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Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

Dydd Mercher, 2 Tachwedd 2016

Hysbysiad o gyfarfod

Pwyllgor Craffu Cwmunedau Cryf

Dydd Iau, 10fed Tachwedd, 2016 at 10.00 am

AGENDA

**BYDD CYFARFOD CYN I AELODAU'R PWYLLGOR 30 COFNODION CYN I'R
CYCHWYN Y CYFARFOD**

Eitem ddim	Eitem	Tudalennau
1.	Ymddiheuriadau am absenoldeb	
2.	Datganiadau o Fuddiant	
3.	Fforwm Cyhoeddus Agored	
4.	Cadarnhau cofnodion y cyfarfod blaenorol	1 - 8
5.	Rhestr Gweithredu	9 - 10
6.	Toiledau Cyhoeddus - Adroddiad cynnydd ar weithredu argymhellion yr adolygiad.	11 - 16
7.	Adroddiad diweddarar ar y bartneriaeth gwastraff gweddilliol	17 - 38
8.	Refeniw a Chyfalaf Monitro 2016/17 - Cyfnod Datganiad 2 Rhagolwg Alldro	39 - 62
9.	Contract Ailgylchu - Trafodaeth ar gefndir y caffael a'r contract ar gyfer ailgylchu ymyl y ffordd.	63 - 66
10.	Cymunedau Cryf Rhaglen ymlaen Waith Tachwedd 2016	67 - 68
11.	Cabinet a blaenraglen waith y Cyngor	69 - 86
12.	Cadarnhau dyddiad ac amser y cyfarfod nesaf	

8th December 2016 10am (premeeting 9.30am)

Paul Matthews

Prif Weithredwr

CYNGOR SIR FYNWY

MAE CYFANSODDIAD Y PWYLLGOR FEL SY'N DILYN:

Cynghorwyr Sir:

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

Gwybodaeth Gyhoeddus

Mynediad i gopiâu papur o agendâu ac adroddiadau

Gellir darparu copi o'r agenda hwn ac adroddiadau perthnasol i aelodau'r cyhoedd sy'n mynychu cyfarfod drwy ofyn am gopi gan Gwasanaethau Democrataidd ar 01633 644219. Dylid nodi fod yn rhaid i ni dderbyn 24 awr o hysbysiad cyn y cyfarfod er mwyn darparu copi caled o'r agenda hwn i chi.

Edrych ar y cyfarfod ar-lein

Gellir gweld y cyfarfod ar-lein yn fyw neu'n dilyn y cyfarfod drwy fynd i www.monmouthshire.gov.uk neu drwy ymweld â'n tudalen Youtube drwy chwilio am MonmouthshireCC. Drwy fynd i mewn i'r ystafell gyfarfod, fel aelod o'r cyhoedd neu i gymryd rhan yn y cyfarfod, rydych yn caniatáu i gael eich ffilmio ac i ddefnydd posibl y delweddau a'r recordiadau sain hynny gan y Cyngor.

Y Gymraeg

Mae'r Cyngor yn croesawu cyfraniadau gan aelodau'r cyhoedd drwy gyfrwng y Gymraeg neu'r Saesneg. Gofynnwn gyda dyledus barch i chi roi 5 diwrnod o hysbysiad cyn y cyfarfod os dymunwch siarad yn Gymraeg fel y gallwn ddarparu ar gyfer eich anghenion.

Nodau a Gwerthoedd Cyngor Sir Fynwy

Cymunedau Cynaliadwy a Chryf

Canlyniadau y gweithiwn i'w cyflawni

Neb yn cael ei adael ar ôl

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

Pobl yn hyderus, galluog ac yn cymryd rhan

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

Ein sir yn ffynnu

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

Ein blaenoriaethau

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

Ein gwerthoedd

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

Public Document Pack Agenda Item 4

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Strong Communities Select Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 15th September, 2016 at 10.00
am

PRESENT: County Councillor S. Howarth (Chairman)
County Councillor V. Smith (Vice Chairman)

County Councillors: A. Easson, S. Jones and S. White

Also in attendance County Councillor(s): D. Blakebrough and B. Jones

OFFICERS IN ATTENDANCE:

Roger Hoggins	Head of Operations
Mark Howcroft	Assistant Head of Finance
Roger Joy	Street Lighting Engineer
Gareth Sage	SWTRA /Street Lighting Manager
Paula Harris	Democratic Services Officer

ALSO IN ATTENDANCE:

Glen Walker	Go Safe Wales
Nicola Rosser	Go Safe Wales

1. Apologies for absence

We received apologies from County Councillors D. Dovey, P. Watts, A. Webb and Scrutiny Manager H. Ilett.

2. Declarations of Interest

None received.

3. Open Public Forum

We were joined in the Chamber by members of the public who wished to speak in regard of the speeding and road safety item on the agenda. During discussion we noted:

- Llanover Community Councillor Ron Adam read a statement regarding issues in his ward.
- Go Safe Wales responded outlining their approach to complaints they have received, including the use of covert analysers which uses an average speed. In answer several members of the public complained that the average speed was useless as it is not the average speeder that kills.
- The Chair spoke about all the Members having issues with speed and safety in their wards and the importance of further discussion.
- A Member of the public spoke about Section 59A of the Road Traffic Act on the B4598 and the lack of police prosecution, due to the lack of police presence.

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- It was asked if measures such as chicanes or sleeping policemen could be implemented in certain areas.
- The Cabinet Member assured Go Safe that he would create space for their van in areas partially affected by speeding.
- Without the correct signage the police have no powers to enforce speed limits and Councillor Blakebrough commented on Newport Council's strategy.
- It was also commented that if signs are covered with foliage and cannot be seen it is impossible to enforce them, MCC Highways department have been contacted regarding this matter.
- Members of the public commented on a 'disconnect' between police, public and MCC are stressed the importance of effective, regular monitoring and communication.
- When complaints are made to the police, members of the public have been told that there isn't enough manpower to investigate all complaints.
- The Committee was told by members of the public that due to the excessive noise from bikes on the roads their quality of life was grievously affected.
- The Chair asked if MCC provide funding for Go Safe and an officer answered that Go Safe is directly funded by Welsh Government.
- A local resident queried the cost and feasibility of number plate recognition and offered to fund the project until fines came into place and recovered his costs.
- It was asked if the hedgerows and signage blocked with foliage could be addressed on the A472.

4. To confirm minutes of the previous meeting

We confirm the minutes of the previous meeting 30th June 2016 as a true and accurate record.

We confirm the minutes of the previous meeting 21st July 2016 as a true and accurate record with one addition from County Councillor V. Smith. Under the Public Open Forum County Councillor V. Smith would like added that the public speaker Mr J. Nixon is a wheelchair user.

5. Revenue & Capital Monitoring 2016/17 Period 1 outturn forecast statement

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 period 1 which represents month 2 financial information for the 2016/17 financial year. Revenue and Capital forecasting is being brought forward by a month against the usual timescale to provide members with relevant financial information before summer recess.

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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 to Cabinet

- That Cabinet notes the extent of forecast revenue overspend at period 1 of £1.37 million.
- That Cabinet requires Chief Officers to provide information on how the overspend position will be brought back within budget, including alternative plans to deliver the £301,000 mandated savings reported as not achievable in the next monitoring report.
- That Cabinet requires Directors to review levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported prior to month 6 reporting.
- That Cabinet appreciates the extent of predicted schools reserve usage and the anticipation that 13 schools will be in a deficit position by end of 2016-17.
- That Cabinet considers the capital monitoring which exhibits only a small variance to budget as a result of recent Cabinet and Council approval on Caerwent House.
- That Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year anticipated and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.

Member Scrutiny:

We would told that the next budget review would provide more options for Members to consider with each department being asked to look for 5-10% savings.

The Chair asked for a report detailing the recent leadership restructure and information on senior salaries. In turn this led to a discussion regarding staff workloads. We were advised that the Audit Committee have already asked for a report from People Services regarding staff wellbeing and the Chair asked for this to be added to the Strong Communities work programme.

A Member questioned seeing members of staff who she had known to have been made redundant or retired back working for MCC. We were told that experienced staff who had left were valued and often useful to fill in short term roles within the Authority.

The Chair asked about The Borough theatre and we were told that this had been moved to a trust with a management agreement in place. Due to the infrastructure the market and theatre could not be dislocated, this will be the responsibility of the Estates department and then under Strong Communities remit.

The Committee also requested an update on Raglan Market from the Estates Department.

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Committee's Conclusion:

The Chair thanked the Officer for the comprehensive report and looked forward to the next update.

The Committee also requested an update on Raglan Market from the Estates Department.

A report from People Services updating on organisational structure, sickness absence and staff wellbeing be added to the work programme

6. Speeding and Road Safety ~ to consider the policy and speeding enforcement

Context:

Members will be aware of petitions occasionally presented to the authority calling for lower speed limits at various routes throughout the county. The wider issues of community concerns about speed limits and speeding generally have also regularly been raised by members of the public, local councils and MCC councillors.

Monmouthshire currently uses the Setting Local Speed Limit guidance to assess speed limits throughout the county along with other national guidance to determine appropriate schemes and measures to address or seek to improve road safety throughout the county. Such schemes are prioritised and are either considered as part of a bid to Welsh Government or added to the Road Safety Strategy forward programme. In some circumstances, and where the costs are relatively low, schemes are delivered using the road safety revenue budget.

Key Issues:

The provision of appropriate speed limits on the highway network has a major bearing on road safety as well as the free flow and efficient movement of traffic throughout the county. Speed limits are assessed based upon national guidance and with speed featuring as a key concern of the local community throughout Monmouthshire it is important that proper consideration is given to how the guidance is applied to the local highway network and that any future changes to limits strikes an appropriate balance between those wishes of the local community with that of the wider travelling public and businesses with an overriding emphasis on improving or maintaining road safety.

The Task & Finish Group may wish to consider the following documents and guidelines when developing a Speed Management Policy for Monmouthshire:

- i. National Road Safety Policy: Welsh Government's "Road Safety Delivery Programme; Department for Transport "Tomorrow's Roads, Safer for everyone" and associated performance indicators and targets.
- ii. Monmouthshire CC Policy – Road Safety Strategy, Local Development Plan and Regional Transport Plan
- iii. Guidance: Welsh Government "Setting Local Speed Limit"; Department for

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Transport "New Manual for Streets" and various Transport Notes on subjects such as 20MPH Zones, Traffic Calming Guidance

iv. Monmouthshire CC's Community Strategy

In addition to the above, any future policy will need to seek the views of Gwent Police and other bodies such as the South Wales Trunk Road Authority (SWTRA) and neighbouring authorities. Furthermore, it is important that other factors in addition to speed limits are considered when developing a Speed Management Policy since influences such as Road Safety Education and Training also have a major part to play in delivering such a strategy.

The committee (possibly through a Task and Finish Group) may wish to make recommendations on the latitude and flexibility of how such a policy should be applied as well as to make suggestions on further consultation which may be beneficial before presenting to the Cabinet Member for approval and adoption as Monmouthshire Speed Management Policy.

Member Scrutiny:

After hearing from our partners at Go Safe that Monmouthshire registers the most complaints out of the 5 authorities they cover, it was asked why? We were told by Go Safe that Monmouthshire appears to be the most proactive county, with 11 community speed watch groups set up.

Members stressed the importance of setting up the Task and Finish working group which includes various partners in a formalised meeting occurring on a six weekly basis.

Members expressed their concerns over the average speed and stressed it is the minority they have concerns about.

Members asked for a seminar for all County Councillors on this issue. The Head of Operations will look at dates for this.

Committee's Conclusion:

The Chair thanked our partners at Go Safe for attending the meeting and due to the importance of the issue the Chair stressed the need for an all Members seminar in the near future.

7. Street Lighting ~ to scrutinise a progress report on street lighting (policy and costs)

Context:

Over several years various changes to the street lighting service have been introduced. In particular the remote control of lighting has been introduced along with the dimming and partial switch off of lights in various communities. More recently older lanterns are being replaced with LED lanterns to reduce energy consumption. This report provides members with an update on developments within the service.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Strong Communities Select Committee held at County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 15th September, 2016 at 10.00 am

Key Issues:

MCC street lighting team presently manages 10,695 street lights plus traffic lights and VAS signs. 7026 street lights are on the remote monitoring system. Presently 1751 LED lanterns have been installed all of which are controlled on the monitoring system.

A capital budget has been allocated from the overall highway budget for many years to carry out upgrades to the street lighting furniture year on year. However in 2012 the Council took a SALIX loan (interest free) to purchase new lanterns using the reduction in the energy costs to repay the loan.

Last year a Welsh Government Invest to Save Loan (I2S) was received to install LED lanterns. Again the reduction in energy is funding the interest free loan. Officers are currently assessing the financial viability of a further I2S loan to purchase more LED lanterns (2500 lanterns contemplated).

The 2014/15 budget included a significant saving (£180k) by the introduction of partial switch off, dimming, reduction in maintenance costs and staff cost reduction. This initiative to introduce switch off and dimming commenced during 2014 and continues to be rolled out (a copy of the briefing note to members circulated at that time is provided for information – Appendix 1).

A member has raised specific questions about the service. These are replicated in Appendix 2 along with responses.

Member Scrutiny:

It was asked if we should have gone to LED lights initially and the costs involved in changing the lights retrospectively. It was explained that when the LED lights originally came out they were not up to the standard required in residential areas. In regard to costs, Western Power are now reading our monitoring system and once onto full board in the next month we will pay for the power actually used rather than the anticipated amount which will hopefully see a reduction in costs.

It was asked if a press release would be useful to keep residents up to date with progress of the work.

Members were advised that complaints should be sent via the Contacts Centre so that all issues are recorded.

A Member requested that all lights were kept clear from trees and foliage.

Committee's Conclusion:

The Chair thanked the Officers and spoke of the importance of the issue as Councillors receive complaints from members of their wards several times a week on this matter and stressed that the public need to be updated on the developments with the lights.

The Committee requests a press release on street lighting to reassure the public that work is progressing to resolve issues.

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am**

8. Strong Communities forward Work Programme September 2016

Members discussed the Work Programme for the Strong Communities Select Committee. In doing so, the following points were noted as subjects requiring scrutiny:

- Burial charges
- People Services
- Raglan Market

9. Cabinet and Council forward work programme

Members considered the Cabinet Forward Work Planner – no issues were identified as requiring pre-decision scrutiny.

10. Date and time of next meeting

10th November 2016 10am (pre-meeting 9.30am)

The meeting ended at 1.30 pm

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Strong Communities Select Committee

Action List

15th September 2016

Minute Item:	Subject	Officer	Outcome
6	Speeding and Road Safety ~ to consider the policy and speeding enforcement	Roger Hoggins/Paul Keeble	Arrange a Members Seminar on the subject
5	Revenue & Capital Monitoring 2016/17 Period 1 outturn forecast statement	Estates	Update on Raglan market
5	Revenue & Capital Monitoring 2016/17 Period 1 outturn forecast statement	Estates	Organisational structure/sickness/wellbeing report
7	Street Lighting ~ to scrutinise a progress report on street lighting (policy and costs)	Abigail Barton/Roger Hoggins	Press release public update

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SUBJECT: PUBLIC TOILETS – MEMBER UPDATE

MEETING: STONG COMMUNITIES SELECT COMMITTEE

DATE: 10th November 2016

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

To provide members with an update on the provision of public toilets within the county.

2. RECOMMENDATIONS:

2.1 That members note the contents of the report.

3. KEY ISSUES:

3.1 The Strong Communities Select Committee initially investigated the provision of public conveniences in 2010 and Cabinet subsequently adopted various recommendations of the Select Committee.

3.2 Since the review the provision of public toilets has been gradually transferred to community and town councils, the funding implications being reflected in the various budgets approved.

3.3 Appendix 1 provides a summary of the ownership, management and funding of various public toilets situated around the county.

4. REASONS:

4.1 The provision of public toilets has gradually been transferred to local councils since the review. Three toilets were closed (Bulwark, Raglan, Tintern) but otherwise they have remained open being funded and managed by the local council or county council.

4.2 The initiative has demonstrated the capacity for the local councils to work collaboratively with the County Council to maintain local service provision during difficult financial circumstances.

4.3 Budget mandates have supported further transfer of services to local councils, including public toilet provision where this has not happened so far.

5. RESOURCE IMPLICATIONS:

None arising directly from the report.

However it is acknowledged that the review and subsequent decisions reduced the MCC public convenience budget by £162,000 in the approved 2011/12 budget.

Current indicative costs for provision (rates, utilities, cleaning and maintenance) along with current income levels are provided in appendix 2.

6. CONSULTEES:

None

7. BACKGROUND PAPERS:

None

8. SAFEGUARDING: There are no safeguarding implications arising from this report.

9. FUTURE GENERATIONS AND EQUALITY IMPACT ASSESSMENT

This report provides information about existing service provision. As such there are no proposals that would require a FGE assessment. Should proposals in relation to the service come forward at some time in the future that suggest a change other than that already approved or a change in policy then an FGE assessment will be prepared.

10. AUTHOR AND CONTACT DETAILS:

Roger Hoggins, Head of Operations

Tel: 01633 644644

E-mail: rogerhoggins@monmouthshire.gov.uk

APPENDIX 1

Strong Communities Select Committee – 10th November 2016

Agenda Item : Public Toilets – Member Update

Public toilets – ownership, management and funding status:

Abergavenny:	Brewery Yard	MCC owned, managed, funded
	Castle Street	MCC owned, managed, funded
	Bus Station	MCC owned, managed, funded
	Whitehorse Lane	MCC owned, managed, funded
	Bailey Park	MCC owned, managed, funded

Note: Costs are between £80k and £90k. In 2016/17 Abergavenny Town Council is contributing £58k of service costs and discussion are underway about the transfer of assets and the future configuration of services.

Caerwent:	Public toilet	Caerwent CC owned, managed, funded
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Caldicot:	Jubilee Way	Caldicot TC owned, managed, funded
	Castle	MCC owned, managed, funded

Note: Caldicot TC pay MCC to provide cleaning services for the Jubilee Way Toilet

Chepstow:	River bank	Chepstow TC owned, managed, funded
	Welsh St	MCC owned, Chepstow TC managed, funded
	TIC	MCC owned, Chepstow TC managed, funded
	Mathern Road	Closed and sold
	Bulwark Ind est	removed (superloo system)

Gilwern	Beaufort	Llanelly Hill CC owned, managed, funded
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Goytre	Car Park	Govtre Fawr CC owned, managed, funded
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Grosmont	By the Angel	Grosmont CC owned, managed, funded
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Monmouth:	Agincourt St	Monmouth TC owned, managed, funded
	Blestium St	MCC owned, managed, funded

Note: Monmouth TC pay MCC for cleaning services at Agincourt St and the transfer of Blestium St is underway.

Raglan:	Castle St	Closed and sold
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Tintern:	Main Road	Closed and sold
	Abbey	MCC leased, managed, funded

Note: Abbey toilet building is owned by CADW and MCC officers are investigating options to source local cleaning and CADW are considering future use of the building.

Usk:	Maryport St	MCC owned, managed, funded
	Usk Island	MCC owned, managed, funded

Note: Transfer of Maryport St toilets to Usk TC will form part of a wider negotiation surrounding car park provision in the town. Usk Island remains in the ownership of MCC but day to day management and cleaning is through the refreshment concession provider. (Note that Usk Island is situated within Llanbadoc CC area).

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		rates	water	electric	cleaning	mtce	
a	Agincourt Street	1032	2,018	914	13,000		1,047
b	Maryport Street	923	905	488	7,154		225
c	Cattle Market	959	2,130	684	15,245		1,617
d	Tintern	1215	1,823	727	8,347		1,540
a	White Horse Lane	1312	5,676	932	14,238		924
b	Castle Street	1215	1,511	614	14,238		-
c	Bus Station	1862	4,655	1,159	14,238		803
d	Brewery Yard	2770	3,055	1,213	14,238		-
a.	Chepstow Castle	1798	0	500	14,206		0
b.	Jubilee	0	0	0	11,000		0

Income
Net Service Cost
Net Saving

16/17	10/11	
18011	14244	
9695	7,719	
20635	22,763	
13652	5941	
23082	18970	
17578	15222	
22717	14,967	
21276	13,000	
16504	23463	
11000	15653	
174150	151942	
-87000	0	
87150	151942	
		64792

SUBJECT:	Project Gwyrdd Update
DIRECTORATE:	Waste & Street Services
MEETING:	Strong Communities Select Committee
DATE:	10 th November 2016
DIVISION/WARDS AFFECTED:	All

PURPOSE:

1. For Members to receive an update on the implementation of the Prosiect Gwyrdd Energy from Waste Contract.

BACKGROUND

2. Members will recall that MCC is and will remain a partner of Prosiect Gwyrdd (PG) until 2048. Between 2007-13 the SE Wales LAs of MCC, Caerphilly, Cardiff, Newport and Vale of Glamorgan worked together and with Welsh Government to structure a procurement to replace landfill as the main form of disposal for residual waste. The need to replace landfill was driven by:
 - Landfill Directive (1999) requirements which placed a statutory limit on the amount of biodegradable municipal waste (BMW) that Councils could send to landfill
 - Landfill tax escalator and the increasing costs of landfill
 - Landfill being the least environmentally sustainable method to dispose of waste
 - Increasing recycling performance and the need to have complimentary infrastructure in place for waste that cannot be recycled
 - Lack of landfill provision across the UK
3. Following a robust and well-structured procurement, in December 2013 Viridor were awarded the contract from Cardiff as the Lead Authority. The Partnership which is formalised by a Contract between the LAs to allow Cardiff to contract with Viridor is called Prosiect Gwyrdd and is governed by a Joint Working Agreement 2.
4. Through the procurement process a scrutiny panel was established made up of Councillors from the relevant Scrutiny Committees. MCC's representatives were Cllr. S. Howarth and Cllr. V. Smith. The purpose of the panel was to:

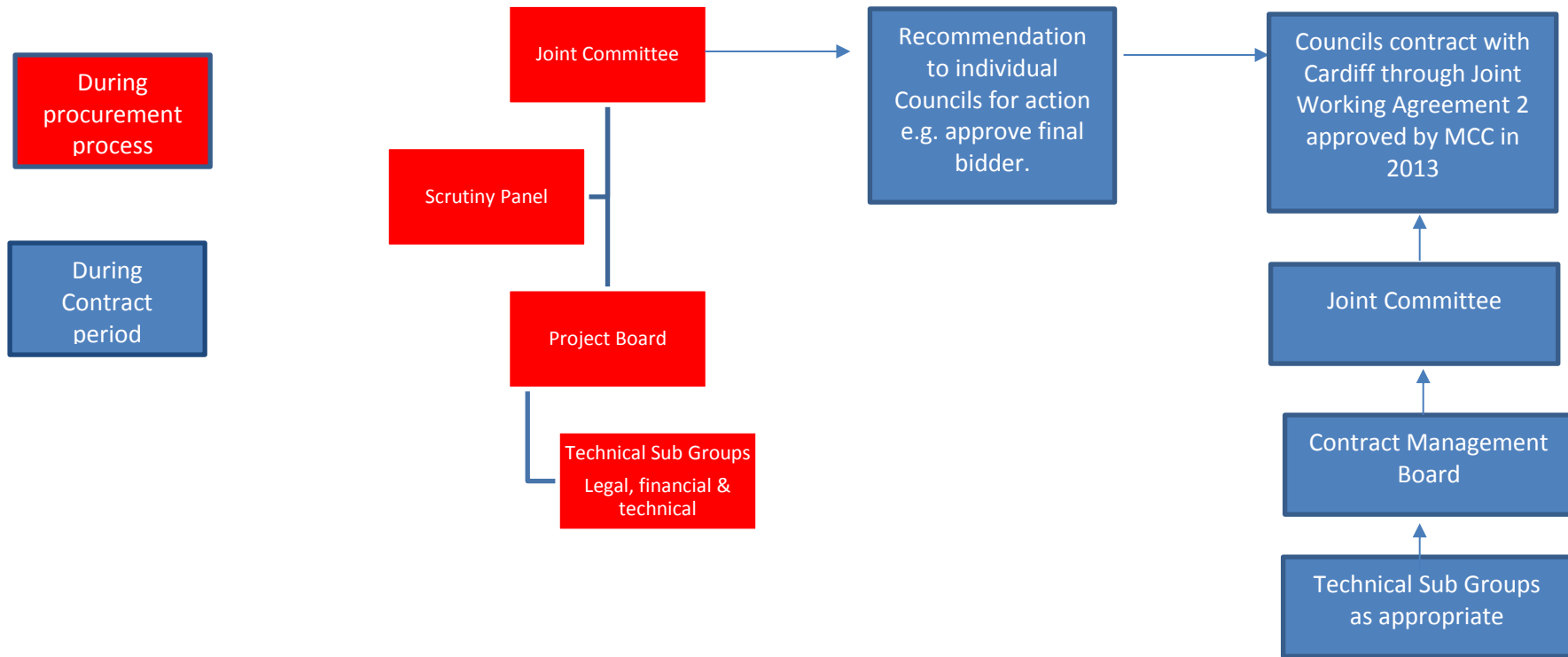
- Scrutinise the procurement process for robustness, clarity and programme management (e.g. meeting timescales)
- Ensure the process took account of a wide range of views. One of the biggest successes of the panel was their Call for Evidence which engaged a wide range of stakeholders and interested parties and produced a final report which gave clear recommendations to the Prosiect Gwyrdd Joint Committee to help inform the final Contract
- Provide local input and a link to internal Council scrutiny processes

5. The use of a scrutiny panel through a partnership procurement was held up as best practice and added significant value to the partnership.

The Procurement Process & The Contract

6. For Member's ease of reference the Council report of February 2013 approving the Final Business Case is at Appendix 1. PG procured a long term, modern, sustainable alternative to landfill for waste disposal. The final outcome was a R1 Energy from Waste Facility which due to its efficiency is classified as a "recovery" not a "disposal" plant. The 350,000 tonne facility was built by Viridor at Trident Park, Ocean Way, Cardiff.

7. The procurement method was Competitive Dialogue with Cardiff as the Lead Authority with a robust governance process illustrated below:



8. At each critical stage individual Councils approved the process:- Outline Business Case, Final Business Case and approval of Final Bidder. Each of these stages were also approved by Welsh Government as Ministers agreed to fund 25% of the gate fee through an annuity mechanism for the lifetime of the project.
9. In 2014 with the early completion of the facility by Viridor, the Councils agreed to an Interim Contract via Cardiff as the lead for an early move away from landfill and prior to the PG contract commencing (commissioning of the official contract began 1st August 2015, with the full contract coming into place on 1st April 2016). The Interim Contract was approved by Cabinet in October 2014 following a review at Select Committee.

The Benefits to MCC

10. The report at Appendix 1 illustrates the proposed financial benefits of Prosiect Gwyrdd, however these could never be exact given the model was based on assumed waste tonnages. The Contract commits Councils to a Guaranteed Minimum Tonnage (GMT) which were based on best estimates of waste composition, demographic changes, housing development and changes

in packaging etc. This is a complex process and it is very difficult to predict waste arisings next year let alone in 2047. For MCC the minimum and maximum tonnages contained in the contract are:

Minimum tonnage	Mid Range	Maximum tonnage
13,134	16,752	21,403

11. MCC has seen a 9.6% increase in total waste arisings between 2013/14 and 2015/16. This is due to a variety of factors including (but not exclusively):- economic recovery, and commercial waste at HWRCs. However with the increase in recycling performance and the introduction of innovative practices such as the two bag residual restriction and “van ban” at HWRCs residual waste has decreased quite significantly. Between 2012/13 (on which the PG forecasts are based) and predicted 2016/17 residual waste to PG we are forecasting a 12% positive difference of 4,000 tonnes. The current predicted tonnage for MCC for 16/17 is 17,500 tonnes (compared to 20,045 tonnes in 2012/13) which leaves a 22% window for residual waste growth before the maximum tonnage is breached. However the “contract” only exceeds the maximum tonnage if the totality of the Contract waste exceeds the maximum tonnage, and with all the Councils at varying stages of their recycling journey and economic recovery waste growth and residual waste arisings have varied across the Partnership.
12. The Partnership closely monitors the tonnages as tonnage equal cost. The move to Energy from Waste (EfW) was forecast to bring significant financial benefit to the authority. Crudely if tonnages and cost had remained static from 2012/13 to 2015/16 and there was a straight switch to the PG Contract in April 2016 a cash saving of £950k would have been achieved. The PG tonnage model was also based on the premise of gradually reducing waste arisings and a stable increase in recycling performance. Therefore the “cash benefit” of PG wasn’t gate fee alone but reducing residual waste arisings. The latter benefit was achieved very quickly over 2013/14 with the two bag restriction policy and therefore MCC received the benefit of this aspect of the contract prior to the Contract initiating. Prices and tonnages have varied significantly over the intervening period and therefore whilst the saving has been achieved the benefits have been achieved gradually over this period and been used to mitigate other pressures within the service (e.g. fuel, recycling processing costs, increasing waste arisings, other contract costs etc) rather than as a straight cash saving reflected in the MTFP.
13. As well as a financial benefit PG will also give MCC 4-5% on its recycling rate each year of the Contract as the Incinerator Bottom Ash is to be recycled into aggregate and any metals extracted from the process are also sent for recycling. Therefore the target for MCC in 2016/17 is 66% recycling compared to the requirement by WG for us to achieve 58%. The next target is 64% in 2019/20.

14. A wider, longer term and sustainable benefit is the almost zero to landfill MCC is achieving. For 2016/17 data so far has indicated c.1% to landfill. This waste is from reprocessing of rejects (e.g. the waste out of the composting process or rejected material at the MRF) rather than an output of PG itself. The Viridor plant is classed as a R1 energy recovery plant and therefore is far better than landfill due to its environmental performance as specified in statutory Waste Hierarchy Guidance to which we must have regard.

15. The Contract also requires Viridor to manage a £50,000 Community Benefit Fund. MCC has publicised this fund on its website and informed local Community Groups and we would encourage any group who is eligible to apply for funding. There are two tranches of project funding award each year and the process is managed by Viridor, and chaired by the Chair of the Joint Committee with a range of stakeholders involved in the process. Further information on the scheme can be found here: <https://viridor.co.uk/our-operations/energy/energy-recovery-facilities/cardiff-erf/community/>. The facility also has a state of the art Education Centre which was developed in partnership with the Council's so closely compliments the offer by MCC at its One Planet Centre.

Governance

16. The Contract is closely managed on a day to day basis by a Project Management Team employed by Cardiff on behalf of the Partnership. There are regular Contract Management Board meetings made up of Senior Officers from each Council (for MCC the representative is the Head of Waste & Street Services with the Recycling Strategy and Business Manager as deputy). The CMB meetings are not quorate unless all 5 Councils are represented. The CMB is then overseen by a Joint Committee made up of relevant Cabinet Members from each Council – for MCC it is the Cabinet Members with responsibility for finance and waste. The JC is Chaired by the Waste Cabinet Member for Cardiff Council in recognition of their role as lead LA.

The Future

17. For MCC and its PG partners the Contract gives the LAs long term security for the management of residual waste. Viridor are currently going through a Planning Application to increase the capacity of the plant to 425,000 tonnes. The Partnership continues to monitor tonnages and engage effectively to ensure there is robust scrutiny and ownership of the Contract. One of the biggest risks with a long term contract such as this is changes to staff and Members in constituent Councils and due to the ease and effectiveness of the facility complacency sets in and Council's lose knowledge about purpose and risks of PG overall. This is managed through close dialogue between the Councils and it is proposed that each year Scrutiny Committee receive an update on the Contract's performance to keep the project and its performance on the radar of MCC.

Recommendation

18. Members note the above report.

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SUBJECT:	PROSIECT GWYRDD/PROJECT GREEN
MEETING:	Council
DATE:	28th FEBRUARY 2013
DIVISIONS/WARDS AFFECTED:	All

Supporting and background papers to this report contain information which are exempt from publication under paragraphs 14 (information relating to financial or business affairs) and 21 (public interest test) and/or 16 (legally privileged information) of Schedule 12 A part 4 of the Local Government Act 1972.

It is viewed in the public interest to treat the documents referred to above as exempt from publication. Put simply, the rationale for this is that in order for the Authority to be able to effectively evaluate tenders received it requires bidders to provide details of the commercial make up of their bid which they may not do if they thought such information would be made publicly available. The adverse impact on contractual negotiations due to such disclosure would result in a less effective use of public money. Disclosure of legally privileged information could materially prejudice the authority's ability to defend its legal interests. Therefore on balance, it is submitted that the public interest in maintaining exemption outweighs the public interest in disclosure. That said redacted versions of key documents will be made available.

1 PURPOSE

1.1 The purpose of this report is to describe the outcome of the Prosiect Gwyrdd procurement process, as approved by Council in July 2009 and, to seek Council approval to appoint Viridor as the Preferred Bidder for Prosiect Gwyrdd, to approve the Final Business Case (FBC) and to approve the Joint Working Agreement (JWA2).

2 RECOMMENDATIONS :

- (i) that Viridor is appointed as the Preferred Bidder;
- (ii) that authority is delegated to the Senior Responsible Officer of the Project Board (in consultation with the Project Board) for finalisation of the procurement to successful contractual close (including any refinement of documentation (as referred to in the report));

(iii) that the Final Business Case (FBC) is approved, including the improved affordability position in terms of both i) the large reduction compared to the original OBC affordability threshold and ii) the significant costs saving relative to continuing to landfill residual waste;

(iv) that, subject to Cardiff Council agreeing, Cardiff Council acts as Host Authority (as defined in the Joint Working Agreement 2 (JWA2));

(v) that the JWA2 is approved (on the understanding that it is subject to any refinement and finalisation as per recommendation (vi));

(vi) that authority is delegated to each Council's Senior Responsible Officer (SRO) on the Project Board to finalise and conclude the JWA2 agreement (including any refinements pursuant to recommendation (ii) on behalf of their respective Authorities;

(vii) subject to WG approving the FBC and confirming subsequent funding, conclusion of the JWA2 and Cardiff Council agreeing to act as Host Authority, that a relevant authorised officer of Cardiff Council on behalf of the Partnership signs the Project Agreement with Viridor;

(viii) that, subject to i - vii above, that following consultation with the s151 Officers from each Partner Authority the s151 Officer from Cardiff Council signs the certificate pursuant to the Local Government (Contracts) Act 1997 on behalf of the other Partner Authorities.

3 KEY ISSUES

3.1 In July 2009 Council approved the procurement of a joint waste facility to deal with our residual (or non-recyclable) waste with Cardiff, Newport, Caerphilly and Vale of Glamorgan Councils. That procurement process has now reached a point where a preferred bidder has been identified after a highly competitive and robust procurement process. The bid meets all the requirements set out in the Outline Business case presented to Council at that time and a Final Business Case is attached that demonstrates the strong outcome achieved. In addition the second Joint Working Agreement (JWA2) that will cover arrangements from this stage through commissioning to service operation has been prepared and this report and the attachments highlight the benefits and obligations that the JWA2 affords to each of the Partner Authorities.

3.2 A number of attachments come with this report as follows;

Appendix 1 - The Common Report – a detailed report that will be presented to all five partner Councils

Appendix 2 - The Final Business Case (FBC) – with some light redactions

Appendix 3 - Appendices to the Final Business Case – with some light redactions

Appendix 4 - The second Joint Working Agreement – JWA2

- 3.3 Prosiect Gwyrdd (PG) is a residual waste treatment procurement project, undertaken in accordance with the EU Competitive Dialogue Procedure. In October 2012 Prosiect Gwyrdd received Final Tenders from Veolia and Viridor for energy from waste incineration facilities in Newport and Cardiff respectively. After a detailed evaluation process it can be reported that Viridor's submission scored very highly across the technical, legal and financial criteria and was the most economically advantageous tender overall.
- 3.4 The solution is a 350,000 tonnes per annum incinerator at Trident Park, Cardiff and is currently under construction. It is a heat enabled energy recovery facility producing green electricity, with plans to supply heat to local buildings which will further improve the facility's environmental performance. The facility is a 'merchant facility' – that is, it is larger than Prosiect Gwyrdd's requirements, will have waste suppliers other than Prosiect Gwyrdd and ownership will not revert to the Partnership on contract expiry.
- 3.5 At the Detailed Solution stage in December 2011 the evaluation scores of the two remaining bids were very close – both representing acceptable and competitive proposals. From January 2012 to Final Tenders in October 2012, robust negotiation resulted in Viridor's tendered payments over the life of the contract reducing by an estimated £90m; more than a 17% reduction in price. The contract therefore represents very good value for money.
- 3.6 When Council signed off the Outline Business Case (OBC) in 2009 members agreed an overall Upper Affordability Threshold of £443m – this is what the project could afford. Anything above this would have been unacceptable. The outcome of the procurement process has resulted in The Net Present Value (NPV) cost of the new service being £222M – almost half the original acceptability threshold. The table and graph below (see Table A & Figure A) compares the projected annual payments from 2013/14 until the end of the contract in 2040/41 for continuing to landfill residual waste compared with the cost of Viridor's energy from waste solution. The Monmouthshire position is highlighted. This illustrates the significant savings to the Partner Authorities throughout the contract term of Viridor's solution. At the start of the new service (in April 2016) the price will be substantially lower than the price each Partner would be paying if they continued with their existing (landfill) disposal service. The WG contribution will reduce the price per tonne by approximately a further 25%. A graph showing the Monmouthshire only position is shown below at Figure B.
- 3.7 At Contract Commencement (April 2016), the estimated first year saving to the Partnership as a whole (including the benefit of the WG funding) as compared to the cost of continuing with the current landfill disposal arrangements for one year is greater than £11 million. This is equivalent to the Partnership's combined residual waste disposal budget reducing by a half. Figure A also demonstrates that the Partners aggregated current residual waste disposal budgets are sufficient to fund the costs of Viridor's solution over the contract term. For Monmouthshire that

first year saving is some £750,000 - £1m (depending on tonnage collected). Given the financial situation facing the authority (MTFP – £16m saving needing to be delivered over the next four years) this project will deliver a significant saving to MCC.

- 3.8 Furthermore, as only a proportion of the gate fee will be subject to indexation, the cost of the contract will rise, year-on-year at a much lower rate than inflation over the 25 year period. This makes the contract highly affordable for the Partner Authorities. As well as being a cost benefit, the solution is also more sustainable and environmentally friendly than existing landfill practices. The solution will produce renewable energy. It will be a high efficiency power facility, designated as ‘recovery’ rather than ‘disposal’ under EU definitions. Viridor is also exploring opportunities to export heat (as well as electricity). This improves further the facility’s efficiency, its overall environmental performance and reduces its carbon footprint as compared to landfill.
- 3.9. Viridor has guaranteed to recycle 100% of the incinerator bottom ash (IBA) using a local recycling business within 5 miles of its site - Trident Park. It has also made a commitment to recycling the smaller volume of fly ash or Air Pollution Control Residues (APCR), as soon as practicable recycling processes have been developed for this material.
- 3.10 Incineration is one of the most highly regulated industries in Europe. Strict emission standards are enforced by the Environment Agency. The Health Protection Agency (HPA) has reported that modern well managed incinerators only make a very small contribution to local concentrations of air pollutants. They also state that any impacts on health (if they exist) are likely to be very small and not detectable. There will also be constant monitoring facilities and if the systems identify an issue the plant is automatically shut down.
- 3.11 The Joint Scrutiny Panel, set up to scrutinise the work of Prosiect Gwyrdd, undertook a very comprehensive and wide-ranging ‘Call-for-Evidence’ on the health impact of incinerators. The panel which reported in July 2012 did not find any validated scientific evidence that modern well run incinerators posed a significant risk to health. In its submission to the recent WG Petitions Committee, the Chartered Institute of Environmental Health said that: *“incineration of waste when controlled by the current statutory framework does not pose a risk to human health or to the environment”*.
- 3.12. Viridor’s facility will be a modern, clean and efficient incinerator. It will be a significant environmental improvement on the Partners’ current landfill disposal arrangements. The proposal is in line with Welsh Government (WG) Policy and supports the Partners’ waste management strategies – including their drive to continually increase recycling to at least 70%. This is a highly capital intensive and complex facility. During negotiations, the Project Team was firm in not taking on any inappropriate risk. Furthermore, and given the ‘merchant’ nature of the facility, key risks were transferred to the contractor to protect the interests of the Partners. As planning permission and environmental permits have been secured and construction has already commenced; a number of the most significant deliverability risks have been removed or reduced.

- 3.13. Prosiect Gwyrdd has ensured that performance controls and flexibility are embedded in the contract. The Partners can be assured that Viridor will be obliged to deliver the high quality service it has promised. The contract has effective quality control measures and financial corrective mechanisms. Furthermore, if circumstances change over the 25 year period, the contract is flexible enough to accommodate legislative, physical or operational changes to the facility.
- 3.14 Project Gwyrdd was one of the flagship collaboration projects when joint working was first promoted by Welsh Government under the Making the Connections Agenda. Therefore WG has actively supported the Procurement from the outset in policy, political and financial terms. Having approved the Outline Business Case (OBC) by WG in 2009, it has provided approximately £1.173 million contribution to the cost of the procurement. Furthermore, it has provided an expert project Transactor to advise throughout the process and has undertaken a number of project health checks. Importantly WG will also commit to a funding contribution of approximately 25% of Viridor's price for the 25 year contract period., equivalent to some £9 m a year.
- 3.15 In summary, this is an affordable, environmentally and financially sustainable solution that represents excellent value for money with a relatively low deliverability risk.

Table A – PG Affordability Analysis Nominal Costs

	Preferred Bidder Whole System Costs (PB)	Landfill (Do Minimum)	Budget	Affordability Savings (PB vs Do Min)
Caerphilly	86	183	95	-97
Cardiff	157	400	186	-243
Monmouthshire	60	107	87	-47
Newport	68	127	60	-60
Vale of Glamorgan	69	131	86	-62
Project Gwyrdd	440	919	514	-509

Figure A - PG Affordability Analysis Nominal Costs

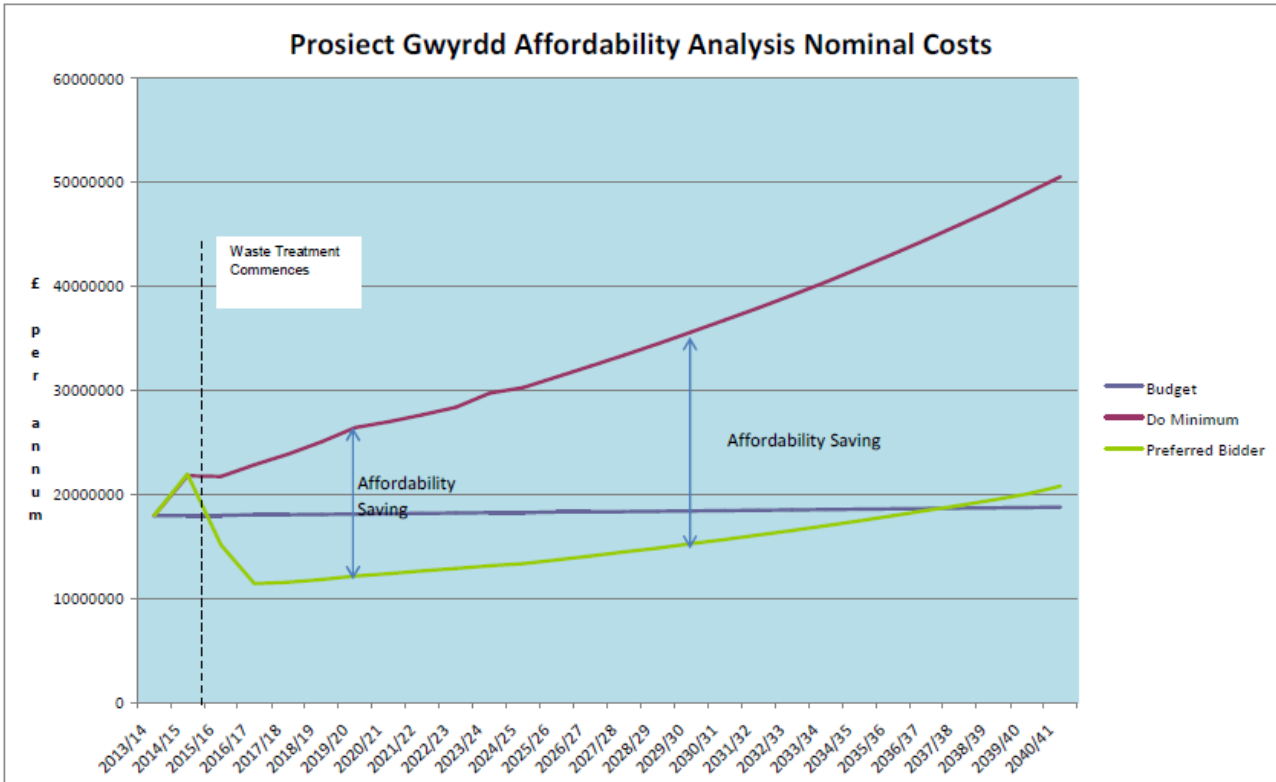
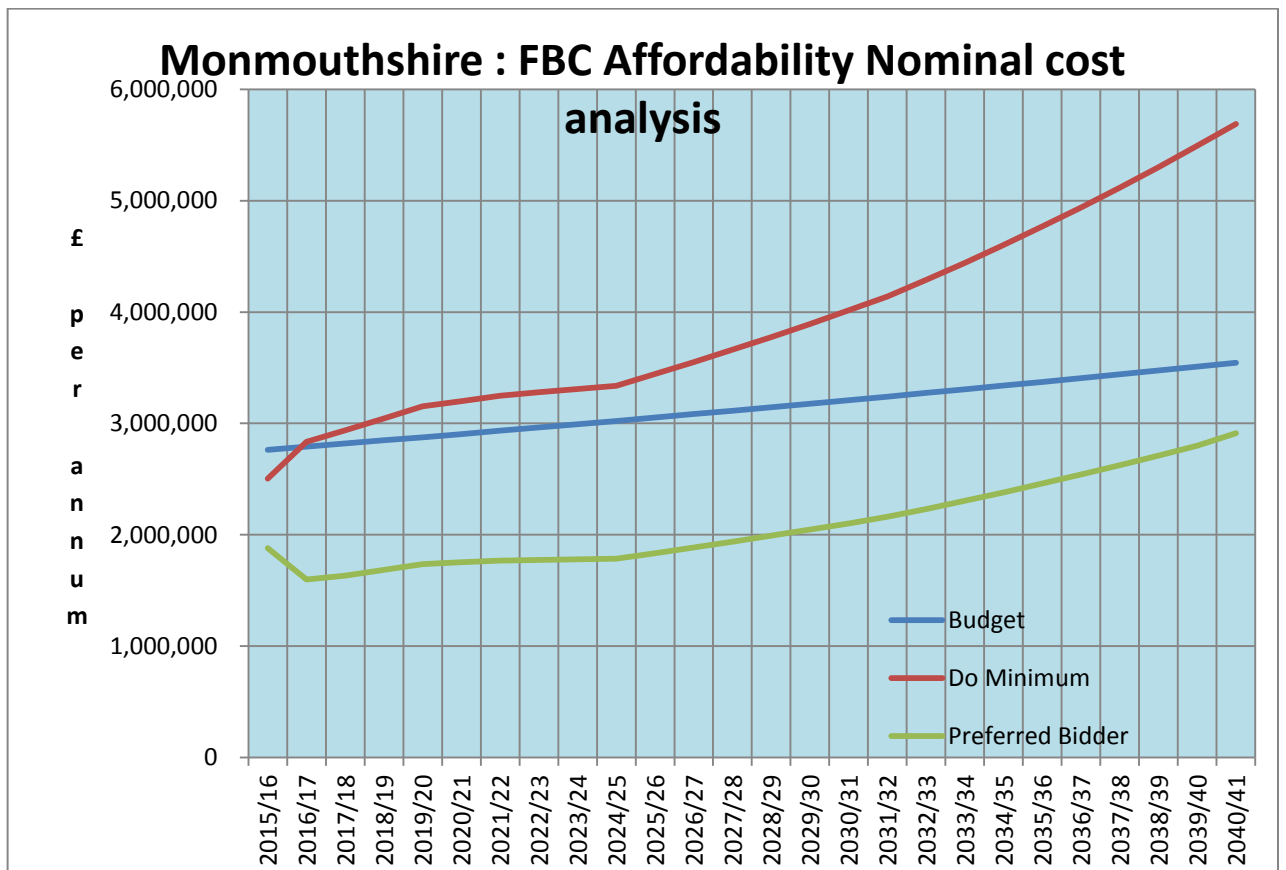


Figure B Graph Showing Monmouthshire Position



3.16 This proposal and associated paperwork has been reviewed and scrutinised through the governance structure of the Project. The Prosiect Gwyrdd Joint Committee considered the Common Report, FBC and JWA2 reports on Thursday 7th February 2013 and were satisfied with the procurement process and recommended that each partner Local Authority approve the above recommendations. To also note that the Joint Scrutiny Panel met on 13th February and also confirmed approval of the reports and recommendations.

3.17 The Procurement Process

The formal procurement process commenced in late 2009 and has followed the EU Procurement Regulations with the key stages shown below. More detail on the process is set out in the Common Report attached.

- Outline Business Case (OBC) & Report with scoring matrix - June 2000.
- OJEU Notice - Nov 2009 – open worldwide
- An Industry Day – Dec 2009
- Pre-Qualification Stage –Jan 2010, Legal & Finance Checks
- 14 Companies met requirements
- 8 best scoring companies / submissions identified
- Invite Outline Solutions (ISOS) - May 2010,
- Invite Detailed Solutions (ISDS) – Dec 2010, to 4 best scorers – 2 subsequently withdrew
- Invite Final Tenders – Dec 2011 - 2 companies
- Bids returned Sept 2012

The Financial Business Case

3.18 Purpose of the FBC

The purpose of the FBC is two-fold. Firstly it provides a tool for the Partnership (and its stakeholders) to analyse the outcome of the procurement process and answer a number of questions about the proposed solution, including:

- does it address all of the Partnership's requirements?
- does it represent good value for money?
- is it affordable?
- is it in line with national Waste Policy?

Secondly, it is a mandatory document which forms part of WG's revenue support award process (which is worth approximately 25% of the contracted gate fees to the Partner Authorities over the 25 year contract).

3.19 The FBC is structured into separate but inter-related business cases:

- The Strategic Case;
- The Economic Case;
- The Commercial Case;
- The Management Case;
- The Financial Case.

3.20 **The Strategic Case**

This considers key issues including, waste minimisation, recycling performance, landfill diversion, energy efficiency and environmental impact.

3.21 In summary, the Strategic Case found that Viridor's solution is a good fit with the Partners waste strategy objectives and it has commitment to recycle 100% of its bottom ash and recycling its APCR as soon as practicable. This will make a positive and significant contribution to the Partners achieving the statutory 70% recycling targets. Furthermore, apart from the relatively small quantities of air pollution control residue (APCR) (until this will be recycled) no other waste will be landfilled.

3.22 Viridor's facility is also very energy efficient and as such is classed as 'recovery' rather than 'disposal' under the EU waste hierarchy definitions (R1). Viridor is also actively looking for customers to take heat directly from the facility. This will further improve the energy efficiency and therefore the carbon footprint of the facility. The overall environmental impact of Viridor's proposal is a significant improvement on the current landfill-based disposal methods. Most notable is the reduced net carbon emission resulting in a much lower climate change impact from the Partners' waste activities.

3.23 **Economic Case**

This section of the FBC is to demonstrate that the Partnership has run a competitive procurement structured in accordance with the proposals in the OBC and in line with EU procurement rules. The economic case also considers the flexibility built into the contract; testing its ability to adapt to various changes in circumstances over the 25 year contract duration. Indeed the negotiated contract is flexible and adaptable to changes such as: new legislation; changes to the waste profiles and variations that might be instigated by a Partner's change in Policy.

3.24 The Economic Case shows that the process was highly competitive, right up to the submission of the Final Tender. Viridor's proposal is significantly better value and more affordable than the Reference Case that was modelled in the OBC. Financial analysis demonstrated that, under competitive pressure, Viridor reduced its Tendered price by more than 17% in the Call for Final Tender stage compared with its Detailed Solutions submission. Furthermore, benchmarking against approximately 20 other similar and recent waste projects, on a like-for-like basis demonstrated that Viridor's Proiect Gwyrdd tender is one of lowest priced contracts of this type in the UK.

3.25 **The Commercial Case**

The Commercial Case considers how the key approach to project risk that was assumed in the OBC has changed for the Preferred Bid. Key to this type of project is ensuring the appropriate level of risk transfer from the Public to the Private Sector. The general assumption is that the Public Sector requires a degree of certainty and attempts to transfer risk to achieve this. However, if too much risk is transferred, the Contractor will price it, putting the cost up and therefore undermining Value for Money.

3.26 In Viridor's case, a number of the risks normally associated with Projects of

this nature were significantly reduced. Some of the differences to a 'standard' risk profile include:

- Due to its 'merchant' nature, Viridor's facility will not transfer to the Partnership so there is no risk with hand-back;

□□□□□ The facility is able to treat waste in excess of the partner's requirements

and has an economic life which is longer than the contract.

- The facility already has planning permission and environmental permits. This negates the risk of future planning failure which would have significant cost and other impacts on the Partnership;
- Construction has commenced and the facility should be operational well before the planned service commencement for Prosiect Gwyrdd. This reduces the potential risk of construction delay.

3.27 All the 'derogations' to WG's standard contract needs sign-off by the WG before funding can be approved. The WG undertook a Commercial Health Check before submission of final tenders. The aim was to check the agreed commercial positions and approve the proposed derogations. In a letter dated the 17 October 2012 following the Health Check, the WG confirmed that it was content.

3.28 **The Management Case**

The management case reviews the Project Management and Governance of the procurement – ensuring that it has been in line with best practice and the arrangements outlined in the OBC. It also looks forward to ensure that sufficient resources have been identified for managing the contract throughout the transition and operational phases.

3.29 The Project has been well managed throughout the procurement process with an appropriate governance structure, Member input has been strong throughout and overview and scrutiny has worked in line with the Joint Working Agreement. An indicative Budget has been allocated for the post-procurement phases and a Transition Plan is being developed. The second Joint Working Agreement (JWA2) will govern the Partnership during the operational phase.

3.30 **The Financial Case**

The financial case analyses the cost of Viridor's solution and tests that it is Meets the affordability set out in the OBC. Furthermore approval of the FBC and the relevant affordability position will underpin the decision by elected Members for the Project to proceed to Financial Close.

3.31 The financial case for Viridor as compared with that of the OBC reference case and current landfill (do minimum) disposal option is very strong. The project is affordable and good value for money as demonstrated above. The graph in Figure A highlights the significant saving the Viridor solution offers compared to continuing to landfill residual waste for the partnership and in Figure B for Monmouthshire..

3.32 On approval of the FBC by the WG, the WG will agree to pay the Partnership revenue support which is approximately 25% of the contract value based on estimated profile tonnages and will be paid quarterly on an annuity basis. At Contract Commencement, the estimated saving to the Partnership as a

whole (including the benefit of the WG funding) as compared to the cost of continuing with the current landfill disposal arrangements is greater than £11 million. This is equivalent to the Partnership's combined residual waste disposal budget reducing by a half. For Monmouthshire the first year saving is some £750,000 - £1m.

The Second Joint Working Agreement (JWA2)

- 3.33 At the beginning of the Procurement in 2009, the Partner Authorities signed a Joint Working Agreement (JWA1) to regulate working arrangements and decision making among the Partners. This agreement ends when the waste contract is signed with Viridor.
- 3.34 Prosiect Gwyrdd as an entity does not have the legal powers to enter into a Contract. It is therefore proposed that one of the Partner Authorities is nominated to be the counter-party to the waste contract with Viridor. Given that the facility is located in Cardiff it is recommended that Cardiff Council will take on the role as 'Host Authority' for this purpose.
- 3.35 As the Host Authority will take on the full contract responsibility on behalf of the Partnership, it requires back-to-back assurances that each Partner will meet its obligations in a timely manner to ensure that the Host is never exposed to unreasonable contractual liabilities. Also, each Partner needs assurance that they will receive all the contractual benefits that they are entitled to – even though they have not directly signed a contract with Viridor. This is one of the primary objectives of the second Joint Working Agreements (JWA2). The JWA2 is attached at Appendix 4
- 3.36 The overarching purpose of JWA2 is to ensure that the five Prosiect Gwyrdd Authorities are able to work effectively together in true Partnership and with Viridor to get maximum benefit from the residual waste treatment contract. JWA2 accommodates the Host Authority structure described above, to ensure that the Host Authority isn't exposed to disproportionate liability and that the contractual rights and obligations appropriately flow down to all the Partners.
- 3.37 At its most basic level, having signed the Contract, the Host Authority is committed to the delivery of all Prosiect Gwyrdd's waste and the full payment for its treatment. Viridor, for its part, is obliged to accept and treat the waste. Given this commitment, the JWA2 needs to ensure that each Partner is committed to deliver its waste to Viridor and pay the Host Authority the correct amount **in advance** of the Host Authority having to pay Viridor. JWA2 also regulates such things as:
- The payment mechanism;
 - Decision making;
 - Termination and withdrawal (of the JWA2);
 - Flexibility to Contract Changes and Changes in Law.

Table C – Table Showing Minimum & Maximum Tonnages

	Minimum Tonnage	Profile Tonnage	Cost Sharing Ratio %	Maximum Tonnage
Monmouthshire	13,134	16,752	9.7%	21,403

3.38 Other financial costs and benefits will be shared proportionally between the Partners unless it is specific to a particular Authority, in which case it would get that benefit or incur the cost. An example might be a deduction imposed on the contractor for excessive vehicle turnaround times – if that affected just one partner, then that sum would flow back to it.

3.39 Decision Making

The Partnership will recruit a suitably qualified Contract Manager to run the Contract, answerable to the Partnership (through the Contract Management Board and Joint Committee). The Contract Manager will have sufficient Authority to make day-to-day decisions and will liaise on a regular basis with key personnel at each Authority and, with the Contract Management Board and the Joint Committee. Each of these will have threshold limits for any expenditure. For those decisions with a budgetary impact (most likely to be contract changes or variations), the threshold limits for the Contract Manager will be up to £250,000, the Contract Management Board up to £500,000 and the Joint Committee up to £1M with decisions over this threshold being the responsibility of the Partner Authorities. The thresholds specified are aggregated amounts for PG and will be allocated between partners using the Cost Sharing Ratio outlined in the Common report, for Monmouthshire this would be 9.7%.

3.40 Termination and Withdrawal

The JWA2 will commence at the same time as the main Prosiect Gwyrdd contract and will expire six months after the expiry of the Prosiect Gwyrdd contract (if not terminated earlier). The JWA2 makes provision for termination by one of the Partners in the event of an unresolved serious breach. An example of such a breach would be the wilful non-payment of their share of the disposal charge to the Host Authority. The defaulting Partner Authority would be liable for any increased cost to the other Partners that result from the default.

3.41 Flexibility to Change

The JWA2 reflects the flexibility embedded in the main Prosiect Gwyrdd Contract to accommodate changes in law or a contract change required by one or more of the Partners. If a change in law (for example tighter emission standards requiring extra pollution control equipment) occurs, then under the contract, Prosiect Gwyrdd will pay its share. The JWA2 distributes this share between the Partners on the basis of their tonnage profile (see Cost Sharing ratio in Table E above).

3.42 JWA2 Summary

The JWA2 attempts to reflect, where appropriate, the Project Agreement (PA) between the Partnership and the Contractor. As described above, because

the Partnership, as an entity, does not have the legal powers to sign the PA; this role will need to be taken on by one of the Councils – the Host Authority. As Viridor's facility is located in Cardiff, it is recommended that Cardiff to take on the Host Authority role. The JWA2 tries to balance the potential conflicts: that the Host Authority, as PA counter-party, is not over-exposed in terms of risk and liability; and that the other partners get their fair share of the contractual rights and benefits.

The Proposed Residual Waste Treatment Contract -sometimes referred to as the Project Agreement (“PA”)

- 3.43 The PA is the contract that is concluded between the Preferred Bidder (who at that stage is referred to as the Contractor) and the Host Authority). The PA is based on WG's Standard Form Residual Waste Contract. At its simplest, the PA provides that the Contractor is obliged to provide the residual waste solution to the Partner Authorities for the contract term (25 years) and in turn obliges the Host Authority to pay the Contractor. The PA is a key document. The PA (including its schedules) is a comprehensive document running to over 400 pages so it is not practical to explain each of the contractual provisions in this report.
- 3.44 Due to the merchant nature of the Preferred Bidder's solution and to reflect the commercial proposal put forward by the Preferred Bidder, a number of changes to the standard form residual waste contract are required. These changes are referred to as “derogations”. The full list of the derogations proposed are set out in the final business case. Because the project receives WG grant funding the derogations to the standard form of contract need to be approved by WG. Accordingly, throughout dialogue discussions have been held with representatives of WG concerning the derogations proposed. As stated, the formal derogations table is included in the final business case, which will be submitted to WG for approval.
- 3.45 Some key contract provisions to note are as follows:-
- (i) The proposed contract is for a term of 25 years with an option to extend.
 - (ii) The services are due to start in 2016.
 - (iii) The contract sets out what happens in the event of default by the Contractor, how disputes are to be resolved and what “events” enable the Host Authority to withhold/set off payments and ultimately terminate the contract.
 - (iv) The proposed solution is a merchant facility. What this means is that the facility has not been built to specifically meet the partner authorities needs, it is larger than the partners' requirements, will have waste suppliers other than partners' waste and ownership of the facility will not revert to the authorities when the contract expires.

(v) Payment provisions. Reference is made to the obligation to pay the guaranteed minimum payment “GMP”, which is calculated by reference to a notional minimum waste tonnage. The key legal point is that the guaranteed minimum payment will have to be paid even if the authorities do not deliver the equivalent notional minimum waste tonnage. The PA obliges the contractor to seek out “substitute waste” in circumstances where there is a shortfall in the Partnership's waste arisings.

(vi) The PA contains provision in regards to the Environment Agency’s R1 standards. This is a WG funding condition;

(vii) Change in law. The PA contains provisions to deal with changes in law and who bears any consequential costs that flow.

Next steps

- 3.46 If all the recommendations are approved by each Partner Authority, Viridor will be issued a detailed letter outlining the conditions on which they have been appointed Preferred Bidder. After a statutory 10 day ‘stand still’ period (EU procurement rules set out provisions to standstill periods and time limits within which challenges can be brought by an aggrieved bidder). All the contractual documentation will be checked and finalised. As described above, that is limited to ‘fine tuning’, will ensure that the Project Agreement, all its schedules and the JWA2 are ready to sign. In parallel to this we expect to get sign-off of the FBC by the WG and formal approval to a funding contribution of approximately 25% of Viridor’s price for the 25 year contract period.
- 3.47 The contract (including certificate as referred to in recommendation viii) and the JWA2 is expected to be signed in July 2013 but the Service will not commence until April 2016. The time between signing the contract and service commencement is the ‘Transition Period’. During this period the Contractor will finish constructing the facility, providing regular progress reports to the Partnership. The Partnership will set up reporting and payment systems, develop a detailed contract management manual and generally plan for the operational phase (including for the establishment of the Contract Management Team). In September 2015, commissioning with the Partnerships’ waste will start. This requires all the Partnership’s waste that would otherwise be going to landfill and the Partnership will be charged a reduced cost.
- 3.48 The 25 year Service period will commence in April 2016. At the end of the 25 year period, if one or more of the Partners want to continue under the same contract, they have the option to extend for a further 5 years.

4. REASONS:

- 4.1 In July 2009 Council approved the procurement of a joint waste facility to deal with our residual (or non-recyclable) waste with Cardiff, Newport, Caerphilly and Vale of Glamorgan Councils. That procurement process has now reached a point where a preferred bidder has been identified after a highly competitive and robust

procurement process. The bid meets all the requirements set out in the Outline Business case presented to Council at that time. The Final Business Case referred to above and attached demonstrates how strong that business case is. In addition the second Joint Working Agreement (JWA2) that will cover arrangements from this stage through commissioning to operation has been prepared and is attached. This report and the attachments highlight the benefits and obligations that affords to Monmouthshire and the other Partner Authorities.

- 4.2 Approval of the recommendations will allow the Council to move away from landfill and comply with the Welsh Governments targets to reduce landfill to 90% by 2020 and 95% by 2025. It will also significantly help the Council to meet its statutory recycling target of 70% set for 2025 and avoid the penalties of £200 per tonne both for recycling and landfill diversion targets. It also meets all the environmental and sustainability requirements, shows strong collaboration between local authorities and Welsh Government and at the same time will save the Council approximately £1m per year on its projected waste disposal costs from 2016 to 2041.

5 RESOURCE IMPLICATIONS

- 5.1 Approval of the recommendations commits the Council to a contract that will run for 25 years from April 2016 to 2041. The resource implications of that are shown above and in the attached papers but in summary means a cost of £60m in net present values (NPV) terms over the 25 year period. That compares to the projected costs of continuing with landfill of £107m on the same NPV basis, a £47m saving. There are also costs associated with the period between appointment of preferred bidder to commencement of the project in 2016. In 2013 -14 this is estimated at £83,333 which includes the costs of completing the procurement and in 2014-15 of £36,000. In 2015-16 this would be £50,250 to include the costs of monitoring and in 2016-17 would be £55,000 to cover the full contract management position

6 SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

- 6.1 By proceeding with the solution offered by Viridor the Council it will significantly reduce its carbon emissions by moving away from landfilling its waste. Landfill produces both methane and carbon dioxide as it decomposes and this is one of the main reasons Welsh Government have set strict limits for landfilling in the future. In addition the process proposed will provide electricity and heat as by-products therefore reducing the need for other sources of natural materials as fuel. This will provide a better environment for all citizens in Monmouthshire as well as Wales.

7 CONSULTEES:

All Cabinet Members
Strategic Leadership Team
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REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2016/17 PERIOD 2 OUTTURN FORECAST STATEMENT
DIRECTORATE	Chief Executive's Unit
MEETING	Strong Communities Select
DATE	10th November 2016
DIVISIONS/WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 2 which represents month 6 financial information for the 2016/17 financial year
- 1.2 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.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Cabinet notes the extent of forecast revenue overspend at period 2 of £839,000, an improvement of £529,000 on previous reported position at period 1.
- 2.2 That Cabinet expects Chief officers to continue to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from month 6 onwards.
- 2.3 That Cabinet appreciates the extent of predicted schools reserve usage and an anticipation that a further 4 schools will be in a deficit position by end of 2016-17.
- 2.3 That Cabinet approves a caveated use of reserves to finance £318,000 employment tribunal costs if the Council's budget is not able to absorb the effect of this extraordinary expenditure over the remaining 6 months of financial year.
- 2.4 That Cabinet considers the capital monitoring, specific over and underspends, and importantly that Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year of sale and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.

3. MONITORING ANALYSIS

3.1 Revenue Position

3.1.1 Revenue budget monitoring information for each directorate's directly managed budgets is provided together with information on corporate areas.

3.1.2 Responsible Financial Officer's Summary of Overall Position Period 2 (Month 6)

Given the extent of service movement since period 1 and the creation of the Resources Directorate, a change from previous reporting has been implemented to highlight to Members where particular services now reside. The following more detailed table is also anticipated to reduce the need for subsequent tables.

Table 1: Council Fund 2016/17 Outturn Forecast Summary Statement at Period 2 (Month 6)	Original Budget	Budget Virements & Revisions Period 1	Budget Virements & Revisions Period 2	Revised Annual Budget @ Month 6	Annual Forecast @ Month 6	Forecast Over/ (Under) spend @ month 6	Equivalent Forecast Over/ (Under) spend @ month 2	Variance in Forecast since month 2
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Adult Services	6,925	0	0	6,925	6,740	(185)	20	(205)
Children Services	9,687	26	125	9,839	10,295	456	660	(203)
Community Care	20,121	39	464	20,624	21,512	888	483	405
Commissioning	2,008	0	(465)	1,543	1,497	(46)	(22)	(24)
Partnerships	347	0	0	347	347	0	0	0
Public Protection	1,486	(26)	0	1,460	1,437	(23)	0	(23)
Resources & Performance	928	(17)	0	911	891	(20)	(19)	(1)
Total Social Care & Health	41,502	22	124	41,649	42,719	1,070	1,121	(51)
Individual School Budget	43,298	10	0	43,308	43,308	0	0	0
Resources	1,508	0	0	1,508	1,499	(9)	0	(9)
Standards	5,066	0	0	5,066	5,116	50	209	(159)
Total Children & Young People	49,872	10	0	49,882	49,923	41	209	(168)
Business Growth & Enterprise	592	491	281	1,365	1,381	16	(5)	21
Planning & Housing	1,370	91	0	1,462	1,229	(233)	(10)	(223)
Tourism Life & Culture	2,342	51	600	2,993	3,389	396	398	(2)
Youth	600	0	(600)	0	0	0	0	0
Total Enterprise	4,905	633	281	5,819	5,999	180	383	(203)
Governance, Engagement & Improvement	4,233	206	0	4,439	4,411	(28)	(5)	(23)
Legal & Land Charges	516	(69)	0	448	418	(30)	0	(30)
Operations	17,120	(198)	0	16,922	16,988	66	41	25
Total Chief Executives Unit	21,869	(61)	0	21,808	21,817	8	36	(28)
Finance	2,063	214	0	2,277	2,248	(29)	(8)	(21)
Information Communication Technology	2,058	253	0	2,310	2,378	68	100	(32)
People	1,533	(107)	0	1,425	1,525	100	0	100
Place	(652)	6	0	(646)	(501)	145	217	(72)
Total Resources	5,002	365	0	5,367	5,651	284	309	(25)

**Table 1: Council Fund 2016/17
Outturn Forecast Summary
Statement at
Period 2 (Month 6)**

	Original Budget	Budget Virements & Revisions Period 1	Budget Virements & Revisions Period 2	Revised Annual Budget @ Month 6	Annual Forecast @ Month 6	Forecast Over/ (Under) spend @ month 6	Equivalent Forecast Over/ (Under) spend @ month 2	Variance in Forecast since month 2
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Precepts and Levies	16,484	0	0	16,484	16,488	4	0	4
Coroners	80	0	0	80	100	20	0	20
Gwent Joint Records	183	0	0	183	182	(0)	0	(0)
Corporate Management (CM)	361	(175)	0	186	505	319	0	319
Non Distributed Costs (NDC)	726	0	0	726	824	98	72	27
Strategic Initiatives	634	0	0	634	634	0	0	0
Office furniture & equipment	110	(110)	0	(0)	0	0	0	0
Insurance	1,218	0	0	1,218	1,159	(59)	0	(59)
Total Corporate Costs & Levies	19,796	(285)	0	19,511	19,892	381	72	309
Net Cost of Services	142,945	685	405	144,035	146,001	1,966	2,099	(133)
Attributable Costs – Fixed Asset Disposal	0	95	0	95	149	54	54	0
Interest & Investment Income	(55)	0	0	(55)	(61)	(6)	0	(6)
Interest Payable & Similar Charges	3,490	5	0	3,496	2,956	(540)	0	(540)
Charges Required Under Regulation	3,356	71	0	3,427	3,410	(17)	0	(17)
Contributions to Reserves	103	2	0	105	105	0	0	0
Contributions from Reserves	(1,139)	(860)	(405)	(2,404)	(2,141)	263	80	183
Appropriations	5,755	(686)	(405)	4,664	4,418	(245)	134	(379)
General Government Grants	(63,567)	0	0	(63,567)	(63,567)	0	0	0
Non-Domestic Rates	(27,981)	0	0	(27,981)	(27,981)	0	0	0
Council Tax	(63,411)	0	0	(63,411)	(63,941)	(530)	(550)	20
Council Tax Benefits Support	6,258	0	0	6,258	5,909	(349)	(313)	(36)
Financing	(148,701)	0	0	(148,701)	(149,580)	(879)	(863)	(16)
Budgeted contribution from Council Fund	2	0	0	2	0	(2)	(2)	0
Net Council Fund (Surplus) / Deficit	1	(1)	0	(0)	839	839	1,368	(529)

3.1.3 A comparison of the Net Council fund line against previous years activity indicates the following,

Net Council Fund Surplus	2016-17	2015-16	2014-15
	£'000	£'000	£'000
Period 1	1,511 deficit	867 deficit	219 deficit
Period 2	839 deficit	1,066 deficit	116 deficit
Period 3		162 deficit	144 deficit
Outturn		579 surplus	327 surplus

3.1.4 Overall an improved position is anticipated against month 2. The deficit at month 6 monitoring is also an improvement on the equivalent position last year. This is significantly affected by council tax receipts and treasury improvements, although the net cost of services still exhibits £2million

variance. Directorates are continuing to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from month 6 onwards.

3.1.5 A summary of main pressures and under spends within the Net Cost of Services Directorates include,

3.1.6 Stronger Communities Select Portfolio (£401k net underspend)

- Chief Executives Unit (£8k overspend)

Governance and Legal division exhibit underspends of £28k and £30k respectively. Operations exhibits an overspend, whose net effect is predominantly the effect of the Highways Trunk Road Agency contract being renegotiated on more of a cost recovery basis (£250k), overspend of £38k in passenger transport, compensated in part by underspends in waste (£140k) and Property Services (£82k).

- Resources Directorate (£284k overspend)

An underspend in Finance Division costs (£29k) compensates in part for overspends in IT (£68k) as a result of delays in commercialising and selling our developed Social Care application. People division forecast an overspend of £100k, due to the delays with implementing the Training budget mandate (£50k) and take of Flexible benefits being less than the target saving mandate (£50k). Place division forecast an overspend of £145k, the result of delays in meet previously agreed income targets in the sustainability budget, and £70k overspend in respect of Markets, a mixture of increased costs in association with Borough Theatre, and a shortfall in income against income targets.

- Corporate (£381k overspend)

This is caused predominantly by an excess of net pension strain costs (£98k), and Coroner costs being higher than budgeted (£20k overspend), offset by Insurance underspend of £59k. In addition a recent decision in an Employment Tribunal will cost £318k which is currently unbudgeted and will require one off reserve funding if the Council's budget is unable to absorb the effect of this over the remaining few months of the year.

- Appropriations (£245k underspend)

Caused predominantly by a net £509k saving in treasury/borrowing costs from active treasury management and utilising recurrent short term borrowing as an alternative to taking out more expensive long term borrowing. Net borrowing costs are also favourably affected by any delay in the timing of expenditure that has not already been factored into the budget calculations e.g. capital (of net £42.5m capital budget only net £12m has been incurred at month 6), and using receipts as more cost effective temporary internal borrowing. The extent of this saving is moderated by the net anticipated use of reserves which is £264k less than predicted and should have a directly compensating underspend within services as they are not incurring that reserve funded expenditure.

- Financing (£879k underspend)

The net effect from an excess of Council tax receipts and less than anticipated Council tax benefit payments

3.1.7 Economy & development Select Portfolio (£157k net overspend)

- Enterprise Directorate (£180k net overspend)

Commercial and people development (£17k overspend) - Business growth and enterprise is incurring a forecast overspend of £97k, compensated in part by underspend in Eisteddfod spending of £80k, which reduces the approved call upon reserves in Appropriations.

Planning & Housing (£232k underspend) – a £225k underspend is forecast in planning. The service is using £100k from reserves to assist with LDP work that is not anticipated to be drawn upon, and the 2016/17 budget reflects a further £125k that will not be incurred this year. Housing also anticipate an underspend, totalling £8k and the net effect of additional grant funding to afford homeless inclusion officer position, and increased income from the Council's lodging scheme through heightened occupation rates.

Tourism, leisure & culture (£396k overspend) - Countryside exhibit an underspend of £12k from part vacancy and extra grant funding. There is a £119k overspend in respect of Cultural services, of which the main pressure is Caldicot Castle, and Museums experiencing £37k as a result of unmet mandate savings. Leisure services anticipate £81k overspend, partly due to reduced grants to afford summer play schemes, but mainly due to redundancy costs of circa £40k, a shortfall in mandated savings £25k and reduced income. Tourist Information Centres indicate a £61k overspend due to savings not yet being achieved. Youth services are a recent addition to Enterprise Directorate, it has been received with an inherent pressure (£147k) as previous mandates presumed additional grant funding that has not been achieved.

- Social Care & Health (£23k underspend)

Public Protection (£23k underspend) – miscellaneous minor underspends on £1.5million expenditure budget

3.1.8 Adult Select Portfolio (net £637k overspend)

- Social Care & Health

Adult Services (£185k underspent) – the net effect of secondments and intermediate care funding sustaining services, a saving of £45k has resulted from the My Day review, which compensates in part for a short term staffing pressure at Severn View of £70k.

Community Care (£887k overspend) – this area is now the most significant financial challenge affecting Social Care Directorate. The net pressure is caused by care package demands predominantly within the Chepstow team and Mental Health Care team, collectively £1.1 million. These are compensated in part by savings within the other 2 teams (£152k), reported Frailty partnership cost underspends (£52k) and net community learning disability team savings of £27k.

Commissioning (£46k underspend) – predominantly a savings within Drybridge Gardens service area caused by a refund on the last 3 years management agreement and a vacant unit at the site.

Resources (net £19k underspend) – a mix of Finance team and Facilities management savings

Whilst the work around Changing Practice and the associated budget saving mandate of £628k is continuing, the service is facing increasing demand which is offsetting some of the progress that has been made.

3.1.9 Children & Young People Select Portfolio (net £497k overspend)

- Social Care & Health

Children's Services (net £456k overspend) – there are a variety of large value under and overspends within the service. Assessment and contact costs introduce a £140k cost pressure, consideration is being given to the most appropriate cost centre for these costs. As in previous years, Counsel/legal costs introduce a net pressure, this year of £118k. Encouragingly external placement costs exhibit a £300k underspend, which even with increased costs in fostering payments (£141k) still provides a net financial underspend for the service. There are continuing agency staff costs of £458k whilst the team seek to recruit and train new directly employed staff.

Youth offending team partnership (breakeven) – whilst it is unusual to highlight a service that is anticipated to have a neutral year end effect. As part of the Select Committee's work programme, Members may wish to understand the considerable effort made by the service to accommodate significantly declining government funding in 2016/17 and into future and how it could foreseeably impact upon sustainability of the service.

- Children and Young People (net £41k overspend)

Resources delegated to schools exhibit no variance to budgeted levels. There is a small underspend of £9k within the Finance team, which compensates in part for the net overspend in Additional Learning Needs costs.

3.2 **SCHOOLS**

3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 6 projections.

Month 6 movement on school reserves

Reserve b/fwd (Surplus)/ Deficit	In Year forecast at Month 2 (Surplus)/ Deficit	Difference reported from Month 6 to Month 2 (Surplus)/ Deficit	In Year forecast at Month 6 (Surplus)/ Deficit	Projected c/fwd at year end (Surplus)/ Deficit
£'000	£'000	£'000	£'000	£'000

Abergavenny cluster

King Henry VIII Comprehensive	(107)	241	(37)	204	97
Cantref Primary	(42)	13	(3)	10	(32)
Deri View Primary	(86)	62	13	75	(11)
Gilwern Jnr & Infants	(41)	14	4	18	(23)
Goytre Fawr Jnr & Infants	(54)	34	(11)	22	(32)
Llanfair Kilgeddin CV Jnr & Infants	(67)	67	0	67	0
Llanfoist Fawr Primary	(94)	45	18	62	(32)
Llantillio Pertholey Jnr & Infants	(37)	42	(6)	37	(1)
Llanvihangel Crocorney Jnr & Infants	24	6	(0)	5	29
Our Lady and St Michael's RC Primary School	(31)	19	(14)	5	(25)
Ysgol Gymraeg Y Fenni Primary	(59)	21	2	23	(36)

Reserve b/fwd (Surplus)/ Deficit	In Year forecast at Month 2 (Surplus)/ Deficit	Difference reported from Month 6 to Month 2 (Surplus)/ Deficit	In Year forecast at Month 6 (Surplus)/ Deficit	Projected c/fwd at year end (Surplus)/ Deficit	
£'000	£'000	£'000	£'000	£'000	
Caldicot cluster					
Caldicot Comprehensive	(209)	204	0	204	(5)
Archbishop Rowan Williams Primary	(84)	69	0	69	(16)
Castle Park Primary	21	23	3	26	48
Dewstow Primary	(113)	113	(41)	72	(40)
Durand Jnr & Infants	(61)	25	(6)	18	(42)
Magor Vol Aided Jnr & Infants	(56)	6	2	8	(48)
Rogiet Jnr & Infants	(60)	63	(11)	52	(8)
Undy Jnr & Infants	(17)	(33)	22	(11)	(28)
Ysgol Gymraeg Y Ffin Primary	(13)	60	(4)	56	43
Chepstow cluster					
Chepstow Comprehensive	414	(257)	3	(254)	160
New Pembroke Primary	(36)	33	1	33	(3)
Shirenewton Jnr & Infants	(82)	6	(12)	(5)	(87)
St Mary's Chepstow RC Jnr & Infants	(25)	39	(6)	33	7
The Dell Jnr & Infants	(50)	45	(9)	36	(14)
Thornwell Jnr & Infants	(2)	24	(11)	13	11
Monmouth cluster					
Monmouth Comprehensive	(46)	46	0	46	0
Cross Ash Jnr & Infants	(51)	26	1	27	(24)
Kymin View Primary	(19)	32	(8)	25	6
Llandogo Jnr & Infants	11	(1)	3	(4)	7
Osbaston Church In Wales Primary	(37)	8	18	26	(11)
Overmonnow Jnr & Infants	19	(39)	18	(21)	(2)
Raglan Jnr & Infants	(18)	14	4	18	0
Trellech Jnr & Infants	(86)	20	3	23	(63)
Usk CV Jnr & Infants	(71)	41	(3)	38	(33)
	(1,265)	1,130	(74)	1,055	(209)
Special Schools					
Mounton House	155	(50)	50	0	155
Pupil Referral Unit	(46)	0	0	0	(46)
	109	(50)	50	0	109
	(1,156)	1,080	(24)	1,056	(100)

3.2.2 6 schools exhibited a deficit position at the start of 2016/17. This is anticipated to rise to 10 by end of 2016-17, so effectively just over quarter of schools is anticipated to be in deficit by end of year. Significant volatility is particularly evident at Comprehensive school level, with Caldicot and Monmouth making significant use of their reserves. Conversely Chepstow exhibits good forecast

progress against their exacting recovery plan targets for the year, and if their trajectory remains constant over the next 6 months, they will provide enhanced confidence that they will resolve their deficit position by end of 2017/18 as agreed between Governing Body and LEA.

3.2.3 Collectively school balances at the beginning of the financial year amounted to £1,156,000. The Schools anticipated draw upon balances is forecasted to be £1,056,000 for 2016/17, leaving £100,000 as forecasted closing reserve balances.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)
2016-17 Forecast	(100)

3.2.4. Anticipated reserve levels have featured as a concern in previous years monitoring, and this year is really no different. This hasn't yet manifested itself as a problem at past year ends due to the receipt of adhoc grants from Education Advisory Service (EAS) late in the year which mitigated the forecast decline in the year end position.

3.2.5 CYP colleagues continue to work with EAS to improve the communication process to reduce this volatility, but ironically that may have an adverse effect on level of reserves to be carried forward, so reserve levels remain a focus for review.

3.3 2016/17 Savings Progress

3.3.1 This section monitors the specific savings initiatives and the progress made in delivering them in full by the end of 2016/17 financial year as part of the MTFP budgeting process. .

In summary they are as follows,

Budgeted Service Savings Mandates Progress 2016/17						
DIRECTORATE	Saving included in 2016/17 Budget £'000	Savings reported achieved month 2 £'000	Savings reported achieved month 6 £'000	Percentage progress in achieving savings %	Delayed savings £'000	Savings not achievable £'000
Children & Young People	600	600	600	100%	0	0
Social Care & Health	640	640	12	2%	628	0
Enterprise	385	285	285	74%	0	100
Resources	469	318	299	64%	15	155
Chief Executive's	1,565	1,442	1,442	92%	63	60
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	72%	706	315

3.3.2 Forecasted mandated savings are currently running at 72%, down from 92% at period 1, with currently £315,000 being deemed unachievable at the end of month 6, and a further £706,000 unlikely to crystallise in 2016-17.

- 3.3.3 The emphasis of reporting savings has changed from previously where savings were reported when they were manifest, however the judgement is now whether saving is forecast to be achieved.
- 3.3.4 Consequently the savings appendix also has a traffic light system to indicate whether savings are likely to be achieved or have justifiable reasons explaining delayed implementation. The following summary of savings mandates are still reported to be red or amber risk.

3.3.5 **Stronger Communities Select Portfolio**

Resources Directorate

- Mandate A5: Sustainable Energy Initiatives: Expected income targets of £34,000 are unachievable, alternative delivery plan of increased income on property rental portfolio and reduced expenditure on repairs and maintenance proposed
- Mandate B3: Training Services Consolidation: Consolidation of authorities existing training functions and increased revenue streams of £50,000 are unachievable. Alternative delivery plans are being considered.
- Mandate B5a: Community Asset Transfer £60,000: MCC still in discussions over transfer of Chepstow Drill Hall and Melville Theatre. £45,000 of the £60,000 savings contained within the mandate are forecast to be achieved.
- Mandate B16: Flexible Employment Options £50,000: Scheme exhibits little demand amongst staff.
- Mandate B18: Strategic Property Review: £21,000 shortfall identified as a failure to achieve Residential Letting Income and the Depot Rationalisation Programme which will take longer than expected.

Chief Executive's Office

- Mandate B11: Senior Leadership Structure Review: Currently £42,700 of the £315,000 mandated savings still to be found. Current structures under review in regard to achieving this further saving.
- Mandate 21: Town & Community Councils: The mandate is currently £80,000 short of the £400,000 in regard to the service collaboration for Tourism (£20k), Museums (£20k), Public Conveniences (£20k) and Community Hubs (£20k)

3.3.6 **Economy & Development Select Portfolio**

Enterprise (ENT) Directorate

- Mandate B5 b and c: Community Asset Transfer / Income Generation £100,000 relates to revised Leisure income targets and the commercialisation of assets. Neither is forecast to be achieved this year.

3.3.7 **Adult Select Portfolio**

Social Care & Health (SCH) Directorate

- Mandate A34. Whilst current year savings were anticipated to be delivered in full at period 1, a revised overspend of £822,000 within Adult Services at month 6, makes it unlikely that the practice change mandate of £628,000 will be delivered this financial year.

3.3.8 **Children and Young People Select Portfolio**

Children and Young People (CYP) Directorate

- Current year savings are anticipated to be delivered in full.

3.4 Capital Position

3.4.1 The summary Capital position as at month 6 is as follows

MCC CAPITAL BUDGET MONITORING 2016-17 AT MONTH 6 by SELECT COMMITTEE						
SELECT PORTFOLIO	Annual Forecast	Slippage Brought Forward	Total Approved Budget 2016/17	Provisional Capital Slippage to 2017/18	Revised Capital Budget 2016/17	Forecasted Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	32,399	39,731	43,227	(10,829)	32,398	1
Adult	83	30	92	0	92	(9)
Economic & Development	707	680	825	0	825	(119)
Strong Communities	9,264	3,243	9,508	(265)	9,243	21
Capital Schemes Total	42,453	43,684	53,653	(11,094)	42,559	(106)

Proposed Slippage to 2017-18

3.4.2 Proposed slippage at month 6 mainly relates to Future Schools (£10.8 million), £165,000 within S106 schemes, £63,000 in relation to LDP sales at Coed Glas and Crick, £28,000 in respect of Rights of Way work, and £10,000 in respect of Revenues IT system enhancements

3.4.3 Commonly slippage volumes increase into the third quarter and outturn as service managers realise the impracticality of realising commitments by the end of the financial year. Only £12m capital expenditure has been incurred against a working capital budget of £42.5million at month 6.

Capital Outturn

3.4.4 Major revisions to the capital programme since month 2 include Cabinet approvals for the Solar Farm grid connection (£350K) and Linkages at Woodstock Way in Caldicot (£30k). Other changes to General Capital and S106 schemes are reported in the Select Committee appendices.

3.4.5 Whilst many schemes are commonly reported as being at break even with budget this early in the financial year, past year's activity suggests this prediction is unlikely to be the reality at outturn. The Future schools programme, which remains the most significant element of capital programme, has been delayed whilst colleagues have secured additional funding. Following a Council meeting of 20th October it is anticipated the pace of expenditure will pick up.

3.4.6 The capital programme forecast at month 6 results in a minor net underspend of £106,000, most of which relates to settlement of cattle market costs below anticipation and a specific Abergavenny town team initiative that isn't proposed to go ahead.

3.4.7 There is conversely a forecast net overspend amongst section 106 schemes relating predominantly to Caldicot 3g pitch expenditure. Unfortunately this overspend had gone unnoticed due to a mistake in interpreting Committee reports that meant the previous budget addition of £53,000 was double

counted until spotted and removed at month 6. A review is being undertaken to understand the additional costs incurred with the intention of reporting back the position separately to Members if further funding remains advocated.

Capital Financing and Receipts

3.4.8 Given the anticipated capital spending profile reported in para 3.1.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2016-17 AT MONTH 6 By FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Forecast Financing	Slippage Brought Forward	Total Approved Financing Budget 2016/17	Provisional Budget Slippage to 2017/18	Revised Financing Budget 2016/17	Forecast Capital Financing Variance 2016/17
	£000	£000	£000	£000	£000	£000
Supported Borrowing	2,400	0	2,400	0	2,400	0
General Capital Grant	1,461	0	1,461	0	1,461	0
Grants and Contributions	15,721	16,050	17,832	(2,111)	15,721	0
S106 Contributions	1,113	880	1,305	(165)	1,140	(27)
Unsupported borrowing	13,059	11,553	21,151	(8,092)	13,059	0
Earmarked reserve & Revenue Funding	1,091	590	1,100	(10)	1,091	0
Capital Receipts	7,457	14,500	8,292	(716)	7,576	(119)
Low cost home ownership receipts	112	112	112	0	112	0
Unfinanced	40	0	0	0	0	40
Capital Financing Total	42,453	43,684	53,653	(11,094)	42,559	(106)

Useable Capital Receipts Available

3.4.9 In the table below, the effect of the changes to the forecast capital receipts on the useable capital receipts balances available to meet future capital commitments is shown. This is also compared to the balances forecast within the 2016/20 MTFP capital budget proposals.

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2016/17	2017/18	2018/19	2019/20
	£000	£000	£000	£000
Balance b/f 1 st April	5,311	11,563	0	1,093
ADD				
Receipts received in YTD	14,041	0	0	0
Receipts forecast received	5,625	7,320	5,560	5,660
Deferred capital receipts	4	4	4	4
LESS				
Receipts to be applied	(7,457)	(18,887)	(4,471)	(509)
Set aside	(5,961)	0	0	0
Predicted Year end receipts balance	11,563	0	1,093	6,248
Financial Planning Assumption 2016/20 MTFP Capital Budget	18,151	6,452	3,985	3,481
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	(6,588)	(6,452)	(2,892)	2,767

3.4.10 The above table indicates the anticipated receipts activity, but it should not be interpreted for instance that the Council will have £11.6 million unused receipts its bank account at the end of March 17. The Council utilises an active treasury management strategy, and borrowing decisions are based on daily cashflow considerations, so capital receipts received, together with cash income, grant receipts, and the effect of delayed expenditure will be utilised on a daily basis to avoid unnecessary borrowing. This concept is commonly a feature of Internal Borrowing, and is one of the reasons why interest charges can be favourably influenced to provide a net benefit to the revenue account above in para 3.1.2. Further consideration will be given to the balance of various funding streams at the outturn position to minimise the impact on the revenue account where possible.

3.4.11 The balances forecast to be held at the 31st March each year are lower than forecast in the MTFP, mainly due to the delayed LDP receipts. This difference is eradicated by March 2020 when all the LDP sites are forecast to have been sold.

3.4.12 The forecast / received receipt figure above for 2016/17 includes receipts from the old Abergavenny cattle market site, Coed Glas and the Old County Hall site. However there is an increasingly significant risk resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and will necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and will compromise the treasury team's success in outperforming the appropriations budget for the favourable benefit of the bottom line position.

3.5 Reserve Usage

3.5.1 Revenue and Capital monitoring reflects an approved use of reserves. Whilst commonly at this stage in the year, services assume full reserve usage of amounts previously approved, there are some likely deferrals in use identified together with an increased call upon reserves which account for the net difference in budgeted use of reserves against actuals in Appropriations section of financial monitoring. These variances are,

Reduced call upon reserves

- Innovations & marketing officer contribution £19k (deferral)
- Eisteddfod Community fundraising backstop £80k (no longer required)
- LDP expenditure contribution £100k (deferral)
- RDP expenditure contribution £63k (deferral)
- Elections expenditure contribution £100k (deferral)

Increased call upon reserves

- Pension strain costs (£98k)

3.5.2 The following predicted position reflects capital and revenue presumptions evident in period 2 monitoring.

Summary Earmarked Reserves Forecast 2016-17					
Earmarked Reserves	2015-16	Revenue Approved Usage		Capital Usage	2016-17
		Replenishment of Reserves	Draw on Reserves		
Invest to Redesign	-1,298,155	-74,739	519,344	223,363	-630,187
IT Transformation	-826,835			238,862	-587,973
Insurance & Risk Management	-1,236,396				-1,236,396
Capital Receipt Regeneration	-322,361		95,376		-226,985
Treasury Equalisation	-990,024				-990,024
Redundancy & Pensions	-1,274,256		690,521		-583,735
Capital Investments	-1,264,599			628,236	-636,363
Priority Investments	-1,120,069		836,197		-283,872
Museum Acquisitions	-56,760				-56,760
Elections	-108,183	-25,000			-133,183
Grass Routes Buses	-139,702	-5,000			-144,702
Sub Total	-8,637,340	-104,739	2,141,438	1,090,461	-5,510,180
Restricted Use Reserves					0
Youth Offending Team	-325,000				-325,000
Building Control Trading	-12,008				-12,008
Outdoor Education Centres	-190,280				-190,280
CYP Maternity	-104,000				-104,000
Total Earmarked Reserves	-9,268,629	-104,739	2,141,438	1,090,461	-6,141,468

3.5.3 Earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design.

4 REASONS

- 4.1 To improve budget monitoring and forecasting information being provided to Senior Officers and Members.

5 RESOURCE IMPLICATIONS

- 5.1 As contained in the report.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

- 6.1 The decisions highlighted in this report have no equality and sustainability implications.

7 CONSULTEES

Strategic Leadership Team
All Cabinet Members
All Select Committee Chairman
Head of Legal Services
Head of Finance

8 BACKGROUND PAPERS

- 8.1 Month 6 (period 2) monitoring reports, as per the hyperlinks provided

[Chief Executives Revenue Monitoring Month 6 201617](#)
[Children and Young People Revenue Monitoring Month 6 201617](#)
[Corporate Revenue Monitoring Month 6 201617](#)
[Enterprise Revenue Monitoring Month 6 201617](#)
[Resources Revenue Monitoring Month 6 201617](#)
[Social Care and Health Revenue Monitoring Month 6 201617](#)
[Appropriations Revenue Monitoring Month 6 201617](#)
[Financing Revenue Monitoring Month 6 201617](#)
[Capital Monitoring Month 6 201617](#)

9 AUTHOR

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Appendices

Appendix 1 Mandated Savings Progress Report

Budgeted Service Savings Mandates Progress 2016/17

DIRECTORATE	Saving included in 2016/17 Budget £'000	Savings reported achieved month 2 £'000	Savings reported achieved month 6 £'000	Percentage progress in achieving savings %	Delayed savings £'000	Savings not achievable £'000
Children & Young People	600	600	600	100%	0	0
Social Care & Health	640	640	12	2%	628	0
Enterprise	385	285	285	74%	0	100
Resources	469	318	299	64%	15	155
Chief Executive's	1,565	1,442	1,442	92%	63	60
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	72%	706	315







2015/16 Budgeted Service Savings Mandates Progress





RESOURCES								
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress
RESOURCES								
Sustainable Energy Initiatives (Ben Winstanley)	A5	Investing in biomass boilers, solar farms and reduction in Carbon Commitment.	34,000	0	0		34,000	Unachievable
Rationalise Business Support (Tracy Harry)	B2	Review the business support functions across the whole Authority to identify savings.	50,000	28,000	50,000			On track and expected to be fully met
Training Services Consolidation (Peter Davies)	B3	Consolidation of the Authorities existing training functions.	50,000	-	-		50,000	Unachievable
Community Asset Transfer/ Income generation (Peter Davies / Deb Hill-Howells)	B5	Community Asset Transfer of two properties, includes optimisation of assets to generate income	60,000	45,000	45,000	15,000	-	£60k of £160 relates to Estates of which £45k has been found. £15k shortfall is due to delayed implementation on Melville theatre and ongoing discussion with Town Council over Drill Hall.
Flexible Employment Options (Peter Davies)	B16	Market to all staff the Authority's flexible benefits and employment packages.	50,000	50,000	-		50,000	Unachievable
Business rates evaluation - Appeals (Ruth Donovan)	B17	Rate refunds following Appeals by Cooke & Arkwright	140,000	140,000	140,000			On track and expected to be fully met
Strategic Property Review (Ben Winstanley - Deb Hill-Howells)	B18	Reduction in Corporate Building Maintenance, Purchase Card rebates , Facility Management Restructure and reductions in Transport Costs and Supplies and Services costs	60,000	30,000	39,000		21,000	Alternative delivery plan has not been possible due to pressures within the service
Discretionary Fees and Income (Joy Robson)	B23	Increased Discretionary Fees & Charges	25,000	25,000	25,000			Spread across authority, assume it has been achieved.
TOTAL			469,000	318,000	299,000	15,000	155,000	











CHIEF EXECUTIVE'S UNIT								
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress
Garden Waste (Rachel Jowitt)		Increase in charges for Garden Waste collection service.	40,000	40,000	40,000			On track
Home to School Transport (R Hoggins / Richard Cope)	A14	Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.	30,000	30,000	30,000			This saving is forecast to be achieved but through the reduction in contract costs for home to school transport rather than the policy review initially included in the original mandate. There is no appetite for the nearest school policy to be reviewed at this moment in time but it is still being looked into.
Community Hubs (Will McClean)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. <i>We will create a hub in each</i>	25,000	25,000	25,000			Achievable through alternative Delivery Plan
Community Hubs (Rachel Jowitt)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. <i>We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.</i>	25,000	25,000	25,000			Achievable through alternative Delivery Plan. Contact Centre experiencing overspend exceeding mandate target





CHIEF EXECUTIVE'S UNIT									
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	
Legal Services (Rob Trantor)	B7	Income generation by providing Legal Services to external organisations.	25,000	25,000	25,000			Currently staff resource is totally used up undertaking internal legal work so there is no spare capacity to generate income from outside of the organisation. This will not affect outturn in 16-17 as it has been offset by a grant windfall in Land Charges but will be a pressure from 17-18 onwards.	
Promoting Business Waste (Rachel Jowitt)	B8	Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.	80,000	80,000	80,000			On Track	
Leadership Team Structure Review (Paul Matthews)	B11	Re-alignment of Senior Key Posts and Roles.	315,000	272,300	272,300	42,700		Waiting for update on the achievability, alternative delivery option	
Highways Infrastructure Income Generation (Roger Hoggins)	B13	Income generation from highway advertisements across Monmouthshire (£50k)	150,000	150,000	150,000			Planning approval delays means £25,000 relating to advertising income will be delayed. Shortfall will be managed within service budget.	
Grounds – Funding Review (Rachel Jowitt)	B14		75,000	75,000	75,000			on track	
Highways Maintenance (Roger Hoggins)	B15	Reducing the budgets within the highways section.	200,000	200,000	200,000			on track	

CHIEF EXECUTIVE'S UNIT									
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	
Property Services and Facilities Management Review (Rob O'Dwyer)	B19	Reduction in corporate building maintenance budgets. Purchase rebates from the use of procurement cards. (£15k), Facility Management restructure (£35k)	100,000	100,000	100,000			The section is forecast to achieve the full mandate saving, shortfall from purchase rebates will be covered through general expenditure efficiencies.	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils PCs	110,000	90,000	90,000	20,000		Public conveniences are forecast to achieve £90,000 of the £110,000k mandate saving due to delayed implementation of which £80k is a contribution from the Town Council.	
		Grounds	83,500	83,500	83,500			On Track	
		Waste	71,500	71,500	71,500			On Track	

CHIEF EXECUTIVE'S UNIT									
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils (Shortfalls) Museums (£0 out of £20k) Tourism (£5,000 out of £25k) Community Hubs (£70,000 out of £90K))	135,000	75,000	75,000		60,000	No contribution from Town council for museums. Only £5k received from Chepstow TC for TIC. £70k achieved from Hubs. So High Risk on Museums, Low Risk on Tourism and Community Hubs	
Collaboration and realigning structures in operations (Roger Hoggins)	B22		100,000	100,000	100,000			£70k of total saving related to Highways efficiencies from restructure, delay in implementation has meant staff savings have been delayed as well. Should not impact on outturn position as shortfall will be covered by managed efficiencies in expenditure.	
TOTAL			1,565,000	1,442,300	1,442,300	62,700	60,000		

ENTERPRISE									
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	
Leisure Services Income Generation (Ian Saunders)	B1	Income generation/cost savings within the service.	120,000	120,000	120,000			On track and expected to be fully met	
Planning Services- Income Generation (Mark Hand)	B9	Reduce the net cost of planning services with the increase of income from planning applications received.	40,000	40,000	40,000			On track and expected to be fully met	
Community Asset Transfer/ Income generation (Peter Davies / Deb Hill-Howells)	B5	Income Generation Leisure	25,000	-	-		25,000	Won't be achieved this financial year	
		Optimisation of Assets - PD	75,000	-	-		75,000	Unachievable	
Extension Shared Lodgings Housing Scheme (Ian Bakewell)	B10	Increase the Shared Housing Scheme within Monmouthshire.	50,000	50,000	50,000			On track and expected to be fully met	
Second Phase Review of subsidies to 3rd Sector (Will Mclean)	B12	Consolidation and reduction of grants to 3rd sector providers.	75,000	75,000	75,000			On track and expected to be fully met	
			385,000	285,000	285,000	0	100,000		

SOCIAL CARE & HEALTH									
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	
Transition - Bright New Futures (SC&H) (Julie Boothroyd)	A24	In 2014 we combined our Transitions Project Team within Bright New Futures Project. (based in Bridges)	12,000	12,000	12,000			On track and expected to be fully met	
Adult Social Care Transformation (Julie Boothroyd)	A34	The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.	628,000	628,000	0	628,000		With an £822k Adults overspend identified at month 5, we are reviewing alternative courses of action to pursue alternative opinions to deliver the savings.	
			640,000	640,000	12,000	628,000	0		

CHILDREN & YOUNG PEOPLE								
Budget proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress
Gwent Music (Nicki Wellington)	A20	Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient.	50,000	50,000	50,000	-	-	On track and expected to be fully met
Phase 3 of Additional Learning Needs Review (Sharon Randall-Smith)	B20	Closure off Deri View SNRB (£50k), Placement costs for External pupils attending Mounon House (£250k). Implementation of new funding formula from April 2016. (£250k).	550,000	550,000	550,000	-	-	On track and expected to be fully met
			600,000	600,000	600,000	0	0	



SUBJECT: Recycling Contract
DIRECTORATE: Operations / Waste & Street Services
MEETING: Strong Communities Select Committee
DATE: 10th November 2016
DIVISION/WARDS AFFECTED: All

PURPOSE:

1. For Members to receive an update on the kerbside dry recycling reprocessing contract.

BACKGROUND

2. In light of the Recycling Review Committee has asked for an update and overview of the contract with Suez for the reprocessing and onward management of the dry recycling currently collected at kerbside by MCC.
3. Since 2009 MCC has collected dry kerbside recycling in red and purple bags containing:
 - Red:- paper, card & tetrapaks (fibres)
 - Purple:- glass, cans/metals, plastics (containers)
4. The material is collected together in the back of a Refuse Collection Vehicle (RCV) and has been sent under contract to various reprocessors who sort the materials through a mechanical mechanism (Materials Recycling Facility (MRF)) into their original constituent parts and then market those material for recycling and conversion into new products.
5. To put the kerbside recycling tonnage into context, below is a table for 2015/16:

Total kerbside collected	9,083 tonnes
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MRF Residual (rejects)	1,486 tonnes
Total MSW Collected	50,364 tonnes

6. In 2015/16 kerbside recycling constituted 15% of total waste managed by the authority and is one part of the overall 39% of recycling performance. The above data shows a high level of reject material – 16%. In summer of 2015 MCC’s previous contractor struggled to source a suitable reprocessor for the processed glass and instead laid it as part of aggregate over their landfill. Due to the definitions of recycling aggregate over a landfill is classed as “capping” and not recycling. If the aggregate had been used in road construction it would have been classed as recycling. However in terms of the Waste Hierarchy glass to aggregate is not as environmentally beneficial as glass to glass recycling. We do however fully acknowledge that there is always an element of contamination as the recycling cannot be 100% perfect 100% of the time. With a new contractor on board from February 2016 our contamination/reject rate has been running at c.7-8%. This is completely in line with industry practice and previous performance of the MCC service. Therefore for the first half of 2016/17 the kerbside recycling contribution to MCC’s overall recycling performance has been 18%.

The Current Contract

7. MCC undertook an OJEU procedure over 2015 to award a new reprocessing contract which resulted in SUEZ being appointed. Suez began the contract at the end of January 2016 and they reprocess the material at their modern MRF in Avonmouth. The requirements for the contract are:
- a) Provision of stand trailer at Five Lanes Transfer Station
 - b) Haulage of recyclate
 - c) Reprocessing of recyclate
 - d) Onward marketing and management of both recyclates and any residual waste
 - e) Must achieve a recycling rate of at least 90% (supported through pay mech)
 - f) Robust reporting of “end destinations”
8. The contract was let at a time of great uncertainty in the recycling market due to the global down turn. In recent months this has been further exacerbated with the uncertainty created around steel (TATA) and the glass market has also struggled. Paper too has declined as two mills in the UK have closed in recent years as paper use substantially changes with the rapid transition to an electronic based economy and lifestyle. For certainty and to protect the authority from risk the contract has a fixed price. Whilst this means the authority may not

receive any financial benefit if the market turns good, it also protects the authority should the market decline during the contract period. In recent months MCC has definitely benefitted from this fixed price.

9. In light of point (f) above to demonstrate that the recyclate is actually recycled Councils in Wales have to go through a rigorous process of following each point which manages or handles the recycling. SUEZ obviously handle many millions of tonnes of recyclate from all over the UK so tracking MCC's actual waste is an art as well as a science e.g. once there is a pile of paper going off to 5 different markets it has to be estimated how much of MCC's is in the 5 loads. Due to the reprocessing industry it isn't easy to say that MCC material ends up in a certain factory producing a certain product. However Members can have confidence that our reporting has been identified as best practice by WG for its robustness and our attempts to break down barriers within the commercial market to give us the information to provide assurance we are recycling what we say we are.

Moving Forward – The Recycling Review and the Contract

10. The contract has a term of 14 months +7 months + 7 months. The intention being it ties into the dates when any changes to the recycling service would be implemented following a decision through the Recycling Review.
11. MCC has worked well and closely with SUEZ on the Recycling Review to date. They understand and support the recognition MCC has given to removing glass from the recycling stream and have already provided market intelligence about price should glass be fully removed. Whilst this information remains commercially confidential the value appears significant enough on reprocessing costs to potentially cover the cost of more complex collection vehicles and still deliver a saving to the authority. This is what the pilot is now fully investigating and will report to Select Committee on 16th January 2017.

Recommendation

12. Members note the above report.

Report Author

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Monmouthshire's Scrutiny Forward Work Programme 2016

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
10 th Nov 2016	Public Toilets	A progress report on implementation of the review's recommendations.	Roger Hoggins	Performance Monitoring
	Prosiect Gwyrdd	An update report on the residual waste partnership.	Rachel Jowitt	Performance Monitoring
	Recycling Contract	Discussion on the background to the procurement and the contract for kerbside recycling.	Rachel Jowitt Sita/Suez	Performance Monitoring

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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
Review of the 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
Team Abergavenny Business Case for Capital Expenditure	To consider an application for expenditure		Deb McCarty
Review of the Council’s Allocation Scheme			Karen Durrant
Language and Play/Engagement Worker Post Deletion Proposal			Beth Watkins
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	EXEMPT REPORT		Ian Saunders

Subject	Purpose	Consultees	Author
Crick Road			Deb Hill-Howells
Effectiveness of Council Services – Q4			Matt Gatehouse
People Services Annual Report			Peter Davies
Social Care and Health Restructure Report			Claire Marchant
28th JULY - COUNCIL			
DSS Annual report			Claire Marchant
Solar Farm revised business case			Ben Winstanley
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
GYP Chief Officer report			Sarah McGuinness
Sustainable Development Policy			Matthew Gatehouse
17th AUGUST – INDIVIDUAL CABINET MEMBER DECISION			
Map Modification Order			Mandy Mussell
Delegated Waste Enforcement Powers for Waste and Street Services			Carl Touhig
Job Evaluation In Respect Of The Occupational Therapist In The Children With Disabilities Team Monmouthshire.			Carol Buck
31ST AUGUST 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Procurement Card Policy	To seek approval of the Procurement Card Policy to be used within the Authority		Lisa Widenham

Subject	Purpose	Consultees	Author
Training And Events Co-ordination			John McConnachie
Temporary Animal Health & Feed Officer			Gareth Walters
DEFINITIVE MAP MODIFICATION ORDER 2016, Section 53 (C)(i) Wildlife and Countryside Act 1981, Restricted Byway (53-16), Great Panta, Devauden			Paul Keeble
7TH SEPTEMBER - CABINET			
Section 106 Education Contributions - Land at Ty Mawr and Cae Meldon, Gilwern	To decide on the use of education balances available from the Section 106 Agreements relating to the development of land at Tw Mawr and at Cae Meldon, Gilwern.		Simon Kneafsey
Allocation of Section 106 Funds – Magor and Undy			Deb Hill Howells
Youth Offending Service Restructure Report			Jacalyn Richards
Effectiveness of Council Services – Q1 2016/17 update			Richard Jones
Caldicot Town Team Section 106 Funding Pilot			Judith Langdon
Recommendations from Select Committees			Hazel Ilett
14TH SEPTEMBER – INDIVIDUAL CABINET MEMBER DECISIONS			
Permanent Adoption of post CDLL18			R Tranter
To Establish The Temporary Post Of Carers Development Manager			B Boniface

Subject	Purpose	Consultees	Author
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
Provision of a Community Hub in Abergavenny			Deb Hill-Howells
Stage 2 Improvement Plan – How we performed 2015/16			Richard Jones
City Deal			
Future Schools Programme			Simon Kneafsey
28TH SEPTEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Emergency planning – business continuity register of priority services	To seek agreement from the Emergency Planning 'Portfolio Holder' to the revised and updated MCC Register of Priority Services.		Ian Hardman
5TH OCTOBER 2016 – CABINET			
Gilwern Section 106 funding			Mike Moran
Community Asset Transfer of Caerwent Hall and Playing fields			Ben Winstanley
LDP/AMR			Jane Coppock
12TH OCTOBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Monmouthshire Museums Accreditation			Rachel Rogers
Carer Information And Support			Bernard Boniface
Request for Change in	EXEMPT REPORT		Ruth Donovan

Subject	Purpose	Consultees	Author
Establishment			
20TH OCTOBER 2016 – COUNCIL			
Future Schools			Will Mclean/Pete Davies
26TH OCTOBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
Redundancy costs for one employee arising from relocation of My Day My Life (Swanraft) to Overmonnow Resource Centre'			Shelley Welton
Creation of an apprentice position on the Financial System support team			Lisa Widenham
Change of Senior Practitioner Social Worker to Social Worker Post			Julie Boothroyd
Private Rented Sector Housing Development Policy			Ian Bakewell
Job Evaluation Of Legal Assistant Post CDLL 39			Rob Tranter
2ND NOVEMBER 2016 – CABINET			
Discretionary Housing Payments			Ruth Donovan
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 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
Revenue & Capital			Joy Robson/Mark

Subject	Purpose	Consultees	Author
Monitoring 2016/17- Period 2 Outturn Forecast Statement	The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 2 which represents month 6 financial information for the 2016/17 financial year		Howcroft
Delivering Excellent Practice in Children's Services - Progress report			Deb Hill Howells
Abergavenny Town Centre Loan Application	EXEMPT REPORT To approve the recommendation of the Abergavenny Town Centre Loan Board		Steve Griffiths
Revised Staff Contractual arrangements – Individual Support Service			Ceri York
CIL:	For approval to submit for examination		Mark Hand
Wydol Athletic Football Club Community Asset Transfer			Ben Winstanley
16th NOVEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
30th NOVEMBER 2016 – INDIVIDUAL CABINET MEMBER DECISION			
DEFINITIVE MAP MODIFICATION ORDER 2016, Section 53 (C)(i) Wildlife and Countryside Act 1981, Restricted Byway (53-16), Great Panta, Devauden			Paul Keeble
1st DECEMBER 2016 - COUNCIL			
CYP CHIEF OFFICER REPORT			Sarah McGuinness
Stock Transfer Agreement – service charge de-pooling			Ian Bakewell

Subject	Purpose	Consultees	Author
Community Governance Report			Will McLean
7TH DECEMBER 2016 – CABINET			
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
Chippenham Mead play area, Monmouth	**PRESENTATION PRIOR TO ITEM – RACHEL JUPP – FRIENDS OF CHIPPENHEMA MEAD GROUP**		Mike Moran
Asset Management Strategy			Deb Hill Howells
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
Effectiveness of Council Services – Quarter 2 update			Richard Jones
Welsh Language 5 Year Strategy			Alan Burkitt
The Knoll, Abergavenny Section 106 funding			Mike Moran
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
Section 106 Funding – Magor GRIP 3 Report			Mike Moran
Individual Support Service – Proposed Implementation of Revised Contractual Arrangements			Shelley Welton

Subject	Purpose	Consultees	Author
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
16TH DECEMBER 2016 – SPECIAL CABINET			
Budget Proposals			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			
5 year Welsh Language Strategy			Alan Burkitt
Council Tax Reduction Scheme 2017/18			Ruth Donovan
1ST FEBRUARY 2017 – CABINET			
Revenue & Capital Budget final proposals after public consultation	To present Revenue and Capital Budget proposals following receipt of final settlement		Joy Robson
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of		Dave Jarrett

Subject	Purpose	Consultees	Author
	Applications 2016/17 meeting 5 held on the 19 th January 2017.		
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
15TH FEBRUARY 2017 – SPECIAL CABINET			
Final Draft Budget Proposals for recommendation to Council			
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
9TH MARCH 2017 - COUNCIL			
Final Budget Proposals			Joy Robson
Final Composite Council Tax Resolution	To set budget and Council tax for 2017/18		Joy Robson
Population Needs Assessment			Matt Gatehouse
Well-being Assessment			Matt Gatehouse
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
ADM Business Case			Tracey Thomas

Subject	Purpose	Consultees	Author
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 30th March 2017.		Dave Jarrett
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