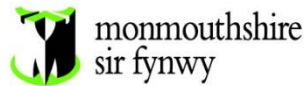


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 6 July 2016

Notice of meeting

Economy and Development Select Committee

Thursday, 14th July, 2016 at 10.00 am

AGENDA

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

Item No	Item	Pages
1.	Apologies for absence	
2.	Declarations of Interest	
3.	Public Open Forum	
4.	To confirm the minutes of the meeting held on 9th June 2016	1 - 6
5.	To scrutinise Year-end Performance Reporting together with Outcome Agreements and Improvement Plan.	7 - 28
6.	To discuss the outcomes of the Business Breakfast in respect of: <ul style="list-style-type: none">• Tourism and brown signage• Advertising and marketing	29 - 32
7.	To review the progress of the Cardiff City Region Board ~ presentation.	
8.	Economy and Development forward work programme	33 - 48
9.	To confirm the date and time of the next meeting as Thursday 1st September 2016	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. Jones
S. White
D. Dovey
D. Edwards
D. Evans
B. Hayward
J. Prosser
A. Watts
A. Wintle

Public Information

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Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting www.monmouthshire.gov.uk or by visiting our Youtube page by searching MonmouthshireCC.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

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.

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Public Document Pack Agenda Item 4

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

PRESENT: County Councillor S. Jones (Chairman)
County Councillor B. Hayward (Vice Chairman)

County Councillors: D. Dovey, D. Edwards, D. Evans and A. Wintle

Also in attendance County Councillor(s): V. Smith and R, Greenland

OFFICERS IN ATTENDANCE:

Hazel Ilett	Scrutiny Manager
Cath Fallon	Head of Economy and Enterprise
Mark Howcroft	Assistant Head of Finance
Dan Davies	Events Coordinator
Vanessa Janes-Evans	Business and Enterprise Manager
Mike Powell	Rural Programmes Officer
Andy Smith	Strategic Investment and Funding Manager
James Woodcock	Business Insights Manager
Pete Davies	Head of Commercial and People Development
Paula Harris	Democratic Services

1. To note the appointment of the Select Chair

We noted the appointment of County Councillor S. Jones as Chair.

County Councillor S. Jones thanked Hazel Ilett, Scrutiny Manager and the clerking team for their continued hard work and support. She also thanked the Members for their support and advised that she would be taking a report regarding the Economy and Development Committee detailing the committee's work programme to Full Council alongside the Chief Officer's report to ensure that Members are aware of the positive outcomes achieved by the Economy and Development Committee.

2. To elect a Vice Chair

County Councillor B. Hayward was elected as Vice Chair of the Committee.

3. Apologies for absence

We received apologies from County Councillor J. Prosser.

4. Declarations of Interest

None received.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

5. To confirm the minutes of the previous meetings:

The Committee confirmed and signed the minutes of the following meetings of the Children and Young Peoples Select Committee held on:

11th April 2016 - Special Meeting

Chair was eager, as per the previous recommendation, to receive minutes of the SRS meetings. The Cabinet member advised that there had not been a meeting since April, but there was a meeting the following week.

Chair was also keen to discuss the scrutiny of icounty and talked of a joint select committee meeting with Children and Young People Select Committee. No date had been set as yet.

14th April 2016

Confirmed and signed

6. Verbal Update: Skutrade and Circuit of Wales

Context:

Members received a verbal update from the Head of Commercial and People Development regarding Skutrade and Circuit of Wales.

Circuit of Wales

We were told that the local authority, along with Blaenau Gwent and Welsh Government started consideration of a deal put forward for the Circuit of Wales last Autumn and we engaged an extensive piece of due diligence in order to access that deal.

The two local authorities came to the conclusion Spring 2016 that the risks were too great to bear. At that point, in agreement with Welsh Government, the two local authorities took a step back from the deal. Welsh Government went on alone to see if they could satisfy themselves with the deal. The Welsh Minister drew the conclusion at the end of March that she was not able to proceed with the deal, the reasons for that are well documented on the press.

The current position is that the two local authorities and Welsh Government have gone back to the table with the Circuit of Wales who have presented a revised deal that is currently being considered.

The incoming Minister is looking over a briefing which has been prepared and circulated this week, we are waiting for a further update on this.

The Head of Commercial and People Development was unable to go into finer detail at this stage due to commercial sensitivity.

Member scrutiny:

Members raised concerns regarding the demand for the project. The Officer reassured the Committee that the two authorities involved, along with Welsh Government would not have involved themselves in the deal if it was not felt to be of great benefit to the area. The due diligence carried out was extensive, not only commercial, financial and legal, but beyond that,

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

motorsport experts were consulted and market testing was carried out. If a deal was struck, all relevant information will be fed back to Members.

A Member asked why the developer had not gone to the private equity market. The Officer answered that when the company approached private funding originally, planning had not been secured on the site and there were issues with the deregistration of the land. And it was these two key issues which held back the market from coming forward. A private backer was found to fund all but 16 million worth of the funding, however they required a 100% public sector guarantee behind it in order to de-risk the project.

A Member expressed their disappointment regarding the Welsh Government decision not to back the first deal and felt that the funding for the circuit and the subsequent jobs created would negate the amount of benefits paid to the unemployed of the area currently.

A Member asked if the track would be used for motorbike only and was answered that the track was open for all vehicles. As the track has the unique feature of a drop in the track, this lends itself to vehicle testing. The Chief Executive, Martin Whittaker was a former president of the FIA, responsible for setting up the Abi Dhabi grand prix, he comes with a huge tracks record and most importantly an extremely useful contact list.

A Member questioned that the main social benefits will be felt by Blaenau Gwent and felt that Monmouthshire should ensure they feel the financial benefits.

A Member questioned the lack of environmental assessment available electronically.

Skutrade

A report was brought to committee last March, then to Cabinet which granted delegated authority approval for the Cabinet Member Economy and Enterprise, Chief Officer for Enterprise and the Head of Finance to sign off on satisfactory completion of due diligence and a business case being brought forward.

Signing this off would have released £90, 000 funding to Skutrade, which the authority would have recouped back over a defined period from the company based on local business accessing and utilising their platform. The deal is predicated on the platform being ready. To date the company have been unable to progress through user acceptance training so we are not at a point where we have a market ready solution.

It is now a case of tracking progress and finalising a business case, until that point we are on hold.

Member scrutiny:

Members sought reassurance that funds had not been released and asked if there was a cut-off date for this. We were told funds have not been released and there is no firm date, as it is under constant review.

A Member commented it had been a year since Skutrade was introduced, and was this year delay stopping businesses using a similar, existing product. The Officer commented that his team had been tracking the market and there was not currently a like for like product readily available.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

Committee's Conclusion

Circuit of Wales

The Chair was pleased that as the deal moves forward, all relevant information would be fed back to Committee for thorough scrutiny to take place.

Skutrade

The chair thanked the Officer for the update and looked forward to receiving an update in September.

7. Scrutiny of the Revenue and Capital Outturn report

Context:

The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of reporting period 4 which represents the financial outturn position for the 2015/16 financial year.

This report will also be considered by Select Committees as part of their responsibility to,

- assess whether effective budget monitoring is taking place,
- monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
- challenge the reasonableness of projected over or underspends, and
- monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

Recommendations:

That Members consider a net revenue outturn underspend of £676,000, an improvement of £878,000 on quarter 3 outturn predictions.

Members consider a capital outturn spend of £18.3m against a revised budget of £18.8million, after proposed slippage of £43.7 million, resulting in a net underspend of £508k, of which circa £433k is available for recycling onto other projects/priorities which it is recommended will be held pending review of the additional pressures identified in paragraph 3.6.3.

Consider and approve the £43.7m capital slippage recommended, paying attention to those schemes included in paragraph 3.5.4 where slippage has been requested by the service manager but is not being recommended to slip (£170k), and notes the significant level of slippage required at outturn not manifest earlier in the year highlighting a concern in managers capital forecasting going forward.

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Considers the use of reserves proposed and notes the significant decline on earmarked reserve levels at end of 2015-16 and the likely indication at end of 2016-17.

Approves the reallocation of reserve balances, as per paragraph 3.9.5 following the actuarial review of the insurance reserve and review of other small reserve balances, in order to address reserve pressures and the apportionment of general underspend in supplementing reserve levels as follows:

- £1,037 million to Redundancy and Pensions reserve
- £419k to IT reserves
- £350k to Invest to Redesign reserve

Approves the use of the Invest to Redesign reserve during 2016-17 totalling £30,835 as MCC's additional contribution to enable the work on the City Deal initiative to continue.

Member scrutiny:

A Member asked when the cultural services review would be with the Committee. The Cabinet Member answered that a report was close to being brought to Cabinet and that the consultant's report had been received and would shortly be going out to consultation.

A Member commented on the figures for Chepstow School and informed the Committee that the school was optimistic that the figures would improve and asked if the Finance team had the same confidence. The Officer informed the Committee that he had been in touch with the school's governing body and advised they were approx. £100,000 short of where they need to be.

A Member asked if this would be the last consultation on Castles. The Cabinet responded that it would depend on the decision of Members. He advised that the report would come out with recommendation. The Cabinet Member mentioned that Caldicot Castle had recently hosted excellent events but this would not secure its long term future.

A Member asked where the £73, 000 funding for super-fast broadband was directed towards. An Officer replied that it was used for smart communities and digital access manager and also to support the production of digital tech and database of businesses, along with a website.

It was asked in terms of the LDP slippage, what was the rationale of £100,000 being deferred. Officers advised they would return to committee with an answer for this.

A question was raised regarding a solar park at Crick. The Cabinet Member responded that the decision to proceed was delegated to the Chief Officer and himself. The plan did not go forward as there were issues with connection to the grid. Officers are currently looking for a new plan and more information will be brought to select in due course.

A Member raised a question regarding slippage, reported as a good thing, however it was questioned if it was a good thing, as small schemes were cut which could have been maintained due to the underspend and asked is it a failure at budget setting.

MONMOUTHSHIRE COUNTY COUNCIL

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Committee's Conclusion

The Chair thanked the Officer and Cabinet Member and suggested it would be useful, in future to have the Chief Officer present for budget reports.

8. Monmouthshire Business and Enterprise end of year report Update

Context:

To provide a final performance update on the 2015/16 activities of Monmouthshire Business and Enterprise (MBE).

Key Issues:

In line with one of the Council's four priorities of 'Supporting Enterprise, Entrepreneurship and Job Creation', the Monmouthshire Business Growth and Enterprise Strategy hinges on three pillars namely '*Supporting Business Growth*', '*Enabling Inward Investment*' and '*Growing Entrepreneurs*' and addresses customer needs through the provision of a programme of business support, networking and facilitation to help unlock the potential for growth in the County. In 2015/16 activities were targeted towards achieving these key priorities and maximising funding opportunities to reduce the financial burden on the Council.

Further to this the Vale of Usk Local Development Strategy approved by Cabinet in June 2015, is a key tool in drawing down £2.79M from the new 2014-2020 Rural Development Programme (RDP), expanded to include the rural wards of Newport. In addition MBE also delivers the external strand of the Council's iCounty Strategy which includes the coordination of broadband infrastructure and ICT exploitation activities.

Recommendations:

To receive the report in evidence of activities detailed in the Monmouthshire Business Growth and Enterprise Strategy Action Plan, as reflected in the Chief Officer's Annual report for Enterprise.

Member scrutiny:

A question was asked regarding the funding for the Agri Urban project and we were advised that 50, 000 euros of funding over 2 years will be received and County Councillor J. Prosser will be able to claim his expenses from that funding.

The Chair praised the website which had been set up as easy to navigate and access, she hoped this could be used as a best practice model.

It was asked who was running the Business New Wales media campaign and how could councillors get involved. Officers advised this was a new relationship and that they would be meeting at the end of June, with an update to committee to follow.

With the RCDF Programme, it was mentioned a member's seminar could take place to raise awareness. This suggestion was applauded by the Officer.

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The Chair suggested a seminar to promote the County's 'Growing entrepreneurs' project.

Committee's Conclusion

Chair thanked the officers for their hard work and look forward to seeing regular updates on all of the schemes.

The chair asked for the statistics on the broadband roll out and mentioned the importance of Members seminars to raise awareness.

9. Economy and Development Select Committee Business Breakfast Feedback

The Scrutiny Manager discussed the brief she had submitted to Members to outline the key outcomes and summarise the points raised with elected Members at the Business Breakfast Meeting held by the Economy and Development Select Committee on 4th May 2016.

She highlighted the key points:

- 1) *Positive Working Relationships*
- 2) *Business engagement*
- 3) *Clarity of role*
- 4) *Business Start-up.*
- 5) *Collaboration*
- 6) *Coordination*
- 7) *Business*
- 8) *Source locally*
- 9) *Business Rates*
- 10) *Historic Town Maps, Tourist Maps and Signage.*
- 11) *Park and Ride*
- 12) *Tourist Information Centres*

Committee have concluded that the holding of the Business Breakfast has aided their understanding of the issues for small businesses in Monmouthshire in addition to achieving their objective to purposefully engage the business community to foster a working relationship with the Select Committee.

The Committee were grateful to the business owners and managers who attended the breakfast and particularly to the Enterprise directorate for their sustained efforts in supporting economic growth in the Monmouthshire. Members recognise that this is not a simple task and requires continuous efforts over the long term to create a foundation for successful business.

10. Update report - Events Strategy

We received a brief verbal update from the Events Manager.

The Chair asked for the Events Strategy report to be brought to the July meeting, The Events Manager said he would speak to colleagues as he was unable to commit it to the July meeting.

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The Chair impressed upon the Events Manager the urgency of the Committee seeing the wider Events strategy.

The Events Manager was keen to update the Committee on;

The Eisteddfod

The 3 park and ride sites had been confirmed at Llanelen, Cwrt y Gollen and Penpergwm. We were also informed that Monmouth Passenger Transport Unit have been successful in securing the park and ride service with Byfield Lane being the main drop off point for the coaches.

On Monday 6th June 2016 the Eisteddfod formally adopted Castle Meadows and moved onto the site.

Community fundraising is ongoing and to date £171, 742 has been raised and fundraising will continue until December.

The Events Manager brought a leaflet to the meeting, showing how Monmouth was selling the County during the Eisteddfod, this leaflet outlines the objectives and intentions of what Monmouth hope to achieve whilst the Eisteddfod is on site.

The main aim is to inform every visitor to the Eisteddfod why they should come back and visit Monmouth again.

A Member expressed concerns about parking and the Events Manager advised that he would feedback updates on the parking concerns.

The Velothon

While formal debriefing are taking place we as Monmouthshire County Council held an internal debrief on June 6th 2016 where all relevant officers came together to debrief.

The date of the entire debrief event including all authorities, Welsh Government and Run for Wales is yet to be confirmed.

A Member asked how widely residents would be consulted for their feedback. We were answered that this would be dealt with as part of Run for Wales debrief. It was asked that Run for Wales attend a future Committee meeting so that Members of the Committee can ask questions.

The Cabinet Member suggested an open meeting or seminars where Run for Wales come to speak. The Chair agreed all members should attend but felt that it should come to the Select Committee as it was an item requiring scrutiny. The debrief should be completed by end of August 2016 so it was hoped that this item would be on the September agenda.

11. Forward Work Programme

Members received and noted the contents of the Economy and Development forward work programme.

September will be tourism focused.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Economy and Development Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 9th June, 2016 at 2.00 pm

12. To confirm the date and time of the next meeting as Thursday 14th July 2016 at 10.00am

The meeting ended at 4.40 pm

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SUBJECT: 2015/16 Performance Report: Improvement Objectives and Outcome Agreement

MEETING: Economy & Development Select Committee

DATE: Thursday 14th July 2016

DIVISIONS/WARDS AFFECTED: All

1. PURPOSE

- 1.1 To present the end of year data for the Improvement Objectives (Appendix 1) which are under the remit of the Economy & Development Select Committee:

Improvement Objective 3: We want to enable our county to thrive.

Improvement Objective 4: Maintaining locally accessible services

- 1.2 To present an evaluation of the progress and impact made over the three years of the Outcome Agreement 2013 -16 (Appendix 2), for themes which are under the committee's remit:

Outcome agreement Theme 3: Poverty and material deprivation

- 1.3 To present the latest performance against wider key national performance indicators that are under the committee's remit (Appendix 3)

2. RECOMMENDATIONS

- 2.1 That members scrutinise the performance achieved and impact made, particularly in areas that fall under the committee's remit, to assess progress and performance against the improvement objectives.
- 2.2 That members scrutinise the performance achieved and impact made, over the three years (2013/14, 2014/15 and 2015/16) of the Outcome Agreement
- 2.3 That members identify and explore any areas of underperformance or concerns, and to seek assurance from those responsible for future activity where they conclude that performance needs to improve.
- 2.4 That members confirm the evaluation scores based on the evidence provided.

3. KEY ISSUES

- 3.1 The Outcome Agreement and the Improvement Objectives have a different focus:

Improvement Objectives

- 3.2 Improvement Objectives are set annually by the Council to deliver on priorities. Despite objectives being focused on the long term the specific activities that support them are particularly focussed for the year ahead.
- 3.3 Activity that contributes to the delivery of some objectives cross cuts Select Committee remits and these have also been reported to the other relevant committee(s). Therefore it is suggested members particularly focus their scrutiny on the activity relevant to the committee with consideration of its contribution to the objective as a whole.

- 3.4 Improvement Objectives are scored based on the Council's Self-evaluation framework, as set in the Improvement Plan 2015/17, Table 1, and performance against them is reported in the Stage 2 Improvement Plan published in October each year.

Level	Definition	Table 1: Description
6	Excellent	Excellent or outstanding – All performance measures will have achieved the target set and all actions will have been delivered.
5	Very Good	Major strengths – A significant majority of actions and measures are on track. No more than one or two falling short.
4	Good	Important strengths with some areas for improvement – The weight of evidence shows that successes are greater than the areas which have not been achieved.
3	Adequate	Strengths just outweigh weakness – The evidence of success marginally outweighs areas which are not on track. Some actions are behind schedule and some measures are falling short of planned targets.
2	Weak	Important weaknesses – The majority of measures and actions have not been achieved.
1	Unsatisfactory	Major weakness – In most areas performance is assessed as moving in the wrong direction and the vast majority of actions have not been delivered

Outcome Agreement

- 3.5 The Outcome Agreement is an agreement with the Welsh Government for a three year period, where the council needs to deliver on performance activity and associated targets that contribute to the Programme for Government. The agreement covered the period from 2013 to 2016.
- 3.6 In the summer of 2015 the Welsh Government announced the final year of funding for performance in 2015-16 would no longer be attached to performance in the Outcome Agreement and would be rolled directly into the Revenue Support Grant for 2016-17. This means that payment for performance against the targets in the agreement for 2015-16, is assured, the council was also awarded full payment in the previous two years. However given the importance placed on the agreement as part of the council's performance framework an evaluation of performance achieved over the three years of the agreement has been undertaken. The evaluation highlights progress made against the actions and performance indicators set in the Outcome Agreement.

Key National Indicators

- 3.7 Appendix 3 sets out further Key Performance Indicators that are in the National Performance indicator set used by Welsh Government and are under the committee's remit. The primary purpose is to highlight the performance achieved in 2015/16. In some cases this may result in duplication of indicators already included in other sections of the report. Where indicators relate to the performance of services that are under the remit of more than one committee these will also be reported to the other relevant committee(s).

4. REASONS:

- 4.1 To ensure that members have an understanding of performance against these areas of work and are able to scrutinise them to ensure a rigorous focus on improvement and delivering the Council's priorities of education, support for vulnerable people, support for enterprise and job creation and maintaining locally accessible services.

5. AUTHORS:

Richard Jones, Policy and Performance Officer
 e-mail: richardjones@monmouthshire.gov.uk Telephone: 01633 740733

Appendix 1 – Improvement Objectives 2015/16

MCC Improvement Objective 3: We want to enable our county to thrive					
Council Priority: Supporting business & job creation			Single Integrated Plan Outcome: Business and enterprise & protect and enhance the environment		
What the Single Integrated Plan identifies that we will contribute to			Why have we chosen this?		
<p>To enable business and enterprise to prosper in Monmouthshire, we need:</p> <ul style="list-style-type: none"> Better paid local employment opportunities To build on the services already being provided by Monmouthshire Enterprise and its partners to support the growth of new and existing enterprises. Retain more of the spend of visitors, citizens and businesses within Monmouthshire. <p>To enhance and protect our environment we need to:</p> <ul style="list-style-type: none"> Produce less waste and recycle more. 			<p>This objective aligns closely with the single integrated plan for Monmouthshire. For our county to thrive we need to continue to work with our residents, invest in communities and base our delivery on 'what matters' to people in their communities. Shaping our approach like this will help us to meet needs and expectations of our residents and join up our services to make more efficient use of increasingly limited resources.</p> <p>The objective brings together three inter-related elements of our approach; supporting and encouraging enterprise and job creation, whole place area delivery and minimising the impact on the environment.</p>		
Overall Impact score					
Level 4 – Good					
<p>A community governance review has been completed and a cross party Member working group established to recommend a revised framework to County Council. Monmouthshire Business and Enterprise continue to enhance their work with partners to develop a pipeline for pre-start businesses in Monmouthshire, this is evidenced by 58 business start-ups being supported in 2015/2016. Business start-ups and jobs created are lower than targeted, availability of partner data has had a consequential impact on 2015/16 performance due to a decrease in data being available that was previously used in reporting. Promotion of high speed broadband across the County for both businesses and communities has been undertaken. In total 60 Expressions of Interest to the Superconnected Cities Voucher Scheme were received, although this is below the number targeted with the scheme closing mid-way through the year.</p> <p>The recycling review has been completed determining the Council's long term recycling strategy. A recycling rate of 61.7% was achieved in 2015/16 which is a slight decrease on the rate achieved in the previous year. The Council's current recycling rate is above the Welsh Government target for 2015/16 of 58%. The landfill rate has continued to decrease to 13.1% due to the continued use of energy from waste. The pollinator policy continues to be implemented with an increase in pollinator friendly plants planted and further areas of open space and highway verges which have reduced cutting frequency. Placement opportunities for young people leaving the looked after system are being considered with partners.</p>					
What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
Complete a review of community governance and develop a Whole Place Plan for Lower Wye.	September 2016	<p>Milestone: Community Governance review completed.</p> <p>Milestone: Whole Place</p>	A community governance review has been completed. The review was presented to Cabinet and Council to update Members on the findings of the Community Governance Review and the proposed recommendations to	The cross party Member working group on community governance will recommend a revised framework to County Council which; preserves the leadership role of elected members, supports and encourages community	On target

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
		plan completed and approved by cabinet.	<p>develop a more coherent and partnership approach with communities. Council agreed to establish a cross party Member working group which equally represents the four administrative areas.</p> <p>Work has been undertaken on understanding the priorities of Lower Wye through engagement with key community groups.</p>	participation, oversees the delivery of local community development and considers the Local Government (Wales) Bill.	
<p>Continued delivery and development, working with partners, of the Monmouthshire Business and Enterprise business support package including; support, signposting, training, events and development of a web portal to assist pre start and existing business in Monmouthshire.</p>	Ongoing	<p>Measure: The number of new business start-ups supported.</p> <p>Measure: The number of jobs created following assistance.</p>	<p>Monmouthshire Business and Enterprise continue to enhance their work with partners to develop a pipeline for pre-start businesses in Monmouthshire. This is evidenced by 58 business start-ups being supported in 2015/2016, although this is lower than the annual target of 75.</p> <p>Partner data on business start-ups and jobs created was unavailable in the second half of the year due to a contract ending and resulting transition to a new contract provider. This has had a consequential impact on 2015/16 performance due to a decrease in data being available that was previously used in reporting.</p> <p>A new Monmouthshire Business and Enterprise website has been launched including a section offering guidance on “Starting & Growing Your Business” – www.monmouthshire.biz</p>	<p>Assistance from Monmouthshire Business Enterprise and partners has helped create 140 jobs, delays in larger pipeline projects coming to fruition has meant this is lower than the annual target of 180.</p> <p>Discussion is taking place regarding provision of data from partners under the new contract.</p> <p>To date there have been over 1,700 visits to the Monmouthshire Business and Enterprise website</p> <p>There were a total of 99 entrants for 11 categories at the business awards. The Awards promoted new and existing business success and Monmouthshire as the place to set up business.</p>	On target

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
			<p>The fourth Monmouthshire Business Awards took place in October 2015. The Business Awards were attended by 355 guests.</p>		
<p>Promote the rollout and exploitation of high speed broadband across the County for both businesses and communities, including promotion of the Superconnected Cities voucher scheme to businesses and launch of a dedicated website for information on broadband and mobile infrastructure opportunities.</p>	<p>March 2016</p>	<p>Milestone: Establish a baseline of business premises that have high-speed broadband.</p> <p>Measure: Total number of premises with access to high-speed broadband.</p> <p>Measure: The number of businesses that submitted an Expression of Interest to the Superconnected Cities Voucher Scheme.</p>	<p>Following the approval of the Monmouthshire Broadband report by Cabinet in March 2015 the following activities have been undertaken to maximise the opportunities available:</p> <p>A SMART communities and Digital Access Manager has been appointed to coordinate activity and maximise impact.</p> <p>Continued promotional activity to support the Super-connected Cities voucher Scheme.</p> <p>Local promotion and maximisation of the WG ICT exploitation programme</p> <p>Completion of a Digital Monmouthshire section for Residents, Businesses and Investors on the new Monmouthshire Business and Enterprise website – www.monmouthshire.biz . This provides up to date information on the progress of the Superfast Cymru rollout and raises awareness of new services, the benefits of improved broadband and opportunities to access digital skills training.</p>	<p>The UK Government's Super-Connected Cities Voucher Scheme was closed in October 2015. 60 expressions of Interest were supported from local businesses, 11 expression of interests were received in the year, a total of 50 were targeted. 27 vouchers were awarded. In January 2016 the Welsh Government extended its Ultrafast Broadband Connection scheme for businesses into Monmouthshire and this grant opportunity is now being promoted to local businesses.</p> <p>Through the continued roll out of high-speed broadband there has been an increase in the total number of premises which are able to access high-speed broadband with at least 36,400 premises now able to access Superfast Broadband connections and there is an increased uptake with Monmouthshire's figures now standing at 19.8%.</p>	<p>Met target</p>

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
<p>Complete the Monmouthshire recycling service review.</p>	<p>December 2015</p>	<p>Measure: Percentage of waste that is recycled</p> <p>Measure: Percentage of waste that is sent to landfill.</p>	<p>The recycling review was scrutinised by Strong Communities Select Committee in January 2016 and approved by Cabinet in March 2016.</p> <p>The report sets the Council's long term recycling strategy in Monmouthshire, to ensure it is future proofed in terms of public acceptability, financial affordability, environmental performance and legal compliance.</p>	<p>Monmouthshire residents continue to recycle and compost their waste helping the Council achieve a recycling rate of 61.7% which is a slight decrease on the rate achieved in the previous year. The Council's current recycling rate is above the Welsh Government target for 2015/16 of 58%. Monmouthshire's recycling target for 2016/17 is 66%</p> <p>The landfill rate has continued to decrease to 13.1% due to the continued use of energy from waste and is below the 17.5% target set. The percentage waste used to recover heat and power has also increased, 25.4% of waste was used for heat and power in 2015/16.</p>	<p>Met target</p>
<p>Continue the implementation of the pollinator policy which involves reducing the number of cuts to grassed areas and verges, where safe to do so, and planting of annual wildflower displays.</p>	<p>Ongoing</p>	<p>Measure: Area of grass verges planted with pollinator friendly plants</p> <p>Measure: Area of land with reduced cuts per year to support vegetation growth.</p>	<p>Working with Bee Friendly Monmouthshire and local community councils a total of 36,802m² of pollinator friendly plants have been planted in 2015. An increase from 26,690m² in 2014.</p> <p>In addition to planting seeds, the frequency of cuts to areas of grassland that are not already being used for sport or other activities, has been reduced to encourage flowering species to grow. The total area of open space and highway verges that had reduced cutting frequencies has increased to 283,464m².</p>	<p>This is helping turn Monmouthshire into a friendlier place for bees and other pollinating insects and in addition to creating a more biodiverse county will save £30,000 a year</p>	<p>Met target</p>

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress		
Create employment opportunities for young people leaving the looked after system.	March 2016	Measure: Percentage of young people who were formerly in care who are in employment or training at the age of nineteen.	Children's Services employ two apprentices as our Children in Care Council apprentices. Placement opportunities for young people leaving the looked after care system has been raised with partners at the LSB with a view to exploring what opportunities they can offer.	The apprentices have established and are developing our children in care council to represent the views of children and young people who are/have been in care to improve services. The percentage of care leavers who are known to be in education employment or training at the age of nineteen is 40%.	On target		
How will we know the difference it has made			2013/14	2014/15	2015/16 Target	2015/16	Trend
Number of new business start-ups where assistance was provided by Monmouthshire Enterprise and Partners ⁱ			103	122	75	58 (provisional)	Not directly comparable
Number of new jobs created where assistance was provided by Monmouthshire Enterprise and Partners			124	311	180	140	Not directly comparable
Percentage of municipal waste collected that is sent to landfill			34.2%	18.1%	17.5%	13.1%	Improved/ Met target
Percentage of municipal waste that is prepared for reuse or recycled			62.9%	63.3%	63%	61.7%	declined/ missed target
Total number of premises with access to high-speed broadband ⁱⁱ			-	25,500	35,500	36,400	Improved/ Met target
The number of businesses that submitted an Expression of Interest to the Superconnected Cities Voucher Scheme			Scheme not available	49	50	11	Behind target
The area of grass verges planted with pollinator friendly plants ⁱⁱⁱ			0	26,690m ²	35,000m ²	36,802m ²	Improved/ Met target
The area of land with reduced cuts per year to support vegetation growth ^{iv}			0	143,078m ²	200,000m ²	283,464m ²	Improved/ Met target
Longer Term Measures			2013/14	2014/15	2015/16 Actual		
Average wage levels in the county (gross weekly pay by workplace) ^v			£427	£464	£478		
Number of active enterprises per 10,000 population aged 16-64 ^{vi}			660	679	699		
Unemployed persons as a percentage of those Economically Active ^{vii}			5.1%	4.9%	N/A		
Percentage of working residents who work within Monmouthshire ^{viii}			56.1%	54.5%	58.3%		

MCC Improvement Objective 4: Maintaining locally accessible services					
Council Priority: Maintaining locally accessible services			Single Integrated Plan Outcome: People have good access and mobility and People protect and enhance the environment		
What the Single Integrated Plan identifies that we will contribute to			Why have we chosen this?		
<p>For people to have good access and mobility, we need:</p> <ul style="list-style-type: none"> To ensure rural communities have good access to services <p>To enhance our environment, we need:</p> <ul style="list-style-type: none"> To enable people to enjoy more of Monmouthshire. To realise the potential to partner-up with neighbouring destinations. Better use of natural assets for outdoor pursuits and activities 			<p>The political administration's Continuance Agreement makes it clear that while there are tough choices to be made in the next two years the council will seek to ensure all valued services survive whether they are best placed to be provided by the council or other organisations.</p>		
Overall Impact score					
<p>Level 4 – Good</p> <p>Community Hubs, combining One stop shops and library services have been established in Caldicot, Chepstow, Monmouth and Usk providing a Single point of access for core Council services. The opening of community hubs has contributed to an increase in visits to sites in the second half of 2015/16, although library materials issued have decreased. The initial review of the Council's core cultural services has been completed, the review has been expanded and a team has been established which has looked at alternative models available to take this forward, an option appraisal on the ADM model is being completed for member consideration.</p> <p>Leisure centres have continued to promote and market their service with an increase in visitor numbers overall. The school sport survey has shown an increase in Children "Hooked on Sport for Life" in Monmouthshire to 49%. The Rural Development Plan 2014-2020, covering the rural wards of Monmouthshire and Newport, have been awarded £2.8M for rural projects, ten LEADER projects have been supported so far and further applications are being invited for this funding. A draft volunteer strategy "A county that Serves" has been created. Work on volunteering is enabling a clear and consistent approach to volunteering and volunteering provision and opportunities to be more joined up.</p>					
What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
Establish five community hubs which bring together libraries and one-stop-shops;	<p>Caldicot, Chepstow, Monmouth and Usk September 2015</p> <p>Abergavenny September 2016</p>	<p>Milestone: Operating Hub models in Caldicot, Chepstow, Monmouth and Usk</p> <p>Measure: The number of library materials issued</p>	<p>Community Hubs, combining One stop shops and library services have been established in Caldicot, Chepstow, Monmouth and Usk in line with the milestone agreed.</p> <p>The Improvement Plan 2016/17 sets out the steps to commence work to establish a community hub in Abergavenny.</p>	<p>The hubs have been established, successfully integrating One Stop Shop and Library services and providing a Single point of access for core Council services.</p> <p>Based on library visitor count data, there has been an increased footfall into the overall service. The opening of community hubs has contributed to an increase in visits to sites in the second</p>	Met target

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
		Milestone: Operating Hub model in Abergavenny		<p>half of 2015/16 while overall visits for the year are broadly similar to 2014/15, Virtual visits to libraries continue to increase with an 11% increase in website usage.</p> <p>There has been a reduction in Library materials issued per 1000 of the population to 4591. Although, there has been increased use of download services which are 20% up on the same period last year. Since the introduction of the hubs, further work is being undertaken to make library stock choices more closely linked to customer needs and holding events to encourage non library members who visit the hubs to use the service.</p>	
Complete a review of Monmouthshire County Council's core cultural services and attractions	July 2015	Milestone: The review is completed and the outcome options of the review presented to members	<p>The initial review of the Council's core cultural services and attractions has been concluded and the report has been presented to Economy and Development Select committee in September 2015.</p> <p>The Cultural Services review has been expanded to incorporate parallel and complementary services of Leisure, Events, Youth and Outdoor Learning. In recognition of the need to undertake one detailed and comprehensive appraisal of the options relating to providing a sustainable, viable and vital future</p>	<p>The review has identified a need to rationalise the current working model and improve practices within the Culture Service area. Including the need to recognise the wider options for innovation and collaboration and commercial opportunities that exist.</p> <p>The expanded review is seeking new options and opportunities that must be identified for the wider set of services. This will not only need to meet the Council's priority of maintaining locally accessible services but will also meet the needs of the community.</p>	Met target

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
			<p>for Leisure, Events, Culture and Youth services.</p> <p>A team has been established which has looked at alternative models available to take this forward, worked with specialist consultants, completed workshops and data gathering across services in scope. An option appraisal on the ADM model is being completed for scrutiny and cabinet consideration.</p>	<p>The work completed so far has helped teams to be more focused on their business and opportunities, promote a more joined up approach to work and identified the need for further specialist skills in some key areas such as marketing and commercial.</p>	
<p>Page 20</p> <p>Continue to operate 4 leisure centres by maximising their commercial potential.</p>	<p>Ongoing</p>	<p>Measure: Number of visits to sport and leisure centres.</p>	<p>A sales and marketing plan has continued to be implemented across all four leisure centres with regular promotions, campaigns and outreach work within the communities and this is paying off with an increase in footfall and income against targets.</p> <p>Memberships of leisure centres have continued to grow during the year.</p> <p>Overall, Leisure performed strongly against budget with some challenging targets.</p>	<p>Enhancing the potential of leisure centres will help promote participation and physical activity. In 2015/16 there were a total of 8205 visits to leisure centres per 1000 population. Improved data collection of visitor numbers at leisure centres that were not previously captured has contributed to this increase, excluding this data visitor numbers have still been broadly maintained and above targeted levels. The target for the year was set lower based on the impact of the new school rebuilding and the closure of the swimming pool at Monmouth leisure centre.</p> <p>Participation figures from the school sports survey undertaken in 2015 shows 49% of children are physically active (Hooked on sport for life). This is an improvement from 42% in 2013.</p>	<p>Met target</p>

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?	Progress
<p>Identify Rural Development Plan (RDP) programmes for the next funding period 2014-2020.</p>	<p>July 2015 onwards</p>	<p>Milestone: Local action group agree the projects that will be funded.</p>	<p>Cabinet approved the Vale of Usk Local Development Strategy in July 2015. This is based around five themes developed following consultation with rural communities; adding value to local identity and natural and cultural resources; facilitating pre-commercial development; business partnerships and short supply chains; exploring new ways of providing non-statutory local services; renewable energy at community level and exploitation of digital technology.</p> <p>The coordinating Local Action Group now has 21 members with equal representation from the public, private and voluntary sector and is requesting projects under all five themes.</p> <p>Ten funding applications have been received and approved so far with a further twenty in development. Both Facebook and Twitter accounts have been set up for a wider audience communication strategy.</p>	<p>For the 2014-2020 period the Vale of Usk Local Action Group, covering the rural wards of Monmouthshire and Newport, have been awarded £2.8M for rural projects.</p> <p>The projects agreed by the Local Action group will ensure this funding is targeted at projects for rural communities in line with the five themes. In 2015/16 three LEADER projects have been supported. Further details of approved projects are shown on the projects section of the www.valeofusk.org website.</p> <p>Further performance will be measured using the RDP LEADER Performance Framework. Outputs are lower during 2015/16 as it will take time for the programme to develop and deliver outcomes to be achieved.</p>	<p>Met target</p>
<p>Establish a coherent and consistent volunteer framework for the authority.</p>	<p>December 2015</p>	<p>Milestone: Volunteer strategy developed.</p> <p>Milestone: Outcomes framework developed to measure the impact of volunteering on communities.</p>	<p>A draft volunteer strategy “A county that Serves” has been created, in liaison with relevant groups, as a starting point for thinking differently about supporting and enabling volunteering and social action in Monmouthshire. An integral part of this is an accompanying outcomes</p>	<p>This work is enabling a clear and consistent approach to volunteering and is enabling volunteering provision and opportunities to be more joined up.</p> <p>Volunteer programme coordinators are now being supported to achieve the level of standards set out in the Toolkit.</p>	<p>Met target</p>

What will we do?	Timescale	How we will measure success	What have we done?	What difference has it made?				Progress
			<p>framework, parts of which are being piloted in some volunteer settings.</p> <p>To understand the extent of volunteering across the Council a mapping exercise was completed which gives a baseline as well as specific information on volunteer activity, including that there are 1757 current volunteers. This identified a demand for two key improvements that have been made:</p> <p>A Network for Volunteer Coordinators has been established and this has developed into four working groups focusing on Digital Volunteering, Social Isolation, Indirect Volunteering and Safe and Effective Recruitment to discuss areas of best practice and to coordinate support and training around these key aspects.</p> <p>An online volunteer toolkit has been developed to offer guidance and to set a clear level of standards for involving volunteers.</p>	<p>While support is also being provided to volunteers, this includes safeguarding training that has been delivered to volunteers in regulated activity.</p>				
How will we know the difference it has made				2013/14	2014/15	2015/16 Target	2015/16 Actual	Progress
Number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity				8,099	7,893	7,600	8,205	Improved/ Met target
The number of visits to public libraries during the year, per 1,000 population				7,270	7,434	7,450	7,478	Improved/ Met target
Number of library materials issued, during the year, per 1,000 population				5,828	5,553	5,555	4,951	Declined/ missed target

Longer Term Measures	2013/14	2014/15	2015/16 Actual
Percentage of children who are physically active (hooked on sport for life)	42%	Completed biannually	49%
Total number of tourists per year ^{ix}	2,052,500	2,100,000	2,190,000
Income generated from tourism per year ^x (£ millions)	£169.66 million	£173.15 million	£186.65 million
Partners we are working with?			
Welsh Government, Newport City Council, The European Agricultural Fund for Rural Development, Housing Associations, Gwent Association of Voluntary Organisations (GAVO)			

Appendix 2 – Outcome Agreement Themes 2013/16

Outcome Agreement Theme	Theme 3: Poverty and material deprivation		
Monmouthshire Theme(s)	People are confident, capable and involved & Our County Thrives		
Wales Programme for Government Theme & Outcome	Poverty and material deprivation		
MCC Evaluation score 2013/14 – 2015/16	Fully Successful – 2 points		
During the term of the agreement we will:	What did we do?	What difference has this made?	Progress
<p>Deliver the Flying Start Scheme, including parenting programmes and early language development</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 24</p>	<p>200 children have benefitted from Flying Start nursery provision in 2015/16. 73% of Flying Start funded childcare sessions were attended.</p> <p>The Incredible years Infant and Toddler programmes continue to be delivered each term in each of the four Flying Start areas of Abergavenny, Caldicot, Chepstow and Monmouth.</p> <p>Early language development support to eligible young children continues to be provided. Children in receipt of the support now also receive an early language play plan within their childcare setting.</p>	<p>In 2015/16 75% of children on the flying start scheme reached or were close to their development milestones at 2 years, which is below the target of 86% and performance achieved in the previous 2 years of the agreement.</p> <p>83% of children on the Flying Start scheme reached or were close to their development milestones at 3 years, which met the target set and was an improvement on performance in the first two years of the agreement.</p> <p>Any decline in assessment scores can be due to a range of factors, individual child development, family background or lack of engagement in the programme. Also, this can be influenced by new children entering the programme in expansion areas, here they may have received an assessment without any prior intervention.</p>	Behind Target
	<p>Deliver the Acorn Project to families in need, including parenting support and early years support.</p>	<p>The Acorn project has continued to deliver evidence based parenting programmes, informal structured groups and drop in support. The project provides a menu of evidence based programmes from 0-18 years. Continued to run programmes in 4 main Monmouthshire towns as well as the ability to deliver one to one where appropriate.</p>	<p>In 2015/16 91% of parents reported an improvement in parenting skills and 88% reported improved confidence in supporting their children after receiving Acorn Project support. These were above the targets set. Over the three years of the agreement from 2012/13 both these measures have seen an increase.</p>

During the term of the agreement we will:	What did we do?	What difference has this made?	Progress
	<p>A total of 22 evidenced based parenting programmes across the county were completed in the year, with 51 being delivered across the term of the agreement. The Acorn project worked with a 241 families during 2015/16, and 661 families across the term of the agreement. 379 referrals were received in 2015/16, with a total of 1198 referrals received across the term of the agreement.</p> <p>Take up of services remained quite static at an average of 76% across the term of the agreement</p>	<p>100% of parents reported an improvement in their child's development.</p>	
<p>Continue to assist pre start and existing business in Monmouthshire to access support through Monmouthshire Enterprise and other partners.</p> <p>Page 25</p>	<p>Monmouthshire Business and Enterprise continue to enhance their work with partners to develop a pipeline for pre-start businesses in Monmouthshire. This is evidenced by 283 business start-ups being supported over the course of the agreement, although 2015/16 start-ups (58) is lower than the annual target of 75.</p> <p>The fourth Monmouthshire Business Awards took place in October 2015</p>	<p>Assistance from Monmouthshire Business Enterprise and partners has helped create 140 jobs in the year, delays in larger pipeline projects coming to fruition has meant this is lower than the annual target.</p> <p>There were a total of 99 entrants for 11 award categories at the business awards. The Awards promoted new and existing business success and Monmouthshire as the place to set up business.</p>	<p>On target</p>
<p>Develop an Enterprise Strategy</p>	<p>The Monmouthshire Business Growth and Enterprise Strategy has been developed and continues to be delivered focused on three strategic priorities:</p> <ul style="list-style-type: none"> • Supporting business growth • Encouraging inward investment • Growing Entrepreneurs <p>Specific progress includes:</p> <ul style="list-style-type: none"> • Appointment of a Business and Enterprise Manager, Strategic Investment and Funding Manager and SMART communities & Digital Access Manager. 	<p>The strategy provides a programme of business support, networking and facilitation which will help unlock the potential for growth in the County.</p> <p>Looking at longer term trends over the course of the agreement, average wage levels of people working in the county have risen from £427 in 2013 to £478 in 2015.</p>	<p>On target</p>

During the term of the agreement we will:	What did we do?	What difference has this made?	Progress
	<ul style="list-style-type: none"> • Development of a Business Growth & Enterprise web portal, providing a toolkit for businesses at: www.monmouthshire.biz • Development of an Action Plan for Growing Entrepreneurship. • Continued promotional activity to promote the rollout and exploitation of high speed broadband across the County for both businesses and communities 	.	
<p>Develop and implement an anti-poverty strategy</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 26</p>	<p>We have developed an Anti-Poverty Programme of Intent which highlights the key anti-poverty themes of the Single Integrated Plan. Our focus is to identify those who are affected by poverty and provide a coherent range of services which support people to overcome barriers, allowing them to fully participate in society and engage in education, training and employment.</p> <p>We intend to do this by focusing on the following:</p> <ul style="list-style-type: none"> ○ Preventing Poverty by giving people the best start in life. Breaking the link between socio-economic disadvantage, educational under-achievement and impaired life chances ○ Helping people to improve their skills, enhance the relevance of their qualifications and remove barriers to employment <p>Mitigating the impact of poverty through the provision of a coherent programme of support targeted towards those who are disadvantaged by poverty</p> <p>A number of Public Service Board (PSB) Partnerships delivering in the three key areas have been identified:</p>	<p>This is on-going work that enables us to map provision and develop partnerships with the community, service providers, the third sector and employers. It ensures that tackling poverty is a cross-cutting theme as set out in the Single Integrated Plan and directed through the PSB Partners.</p> <p>The partnerships under the Monmouthshire PSB are instrumental in ensuring that we continue to focus our efforts and resources towards preventing poverty and mitigating the effects of poverty. Our focus moving forward will be to regularly review our performance indicators with each partnership to ensure that they are aligned to national initiatives and local needs, whilst ensuring an intelligence-led approach to targeting those in need.</p>	On target

During the term of the agreement we will:	What did we do?				What difference has this made?		Progress
Page 27	<ul style="list-style-type: none"> ○ Preventing Poverty: Supported by Flying Start, Families First Programmes, TAF, Early Years Development and Childcare Partnership and Integrated Youth Offer ○ Helping people into work: Supported 16+ Employability Group, Integrated Youth Offer, and Families First Programme ○ Mitigating the Impact of Poverty: Supported by the Financial, Economic and Digital Inclusion Partnership, Flying Start, Families First Programme and Integrated Youth Offer <p>A corporate champion has been nominated, governance arrangements established and key performance indicators set to measure progress</p> <p>Chairs of the Key LSB partnership groups have been consulted and a Tackling Poverty Group set up to review, implement and monitor the Tackling Poverty Action Plan.</p>						
	How much did we do?	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Target	2015/16 Actual	Trend 14/15 - 15/16
Number of children benefitting from Flying Start nursery provision	82	119	158	150	200	N/A	This indicator records the actual numbers of children who accessed childcare including full and reduced offers. In this sense the number is subject to fluctuations and the authority has no control over it. The measure therefore gives context but doesn't measure how many engage in the programme.

How much did we do?	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Target	2015/16 Actual	Trend 14/15 - 15/16	Comment
Percentage of Flying Start funded childcare sessions attended	73%	70%	69%	75%	73%	Improved/ met target	This measure supplements the above measure to capture the number of funded sessions that are actually attended by eligible children
How well did we do it?							
Number of new business start-ups where assistance was provided by Monmouthshire Enterprise and Partners ^{xi}	60	103	122	75	58 (provisional)	Not directly comparable	
Percentage of children on the Flying Start scheme reaching, exceeding or within one age band below the developmental norm at 24 months	85%	80%	85%	86%	75%	Declined/ below target	Any child who scores more than one age band below their developmental norms aged two, will receive an intervention within childcare. Play Plans will be delivered and development closely monitored.
Percentage of Acorn Project parents who report improved parenting skills	79%	88%	90%	85%	91%	Improved/met target	
Is anyone better off?							
Percentage of Acorn project parents who report improved confidence as a parent	79%	83%	92%	83%	88%	Declined/met target	
Percentage of eligible children reaching, exceeding or within one age band below the developmental norm at 36 months	92%	80%	81%	83%	83%	Improved/ Met target	Replacement measure for the "Percentage of children on the Flying Start scheme aged 23-25 months who were more than one age interval below the developmental norm who show an improvement at 35 – 37 months"
Proportion of children living in low income families	12.5% (2011 data)	11.9% (2012 data)	12.0% (2013 data)	12.2%	Not available	N/A	The latest available data produced by HMRC is for 2013 for all children in low income families.
Average wage levels in the county (gross weekly pay by workplace)	£438	£427	£464	£475	£478	Improved/ Met target	

Appendix 3 – National Performance Indicators

National Performance Indicators

Trend information Key	
Improved or At maximum	Improvement: >2.5% or at Maximum performance
Marginal Improvement	Improvement: 0.1% - 2.4%
Unchanged	Unchanged: 0%
Marginal Decline	Marginal Decline: -0.1% - -2.4%
Declined	Declined: >-2.5%
N/A - Not applicable	Trend Not applicable

Ref	Description	2012/13	2013/14	2014/15	2015/16	Target 15/16	Target met? 15/16	Trend 14/15 - 15-16	Trend 12/13 - 15/16	Trend 12/13 - 15/16	Comment
PSR/02b Page 29	The number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity	6852	8099	7893	8205	7600	✓	Improved	Improved		Improved data collection of visitor numbers at leisure centres that were not previously captured has contributed to this increase between 2014/15 - 15/16, excluding this data visitor numbers have still been broadly maintained. While the the four year trend shows a significant increase in visists
	Numerator	627020	742368	726918	757591						
	D	Denominator	91508	91659	92100	92336					
PSR/002	The average number of calendar days taken to deliver a Disabled Facilities Grant.	236	186	213	251	180	✗	Declined	Declined		The average time taken to process Disabled Facilities Grants (PSR/002) has increased from 213 days to 251 days, this is mainly attributable to more complex grants being completed and the availability of capital funding. Work is underway to review the steps in the process and identify any improvements in process that can be made to reduce the time taken.
	N	Numerator	21678	15981	17219	18070					
	D	Denominator	92	86	81	72					

Ref	Description	2012/13	2013/14	2014/15	2015/16	Target 15/16	Target met? 15/16	Trend 14/15 - 15-16	Trend 12/13 - 15/16	Trend 12/13 - 15/16	Comment
PSR/004	The percentage of private sector homes that had been vacant for more than 6 months that were returned to occupation during the year through direct action by the local authority	Not published	4.66	10.27	14.18	11	✓	Improved	N/A		Over 500 properties have been contacted with advice in 15/16. Increasing properties that can be included as returned to use through the Council's action
N	Numerator	*	25	64	94						
D	Denominator	*	537	623	663						
PLA/006b	The percentage of all additional housing units provided during the year that were affordable.	101	31	53	25	not set	N/A	Declined	Declined		The number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year has decreased, from 53% to 25% (PLA/006b). The data used for this indicator is from the previous financial year (2014/15) and is produced by Welsh Government using Council (Housing Service) and external data which records affordable acquisitions, when units are handed over and when registered as completions by Building Control or private inspectors. Of more relevance is the Council's own annual Planning Policy data which records all annual housing completions by physical survey and is reported in the required Local Development Plan (LDP) Annual Monitoring Reports. In 2014/15 a total of 17 affordable housing units were completed out of a total of 205 housing completions. This low level of completions is due to the UDP sites being built out and the time lag between LDP adoption and strategic sites becoming available as they progress through the planning application process. An additional 166 affordable housing units secured planning consent during 2014/15 on sites of 5 or more units and this will be reflected in future completion rates. The Report concluded there were no fundamental issues with the LDP strategy given it was in its preliminary stage and had no past trends available for comparison. Close monitoring of trends in the performance of the plan's strategy and policy framework has continued to be undertaken to inform the Annual Monitoring Report for 2015/16. Reporting on progress with the affordable housing indicators will indicate 54 affordable housing completions out of a total of 234 total housing completions for this period
N	Numerator	191	85	159	53						
D	Denominator	189	273	301	212						

ⁱ The audit trail for some of the start-ups included in the 2015/16 data is incomplete, therefore this has been marked as provisional.

ⁱⁱ Data provided by BT

ⁱⁱⁱ 2014/15 data revised from 28,846 m²

^{iv} 2014/15 data revised from 100,563 m²

^v ONS, Annual Survey of hours and earnings. Median earnings in pounds for employees who work in Monmouthshire. This based on place of employment not place of residence; therefore this is likely to include a mix of people who live outside as well as inside Monmouthshire. NOMIS Official labour market statistics - www.nomisweb.co.uk

^{vi} Stats Wales, [Active Business Enterprises](#) per 10,000 population by area and year. Data relates to previous calendar year, e.g 2014/15 is 2013 calendar year data.

^{vii} NOMIS Official labour market statistics, obtained from NOMIS Local authority profile at <https://www.nomisweb.co.uk> , All people - Economically active - Unemployed (Model Based) for Monmouthshire

^{viii} Stats Wales, [Detailed commuting patterns](#) in Wales by Welsh local authority, Data is in calendar years, e.g 2015/16 is 2015 data.

^{ix} Based on annual calendar year data produced by STEAM

^x Based on annual calendar year data produced by STEAM. Income is indexed using the Retail Price index therefore data from 2012 is revised from £163.33 and 2013 from £165.08.

^{xi} The audit trail for some of the start-ups included in the 2015/16 data is incomplete, therefore this has been marked as provisional.

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Summary of Outcomes of a Business Breakfast Meeting held on 4th May 2016

The purpose of this brief is to outline the key outcomes and summarise the points raised with elected Members at the Business Breakfast Meeting held by the Economy and Development Select Committee on 4th May 2016.

Key Outcomes of the Breakfast Meeting for Select Committee Members

- ✓ In listening to the business community, Members received feedback on several key issues that affect businesses in Monmouthshire. Members met several individuals with specialist expertise who could assist them in their future scrutiny work through attending meetings and engaging with topics being scrutinised e.g. scrutiny of tourism may benefit from input from Wye Valley and Forest of Dean Tourism Association.
- ✓ The Committee raised the profile of scrutiny and linked elected Members to businesses i.e. 'meet your local Member who can assist you in the following ways...'

Key Outcomes of the Breakfast Meeting for Business Owners

- ✓ Business owners identified synergies with others which may assist them in developing their business e.g. Thai Restaurant and Monmouthshire Food Festival in terms of cookery demonstrations.
- ✓ Businesses were linked to elected Members who may be able assist them by providing advice and guidance ~ signposting to information/resources.
- ✓ Businesses gained a greater awareness of the role of elected Members and have an additional vehicle through which they can feed their views.

The following summary is provided for discussion/exploration, accepting that suggestions to address these issues may not be actions for the Council primarily to take forward.

Key points:

- 1) *Positive Working Relationships* ~ People were incredibly positive about Monmouthshire as a geographical location for business, with excellent road networks. The achievement of a new hotel and a car park in Monmouth town with a Spa Hotel on the horizon were felt to be significant achievements for Monmouth town. The Chamber of Commerce told Members that this reflected a good working relationship between the Chamber and the Council officers.

- 2) Business engagement ~ People welcomed the fact that the elected Members were engaging with the business community directly, explaining that they want to be involved in helping to shape Monmouthshire. The businesses spoken to were passionate about putting Monmouthshire on the map and are keen to input into key changes in service delivery, such as the Alternative Service Delivery Model. As key stakeholders, they are seeking a platform to be involved in proposals at an early stage.
- 3) Clarity of role ~ A number of people sought clarity on the Council's role i.e. whether the Council is looking to run things or facilitate things ~ the expectation was not for the Council to be leading on everything, rather to coordinate and signpost what is taking place.
- 4) Business Start-up ~ A business owner advised that she had been unaware of existing business forums when starting her business and that she had experienced obstacles / had made basic errors she felt she could have avoided had she attended a business forum. Some other attendees were unaware of existing business forums. There was a suggestion that the Council could assist prospective businesses by providing a short document to welcome them into the county, presenting the 'Monmouthshire offer' - whilst also signposting people to wider information on business support.
- 5) Collaboration ~ The importance of collaboration across county boundaries and across country boundaries was raised, highlighting that businesses and visitors do not operate according to geographical or county boundaries. It was suggested that websites need to be coordinated and advertise cross-county and cross-border events in order to maximise the economic benefit (accepting that Welsh translation would need consideration).
- 6) Coordination ~ Members felt there may be a need to ensure coordination in terms of policy and strategic direction across departments (planning, enterprise, events and tourism). Some service areas were felt to be driving tourism whilst the activities of others may be counter-productive in supporting tourism. An example given was that there is a need for a clear policy on brown signage. Members felt there may be benefit in undertaking internal engagement on supporting business development to ensure policies are complementary.
- 7) Business Awareness ~ Members gained a sense that some businesses are operating in geographic clusters and that some are unaware of others in associated fields/those with synergies who may be located in a different part of the county. Members felt there may be a lack of communication between small businesses who are highly focussed on their actual business and are unaware of the ancillary business elements ~ E.g. a new food business was unaware that

they needed to achieve a 3* rating or above in order to take part in food festivals or to be considered in guides etc.

- 8) Source locally ~ An initiative on 'buying locally' would help to strengthen the relationship between local suppliers and local businesses to maximise the economic benefit ~ The suggestion was that this could be promoted by the Council through the sustainability agenda.
- 9) Business Rates ~ Feedback suggested that business rates are a key concern for numerous independent business owners in Monmouth, with some businesses struggling to turn over a profit. There is a feeling that the town is not as busy and vibrant as it should be – recent press coverage in the Sunday Times noted Monmouth as a vibrant place (no suggestion given on this).
- 10) Historic Town Maps, Tourist Maps and Signage ~ There was a view from a Monmouth business owner that the 4 towns should have concise and well-distributed town maps to signpost people to historic sites (examples given of Ludlow, Ledbury) to encourage people to visit the museum, the castle, the old town, the main street, linking to the QR codes on historic buildings. It was also suggested that there is a need for tourist maps and that these could be available on buses. There was a suggestion that signage in towns should be improved to direct to historic sites.
- 11) Park and Ride ~ A business in Monmouth suggested that a park and ride in Monmouth (collecting in the new car park at Rockfield with drop off points at the top of Church Street) would improve accessibility around the town.
- 12) Tourist Information Centres ~ There was a view that computerised TIC's are not as effective as office based TIC's and that the closure of the TIC in Castle Car Park Chepstow is a loss. There was a concern that the Chepstow TIC is being used less frequently as coach drivers are not parking by the TIC ~ given that there are fewer food establishments near the coach parking.

The Committee have concluded that the holding of the Business Breakfast has aided their understanding of the issues for small businesses in Monmouthshire in addition to achieving their objective to purposefully engage the business community to foster a working relationship with the Select Committee. The Committee would like to offer it's thanks to the business owners and managers who attended the breakfast and particularly to the Enterprise directorate for their sustained efforts in supporting economic growth in the Monmouthshire. Members recognise that this is not a simple task and requires continuous efforts over the long term to create a foundation for successful business. The Committee will discuss the feedback that they have received and agree areas where they can focus further progress.

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Monmouthshire's Scrutiny Forward Work Programme 2016

Economy Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
14 th July 2016 *Invite Wye Valley Tourism*	Performance Reporting	To scrutinise Year-end Performance Reporting together with Outcome Agreements and Improvement Plan.	Matthew Gatehouse	Performance Monitoring
	Discussion on Business Breakfast Outcomes in respect of Tourism (Background Report ~ Business Breakfast Outcomes)	To discuss the outcomes of the Business Breakfast in respect of: - Tourism and brown signage. - advertising and marketing	Nicola Edwards Roger Hoggins Mark Hand	Policy Review
	Regional Economic Planning and City Deal	To review the progress of the Cardiff City Region Board ~ presentation.	Kellie Beirne	Performance Monitoring
1 st Sep 2016 *may need to change to 29 th Sep* Invite Planning Committee	Annual Planning Report	APR report on performance against the Wales average/WG targets.	Mark Hand	Performance Monitoring
	Annual Monitoring Report	The AMR reports how the LDP is delivering against targets.		
	Tourism Update	Scrutiny of STEAM data and discussion on brown signage	Nicola Edwards	Performance Monitoring
	Event Strategy	Report on the Eisteddfod and the Velathon and feedback received.	Dan Davies	Performance Monitoring
Joint Select Committee Meeting *TBC*	Alternative Service Delivery Model	Presentation of the potential options.	Cath Fallon Ian Saunders	Policy Development

Monmouthshire's Scrutiny Forward Work Programme 2016

Economy Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
13 th Oct 2016	Chief Officer Enterprise Annual Report *TBC*	Scrutiny of the performance of the directorate for the previous year (may need to defer).	Kellie Beirne	Performance Monitoring
24 th Nov 2016				
5 th Jan 2017				
9 th Feb 2017				
27 th April 2017				

Future Work Programme items:

- × Vale of Usk LDP Strategy and projects ~ Potential to secure EU funding
- × Risk Assessment Challenge
- × CMC2 - Community Interest Company leading green and digital growth
- × Leisure Services - Annual performance report
- × ICT in schools
- × 21st Century Schools
- × Schools curriculum - Computer coding, Maths, IT, and Engineering teaching

Council and Cabinet Business – Forward Plan

Monmouthshire County Council is required to publish a Forward Plan of all key decisions to be taken in the following four months in advance and to update quarterly. The Council has decided to extend the plan to twelve months in advance, and to update it on a monthly basis.

Council and Cabinet agendas will only consider decisions that have been placed on the planner by the beginning of the preceding month, unless the item can be demonstrated to be urgent business

Subject	Purpose	Consultees	Author
2nd MARCH 2016 – CABINET			
MEET strategy			Tracey Thomas
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16 meeting 5 held on the 21 st January 2016		Dave Jarrett
2015/16 Education & Welsh Church Trust Funds Investment & Fund Strategy	The purpose of this report is to present to Cabinet for approval the 2016/17 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2015/16 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
New Monmouthshire Carers Strategy (Adults)			Deb Saunders
Mounton House Formula Change			Nikki Wellington
Proposed closure of Deri View			Debbie Morgan
Removal of post from CYP			Sharon Randall

Subject	Purpose	Consultees	Author
			Smith
SRS			Sian Hayward
Pay Policy			Sally Thomas
9th MARCH 2016 – INDIVIUDAL DECISION			
Flexi retirement request			Ian Bakewell
Allocation Policy			Karen Durant
10th MARCH 2016 – COUNCIL			
Final Composite Council Tax Resolution	To set budget and council tax for 2016/17		Joy Robson
Treasury Management Strategy 2016/17	To accept the annual treasury management strategy		Joy Robson
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
Waste Strategy			Carl Touhig/ Roger Hoggins
CIL			Martin Davies
SPG			Martin Davies
Draft Diary			
Pay Policy			Sally Thomas
23rd MARCH 2016 – INDIVIUDAL CABINET MEMBER DEICSIONS			
Release of restrictive covenant			Gareth King
Creation of business support officer post	To gain agreement to employ a full-time Business Support Officer within Children's		Gill Cox

Subject	Purpose	Consultees	Author
	Services.		
Tender for Treasury Services			Mark Howcroft/Jon Davies
Conservation area appraisals	To adopt as supplementary planning guidance		Mark Hand
Flexible retirement request			Roger Hoggins
24th MARCH 2016 – SPECIAL CABINET			
Risk Assessment			Richard Jones
Proposed closure of Llanfair Kilgeddin CIW VA Primary School (23 rd March)			Debbie Morgan
Proposed establishment of an ALN facility and reduction in the capacity at Monmouth Comprehensive School (23 rd March 2016)			Debbie Morgan
Removal of CYP post (EXEMPT)			Sharon Randall-Smith
CYP Call-In (Mounton House)			Tracey Harry
13TH APRIL 2016 - CABINET			
Digital Strategy	To update members on progress with the digital strategy and to agree the next steps.		Sian Hayward
Community Coordination evaluation of pilot			Matt Gatehouse
Proposed Closure of Deri View Special Needs Resource Base			Debbie Morgan
Mardy Park			Colin Richings
EAS Business Plan			Debbie Harteveld (EAS)
Play Sufficiency Assessment			Matthew Lewis
People and organisational strategy			Lisa Knight Davies

Subject	Purpose	Consultees	Author
Acorn Staffing Restructure			Clair Evans
Recommendations from Select			Hazel Ilett
27th APRIL 2016 – INDIVIDUAL DECISION			
SHG Programme			Shirley Wiggam
Moving Boverton House from CYP into the Enterprise Directorate			Ian Saunders
Monmouthshire Flood Risk Management Plan			Dave Harris
Primary Shopping Frontages Supplementary Planning Guidance'			Jane Coppock
4th MAY 2016 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 5 held on the 10 th March 2016		Dave Jarrett
BUDGET MANDATE 2016/17 – PREPAREDNESS ASSESSMENT	To provide Cabinet with an assessment on the preparedness of services to deliver the 2016/17 budget mandates.		Deb Mountfield
Gilwern Setion 106 Funding	reporting back following the deferral of the Gilwern decisions at the February meeting		Mike Moran
Church Road Caldicot S106	new, short report to include some funding into the capital budget for 2016/17		Mike Moran
Monmouth S106 Funding			Mike Moran
Transfer management of Raglan VC Primary school			Cath Sheen

Subject	Purpose	Consultees	Author
former Junior building to the Enterprise Directorate			
Funding to Caldicot Town Team – Caldicot goes pop			Judith Langdon
Funding to Caldicot Town Team – Caldicot Market			Judith Langdon
4th MAY 2016 – SPECIAL COUNCIL			
11TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Transfer member of staff from Policy and Performance to CYP Directorate			Will McLean
SWTRA			Roger Hoggins
Monmouth Section 106 Funding – St Thomas Church Hall.			Mike Moran
40mph Speed Limit B4235 Myndbach			Paul Keeble
12TH MAY 2016 – COUNCIL			
Improvement Plan 2016-17			Matt Gatehouse
25TH MAY 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Supplementary Planning Guidance – Draft Programme			Jane Coppock
Review of the administrative fee (Abergavenny Town Centre Loan Scheme) Councillor Greenland.			Stephen Griffiths
Review of the Council's Planning Pre-application Advice Service including the			Craig O'Connor

Subject	Purpose	Consultees	Author
proposal to increase the charges for this service			
Proposed prohibition of waiting at any time & prohibition of driving (except for access) mount way, chepstow.			Paul Keeble
8th JUNE 2016 – CABINET			
Contaminated Land report for Cabinet decision	To consider the options for revising the Authority's Contaminated Land Inspection Strategy		Huw Owen / David Jones
Review of Sundry Debtors policy	To agree the updated Sundry Debtor Policy, to ensure that the Authority continues to adopt a consistent and transparent approach to the management of its sundry debts.		Joy Robson
Revenue & Capital Monitoring 2015/16 Outturn Forecast Statement	To provide Members with information on the outturn position of the Authority for the 2015/16 financial year.		Mark Howcroft
Monmouthshire Carers strategy	To gain the approval of Cabinet, for the publication of the Monmouthshire Carers Strategy 2016-2019.		Bernard Boniface/ Deb Saunders
Volunteering Strategy	To introduce the Draft Volunteering Strategy 2016-19		Owen Wilce
Capital Programme Report	To seek member approval for highway and transportation schemes as part of Welsh Government transport grants and Section 106 agreements associated with new developments throughout Monmouthshire		Paul Keeble
S106 Funding Newport Road, Caldicot	To consider the release of S106 funding from the Newport Road allocation to enable the Caldicot Linkage Scheme to proceed		Deb Hill-Howells
Hydrogen Car Trial			Ben Winstanley / Roger Hoggins
Changes to the EAS	To seek Cabinet approval of the changes on		Sharon Randall

Subject	Purpose	Consultees	Author
business arrangements	Governance arrangements; Business arrangements; Funding arrangements		Smith
Caerwent House	To update Cabinet on project progress and proposed action with regards to the Compulsory Purchase Order in relation to Caerwent House.		Philip Thomas
15TH JUNE – INDIVIDUAL CABINET MEMBER DECISIONS			
Establishing two temporary posts to facilitate new duties under the social services & well-being (wales) act 2014, part 11 – to assess and meet the needs of adults in the secure estate.			Julie Boothroyd
Capability Policy for school based employees			Sally Thomas
16TH JUNE - COUNCIL			
Update on Syrian Resettlement Programme			Will McLean
Audit Committee Annual Report 2015/16, Annual report 2014/15			Andrew Wathan
29TH JUNE 2016 – INDIVIDUAL CABINET DECISION			
EU Project			Deserie Mansfield
Re-Allocation of Resources within Development Management			Mark Hand
Amendments to the protocol on public speaking at Planning Committee			Mark Hand
6TH JULY 2016 – CABINET			
Welsh Language Monitoring Report			Alan Burkitt

Subject	Purpose	Consultees	Author
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 1 held on the 16th June 2016.		Dave Jarrett
Review of Reserves			Joy Robson
End of year performance on Whole Authority Safeguarding			Teresa Norris / Claire Marchant
Proposed changes to the whole authority safeguarding approach			Teresa Norris / Claire Marchant
Car Park Management and Obstructions in the Highway			Roger Hoggins
DSS Annual report			Claire Marchant

13th July – INDIVIDUAL CABINET MEMBER DECISION

Proposed prohibition of waiting at any time & prohibition of waiting mon – sat 10:00am – 3:00pm, st kingsmark avenue,			Paul Keeble
Proposed 30mph speed limit, R139 Crick Road, Crick.			Paul Keeble
Proposed prohibition of waiting at any time & prohibition of waiting mon – fri 8am – 5pm, Monmouth Road & other roads, Usk			Paul Keeble
Proposed 30mph speed			Paul Keeble

Subject	Purpose	Consultees	Author
limit, R122 (Crick to Shirenewton), Crick.			
Proposed 40mph speed limit, R122 Earlswood Road, Crick.			Paul Keeble
Proposed weight restriction order Usk			Paul Keeble
Monmouthshire Meals Leadership			Colin Richings
Mounon House – Catering Staff restructure			Rob O’Dwyer
27TH JULY – INDIVIDUAL CABINET MEMBER DECISION			
Wye Valley Management Plan			Matthew Lewis
Procurement Memorandum of Understanding for Regional Garden Waste Treatment			Carl Touhig
27TH JULY – CABINET			
Budget Monitoring report – Period 2	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.		Joy Robson/Mark Howcroft
Children’s Services Improvement Reports			Claire Marchant
Redundancy Report – Leisure Services			Ian Saunders
Crick Road			Deb Hill-Howells
Provision of a Community Hub in Abergavenny			Deb Hill-Howells
Effectiveness of Council Services – Q4			Matt Gatehouse
Recommendations from Select Committees			Hazel Ilett
CYP directorate restructure	To restructure the CYP directorate service		Sarah McGuiness

Subject	Purpose	Consultees	Author
	arrangements including officer designations		
Circuit of Wales			Peter Davies
People Services Annual Report			Peter Davies
28th JULY - COUNCIL			
DSS Annual report			Claire Marchant
	To declare work towards Monmouthshire becoming the first dementia friendly authority.		Geoff Burrows
Safeguarding – year end performance 2015/16	To sign off end of year performance 2015/16 and present a new way forward on safeguarding		Teresa Norris
CYP Chief Officer report			Sarah McGuinness
1st AUGUST – INDIVIDUAL CABINET MEMBER DECISION			
Map Modification Order			Mandy Mussell
7th SEPTEMBER - CABINET			
MTFP and Budget process 2017/18	To highlight the context within which the Medium Term Financial Plan (MTFP) will be developed for 2017/18 to 2020/21		Joy Robson
22ND SEPTEMBER 2016 - COUNCIL			
MCC Audited Accounts 2015/16(formal approval)	To present the audited Statement of Accounts for 2015/16 for approval by Council		Joy Robson
ISA 260 report – MCC accounts	To provide external audits report on the Statement of Accounts 2015/16		WAO
Re-Appointment of Monmouthshire Local Access Forum	To secure the appointment of members to the Monmouthshire Local Access Forum for its next 3 year period.		Matthew Lewis
5TH OCTOBER 2016 – CABINET			

Subject	Purpose	Consultees	Author
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 2 held on the 22 nd September 2016.		Dave Jarrett
MTFP and Budget proposals for 2017/18	To provide Cabinet with revenue Budget Proposals for 2017/18 for consultation purposes		Joy Robson
Capital Budget Proposals	To outline the proposed capital budget for 2017/18 and indicative capital budgets for the 3 years 2018/19 to 2020/21		Joy Robson
2ND NOVEMBER 2016 – CABINET			
Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 3 held on the 20 th October 2016.		Dave Jarrett
Budget Monitoring report – Period 6	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year		Joy Robson/ Mark Howcroft
7TH DECEMBER 2016 – CABINET			
Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the schedule of applications 2016/17, meeting 4 held on 1 st December 2016.		Dave Jarrett
Council Tax Base 2017/18 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government together with the collection rate to be applied for 2017/18 and to make other necessary related statutory decisions		Sue Deacy/Ruth Donovan
Review of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2017/18		Joy Robson

Subject	Purpose	Consultees	Author
Revenue & Capital Budget final proposals after public consultation	To present Revenue and Capital Budget proposals following receipt of final settlement		Joy Robson
14TH DECEMBER 2016 – INDIVIDUAL MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2017/18 financial year as required by statute		Joy Robson
11TH JANUARY 2017 – CABINET			
18TH JANUARY 2017 – INDIVIDUAL MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2017/18 as required by statute.		Joy Robson
19TH JANUARY 2017 - COUNCIL			
Final Budget Proposals			Joy Robson
Council Tax Reduction Scheme 2017/18			Ruth Donovan
1ST FEBRUARY 2017 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 19 th January 2017.		Dave Jarrett

Subject	Purpose	Consultees	Author
Budget Monitoring report – period 9	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year.		Joy Robson/Mark Howcroft
1ST MARCH 2017 – CABINET			
2016/17 Education and Welsh Church Trust Funds Investment and Fund Strategy	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2016/17 grant allocation to Local Authority beneficiaries of the Welsh Church Fund		Dave Jarrett
Pas			
5TH MARCH 2017 - COUNCIL			
Final Composite Council Tax Resolution	To set budget and Council tax for 2017/18		Joy Robson
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
5TH APRIL 2017 – CABINET			
Welsh Church Fund Working Group	The Purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2016/17, meeting 6 held on the 9 th March 2017		Dave Jarrett
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 7 held on the 30 th March 2017.		Dave Jarrett

Subject	Purpose	Consultees	Author
3RD MAY 2017 – CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 8 held on the 2017.		Dave Jarrett
Transfer of management of Raglan VC Primary School	To receive a progress update on the transfer of the management of Raglan VC Primary School former junior building to the Enterprise Directorate.		Cath Sheen