>6,319</b>
MTFP savings agreed	844
Savings with mandates	3,332
Council Tax base	400
<b>New Gap</b>	<b>1,743</b>

- 3.20 However, this still leaves a gap of £6.5 million to be found over the whole of the 4 year period.

### Reserves strategy

- 3.21 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £9 million at the start of 2015/16 to £6.2 million at the end of 2019/20. Taking into account that some of these reserves are specific, for example relating to joint arrangements or to fund capital projects, this brings the usable balance down to £5 million.
- 3.22 Whilst every effort will be made to avoid redundancy costs and the Protection of Employment policy is used to ensure redundancy is minimised, it is expected there may be some that are inevitable and reserve cover may be required for this, possibly in the region of £500,000 per year. Over the MTFP this could require £2 million reserve funding cover, if services are unable to fund the payments from their budgets. The MTFP model now includes a fund for redundancy costs in the base budget from 2017/18.

### Next Steps

- 3.23 The information contained in this report constitutes the budget proposals that are now made available for formal consultation. Cabinet are interested in consultation views on

the proposals and how the remaining gap may be closed. This is the opportunity for Members, the public and community groups to consider the budget proposals and make comments on them. Cabinet will not however, be prepared to recommend anything to Council that has not been subject to a Future Generations and EQIA and therefore a deadline to receive alternative proposals has been set as 30<sup>th</sup> November 2015.

- 3.24 Public engagement sessions (to include the formal requirement to consult businesses) and Select Committee Scrutiny of Budget proposals, will take place over the course of October and November. The scrutiny of and consultation on the budget proposals are key areas of this part of the budget process. The following dates have been set of the Select committees and work is continuing on providing dates for public consultation in the same timescales:

20<sup>th</sup> Oct 2pm Adults

21<sup>st</sup> Oct 2015 10am CYP

22<sup>nd</sup> Oct 2015 10am Strong Communities

4<sup>th</sup> Nov 2015 10am Economy and Development

- 3.25 The aim this year has been to enable more time to consider the responses to the consultation on the budget proposals. To that end it is proposed that the consultation will end on the 30<sup>th</sup> November 2015 to enable Council to consider the responses and approve final budget proposals in January 2016 if possible. There may need to be some flexibility around this date given the expected late notifications of funding to be received from Welsh Government. Formal Council Tax setting will still take place at full Council on 26<sup>th</sup> February 2015 once the Police precept and all the Community Council precepts have been notified.

#### **4 REASONS:**

- 4.1 To agree budget proposals for 2016/17 for consultation purposes

#### **5 RESOURCE IMPLICATIONS:**

As identified in the report and appendices

#### **6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

The future generation and equality impacts of each individual saving proposal have been initially identified in the assessment and are linked to the saving proposal document. No significant negative impact has been identified. Further consultation requirements have been identified and are on going. Further assessment of the total impact of the all the proposals will be undertaken for the final budget report.

The actual equality impacts from the final budget report's recommendations will be reviewed and monitored during and after implementation.

#### **7. CONSULTEES:**

SLT

Cabinet

Head of Legal Services  
Head of Strategic Personnel

**8. BACKGROUND PAPERS:**

Appendix 1: Summary table of Pressures

Appendix 2: Detail of individual pressures

Appendix 3: Summary list of budget savings

Appendix 4: Individual proposals – detailed mandates or business cases with attached  
Future Generation assessments, numbered between B1 and B23

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Appendix 1 - Summary table of Pressures

**APPENDIX 1**

**Summary table of pressures**

	Revised 2016/17 £000	Revised 2017/18 £000	2018/19 £000	2019/20 £000	Revised Total £000
- demographics	-	-	-		-
- corrected pension auto enrolment		913	92		1,005
Increase in employers national insurance	968				968
Cost of Local development plan	125				125
Childrens social serivces	483				483
SCH Contract inflation care fees - residential	784				784
SCH Contract inflation care fees - domicillary care	347				347
Waste	1,150	311			1,461
PTU	355	30	47	72	504
Provision for redundancy	0	250	250		500
Living Wage	0	0	58	112	170
Treasury (to be reviewed)	100				100
<b>Total Pressures</b>	<b>4,312</b>	<b>1,504</b>	<b>447</b>	<b>184</b>	<b>6,447</b>

Reduce to zero, being managed through practice change

Excluding schools

Reserve funded

revised pressures based on living wage rather than min v

revised pressures based on living wage rather than min v

Fund by reserves in 2016/17

Treasury policy being worked on

vage  
vage

Pressure Mandate Proposal Number :  
 Pressure Mandate Title : Waste and Street Services

All information requested must be completed on the proposed mandate to enable the Cabinet to decide whether to proceed with the proposal.

Mandate Completed by	Carl Touhig & Rachel Jowitt
Date	16/09/15

**Why is this pressure required?**

The pressure is required to meet the increased expenditure in recycling and waste management for 2016/17 and is made up of several different components that are outside the control of Waste and Street Services. These include the following :-

- 1.) MRF Costs – In 2012-13 the Council made a £350k saving with the introduction of a £0 MRF contract. However since that time MRF capacity has been greatly reduced, new regulations have imposed burdens on the MRF sector and most of all the global economic downturn has had a very serious negative impact on commodity prices and therefore the value of recyclates. Market testing has indicated that a cost for MRF reprocessing could be in the range of £35-55 per tonne. MCC currently collects c.11,000 tonnes per annum. It has been agreed with finance that a fee of £45p/t will be modelled introducing a pressure of **£495k**.
- 2.) Sustainable Environment Grant – in 2014-15 WG at the last minute changed the process and principles of this grant. WG have indicated that they expect this grant to be used for wider purposes than just waste. In the model a 10% reduction on this grant has been modelled - **£191k**. However it must be noted that WG have indicated to other LAs that a cut of as much as **40-50%** could be forthcoming in 2016-17. This would be devastating for all LAs and for recycling and waste services. If a 50% cut was forthcoming nearly **£950k** would be cut - a further £759k of the modelled reduction.
- 3.) Fleet & impact of route optimisation - The budget mandate was ambitious and unfortunately due to leases having been bought out in previous years the revenue saving from removing leasing costs could not be made. The Council in effect has had that benefit in previous years. The vehicle stock is now aging and an assessment by Transport is that 5 RCVs need to be replaced. In addition it has been acknowledged that the route optimisation project has placed too much stress on our workforce and therefore needs to be re-run and pressures reduced. Therefore 1 further vehicle is needed to remove this pressure. 6 vehicles, lease cost of £25k = £150k. 8 posts were removed through the route optimisation process. With the introduction of a new vehicle that needs to be manned – cost of a crew (driver + 2 loaders) = £71k. running costs of a vehicle (insurance, fuel etc) = £26k. Total from pressure = **£247k**
- 4.) Additional households/increases in waste & contract indexation. – Waste production is linked to economic growth and number of households. Over last two to three years there has been a steady increase in both. The increase in waste tonnages and associated costs between 2013/14 and 2014/15 of 3000 tonnes were largely offset through the reductions in disposal costs and savings through the interim disposal contract with Cardiff Council and Viridor Trident Park (Prosiect Gwyrdd). Increases in waste streams have been

assumed in the financial modelling and therefore overall contracted price. There are also pressures based on the indexation mechanisms used in contracts (usually a formula linked to RPIx, fuel prices etc.). Based on previous years 2.5% has been modelled. Some of these costs are mitigated through the full introduction of Project Gwyrdd and the Welsh government gate fee support. Pressure element of this is £189k. Small pressures also exist in the premises budget with budget not enough to cover rates etc. and also expenditure is forecast to increase slightly on recycling bags etc. This pressure element is £23k. Total pressure = **£212k**

**Total pressures £1.15mk.**

These costs are for 2016-17 only. Further pressures have been identified for 2017-2019 amounting to £580k . This is mainly due to contract indexation (e.g. Project Gwyrdd will cost more in 2017-18 than 2016-17 as we will have had the benefit of a reduced fee and increasing waste), and increasing waste arisings.

It is recognised that these are major pressures facing the service – amounting to £1.15mk in 2016-17. Savings have been proposed such as a Van Ban at CA sites and a further increase in the garden waste charge to mitigate these impacts. These are included in the savings mandates of the MTFP. Also included in the MTFP are the income proposals for fees and charges. These obviously will have a net benefit on the pressures.

In addition the service is going through a comprehensive review of which the preliminary findings were reported to Cabinet in early 2015. The review is to be concluded in the next few months with a report to Select Committee before Christmas and a final report Feb/Mar 2016. The initial findings did demonstrate that savings could be made through a full switch to kerbside sort. However this is a major change for the authority and one that would need to be carefully considered in light of the public’s support for our current service and its high performance. Work is ongoing to attempt to reduce the pressure and meetings are taking place with major contractors in coming weeks to try and identify solutions.

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<b>How much pressure is there and over what period?</b>
£1.15mk
If WG do cut the grant by 50% this could be as great as £1.7m.
<b>Directorate &amp; Service Area responsible</b>
<b>Waste and Street Services</b>
<b>Mandate lead(s)</b>
Rachel Jowitt & Carl Touhig

<b>Have you undertaken any initial consultation on the need for this pressure to be included in the MTFP?</b>		
Name	Organisation/ department	Date
Joy Robson, Mark Howcroft, Marie	Finance	17 <sup>th</sup> February 2015



Bartlett		
As above	Finance	7 <sup>th</sup> September 2015

Has the specific budget pressure been consulted on?		
Function	Date	Details of any changes made?
Department Management Team		
Other Service Contributing to / impacted		
Senior leadership team		
Select Committee		
Public or other stakeholders		
Cabinet (sign off to proceed)		

Will any further consultation be needed?		
Name	Organisation/ department	Date
Welsh Government		WG has organised a meeting on 1 <sup>st</sup> October with the minister to discuss the grant.

<b>Final pressure approved by Cabinet</b>	<b>Date:</b>
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## 1. Vision and Outcomes of the Pressure Mandate

Give a business context for the budget pressure. This must pick up on the vision and what the new / improved / reduced service will look like in the future including the anticipated experience of users. It must also consider any impact on the Council's key priorities and strategic outcomes. Similarly does it impact on service performance within the immediate service area or any impact on other services provided by the authority / any other providers. In doing so, the pressure mandate must be tested against the equality impact assessment and sustainable development impact assessment and must consider impact in relation to the new Future Generations Bill.

What are the outcomes of investing in the identified pressure?
Investment in the identified pressures will enable waste to continue to be managed within budget and remain high performing. Without the investment then consideration would have to be given to what service could be provided taking into account statutory requirements and public needs.

<b>Expected positive impacts</b>
Waste continues to provide the same level of services to the residents of Monmouthshire.
<b>Expected negative impacts</b>
Failure to meet statutory functions and targets resulting in potential recycling infraction fines.

## 2. Pressure proposed

Show how the budget pressure has been evidenced and will increase the current service budget. This must cover each year implicated. This section must also cover any other efficiency that will arise from the pressure.

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<b>What is the evidence for the pressure? How has it been estimated?</b>							
There is an existing budget pressure in 2015/16 of £126k predicted at Month 2. The additional pressures are of vehicle leases, MRF costs and reduction in SWMG have been identified already. The rise in waste tonnages and links to economic growth are based on historical data and knowledge of officers.							
Service area	Current Budget £	Proposed Cash Pressure £	Proposed non cash efficiencies – non £	Target year			Total pressure proposed
				15/16	16/17	17/18	
Waste	£4,510,840.00			£4,566,608.00	£5,660,933.22	£5,971,688.91	£1,760,091.26

## 3. Actions to required to minimise the pressure

Describe the key activities that will be undertaken to minimise the investment required and the action holders. This includes any actions contributed to by other services. Give the timescales to complete the work. This must also factor in any business activities that will need to be done differently or cease in order to achieve the mandate.

Action	Officer/ Service responsible	Timescale
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Recycling Review – potential savings from source segregated collections are being investigated with WRAP, WLGA, WG	Carl Touhig	January 2016
Procuring MRF contract to establish actual market position and cost	Carl Touhig	October 2015
Reducing waste production by limiting trade and cross-border traffic on CA sites	Carl Touhig	April 2016

#### 4. Additional skills/ business needs

Describe any additional skills, resource and capability needed in order to carry out the proposed mandate successfully. For example new expertise and knowledge etc..

Any additional capability required	Where will this come from	Any other resource/ business need (non-financial)
Advice on appropriate structure of future configuration and delivery model of service	WG are offering support through the Waste Programme, but this can have quite a narrow focus and not look at alternative, innovative models of delivery	
Legal – appropriate contracts in place for service management	MCC use an external legal advisor to help formation and delivery of contracts. This does have a cost, but until the delivery model has been determined will be unable to quantify	
Market expertise	Support needed to access the appropriate and quality markets . WG and WRAP advice, but also Council may look to do its own – but will need some advice and access as this will be new territory	

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#### 5. Measuring performance on the mandate

How do you intend to measure the impact of the investing in the pressure identified? This will include budget measures and further possible measures that cover process, staff and customers. Targets need to be set over the duration of the mandate where appropriate.

Focus- Budget / Process / Staff / Customer	Indicator	Actual 2016/17	Actual 2017/18	Actual 2018/19	Target 2016/17	Target 2017/18	Target 2018/19

Customer	Customer satisfaction bi annual survey						
Budget	Budget contained						
Process	Efficiency savings continually reviewed						

## 6. Key Risks and Issues

Are there any potential barriers and risks that will need to be managed in delivering the outcomes expected from investing in the pressure identified, including any negative impacts identified in section 1 that need to be accounted for. Also, set out the steps that will be taken to mitigate these.

Barrier or Risk	Strategic/ Operational	Reason why identified (evidence)	Risk Level (High, Medium or Low) Based on a score assessing the probability & impact	Mitigating Actions
If the investment is allocated the waste services will remain as they are currently	S/O	WSS have successfully delivered budget savings of almost £2m in efficiency last 3 years. These savings have been realised corporately but changes outside of LA control require re-investment of a proportion of those savings	Risk to services is low if investment occurs.  Risk to services is high if there is no re-investment	Will continue to work with WRAP, WLGA and WG on Recycling Collections Review and ensure any potential savings identified are brought forward to Members.  Will continue to look for efficiency savings in operations and through procurement of new contacts.  Will continue to look for potential for income generation.
The potential further cut to the WG grant of £759k over what has been modelled	S/O	WG have indicated to other LAs that the grant could be cut as much as 40-50%. If this happens it would be catastrophic for recycling services in Wales.	Medium – High	Lobbying of WG, working with WLGA and other LAs to identify impact.

## 7. Assumptions

Describe any assumptions made that underpin the justification for the option.

Assumption	Reason why assumption is being made (evidence)	Decision Maker
Assumption on waste increase	Monmouthshire saw a decrease in tonnages linked to the recession and these were artificially continued with the introduction of residual waste limits. Growth during previous year is above national average but is similar to the growth when compared to 3 year average.	Carl Touhig
Assumption on Gate fee for MRF	It is too early to go out to tender for services as market unlikely to hold price for 7 months. Will be out for tender with returns in October to establish actual costs of service for 2016/17	Carl Touhig
Assumption on 10% cut to waste grant	This was the reduction that was being to the Waste Grant before it was changed in March 2015.	Rachel Jowitt
Assumptions on contract indexation rates	Contracts have indexation included within them. The average for the last few years has been applied	Rachel Jowitt

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## 8. Options

Prior to the pressure mandate being written, an options appraisal will have taken place. Summarise here the outcome of the Options considered and detail the rationale on why they were disregarded. ( see options appraisal guide for further information)

Options	Reason why Option was not progressed	Decision Maker
Seek "nil" gate fee contract for MRF	Volatility in recycling market and soft market testing suggest that a gate fee of £30 - £55 is more likely.	Carl Touhig
Further efficiency savings in operational delivery	WSS have achieved almost £2m in operational efficiency savings in last 3 years. Further savings could only be achieved through ceasing services. The majority of waste services are statutory functions and options are very limited.	Carl Touhig


## 9. Monitoring the pressure mandate

The pressure mandates must be monitored through directorate budget monitoring. This will lead into corporate budget monitoring. In addition the action plan, performance measures and the risk assessment must be transferred into the service plans for the business area in order to monitor and challenge the delivery of the pressure mandate, including the performance being achieved and the level of impact.

Pressure Mandate Proposal Number : 1

Pressure Mandate Title : Passenger Transport Unit – School Transport

All information requested must be completed on the proposed mandate to enable the Cabinet to decide whether to proceed with the proposal.

<b>Mandate Completed by</b>	<i>Richard Cope</i>
<b>Date</b>	<i>22.05.15</i>

#### Why is this pressure required?

Existing budgets do not reflect the current demands on all aspects of Passenger Transport Services. The requirement to provide transport to pupils within the County is increasing gradually yet budgets in this area are continuously having to make large savings. Making these savings has proved impossible over the last few years especially as decisions to provide some non-statutory transport have been made within other Directorates, with the onus then falling on Passenger Transport to provide and fund this.

#### How much pressure is there and over what period?

The total pressure in relation to the Passenger Transport Unit is £641,000 This pressure is detailed as follows:

Mandate saving of £150,000 relating to SEN transportation. The budget was removed from Passenger Transport Unit allocation in 2013-14 via the MTFP process – This saving is not achievable as the responsibility for SEN transportation lies with the Children and Young Peoples Directorate and many pupils need singular transportation due to Risk Assessments undertaken.

New Welsh School, Duffryn – Overall additional cost approx. £311,000 over a six year period. The school is opening in September 2016 therefore 2016/17 additional cost will be approx. £25,000.

Increasing income budgets through the MTFP has not allowed for expenditure budgets to increase at the same level. To generate additional income you need to incorporate increases in additional expenditure which have not been reflected in the budgets previously. This has amounted to understated budgets of approx. £180,000

#### Directorate & Service Area responsible

Chief Executives Directorate - Operations

#### Mandate lead(s)

Richard Cope
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<b>Have you undertaken any initial consultation on the need for this pressure to be included in the MTFP?</b>		
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Name	Organisation/ department	Date
Roger Hoggins	MCC – CEO’s - Head of Operations	Ongoing
Sharon Randall-Smith	MCC – CYP – Head of Achievement and Attainment	Ongoing
Stephanie Hawkins	MCC – CYP – Principal Officer – ALN	Ongoing

<b>Has the specific budget pressure been consulted on?</b>		
--	--	--

Function	Date	Details of any changes made?
Department Management Team	Monthly	No Changes
Other Service Contributing to / impacted	Monthly	Changes have been implemented but have not been successful
Senior leadership team	Monthly	No Changes
Select Committee		
Public or other stakeholders		
Cabinet (sign off to proceed)		

<b>Will any further consultation be needed?</b>		
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Name	Organisation/ department	Date
Sharon Randall-Smith	MCC – CYP	Ongoing
Senior Leadership Team	MCC	Ongoing
Cabinet Members	MCC	Ongoing

<b>Final pressure approved by Cabinet</b>	<b>Date:</b>
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## 1. Vision and Outcomes of the Pressure Mandate

Give a business context for the budget pressure. This must pick up on the vision and what the new / improved / reduced service will look like in the future including the anticipated experience of users. It must also consider any impact on the Council’s key priorities and strategic outcomes. Similarly does it impact on service performance within the immediate service area or any impact on other services provided by the authority / any other providers. In doing so, the pressure mandate must be tested against the equality impact assessment and sustainable development impact assessment and must consider impact in relation to the new Future Generations Bill.



### What are the outcomes of investing in the identified pressure?

The overall outcome would be that the service budget better reflects the actual costs of running the service. It is hoped that this pressure would then be mitigated unless changes in pupil numbers increase.

### Expected positive impacts

That 2016/17 would show a better overall outturn position as opposed to showing a large over spend position in 2014-15

### Expected negative impacts

The possibility that Additional Learning Needs transportation continues to increase at the same levels, then the budget requested will not be sufficient to cover these costs. These costs are out of the Passenger Transport Units hands as they do not make the decision on what pupils need transportation, this responsibility lies with the Children and Young Peoples Directorate.

## 2. Pressure proposed

Show how the budget pressure has been evidenced and will increase the current service budget. This must cover each year implicated. This section must also cover any other efficiency that will arise from the pressure.

### What is the evidence for the pressure? How has it been estimated?

SEN Savings – £150,000 This was a saving originally put in the MTFP in 2013-14 and therefore removed from Passenger Transport budgets. The current budget for SEN transport is £1,161,000, transporting 154 pupils at the moment with an average cost of £7,538 per pupil. However, these costs continue to rise as additional pupil's needs are identified. This process is carried out by Children and Young Peoples Directorate with Passenger Transport having no control over who or how these pupils are transported. This pressure will exist in 2015-16 however, it has not been included in the 15-16 column below as it is understood this mandate relates to pressures for 2016-17 onwards. There is a proposal by CYP to change their strategy for SEN pupils so this pressure can be reviewed once the new strategy has been agreed and once 21<sup>st</sup> century schools programme is implemented.

A new Welsh School is being built in Duffryn, Newport and is due to open in September 2016. Currently pupils are transported to the Welsh School in Pontypool, however, once this school opens transport will need to be provided to both schools which means a dual provision and additional costs. Estimated pupil figures are: Sept 2016 15 pupils, Sept 2017 33 pupils Sept 2018 58 pupils Sept 2019 77 pupils Sept 2020 108 pupils Sept 2021 130 pupils. After looking at the locations involved in picking up these children it has been calculated that by September 2018 there will be a requirement for two coaches plus a feeder bus to transport these children. It is estimated that providing transport for these pupils over a 6 year period would cost approximately £340,000. The costs for which have been estimated as starting at £25,000 in Year one or September 2016 and

increasing year on year. However, the dual provision will decrease to the Welsh School in Pontypool by £29,000 but this will not start to take effect until 2020 when a reduction in the size of vehicle will be possible.

Income targets have been increased year on year via the MTFP however, expenditure budgets have not increased in line with this making the ability to generate this additional income without increasing costs over and above current budgets unachievable. This pressure will exist in 2015-16 however, it has not been included in the 15-16 column below as it is understood this mandate relates to pressures for 2016-17 onwards. Examples of budgets which do not currently reflect the actual spend associated with generating the budgeted income levels and are directly attributable to this are staff costs specifically overtime (private hire transport on weekends and out of normal hours, covering sickness and holidays ) £110,000 related budget £30,000 additional fuel costs £60,000 full budget £310,000 but this includes fuel for statutory home to school/college transport as well and other vehicle costs including maintenance, spare parts etc. £40,000 full budget £440,000 but again this included home to school/college transport provision.

Service area	Current Budget £	Proposed Cash Pressure £	Proposed non cash efficiencies – non £	Target year			Total pressure proposed
				15/16	16/17	17/18	
SEN Savings	Overall Budget <b>£1,161,000</b>	£150,000			£150,000		£150,000
New Welsh School – Duffryn – Total estimated additional costs £200,000 over 6 year period.	£0 as this transport is not currently included within the budget as it will be an entirely new provision.	£311,000 split as follows: £25k 16/17 £30k 17/18 £47k 18/19 £72k 19/20 £75k 20/21 £62k 21/22			£25,000	£30,000	£311,000
Under budgeted expenditure levels	Main PTU Income Budget £ 1,077,812	£180,000			£180,000		£180,000

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### 3. Actions required to minimise the pressure

Describe the key activities that will be undertaken to minimise the investment required and the action holders. This includes any actions contributed to by other services. Give the timescales to complete the work. This must also factor in any business activities that will need to be done differently or cease in order to achieve the mandate.

Action	Officer/ Service responsible	Timescale
To look at current policies. A number of changes have been put forward to members on non-statutory elements which are waiting for decisions on consultation.	Richard Cope/Roger Hoggins	Policy changes have to be agreed and published by 1 <sup>st</sup> October preceding

		implementation in the following September.
Increase income through private hire and contracts and collaboration with other Authorities	Richard Cope	Looking to increase income once suitable premises found. Collaboration with another authority is currently being looked at which may make some additional savings
Route Optimisation – A review of school transport routes is ongoing and through the CTX software system there is a route optimisation planning facility which may make savings in the future	Richard Cope	Ongoing to maximise bus utilisation and minimise costs
Seek to find new depot premises in collaboration with Transport Department and possibly other Local Authorities. Develop a business case for maintenance and expansion of private hire services.	Richard Cope/Debbie Jackson	Currently seeking suitable premises but unable to find something that fits requirements at an affordable cost

#### 4. Additional skills/ business needs

Describe any additional skills, resource and capability needed in order to carry out the proposed mandate successfully. For example new expertise and knowledge etc.

Any additional capability required	Where will this come from	Any other resource/ business need (non-financial)
New depot premises to allow the fleet to expand and increase income levels and contracts undertaken.	Currently seeking suitable premises at an affordable cost level.	

#### 5. Measuring performance on the mandate

How do you intend to measure the impact of the investing in the pressure identified? This will include budget measures and further possible measures that cover process, staff and customers. Targets need to be set over the duration of the mandate where appropriate.

Focus- Budget / Process / Staff / Customer	Indicator	Actual 2016/17	Actual 2017/18	Actual 2018/19	Target 2016/17	Target 2017/18	Target 2018/19

## 6. Key Risks and Issues

Are there any potential barriers and risks that will need to be managed in delivering the outcomes expected from investing in the pressure identified, including any negative impacts identified in section 1 that need to be accounted for. Also, set out the steps that will be taken to mitigate these.

Barrier or Risk	Strategic/ Operational	Reason why identified (evidence)	Risk Level (High, Medium or Low) Based on a score assessing the probability & impact	Mitigating Actions
Vulnerable Pupils	Operational	Individual provisions and risk assessments may be required for SEN pupils	High	Individual risk assessments are carried out but this may lead to individual transport provision or specialised escort provision. Where possible we will keep individual contracts to a minimum.
CYP Control over SEN transport provision	Strategic	Statutory requirement for statemented pupils and individual cases can occur during the budget year.	High	Unable to mitigate against this as there is no control over the number of pupils and it is a statutory requirement to provide the transport.
Grant Reductions	Strategic	We are guided by Welsh Government and the amount of grants received. Reductions have been made year on year and there is no guarantee of continued grant funding.	Medium	Some Public and community transport service withdrawals would be required if grants are reduced or removed.
Operator availability	Operational	Ongoing issues with current operators on the framework. Tender bids are reducing	Medium	Where possible costings on returned contracts are looked at by in house provision. And benchmark of costs comparison carried

		and contracts are being returned. The availability of operators in this area is reducing and ultimately if the operators are not available then the statutory duty to provide transport still exists.		out notwithstanding that for statutory transport this has to be provided.

## 7. Assumptions

Describe any assumptions made that underpin the justification for the option.

Assumption	Reason why assumption is being made (evidence)	Decision Maker
Welsh School Provision	That pupils currently attending Ysgol Gyfun Gwynllw will continue into post 16 education. The current numbers on role pupils attending Ysgol y ffin school in years 1-5 will transfer to the new Duffryn Welsh Medium Secondary School	Pupils/parents/ school and student access unit CYP

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## 8. Options

Prior to the pressure mandate being written, an options appraisal will have taken place. Summarise here the outcome of the Options considered and detail the rationale on why they were disregarded. (See options appraisal guide for further information)

Options	Reason why Option was not progressed	Decision Maker
A review of SEN pupils transported was undertaken	A number of individual transport provisions were amalgamated to Headlands School Penarth and Caldicot SNU. These were run for a short period, however issues occurred whereby, escorts were assaulted, pupils were fighting and vehicles were damaged and new risks assessments had to be carried out which indicated that individual transport should be resumed.	CYP/PTU/School
Welsh school Provision	A consultation was undertaken by CYP on this and after appraisals it was decided to invest in Duffryn Site which would require separate transport , current provision to Ysgol Gyfun Gwynllw from the south of the county will	CYP/PTU/Members

	continue until July 2022 , after this the pressure will reduce as transport will then be to just the one establishment from the south of the county. We did have shared provision with Newport City Council to Gwynnllw but when numbers increased this was no longer viable as two vehicles were required..	
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## 9. Monitoring the pressure mandate

The pressure mandates must be monitored through directorate budget monitoring. This will lead into corporate budget monitoring. In addition the action plan, performance measures and the risk assessment must be transferred into the service plans for the business area in order to monitor and challenge the delivery of the pressure mandate, including the performance being achieved and the level of impact.

**SUBJECT: Future provision of Public Conveniences**

**MEETING: Strong Communities Select Committee**

**DATE: 10<sup>th</sup> September 2015**

**DIVISION/WARDS AFFECTED: All**

**1. PURPOSE:**

To update members on the provision of public conveniences at various sites within the County and seek feedback from members on options for the future provision of public conveniences.

**2. RECOMMENDATIONS:**

That members review the information provided, consider the options for the future provision of the service (paragraph 4.1 below) and offer commentary for submission to Cabinet.

**3. KEY ISSUES:**

- 3.1 In 2010 the Strong Communities Select Committee undertook a detailed review of the provision of public conveniences. This informed a strategy for the future provision of public conveniences and as a result new arrangements were implemented including some closures but also transfer of responsibility to other providers (community and town councils).
- 3.2 Since then some further adjustments to service provision have been arrived at through greater collaboration with town councils and mandated in the MCC budgets for 14/15 and 15/16.

3.3 This has resulted in the majority of public conveniences remaining open to the public but the method of management and provision varying between towns and villages.

3.4 Appendix 1 lists those toilets where MCC retains an 'interest' and approved proposals for their future provision, including details of current revenue and capital costs associated with possible transfer as well as a commentary on capital receipts opportunities.

3.5 Those toilets that remain the responsibility and cost to MCC after the proposals already approved are:

1. Abergavenny: Whitehorse Lane  
Castle Street  
Brewery Yard  
Bus station
2. Monmouth: Blestium Street (Cattle market)
3. Usk: Maryport Street car park  
Usk Island
4. Tintern: Beaufort Cottage

#### 4. REASONS:

4.1 Following their meeting held on 12<sup>th</sup> March, 2015, members of the Strong Communities Select committee have asked for a further update on developments surrounding public conveniences. Furthermore, as part of the exercise to identify potential savings within Operations, consideration has been given to the future provision of public conveniences by the Council

4.2 As previously noted, guidance from Welsh Government indicates that whilst there is no statutory requirement on the part of the Authority to provide this service, members will be mindful of the likely impact of removing these facilities from our local towns, both in terms of the needs of local communities and also with regard to tourist activity, which plays such a significant role in the local economy



- 4.3 Recent discussions with colleagues in Town Councils have highlighted an interest in the possible transfer of these services to facilitate more localised delivery arrangements, on the premise that they are able to meet the cost of the provision of that facility
- 4.4 The revenue costs associated with the provision of these services within the separate town areas, are incorporated within appendix 1. This is based on the presumption that that in each case, the respective town council is prepared to meet the full cost of providing the facility. This information has recently been provided to each town council as appropriate. (Appendix 1 also provides a status/options comment that summarises comments in paragraph 4.10 below).
- 4.5 In terms of the available funding to undertake the refurbishment exercise it is possible that most of these sites could be accommodated, however, having regard for the existing provision within Abergavenny, it is unlikely that additional funding could be identified to refurbish the facility at White Horse Lane (Abergavenny Town Council acknowledge that the major refurbishment of the toilets is unlikely in the foreseeable future).
- 4.6 Welsh Government recognises that each authority will need to address the continued provision of such facilities in the context of the limited resources available and to consider a range of approaches that will facilitate appropriate provision within its local communities. To this effect, consideration may be given to extending the use of existing facilities in leisure centres, libraries and other public buildings as part of a wider strategy to this meet this requirement
- 4.7 To date, arrangements have been made for the transfer of facilities at Jubilee Way and Bank Street to Caldicot and Chepstow Town Councils respectively, also Chepstow TC have taken on the cost of managing and cleaning the toilets at the TIC. At this point, however, there are still no other clear expressions of interest in the transfer of facilities
- 4.8 Following discussions with CADW, it has been established that facilities at Tintern Abby will not be made available to the public. In addition, following recent discussions with Tintern Community Council, it has been noted that the council is not currently inclined toward the transfer of the facilities at Beaufort Cottage
- 4.9 Members have requested an update on current arrangements which is provided within the report. However officers are taking this opportunity to promote discussion around options available for the future provision of public conveniences. In offering suggestions officers are prompting further discussion but are also conscious of the financial pressure upon local authorities combined with the success achieved so far in keeping public conveniences open but provided by community and town councils.

- 4.10 Within this context officers would suggest that members commission officers to consult with town and community councils on the option of complete withdrawal from direct provision and management of public conveniences as from April 2016. In conjunction with this decision the authority would enter into discussions with the relevant town and community councils about the potential transfer of the public conveniences to their responsibility.
- 4.11 MCC supports community and town councils that provide public conveniences (previously provided by MCC) by an annual grant of £1200. To support any further transfers officers would suggest that the grant continue to be paid for a further three years after the current approval expires but at that time is withdrawn completely.
- 4.12 The grant provided by Welsh Government to private businesses that make their facilities available to the general public has been withdrawn (subsumed into the revenue support grant). Should members be minded to completely withdraw from the direct provision of public conveniences then they may wish to mitigate the impact by supporting shops and businesses that make their facilities available, similar to the Welsh Government scheme, albeit within a limited budget.
- 4.13 Further mitigation may also be offered by advertising the availability of conveniences in Council buildings that might reasonably be made available to the public.

**5. RESOURCE IMPLICATIONS:**

As detailed in appendices 1

**6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS: Appendix 2**

**7. CONSULTEES:**

Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Head of Finance  
Head of Employee Services

8. **BACKGROUND PAPERS: Nil**
9. **AUTHOR: Robert O'Dwyer, Robert Nancarrow**
10. **CONTACT DETAILS: Tel: 01633 644644**  
**E-mail: [roberto'dwyer@monmouthshire.gov.uk](mailto:roberto'dwyer@monmouthshire.gov.uk)**

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## The “Equality Initial Challenge”

Name: <b>Rob O’Dwyer</b>		Please give a <b>brief description</b> of what you are aiming to do.	
Service area: <b>Property Services &amp; Facilities Management</b>		<b>Future provision of public conveniences in Monmouthshire</b>	
Date completed: <b>31/08/15</b>			
Protected characteristic	Potential <b>Negative</b> impact Please give details	Potential <b>Neutral</b> impact Please give details	Potential <b>Positive</b> Impact Please give details
Age		X	
Disability		X	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language		X	

1599633

Please give details about any potential <b>negative Impacts.</b>	How do you propose to <b>MITIGATE</b> these <b>negative impacts</b>
➤ <i>Closure of facilities could limit the availability of fit for purpose public conveniences for all residents and visitors in Monmouthshire</i>	➤ <i>Ensure that all possible options are fully considered in collaboration with all community groups</i>
➤ <i>Na</i>	➤ <i>NA</i>
➤ <i>NA</i>	➤ <i>NA</i>
➤ <i>NA</i>	➤ <i>NA</i>

Signed – *R M O'Dwyer*      Designation    **Head of Property Services & Facilities Management**  
Dated – **31/08/2015**

## EQUALITY IMPACT ASSESSMENT FORM

<b>What are you impact assessing</b>	<b>Service area</b>
Future provision of public conveniences in Monmouthshire	Property Services and Facilities Management
<b>Policy author / service lead</b>	<b>Name of assessor and date</b>
Head of Property Services and Facilities Management	Rob O'Dwyer – 31/08/2015

### 1. What are you proposing to do?

We are proposing to: -

- To discuss options for potential retention, transfer or closure of public conveniences currently managed and funded by Monmouthshire County Council.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

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Please give details of the negative impact

NA

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

NA



5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

NA

Signed *R M O'Dwyer* ..... Designation – Head of Property Services and Facilities Management...Dated – 31/08/2015

**Appendix A**

**The “Sustainability Challenge”**

<b>Name of the Officer</b> completing “the Sustainability challenge”  <b>Rob O’Dwyer</b>		Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration  To ensure that Monmouthshire residents and visitors have use of fit for purpose public conveniences whilst ensuring that this service is delivered within the constraints of the authorities Medium Term Financial Plan	
<b>Name</b> of the Division or service area  Property Services & Facilities Management		<b>Date</b> “Challenge” form completed  31/08/2015	
Aspect of sustainability affected	<b>Negative impact</b>  Please give details	Neutral impact  Please give details	<b>Positive Impact</b>  Please give details
<b>PEOPLE</b>		X	
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	

Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and voluntary work		X	
Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training		X	
Have a positive impact on people and places in other countries		X	
<b>PLANET</b>		X	
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	

2023  
 03  
 03

Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
<b>PROFIT</b>			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people		X	
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		X	
Increase and improve access to leisure, recreation or cultural facilities		X	

03/03/2024

What are the potential negative Impacts	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments)
➤ <i>Closure of MCC managed facilities could reduce public access to appropriate public conveniences</i>	➤ Ensure that appropriate discussions are initiated with all community groups to find suitable alternative provision
➤ NA	➤
➤ NA	➤
➤ NA	➤

### The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

NA

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- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

NA

Signed R M O'Dwyer

Dated 19/05/2015



MONMOUTHSHIRE COUNTY COUNCIL  
SUMMARY ANALYSIS OF PUBLIC CONVENIENCES IN MONMOUTHSHIRE

Appendix 1

Aug-15

Ref	Sites	Total Revenue Saving Potential	Capital Improvement Cost for Transfer	Capital Cost for Demolition	Capital Receipt Comment	Action	Timeframe	Status/options
<b>1</b>	<b>ABERGAVENTNY</b>							
a	White Horse Lane	17,776	110,000	25,000	Retail Opportunity, redevelopment required.	Close		Joint funded by MCC and ATC. Refurbishment between MCC and ATC considered unviable (£110k). Remains not fit for purpose – close?
b	Castle Street	8,255	5,040		Additional 2 disabled and 4 standard car parking spaces. Possible kiosk style retail.	Close/Transfer		MCC responsible - transfer to ATC
c	Bus Station	12,059	11,840		A3/A1 potential adjoining former TIC	Close/Transfer		MCC responsible – transfer to ATC
d	Brewery Yard	12,100	No survey		Joined to a retail asset, could be integrated into the market set up for retail if conversion is possible.	Close/Transfer		MCC responsible – transfer to ATC?. Members keen to close. TC have refused to engage any discussions until the wider strategy is agreed/ Therefore need to push ahead with closure.
e	Town Hall - Abergavenny Market					No Action Rqd		Managed by Enterprise - No action
<b>2</b>	<b>MONMOUTH</b>							

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a	Agincourt street	10,707	9,500		Retail or office potential	Done - Transferred	14/15	Funded by MTC – transfer of asset being arranged. MCC paid for cleaning. MCC pick up cost of maintenance
b	Blestium Street (Cattle Market)	10,235	10,696		Strategic retail or Café value will be part of Regeneration project which is currently unfunded.	Transfer		MCC responsible – transfer to MTC
<b>3</b>	<b>USK</b>							
a	Maryport Street	4,454	4,264		Additional car parking spaces possible kiosk style retail.	Transfer		MCC responsible – transfer to Usk TC?
b	Usk Island	3,071	2,052		Usk Island is within floodplain so limited options other than existing, extension to leisure facilities.	Transfer		MCC responsible – transfer to Usk TC?
<b>4</b>	<b>CALDICOT</b>		20,756					
a	Jubilee Way	11,418	30,000		Additional car parking and strategic retail value.	Done - Transferred	15/16 - 1st Sept	Transfer to Caldicot TC in progress and due for completion 1st Sept 2015.
	Caldicot Castle	-	20,756			No Action Rqd		Managed by Ian in Enterprise - No action planned
<b>5</b>	<b>CHEPSTOW</b>							
a	Welsh st / Bank st	18,504	10,000		Retail potential other small retail units present on access points feeding through from car park	Done - Transferred	15/16 - 1st April	Transfer to Chepstow TC complete on the 1st of April 2015



b	TIC Chepstow	2,259	10,000		Property not owned freehold disposal not possible. Potential conversion for offices / retail.	Done - Transferred	15/16 - 1st April	Transfer of mgt and cleaning to Chepstow TC in progress – but no transfer of asset. Transferred as of 1`st April
C	Tintern - Car Park	12,866	8,852		Retail or potential special purchaser for residential extension to adjoining owner (assumed residential)	Retain		Retain as MCC responsible – Tintern Community Council has said no in the first instance about Beaufort cottage.  Possible use abbey facilities operated by CADW - CADW are not interested at this stage
	<b>Total</b>	<b>123,704</b>	<b>253,756</b>					

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