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NP15 1GA

County Hall
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NP15 1GA

Tuesday, 6 September 2016

Dear Councillor

INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 14 September 2016.

1. **PERMANENT APPOINTMENT OF ASSISTANT SOLICITOR POST (CDLL 18)** 1 - 10

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor P Murphy

REPORT AUTHOR: Robert Tranter,
Monitoring Officer and Head of Legal
Services

CONTACT DETAILS: Tel: 01633 644064

E-mail:

roberttranter@monmouthshire.gov.uk

2. **TO ESTABLISH THE TEMPORARY POST OF CARERS DEVELOPMENT MANAGER** 11 - 30

Division/Wards Affected: All Wards

CABINET MEMBER: County Councillor P Murphy

AUTHOR: Bernard Boniface
Adult Protection Manager

CONTACT DETAILS:

Tel: 0781 800 8474

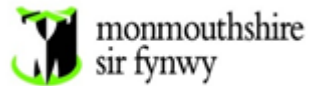
E Mail: BernardBoniface@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Partnership and External Working	Ward
P.A. Fox (Leader)	<p>Organisational Development Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy.</p> <p>Environment, Public Services & Housing Development Control, Building Control, Housing Service, Trading Standards, Public Protection, Environment & Countryside.</p>	<p>WLGA Council WLGA Coordinating Board Local Service Board</p> <p>SEWTA SEWSPG</p>	Portskewett
R.J.W. Greenland (Deputy Leader)	<p>Innovation, Enterprise & Leisure Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems.</p>	<p>WLGA Council Capital Region Tourism</p>	Devauden
P.A.D. Hobson (Deputy Leader)	<p>Community Development Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety.</p>	<p>Community Safety Partnership Equalities and Diversity Group</p>	Larkfield
E.J. Hackett Pain	<p>Schools and Learning School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education.</p>	<p>Joint Education Group (EAS) WJEC</p>	Wyesham
G. Burrows	<p>Social Care, Safeguarding & Health Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing.</p>	<p>Gwent Frailty Board Older Persons Strategy Partnership Group</p>	Mitchel Troy
P. Murphy	<p>Resources Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety.</p>	<p>Prosiect Gwrydd Wales Purchasing Consortium</p>	Caerwent
S.B. Jones	<p>County Operations Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk.</p>	<p>SEWTA Prosiect Gwrydd</p>	Goytre Fawr



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.

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.

SUBJECT:	Permanent Appointment of Assistant Solicitor Post (CDLL 18)
MEETING:	Individual Cabinet Member
DATE:	14th September 2016
DIVISION/WARDS AFFECTED:	All

1. **PURPOSE:** To make the temporary appointment of the Assistant Solicitor post (CDLL 18) permanent.
2. **RECOMMENDATIONS:** That the Assistant Solicitor post (CDLL 18) is made a permanent post and is included in the establishment of the Legal Services and Land Charges section.
3. **KEY ISSUES:** The Assistant Solicitor post (CDLL 18) was initially a temporary post for 12 months and the current post-holder joined the council as an external appointment in September 2015. The appointment was made to cope with the large increase in child protection work. The number of care applications made to the court has grown from 11 in 2012/13 to 36 in 2015/16. The growth in care order applications shows no sign of abating with 5 applications made in the first quarter of the current financial year. This area of work is very intensive and places great pressure on the 3 solicitors and other Legal Services staff currently engaged in the work.
4. **REASONS:** The appointment of the post on a full time basis will help meet the continuing high demand for legal advice in the area of public care proceedings.
5. **RESOURCE IMPLICATIONS:** The Legal Services budget was increased as part of the budget process and proposals for 2016/17 to allow the post to be made permanent. The post is on pay scale I (£32,164 - £36,019).
6. **SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

The significant equality impacts identified in the assessment attached to the report.
7. **SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS**
THE POST SUPPORTS THIS DUTY.
8. **CONSULTEES:** Human Resources
9. **BACKGROUND PAPERS:** None
10. **AUTHOR:** Robert Tranter, Monitoring Officer and Head of Legal Services
11. **CONTACT DETAILS:**

Tel: 01633 644064

E-mail: roberttranter@monmouthshire.gov.uk



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Robert Tranter</p> <p>Phone no: 01633 644064 E-mail: roberttranter@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Permanent appointment of Assistant Solicitor (CDLL 18)</p>
<p>Name of Service Legal Services & Land Charges</p>	<p>Date Future Generations Evaluation 24th August 2016</p>

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc





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

Well Being Goal	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>The post is required by the council to perform a key statutory duty placed on the council.</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>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?
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The post will complement its child protection and safeguarding functions and responsibilities.	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	N/a	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	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	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The post is central to protecting some of the most vulnerable members of our society.	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>There is a clear demand for the skills of the post.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>N/a</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>N/a</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The post is part of the council's strategy of helping vulnerable families.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	N/a	

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	Neutral		
Disability	Neutral		
Gender reassignment	N/a		
Marriage or civil partnership	Neutral		

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Pregnancy or maternity	Neutral		
Race	Neutral		
Religion or Belief	Neutral		
Sex	Neutral		
Sexual Orientation	Neutral		
Welsh Language	Neutral		

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	The post supports the council's responsibilities on safeguarding and corporate parenting.		

Corporate Parenting	As above		
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5. What evidence and data has informed the development of your proposal?

There has been a significant rise in the number of care applications being made to the Family Court.

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

The decision to make the post permanent will assist the council in meeting its corporate parenting and safeguarding duties.

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

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

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8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration

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SUBJECT:	TO ESTABLISH THE TEMPORARY POST OF CARERS DEVELOPMENT MANAGER
MEETING:	INDIVIDUAL CABINET MEMBER DECISION
DATE:	WEDNESDAY 14TH SEPTEMBER 2016
DIVISION/WARDS AFFECTED:	All

NON-PUBLICATION

(Insert appropriate non publication paragraph if necessary)

1. PURPOSE:

To establish a temporary post of Carers Development Manager to develop key areas of work with services for carers. The Post is to be funded by monies successfully bid from the Intermediate Care Fund.

2. RECOMMENDATIONS:

That the post of Carers Development Manager be established in Social and Health Services, Carers Team

3. KEY ISSUES:

3.1 – The Carers Strategy 2016-19 was agreed by Cabinet in June 2016. The Strategy sets out the Authorities priorities for improving services for carers over the next 3 years. The strategy was developed with cares, professionals and partners in the NHS and 3rd sector.

3.2 – A key element of the Strategy was to move to new ways of working with carers focussing on what matters to carers, acknowledging the role carers play in supporting vulnerable people in the community.

3.3 – To begin to implement this strategy extra capacity was required in the Carers Team to lay the foundations for the proposed development.

3.4 – To provide this capacity a bid was submitted to the Intermediate Care fund. Although the original bid was not agreed the ICF board awarded each Gwent Local Authority £22,500 to develop services for Carers.

3.5 – Monmouthshire has elected to spend this money as envisioned in the original bid. This will allow us to employ a Development Manager for 6 months.

4. REASONS:

Over the Carers Team has been working with its partners in the NHS and 3rd Sector to develop the Carers Project; a partnership of all the services that work with Carers. The key

to this process was to move away from the previous purchaser provider role and work more closely in partnership across all agencies. One of the fruits of this process was the development of the Carers Strategy following an up-front consultation process mainly with carers themselves but also professionals from a range of agencies. The works streams falling out of the Strategy require some temporary extra capacity to set them in train.

5. RESOURCE IMPLICATIONS:

The proposal is to establish a full time Carer Development Manager post on Band I (SCP 37-41: £32,164 - £36,019). For 6 months with on-costs the total amount required is £23,250.

The proposed post will be funded from the ICF monies plus an extra £750 from the Carers Budget (S160) and will be for a 6 month period commencing 1 October 2016.

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

The significant equality impacts identified in the assessment (Appendix 1) are summarised below for members' consideration:

There are no significant impacts.

The actual impacts from this report's recommendations will be reviewed every year and criteria for monitoring and review will include:

The effectiveness of the work of the post monitored through supervision and appraisal

**7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS
N/A**

8. CONSULTEES:

**Julie Boothroyd – Head of Adult Services
Ailsa Macbean – Group Manager
Carers Project partner organisations.**

9. BACKGROUND PAPERS:

**10. AUTHOR:
Bernard Boniface
Adult Protection Manager**

11. CONTACT DETAILS:

Tel: 0781 800 8474

E-mail: BernardBoniface@monmouthshire.gov.uk

ROLE ADVERT

ROLE TITLE: Carers Services Development Manager

TEMPORARY: Until 31 March 2017

POST ID:

GRADE: BAND I SCP 37 – 41: £32,164 - £36,019

HOURS: 37 Per Week

LOCATION: Magor: Which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.

PURPOSE OF POST:

To lead the work within the Monmouthshire Carers Project to develop, establish and implement sustainable integrated social care and health services and systems that identify and support carers at the right time. To work collaboratively with all partners with outcomes that ensure carers in Monmouthshire are supported in their caring role.

Should you require any further information regarding this post, please contact: Bernard Boniface – 0781 800 8474; BernardBoniface@monmouthshire.gov.uk

Closing Date: 12 noon on (Insert Date) 2015

Please Note that we are not able to accept CV's

Application forms can be completed online or down loaded via:

www.monmouthshire.gov.uk/how-to-apply-for-council-jobs

Completed paper application forms should be returned to the following address:-
People Services, Monmouthshire County Council, PO BOX
106, CALDICOT, NP26 9AN

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community. All posts are open to job-share unless stated otherwise.

Monmouthshire County Council operates a Smoke Free Workplace policy.

ROLE PROFILE

ROLE TITLE: Carers Services Development Manager

TEMPORARY Until 31 March 2017

POST ID:

GRADE: BAND I SCP 37 – 41: £32,164 - £36,019

HOURS: 37 Per Week

LOCATION: Magor: Which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.

RESPONSIBLE TO: Adult Safeguarding Manager/Carer Lead

Who are we? We are the are the Carers Team, part of the Monmouthshire Carers Project

Our Purpose:-

We are a team that supports carers, through listening, signposting, direct support, training and information. We are a partnership that works with and across the voluntary, health and social care sector and with carers to ensure carers in Monmouthshire are identified and supported in their caring role. We are self-challenging, transparent and innovative and through collaborative partnerships have built strong outcome focussed relationships.

The Purpose of this Role:-

The purpose of this role is to anticipate, adapt, develop and implement new ways of working to meet the rights and needs of carers within the Social Care and Wellbeing Act (Wales) 2014. To work with partner organisations so that carers are identified and supported before they reach crisis point which in turn allows carers greater freedom of choice and control to continue or not as the case may be in their caring role.

Expectation and Outcomes of this Role:-

You will be expected to and feel confident in maintaining and developing collaborative partnerships. You will need to be adaptable when working with partners as you will be the main driver for developing and implementing new outcome focussed systems and services for carers. You will be guided through outcomes for adult carers as identified in the Monmouthshire Carers Strategy and you will develop and implement Monmouthshire's first ever Young Carers Strategy.

Key Responsibilities:

Management and Supervision:

- To act as a positive professional model to other staff.
- To provide support to other staff members working in the team using knowledge and skills to build, develop and maintain an effective and cohesive team.
- To review and update knowledge of policy and procedural frameworks relating to carers.
- To ensure that Team policies and procedures are adhered to.
- To report, without delay, any complaints made by clients, carers, staff or members of the public to the Team Leader and/or the designated complaints officer.
- To partake in supervision as part of the agreed supervision structures in order to monitor and evaluate the effectiveness of work and gain support to improve practice.

Lead Responsibilities

- To lead in the development of partnership working in the design, implementation and delivery of systems, strategies and services for carers, with internal and external stakeholders.
- To lead in the development and implementation of a Monmouthshire Young Carers Strategy with partners.
- To lead, develop and implement a Young Carers Assessment Framework and pathway with partner agencies.
- To lead in developing collaborative partnerships to work within Monmouthshire's primary and secondary health settings to develop a carer aware alert that prevents carers reaching crisis point.
- To provide regular feedback and monitoring on schemes of work to the Monmouthshire Carers Strategy Group, Senior Management Team, Cabinet, Select Committee and all partner agencies.
- To monitor current, and develop future Monmouthshire Carers Strategies

Administrative Responsibilities

- To ensure that accurate, legible and relevant updated documentation is kept at all

times.

- To provide regular written and verbal communication to a range of internal and external stakeholders
- To write and produce reports, strategies and presentations.
- To work with the Carer Team Manager and team accountant to ensure the Carers Team budgets and forecasts are regularly reported and maintained
- To analyse data from varying sources for dissemination and presentation to professionals and carers that informs, evaluates and poses solutions.

Educational Responsibilities

- To participate in and attend in-service training
- To be actively engaged in educating other parts of the service and other agencies as to the role and function of the Carers Team.
- To take responsibility for own continuous life-long learning and to demonstrate the attainment of relevant skills.

Professional Responsibilities

- To contribute to the implementation of local and national objectives appropriate to the profession
- To adhere to the policies of the Local Authority
- To attend any meetings as requested by the Team Leader
- To deputise as the Carers Strategy chair in the absence of the Chair

Health & Safety

- To maintain safe working practices for self & others in accordance with the Authorities policy statement on health & safety at work.

The purpose of this job description is to indicate the general level of responsibilities of the post. The duties may vary from time to time without changing their character or level of responsibilities.

Here's what we can provide you with:-

- Quality supervision and training
- Opportunities and support to explore and develop new ways of working
- Support and supervision for personal and team development
- The opportunity to be part of a cohesive and vibrant multi-agency team

What else you need to know.....Monmouthshire Values are:

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.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

The authority operates a Smoke Free Workplace Policy which all employees are required to abide to.

Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENTS	Weighting HIGH / MEDIUM / LOW	How Tested
1. EDUCATION/QUALIFICATIONS/ KNOWLEDGE		
Relevant management qualification eg minimum level NVQ5, ILM 5 etc	Medium	APPLICATION FORM
Knowledge of the local and national policy for social and health care and how it applies to carers	High	Application Form Interview
Knowledge of issues facing carers when wanting support to continue or not as the case may be in their caring role	High	Application Form Interview
Knowledge of working collaboratively with partners to develop the right support, systems outcome based services for carers	High	Application Form Interview
2.EXPERIENCE		
Experience of working with a degree of autonomy, analysing issues and reaching creative solutions	Medium	Application Form Interview
Experience in managing and or supporting change	High	Application Form Interview
Experience in developing outcome focussed systems, strategies and services	High	Application Form Interview
Experience of building partnerships with individuals, organisations and communities	High	Application Form Interview
3. SKILLS/ABILITIES		
The ability to lead staff in your own and partner organisations.	High	Interview
Good communication and negotiation skills to build and nurture relationships and partnerships with a range of people at a personal and strategic level	High	Application Form Interview
Ability to identify opportunities and gaps in local systems, processes	High	Application Form Interview



and services and work to develop more cohesive integration of support for carers		
Ability to constructively challenge existing processes and practice	High	Application Form Interview
Ability to set goals and manage a variety of tasks and competing priorities	High	Application Form Interview
Ability to record and present complex issues in a clear and concise manner both verbally and in writing	Medium	Application Form Interview
Ability to influence change at individual, organisational (internally and externally) and systems levels	High	Application Form Interview
Ability to analyse issues and reach practical and achievable solutions with people	High	Application Form Interview
Competent use of IT systems and understanding of how information may be gathered and used to influence service development	High	Application Form Interview
Ability to work in partnership with colleagues in an effective manner.	High	Application Form Interview
4. EQUAL OPPORTUNITIES		
Able to demonstrate a commitment to equal opportunities principles and practice.	High	Application Form Interview
5. SPECIAL CIRCUMSTANCES		
Must possess a full current driving licence and have access to a vehicle for which the MCC agreed mileage allowance will be paid.	High	Application Form Interview
Appointment to this post will be subject to an Enhanced Disclosure Check with the DBS.	High	

**Should you require any further information regarding this post, please contact:
Bernard Boniface – 0781 800 8474 – BernardBoniface@monmouthshire.gov.uk**

Closing Date: 12 Noon on (Insert Date) 2016

Additional Information about the Carer Project and Carers Team

The **Carer Project** is a partnership of the various statutory and 3rd sector agencies working to support unpaid carers in Monmouthshire. Working under the Carers Strategy 2016-19 we provide a range of services and resources that provide information, training, support and respite to help carers in their caring role.

Staff in the partner organisations work together flexibly and creatively to meet carers needs and to focus on what matters to them

The Carers Team is the part of the project where the staff are employed by Monmouthshire County Council. It comprises: The Carer Lead (Team Manager), 3 Carer Information and Support Officers and a Commissioning and Support Officer.

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Bernard Boniface</p> <p>Phone no: 0781 800 8474 E-mail: BernardBoniface@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To establish the temporary post of Carers Development Manager in the Social and Health Services, Carers Team.</p>
<p>Name of Service Social and Health Services – Carers Team.</p>	<p>Date Future Generations Evaluation 05/08/16</p>

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc





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

Well Being Goal	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>N/A</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>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?
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The post contributes significantly to improving the situation for carers whose caring role has been demonstrated to impact their health and well-being	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The post contributes to enabling carers to remain connected to their communities rather than becoming isolated by their caring roles.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	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	This post contributes to enabling carers participate in sport, art and recreation rather than becoming isolated by their caring role.	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The post contributes to enabling carers fulfil their potential despite their caring responsibilities. As carers are predominantly female this contributes to tackling gender inequality.	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>N/A</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>This post is part of a multi-agency Carers Project comprising staff from MCC and a range of 3rd sector agencies. The Team also works closely with the ABUHB Carers Measure Team and with its counterparts in the other Gwent Local Authorities.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Carers are regularly and effectively consulted over all initiatives that affect them. This post leads on these consultation processes.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>This post supports the development of services for carers. Supporting carers keeps them healthy, connected to their communities and in turn they save health and social services significant amounts of money through the care they provide.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>One of the key responsibilities of this post is developing the partnership working across statutory and 3rd sector agencies that support carers.</p>	

3. **Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

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	Because of the demographics of Monmouthshire most carers care for elderly people. Supporting carers contributes to supporting older people.	None	
Disability	This post contributes to supporting carers to care for disabled or frail people.		
Gender reassignment	N/A		

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Marriage or civil partnership	N/A		
Pregnancy or maternity	N/A		
Race	N/A		
Religion or Belief	N/A		
Sex	<i>The post contributes to enabling carers fulfil their potential despite their caring responsibilities. As carers are predominantly female this contributes to tackling gender inequality.</i>		
Sexual Orientation	N/A		
Welsh Language	N/A		

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?

Safeguarding	N/A	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	
Corporate Parenting	N/A		

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

N/A

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

N/A

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
N/A			

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	Through supervision and annual appraisal.
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
	<i>Single Member decision.</i>		

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