

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Wednesday, 4 January 2017

Notice of meeting:

Children and Young People Select Committee

Thursday, 12th January, 2017 at 2.00 pm,
The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA

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

AGENDA

Item No	Item	Pages
1.	Apologies for Absence.	
2.	Declarations of Interest.	
3.	Public Open Forum.	
4.	To confirm the minutes of the previous meeting.	1 - 16
5.	Draft Capital Budget Proposals 2017/18 TO 2020/21.	17 - 44
6.	Draft Budget Proposals 2017/18 for Consultation.	45 - 146
7.	List of actions arising from the previous meeting.	147 - 148
8.	Children and Young People Select Committee Forward Work Plan.	149 - 150
9.	Council and Cabinet Business - Forward Plan.	151 - 170
10.	To confirm the date and time of the next meeting. The next ordinary meeting will be held on Thursday 16 th February 2017 at 2.00pm.	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

P. Jones
P. Farley
D. Blakebrough
P. Clarke
L. Guppy
R. Harris
M. Hickman
D. Jones
M. Powell

Added Members

Members voting on Education Issues Only

M. Fowler (Parent Governor Representative)
Vacancy (Catholic Church)

Added Members

Non Voting

K. Plow (Association of School Governors)
Vacancy (NAHT)
Vacancy (ASCL)
Vacancy (NUT)
Vacancy (Free Church Federal Council)
Vacancy (NASUWT)

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Welsh Language

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Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

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Public Document Pack Agenda Item 4

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

PRESENT: County Councillor P. Jones (Chairman)
County Councillor P. Farley (Vice Chairman)

County Councillors: L. Guppy, R. Harris, D. Jones and M. Powell.

Added Members:

Members voting on educational issues only:

Mr. M Fowler (Parent Governor Representative)

County Councillor V. Smith attended the meeting by invitation of the Chair.

OFFICERS IN ATTENDANCE:

Will McLean	Head of Democracy, Engagement and Improvement
Matthew Lewis	Countryside Manager
Matthew Gatehouse	Policy and Performance Manager
Mike Moran	Community Infrastructure Coordinator
Hazel Ilett	Scrutiny Manager
Richard Williams	Democratic Services Officer

OTHER REPRESENTATIVES:

Mr. E. Price - Education Achievement Service

APOLOGIES:

County Councillors: D. Blakebrough and P. Clarke.
Mr. K Plow (Association of School Governors)

1. Declarations of Interest

County Councillor P. Farley declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of agenda item 5 – Summer Play Provision 2016, as Chepstow Town Council invests in the summer play scheme and he is a Chepstow Town Councillor.

County Councillor P. Farley declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of agenda item 6b – Children's Services Quarter 2 Performance, as he is a Local Authority Governor at the Dell Primary School and a Trustee of Chepstow Senior Citizens Welfare Trust.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

County Councillor L. Guppy declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of agenda item 5 – Summer Play Provision 2016, as she is a member of Rogiet Community Council which contributes to the play provision.

County Councillor R. Harris declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of agenda item 5 – Summer Play Provision 2016, as he is a member of Abergavenny Town Council which contributed funds in 2016 for the scheme. The Town Council has also budgeted for a contribution in 2017.

County Councillor M. Powell declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of agenda item 5 – Summer Play Provision 2016, as she is a member of Abergavenny Town which has budgeted to support this provision.

2. Confirmation of minutes

The minutes of the Children and Young People Select Committee meeting dated 3rd November 2016 were confirmed and signed by the Chair. In doing so, it was noted that the Finance Manager has spoken to the Welsh Assembly Member, the Shadow Finance Minister, regarding the lack of funding in Children's Services. The Finance Manager will prepare a report for a future meeting of the Select Committee outlining the response received.

3. Presentation by the Education Achievement Service regarding New Qualifications

Context:

We received a presentation by Mr. E. Price, Principal Challenge Adviser for the Education Achievement Service (EAS) regarding the new qualifications at Key Stage 4 from the summer of 2017.

Key Issues:

From 2017, there will be no one main measure to be focused on at school level. Instead, a suite of measures will be considered. These will include:

- Level 2 inclusive (Welsh Baccalaureate Foundation and National measures from 2018)
- Level 2 threshold (2017 only).
- Level 1 threshold (2017 only).
- Capped Points Score (the revised, 'Capped 9' measure from 2017).

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

The changes to performance measures are in line with recommendations contained within Successful Futures and will have the positive effect of widening curriculum choice.

All updates will be posted on the Welsh Government website.

2016

- Change to Year 11 based cohort from existing 15 year old based cohort.
- Maximum of two GCSE equivalence value applied to any individual non- GCSE qualification in all performance measure calculations.

2017

- Core Subject Indicator no longer required.
- Changes to the Capped Points Score.
- Only the new reformed qualifications for English / Welsh, mathematics count towards these subject specific requirements of measures (literature qualifications no longer count).
- Maximum of two GCSE equivalence for the total contribution value of non - GCSE qualifications in the threshold measures.
- Essential Skills Wales and Wider Key Skills no longer hold a contribution value in Key Stage 4 measures and are approved for post – 16 delivery only.
- Qualifications of 60 up to 119 (inclusive) guided learning hours allocated a 0.5 GCSE equivalence.
- Reformed Welsh Baccaulaureate qualification awarded for the first time.

2018

- Welsh Baccaulaureate measures replace threshold measures.
- For science, only GCSE qualifications count towards subject specific requirements of the Capped Points Score; non-GCSE science qualifications no longer count towards science components but can count towards a learner's 'other 4' best qualifications.

No single measure is emphasised at school level. The Capped Points Score will hold similar status to the Level 2 inclusive and the Welsh Baccaulaureate measures. A suite of measures should be used to consider schools performance from different angles. Which measures to use will depend on the particular questions being asked.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Children and Young People Select Committee held
at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th
December, 2016 at 2.00 pm**

Summary of changes – 2017

- Any non-GCSE Level 1 or Level 2 qualification will be worth a maximum of two GCSEs. Current qualifications can continue to be taken but performance value capped at equivalent of two GCSEs.
- The Core Subject Indicator will no longer be published as a performance measure.
- The following new GCSEs will be used as the literacy and numeracy elements of the Level 2 Inclusive measure:
 - English Language / Welsh Language.
 - Mathematics or Mathematics Numeracy (whichever is the learner's best).
- Literature qualifications will not count towards the literacy requirements of measures, but can still count towards the non-subject specific measures.

The 'new' Capped Point Score

- The score will be based on nine rather than eight qualifications. Five of the nine qualifications used to calculate the score will be:
 - GCSE English Language or GCSE Welsh Language (whichever is the learner's best, literature will not count).
 - GCSE Mathematics – Numeracy and GCSE Mathematics.
 - The learner's best two science qualifications (from 2018, their best two science GCSEs).
- The other four qualifications will be the learner's best (highest grade) other qualifications. These could be GCSEs, vocational qualifications or the Skills Challenge Certificate (the core of the new Welsh Baccalaureate).

Summary of changes from 2018 (current Year 10 learners)

- For science only GCSE qualifications will count towards subject specific requirements of the capped points score.
- Non-GCSE science qualifications no longer count towards science components but can still count towards a learner's 'other 4' best qualifications.
- New measures will be introduced relating to the attainment of the new Welsh Baccalaureate at Foundation and National levels (Levels 1 and 2).
- These new measures will replace the current Level 1, Level 2 and Level 2 Inclusive threshold measures.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

Member Scrutiny:

- Select Committee Members expressed concern that from the summer of 2017, literature qualifications will no longer count towards the three subject specific requirements of measures. The EAS representative acknowledged the sentiments of the Committee with regard to English literature qualifications. However, it was noted that some schools had focussed on the literature for pupils that had struggled with the literature qualification at C and above to the detriment of their success at English language.
- The Select Committee ask the EAS representative to convey the sentiments of the Committee with regard to its views on the importance of the English Literature qualification
- Vocational qualifications - the EAS will encourage head teachers to do what is best for their individual learners, although, with Estyn, the head teachers will be aware of the headline measures as well.
- In response to a Select Committee Member's question regarding whether the changes outlined in the presentation would be helpful overall, the EAS representative stated that it would be necessary to see how the measures develop over time before this question could be answered.
- It was noted that universities and employers had been consulted with regard to the proposed changes which would be recognised by these groups.
- With regard to the Welsh Baccalaureate, it was noted that this qualification was not recognised by all English universities. Concern was expressed that this might hinder Welsh students from being able to study at certain English universities.
- Concern was expressed that a number of qualifications, including vocational qualifications, will be removed from the approved list which will have a significant effect on pupils studying these courses. The Select Committee, in receiving details of the definition and what this encompasses for students studying these courses would be beneficial.
- It was considered that the changes proposed for 2017 were narrowing the curriculum options for pupils rather than providing a wider choice.
- It is important for the Authority to consider the comparative position that is achieved in the summer of 2017 compared to what has happened in the past and to note the changes coming in 2017 and 2018.
- It was noted that England will change substantially in the summer of 2017. Schools here will no longer report their GCSE qualifications in grades. Instead, a number system will be introduced ranging from 9 to 1, rather than A* to G, or U.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

This will mean that it will become increasingly difficult for Monmouthshire's border communities to compare schools.

- It was noted that schools on either side of the border compete on performance but this is going to be harder to achieve if the systems being operated by Welsh and English schools differ. It was considered that Monmouthshire's schools should be provided with some additional support from the EAS to explain the differences. The EAS representative stated that he would liaise with Nicola Allan, Monmouthshire's challenge adviser, to work with the Authority and challenge advisers within Monmouthshire's secondary schools identify the needs and requirements and to work with head teachers accordingly.
- It was noted that local elections will be held in May 2017 and the likelihood that there will be new Members elected to serve on the new Council. Therefore, when the examination results are released later in 2017 there will be no comparison. An explanation will be required with regard to this matter bearing in mind the changes being introduced regarding the new reporting measures and the newly elected Members.

Committee's Conclusion:

The Chair summed up as follows:

- On behalf of the Select Committee the Chair thanked the EAS representative for providing the Committee with an update on the Key Stage 4 new reporting measures.
- The EAS representative was asked to convey the sentiments of the Committee with regard to its views on the importance of the English Literature qualification.
- The EAS would be invited to a future Select Committee meeting to provide further updates with regard to the new reporting measures.

4. Summer Play Provision 2016

Context:

To receive an update on the revised model for staffed play provision implemented for the 2016 summer period.

Key Issues:

Towards the end of 2015, the Select Committee had received a report on a number of play related issues, including proposed changes to staffed play provision for 2016 and the timetable for producing the Play Sufficiency Audit and Action Plan for 2016/17.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

In previous years the Council had provided summer holiday play schemes at the four leisure centres plus a “satellite” provision at the Bulwark Community Centre, the latter provision having been run on behalf of and paid for by Chepstow Town Council. The play schemes were effectively a form of childcare registered with the Care and Social Services Inspectorate for Wales (CSSIW) and provided staffed play provision for four weeks of the summer holidays for children between 5 and 11 years of age.

The proposal when this matter was last scrutinised by the Select Committee was to move to a model of play provision in summer 2016 that contained two main components – sports camps held at the four leisure centres and open access play sessions held in a number of community venues across the County. Delivery of open access play was dependent on the outcome of consultations with partners, most notably Town and Community Councils, due to the reliance on their funding to enable these schemes to take place. The discussions with the Town and Community Councils were successful and they all agreed to maintain (and in some cases increase) their contributions at the existing levels.

The sports camps (the Monmouthshire Games) were run by Leisure Services as self-financing schemes on a daily basis over a five week period (25th July to 26th August 2016) from 9.00am to 3.00pm. These did not have to be registered with the CSSIW, as they were regarded as sports activities rather than play provision.

The open access play sessions were organised and managed on behalf of the Council by the Torfaen Play Service (TPS). These were run over a 19 day period (1st to 25th August 2016).

Attendance at the open access sessions was free of charge and they were fully inclusive for children with disabilities / additional support needs. Because the sessions lasted for just under two hours each, these sessions also did not require registration with the CSSIW.

The open access play schemes were staffed by a mixture of predominantly paid staff and some volunteers and immediately prior to the schemes commencing all staff underwent a full week of training, during which over 40 different modules were delivered to ensure that the staff had the necessary skills to work with children and young people.

In delivering the open access schemes, Torfaen Play Service adhered to all safeguarding policies and procedures in line with Monmouthshire County Council and the South East Wales Safeguarding Board, which was one of the provisions in the Service Level Agreement entered into between the two authorities.

All of the delivery sites had a secure building linked to outside areas, so that all children were placed at all times in a safe and supportive setting. During the lead in period, there was close and effective communication with the Children with Disabilities Team based in Social Services. Disabled children and those with additional support needs were allocated 1:2:1 support workers to ensure that they felt supported in an inclusive environment. For a small number of children with “high end” support needs, there was a

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

specialist provision held at Pontypool Active Living Centre and there were five spaces at this provision allocated to children from Monmouthshire.

Prior to attendance at their first open access session, all children had to be registered and details of the names and contact details of their respective parents / guardians were taken in case any of the children wanted to leave before the end of any sessions that they attended. The vast majority of children registered attended most sessions at their chosen site and a number of children attended both morning and afternoon sessions. No particular difficulties were experienced and there were no safeguarding issues that arose with any child during the period that the schemes were operating.

Consideration is now being given to the provisions to be implemented for the summer period 2017. The self-financing Monmouthshire Games at the leisure centres continued over the October half term period and it is likely that similar provisions will be made for five weeks over the summer period next year. Discussions are taking place with TPS regarding the open access provisions for 2017 and discussions are also taking place with the various Town and Community Councils in an effort to secure their continued financial support.

Member Scrutiny:

- Working relationships with the town and community councils have improved this year.
- The Vice-Chair asked that this report be presented to Chepstow Town Council with a view to resuming dialogue regarding this matter.
- Page 24 of the agenda – minor amendment required at the top of the page, namely, 80%, not 8%.
- In response to a Select Committee Member's question regarding the 48 play schemes, it was noted that Monmouthshire had hosted 12 of them and Torfaen had hosted 36 of the schemes. Torfaen was able to host more schemes as it had a fully funded play service with a budget and additional grant aid, as well as having a more established play scheme programme.
- In response to a Select Committee Members question it was noted that it was difficult to compare this year with last year as the Authority is running something very different. The total number of children using the leisure centres has reduced in comparison to the number of children accessing the play schemes. However, the total number of children involved has remained the same.
- The Authority is now offering a more consistent, wholly inclusive play offer.
- Coordination with Children's Services is good.
- Committed to an open access play model.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

- In response to a Select Committee Member's question regarding fixed play provision within the County, it was noted that there has never been a dedicated budget for fixed play provision. Play teams inspect equipment and sometimes are required to remove equipment. Officers are having to review fixed play equipment across Monmouthshire.
- It was considered that town and community councils could take more responsibility with regard to the provision of fixed play equipment.
- It was noted that the summer play scheme had been provided with minimal investment and officers were commended for ensuring this service was provided.

Committee's Conclusion:

The Chair summed up as follows:

- The report to be sent to the Town and Community Councils with a view to investigating potential support.
- Confirmation regarding the Families First grant was awaited from the Welsh Government.
- It had been emphasised that there had been no safeguarding issues relating to the Summer Play Scheme.
- Excellent feedback had been provided and the Summer Play Scheme 2016 was a blue print for the next two years.
- The scheme was encouraging mobility and exercise amongst young people.

5. Improvement Objectives and Performance indicators - 2016/17 Quarter 2 update

Context:

To receive quarter 2 performance data for the Improvement Objectives which are under the remit of the Children and Young People Select Committee:

- Improvement Objective 1 - Improve at all key stages of education.
- Improvement Objective 2 - Safeguard people, whether young or old, while reducing people's dependence on social care.

To receive the latest performance against wider key national performance indicators that are under the committee's remit.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

Key Issues:

Improvement Objectives are set annually by the Council to deliver on priorities, these are set in the Improvement Plan 2016/17. Despite objectives being focussed on the long term, the specific activities that support them are particularly focussed for the year ahead.

Activity that contributes to the delivery of some objectives cross cuts Select Committee remits and these will also be reported to other relevant committee(s).

The progress with most of the actions and performance indicators that form part of Improvement Objective 1 have recently been reported to the Children and Young People Select Committee as part of the Children and Young People Directorate Chief Officer report. Due to the importance of Members scrutinising progress being made specifically on the actions, performance indicators and targets set in the Improvement Plan 2016/17, a full progress update on Improvement objective 1 has also been completed.

The Improvement Objectives will be evaluated at the end of the year (2016/17) based on the Council's self-evaluation framework, as set in the Improvement Plan 2016-17. Performance against them will be reported to the Select Committee and in the Stage 2 Improvement Plan published in October each year.

This is likely to be the final annual cycle of Improvement Planning in this format. The Council is currently undertaking two substantial assessments of need and wellbeing within the County as a consequence of the Wellbeing of Future Generations Act and the Social Services and Wellbeing Act. This information will provide a much deeper evidence base of well-being in the County and will be used to review the Council's current improvement objectives in preparation for the publication of the Council's well-being objectives by 31st March 2017.

Appendix C of the report sets out further Key Performance Indicators from the National Performance indicator set that are under the committee's remit. The primary purpose is to highlight the performance achieved so far in 2016/17. In some cases this may result in duplication of indicators already included in other sections of the report. Where indicators relate to the performance of services that are under the remit of more than one committee these will also be reported to the other relevant committee(s).

Member Scrutiny:

- For future meetings, cohort information will be contained within the report.
- The first phase of upgrading schools' ICT infrastructure is 80% complete.
- In response to a Select Committee Member's question regarding ALN provision, it was noted that in 2012 Estyn had identified some flaws and challenges within the Authority's ALN Provision. A rapid review of ALN had been undertaken in that immediate period. This work fell into three phases and the first two phases

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

have been completed. Our services with regard to ALN provision are a concern for all stakeholders involved. Therefore, additional support has been commissioned to aid in this matter and a range of schools and settings have been visited, those with special needs bases and secondary schools. The two new schools will have a 55 unit resource base within them. Engagement with head teachers has been undertaken with regard to the review of ALN provision and they have been supportive. More delegation to schools is likely to occur. Therefore, work is ongoing across all of Monmouthshire's schools.

- The Chair asked that a report on the review of ALN provision be presented to a future meeting of the Select Committee.
- The Authority wants all of its pupils to remain in mainstream education but we have to recognise that at times, children will face challenges and that setting will not be the right setting for them. The changing nature of additional learning needs over time needs to be looked at. Schools are seeing more complex, acute needs earlier in children's lives. Therefore, best provision for individual pupils needs to be identified. The Authority is looking to explore this to enable clusters of schools to have that provision so that children, even if they can't stay in their home school, they will be able to stay much nearer to their actual home. The Authority has to ensure that there is the capacity and the capability within the school settings to provide that support.
- In response to a Select Committee Member's question regarding the performance of the Shared Resource Service (SRS) in respect of the new service level agreement, the Policy and Performance Manager stated that he would investigate the matter and report back.
- A representative from the Shared Resource Service to be invited to a future meeting of the Select Committee.
- In response to a Select Committee Member's question regarding the need for a 'level playing field' regarding ICT provision in schools, it was noted that when primary head teachers meet, there is input from SRS updating them on progress and any potential challenges. It is important that the capacity is there within schools. Officers are working to ensure all of Monmouthshire's schools are receiving up to date ICT provision.
- The Authority remains committed to the renewal of its four secondary schools.
- Considerable work has been undertaken to consolidate primary schools. The primary state is in very good order.
- The External Reference Group has been established. There has been a slight change in focus for the board in that, not only will it focus on education and the continuing recovery process but also working with the Authority around children's services and social services.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

- In response to a Select Committee Member's question regarding the re-setting of 2016/17 targets, it was noted that this was due to the transition to the new database in social care. Currently there is not enough points of data available to set this target.
- In Monmouthshire, for at least 15 years, all recipients of adults' social care have received a questionnaire on a regular basis. This is a system that has been adopted by Welsh Government. Therefore, Welsh Government wants the 22 authorities in Wales to ask the same questions in the same way.
- For future Select Committee meetings, data should be available numerically and also as a percentage.
- In response to a Select Committee Member's question regarding social care provision and whether there might be a geographical variation across the county, it was noted that work is being undertaken around wellbeing assessment. It was noticed that by introducing a place based approach, it was identified that 'one size does not fit all'. Therefore, the requirements of one community might differ to the requirements of another. Engagement with people is being undertaken and various comments are coming through with regard to this matter.

Committee's Conclusion:

The Chair summed up as follows:

- To receive a report from Gill Lawrence regarding the ALN Service at a future meeting.
- A representative from the Shared Resource Service (SRS) be invited to a future meeting to provide an update on our relationship with the SRS.
- The Chair thanked the Policy and Performance Manager for presenting the report.

6. Children's Services Quarter 2 Performance

Context:

To provide a report card that considers quarter 2 performance in children's social services.

Key Issues:

The Social Services and Well-being Act came into force from April 2016 and has changed the way social services are delivered in Wales. The principles of the Act are:

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

- The Act supports people who have care and support needs to achieve well-being.
- People are at the heart of the new system by giving them an equal say in the support they receive.
- Partnership and co-operation drives service delivery.
- Services will promote the prevention of escalating need and the right help is available at the right time.

Each local authority must have arrangements in place to collect and return the data on the statutory performance measures detailed in the report to the Welsh Government from May 2017 onwards. The performance measures are a blend of quantitative (numerical) data and qualitative data which includes asking people about their experience of social services and whether this has contributed to improving their well-being.

Qualitative data is being collected through questionnaires to children and parents. At quarter 2 this process is still underway, therefore the responses in the report constitute part of the total collection.

Quarter 2 is the first full compilation of the new measures and in many cases neither baseline nor comparable data is available. Targets have been set where feasible but will be better informed when baseline data is further established and other local authority data is available.

Member Scrutiny:

- In response to a Select Committee Member's question regarding questionnaire responses from children, it was noted that 68% considered that they had received the correct information or advice when they needed it. However, this issue was still being analysed. More analysis will be undertaken when more data has been received.
- Looked After Children are always at the forefront of decisions. Ideally, in all cases is that intervention occurs early enough so that cases are identified early enough and preventative work is undertaken.
- It was considered that data presented to future select committee meetings should be available numerically alongside its percentage value.
- Having viewed the data relating to the percentage of looked after children experiencing a non-transitional school move and the percentage of looked after children with three or more placements, it was noted that one of the challenges in Monmouthshire is the geography of the County which could have an effect on the child's placement. Therefore, the report indicates that the numbers are higher

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

than the Authority would like to see because the Authority wants to see stability in terms of the children's education.

- In response to a Select Committee Member's question regarding the questionnaire, it was noted that the results of the questionnaire were outlined in the report. There was also an option to add free text in addition to answering the set questions. This provides a sense of what has been asked and details of response rates. It is intended that this questionnaire will be used year on year as a means of comparison.

Committee's Conclusion:

The Chair summed up as follows:

- The areas of concern have been noted.
- Until baseline data is established further comparisons cannot be made at this stage.
- The Committee notes that there has been some changes within the Children's Services and much has been achieved to date.
- Overall, it was noted that the Head of Children's Services had said that overall, she is satisfied with the report.

7. Strategic Risk Assessment 2016

Context:

To provide an overview of the current strategic risks facing the authority.

Key Issues:

The risk assessment ensures that:

- Strategic risks are identified and monitored by the authority.
- Risk controls are appropriate and proportionate.
- Senior managers and elected Members systematically review the strategic risks facing the authority.

The existing risks on the Strategic Risk Assessment have been updated based on evidence available in 2016. Changes to the Council's risk management policy were approved by Cabinet in March 2015 and continue to be applied to the strategic risk register. These are:

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

- Including pre-mitigation and post-mitigation risk scores, this was also a key recommendation from scrutiny of the 2014 risk assessment.
- Ensuring greater clarity to the phrasing of risk so that each statement includes an event, cause and effect.

The risk assessment only covers high and medium level risks. Lower level operational risks are not registered unless they are projected to escalate within the three years covered. These need to be managed and monitored through teams' service plans. The pre and post mitigation risk levels are presented separately. In most cases mitigating actions result in a change to the likelihood of the risk rather than the consequences as our actions are generally aimed at reducing the chance of a negative event occurring rather than lessening it's impact. Clearly, there will be exceptions.

Following presentation to select committees, the risk assessment will be presented to Cabinet to be signed off. The risk assessment is a living document and will evolve over the course of the year as new information comes to light. An up-to-date risk log is accessible to Members via the Council's intranet - The Hub. This will ensure, as well as the ongoing specific scrutiny of the risk assessment annually, that select committees are able to re-visit the information at any point in the year to re-prioritise their work plan as appropriate.

Member Scrutiny:

- In response to a Select Committee Member's question regarding recent revelations regarding certain sports coaches across the UK, it was noted that this matter would sit with the Whole Authority Safeguarding Group.
- Teacher sickness and absences data would be made available to the Select Committee. Teacher sickness levels are better than compared to the broader sickness levels of Council staff. Also, teacher sickness levels in comparison to pupil sickness levels could also be brought back to the Select Committee.
- In response to a Select Committee Member's question regarding whether a risk assessment has been undertaken with regard to a potential change in administration of the Authority in May 2017 due to the upcoming local elections, it was noted that delivery of political priorities is broadly covered via one of the risks identified in the report, i.e., political priorities being delivered. However, there has not been a specific risk identified with regard to a potential change in administration of the Authority

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Children and Young People Select Committee held at The Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Thursday, 8th December, 2016 at 2.00 pm

Committee's Conclusion:

The Chair summed up as follows:

- On behalf of the Select Committee, the Chair thanked the officers for presenting the report.
- That the Select Committee receives sickness data relating to school staff and pupils at a future Select Committee meeting.

8. List of actions arising from the previous meeting

We received and noted the list of actions that had been completed arising from the Children and Young People Select Committee meeting held on 3rd November 2016.

9. Children and Young People Select Committee Forward Work Plan

We resolved to receive the Children and Young People Select Committee Forward Work Plan and noted its content.

10. Council and Cabinet Business - Forward Plan

We resolved to receive the Council and Cabinet Business Forward Work Plan and noted its content.

11. Next Meeting

The next meeting will be held in the Council Chamber, County Hall, Usk, on Thursday 12th January 2017 at 2.00pm.

The meeting ended at 4.46 pm

SUBJECT: DRAFT CAPITAL BUDGET PROPOSALS 2017/18 TO 2020/21

MEETING: Children & Young People Select Committee

DATE: 12th January 2017

DIVISION/WARDS AFFECTED: Countywide

1. PURPOSE:

- 1.1 To outline the proposed capital budget for 2017/18 and the indicative capital budgets for the three years 2018/19 to 2020/21.

RECOMMENDATIONS:

- 1.1 That Select Committee scrutinizes the draft capital budget proposals for 2017/18 to 2020/21 released for consultation purposes as set out below and referred to in Appendix 2
- 2.2 That Select Committee notes the following recommendations approved by Cabinet:
- 2.3 That Cabinet confirms a capital strategy, which seeks to prioritise the Council's Future Schools programme and other commitments whilst also continuing to finance a minimum core capital programme, recognizing the risks associated with this approach.
- 2.4 That Cabinet reviews the priorities in the Capital programme in the light of the issues raised in 3.7 and other demands for capital resources
- 2.5 That Cabinet reaffirms the principle that new schemes can only be added to the programme if the business case demonstrates that they are self financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- 2.6 That Cabinet agrees to maximize the use of capital receipts when received to fund the capital programme (therefore reducing the need to borrow) and/or set aside to repay debt as outlined in paragraph 3.10.

- 2.7 That Cabinet agrees to the sale of the assets in accordance with the Asset Management Plan and identified in the exempt background paper in order to support the capital programme, and that once agreed, no further options are considered for these assets.

3. KEY ISSUES:

Capital budget strategy

- 3.1 The capital MTFP strategy put in place in the face of an ever reducing resource base from Welsh Government has been reviewed. The strategy going forward has the following key components:

- The core MTFP capital programme needs to be financially sustainable without drawing on further funding.
- The original Match funding identified for the Council's priority of the Future schools programme (£40 million) has been supplemented with £11.9 million additional funding.
- Budgets for Disabled Facilities Grants and Access for all schemes will be maintained in line with the Council's priority of protecting services to vulnerable adults and children.
- No inflation increases will be applied to any of the capital programme with property maintenance budget and Infrastructure maintenance budget set at the same level as last year
- The County farms maintenance and reinvestment programme is based on the revised asset management plan for County farms, supported by the latest condition survey data
- Budget for Area Management of £20k in the programme could be further reduced or cut in the face of other pressures
- £1m unsupported prudential borrowing per annum has been contained in the programme for a number of years and this will continue in the current 4 year programme
- The capital MTFP currently projects no increase in supported borrowing for 2016/17 onwards (provisional settlement received October 2016)
- Use of the capital investment reserve to ease the transition to a balanced budget
- Budget to enhance or prepare assets for sale will be maintained and funded through the capital receipt regeneration reserve in order to maximize this funding stream for the Future schools programme priority

Capital MTFP issues

- 3.2 The four year capital programme is reviewed annually and updated to take account of any new information that is relevant.
- 3.3 The major component of the capital MTFP for the next few years is the Future schools programme, and the Council has recently approved further funding for this programme at its meeting on the 20th October 2016.
- 3.4 There are a number of other areas where there is a commitment to invest, however the schemes currently sit outside the programme as work progresses to identify the funding requirements. These are:
- Monmouth Pool – commitment to reprovide the pool in Monmouth as a consequence of the Future schools programme
 - Abergavenny Hub – commitment to reprovide the library with the One Stop Shop in Abergavenny to conclude the creation of a Hub in each of the towns
 - Disabled Facilities Grants – the demand for grants is currently outstripping the budget, work is being undertaken to assess the level of investment required to maximize the impact and benefit for recipients.
 - City Deal - 10 Authorities in the Cardiff City region are looking at a potential £1.2 billion City Deal. Agreement to commit to this programme is being sought across the region in January and so would impact on the capital MTFP. The potential impact on individual authority budgets is currently being modelled in advance of decisions on specific projects and profiles in order for authorities to start reflecting the commitment in their MTFPs.
 - J and E Block – the office rationalization programme is being considered to see if there is a solution that would enable the Magor and Usk sites to be consolidated, releasing funding to pay for the necessary investment to bring the blocks into use.
- 3.5 A strategy that enables the core programme, Future schools and the above schemes to be accommodated is being developed. Notwithstanding this there will still remain a considerable number of pressures that sit outside of any potential to fund them within the Capital MTFP and this has significant risk associated with it. Cabinet have previously accepted this risk.
- 3.6 The current policy is that further new schemes can only be added to the programme if the business case demonstrates that they are self financing or the scheme is deemed a higher priority than current schemes in the programme and therefore displaces it.
- 3.7 In summary the following other issues and pressures have been identified:
- Long list of back log pressures – infrastructure, property, DDA work, Public rights of way, as outlined in Appendix 1. None of these pressures are included in the current capital MTFP, but this carries with it a considerable risk.
 - Capital investment required to deliver revenue savings – this is principally in the area of office accommodation and looking at alternative delivery models for leisure and culture, and social care, property investment and possibly Additional Learning needs. The level of investment is currently being assessed however, in accordance with the principle already set above, if the schemes

are not going to displace anything already in the programme then the cost of any additional borrowing will need to be netted off the saving to be made.

- The IT reserve is depleted so funding for any major new IT investment is limited. Any additional IT schemes will need to either be able to pay for themselves or displace other schemes in the programme.
- Circuit of Wales – the Authority has undertaken due diligence work on a version of the proposal which concluded not to proceed, the current proposal is being considered by Welsh Government without recourse to Local Authority funding.

Available capital resources

- 3.8 The capital strategy identified above establishes that the core programme will not increase so that available funding can be prioritised for the Future Schools Programme and other commitments provided.
- 3.9 In light of the current pressures on the Authority’s medium-term revenue budget, and the principles on which any prudential borrowing must be taken of affordability, prudence and sustainability, the use of further prudential borrowing has to be carefully assessed.
- 3.10 The table below illustrates the balance on the useable capital receipts reserve over the period 2016/17 to 2020/21 taking into account capital receipts forecasts provided by Estates and revised balances drawn to finance the existing programme. The Council still needs to continue to make a concerted effort to maximize its capital receipts generation over the next few years. Further opportunities to set aside capital receipts to repay debt have been modelled for 2016/17 and 2017/18, however this is dependent on significant asset sales taking place and the profile of expenditure in the relevant years. Further detail is provided in Appendix 4.

Page 20

<u>GENERAL RECEIPTS</u>	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Balance as at 31st March	11,226	608	0	5,156	4,861

- 3.11 The above table illustrates that the capital receipts balance is set to reduce over the MTFP. This is dependent on the capital receipts forecasts provided materializing, which in itself is a significant risk, then being used to fund the capital programme. Experience suggests that there is often significant slippage in gaining receipts which may be due to factors outside the control of the Authority. The risk assessment on the receipts projected is contained in Appendix 5. It is crucial that once assets are identified and approved for sale that this decision is acted upon. Exploration of any alternative use of surplus assets needs to be undertaken before Council approves them for sale in order to assist in the capital planning process.
- 3.12 Opportunities to generate further receipts and funding streams in line with the Asset Management Plan are continuously being sought, these are outlined below:

- Review of accommodation/buildings in use by the council, with a view to further rationalization – some further rationalisation of office accommodation has been done, but there may be further potential leading to other buildings being released for sale and this is also key in identifying revenue savings
- Identification of services that can be combined as part of the whole Place agenda and establishment of community Hubs, and therefore release buildings for sale
- Review the existing County Farms strategy
- Community Infrastructure Levy – this will become more relevant for the capital MTFP once implemented and can include funding for more general ‘place-making’ schemes that support the growth proposed in the LDP e.g. sustainable transport improvements, upgrade/provision of Broadband connectivity, town centre improvements, education, strategic sports/adult recreation facilities and green infrastructure.

4. REASONS:

- 4.1 To provide an opportunity for consultation on the capital budget proposals.

RESOURCE IMPLICATIONS:

- 4.1 Resource implications are noted throughout the report both in terms of how the core programme is financially sustainable, the key issues that require further quantification and also the risks associated with not addressing the pressures outlined in Appendix 1.

6. FUTURE GENERATIONS ASSESSMENT AND EQUALITY IMPLICATIONS:

- 6.1 Capital budgets which impact on individuals with protected characteristics, most notably renovation grants and access for all budgets are being maintained at their current levels and further work is being progressed to assess how the demand for DFGs can be met.
- 6.2 The equality impact of the mechanism to allocate maintenance budgets to individual schemes should be in place and being used to aid allocation of funding
- 6.3 The actual impacts from this report's recommendations will be reviewed on an ongoing basis by the Capital Working Group.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

None

8. CONSULTEES:

Senior Leadership Team

All Cabinet Members
Head of Legal Services
Head of Finance

9. APPENDICES:

Appendix 1 – Capital MTFP pressures
Appendix 2 – Capital budget summary programme 2017 to 2021
Appendix 3 – Schools programme
Appendix 4 – Forecast capital receipts 2016 to 2020/21
Appendix 5 – Capital receipts risk factors
Exempt Appendix 6 – Forecast receipts
Appendix 7 – Future Generations Evaluation

10. BACKGROUND PAPERS:

List of planned capital receipts: Exempt by virtue of s100 (D) of the Local Government Act 1972

11. AUTHOR:

Joy Robson – Head of Finance

12. CONTACT DETAILS:

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Email: joyrobson@monmouthshire.gov.uk

Appendix 1 - Capital Pressures

Description of Pressure	Forecast Cost	Responsible Officer / Champion
Current Rights of Way issues (Whitebrook byway) - Engineering assessments have been completed on landslip / collapse of byway at Whitebrook, estimated cost of repairs in the region of £70-£80k.	75,000	Matthew Lewis
Current Rights of Way issues (Wye and Usk Valley Walks) - Engineering assessments have been completed on river erosion / landslips on the Wye and Usk Valley Walks. [Monmouth] (Wye Valley Walk) £23,925, [Clytha] (Usk Valley Walk) £46,725, [Coed Y Priar] (Usk Valley Walk) £9,900, site investigations/design £5,500.	86,000	Matthew Lewis
The major review of the waste Mgt and recycling service is ongoing and will report in the new year to Members. Proposals may include consideration of receptacles rather than bags (anticipated cost of between £0.3-1.3m). Current options are exploring the possibility of using revenue budgets to meet this cost.	1,300,000	R Jowitt/C Touhig
Monmouth Community Amenity site upgrade - indicative costs are £1.5-2m if built and run by the Council. The transfer station and CA capital costs could be avoided if the Council decided it was best value to procure a build, finance, operate contract for its sites in future. The work to evaluate these options will follow on after kerbside collection.	2,000,000	R Jowitt/C Touhig
Property Maintenance requirements for both schools & non-schools as valued by condition surveys carried out some years ago. The existing £2m annual budget mainly targets urgent maintenance e.g. health & safety, maintaining buildings wind & watertight, etc., and is insufficient to address the maintenance backlog. A lack of funding means maintenance costs will rise; that our ability to sell buildings at maximum market rates will be affected ; Our ability to deliver effective services will be affected and a Loss of revenue and poor public image.	22,000,000	R M O'Dwyer
Disabled adaptation works to public buildings required under disability discrimination legislation.	7,200,000	R M O'Dwyer
School Traffic Management Improvements - based on works carried out on similar buildings.	250,000	R M O'Dwyer
Refurbishment of all Public Toilets - Capital investment required to facilitate remaining transfers to Town and Community Councils	95,000	R M O'Dwyer
School fencing improvements	68,000	LEA & Headteacher
Modification works to school kitchens to comply with Environmental Health Standards. Without additional funding school kitchens may have to be closed and additional costs for transporting meals in incurred, possibly causing disruption to the education process.	38,000	R M O'Dwyer
Radon remedial works Following the commissioning of Radon Wales to carry Radon Surveys of public buildings, remedial works will be required at various premises to resolve issues	75,000	R M O'Dwyer

Countryside Rights of Way work needed to bring network up to statutorily required and safe standard. This should be taken as a provisional figure as surveys and assessments of bridges and structures are on-going and the rights of way prioritisation system which includes risk assessment will more accurately define and rank the backlog. Bridge management report on 787 bridges completed in October 2013 identifies 254 known bridge issues of which 77 need repair, 31 replacement & 80 are missing. 68 have 'other' issues including 51 bridges which require full inspection to further ascertain requirements/costs. 13 bridges are 10m+ and require replacement or repair. It is not possible to cost all of these currently but a ball park figure of £288k has been identified for the first tranche of issues. Additional ROW allocation (30K) helping, but scale of overall pressure means these figures are still relevant	2,200,000	I Saunders
Transportation/safety strategy –Air Quality Management, 20 m.p.h legislation and DDA (car parks)	1,200,000	R Cope
Disabled Facilities Grants (DFGs) - The DFG's budget has remained unchanged for the last ten years. Each year the fully committed/spent date falls earlier in the financial year. This year we expect the budget to be fully committed by end October.	500,000	I Bakewell
Bringing County highways to the level of a safe road network. This backlog calculation figure has been provided by Welsh Government. The Authorities Capital Programme is not addressing the backlog significantly as the annual level of funding available is not of sufficient magnitude to address this. The annual programme is set in relation to the approved budget and this programme is shared with all members. Routes are selected on the basis of their significance within the overall highway network and their condition. Programmes are reviewed annually around December and then distributed to members.	80,000,000	R Hoggins
Investing in infrastructure projects needed to arrest road closures due to whole or partial bank slips. Without additional expenditure there is the potential for deterioration, increased scheme costs, disruption to communities and the travelling public and road closures.	5,000,000	R Hoggins
Backlog on highways structures including old culverts, bridges and retaining walls. With existing budget this backlog will take 23 years to cover and there will be increased likelihood of loss of network availability.	12,700,000	R Hoggins
Reprovision or repair of Chain Bridge - Cost prediction is indicative at present. Summary quotes updated August 15. The bridge is currently under special management measures and inspection. Repair/ reprovion will remove / minimise the need for these measures. Without remedial work, the structure will continue to deteriorate. The current 40T maximum limit will have to be further reduced restricting access to the Lancayo area especially for heavy vehicles. Options evaluated from repairing sufficiently to maintain 40t limit, to converting to footbridge and reprovioning	1,800,000 to 7,500,000. Mid point 4,700,000	R Hoggins
Caldicot Castle remedial works - longer term pressures given the condition of the curtain walls / towers etc. The £2-3m estimate is a ball part figure ranging from just the backlog of maintenance to also including improvements to bring the visitor facilities up to modern standards. An RDP grant is paying for a condition survey / outline conservation plan. The current condition of buildings constrains current operations and will impact on future management options including the assessment of viability of potential Cultural Services Trust. Heritage Lottery Funding is possible (but very competitive) Substantial match funding would still be required.	3,000,000	I Saunders
Severn View Care Facility renewal - the starting point is that MCC is seeking the re-provision of approximately 30 residential beds for older people living with dementia and a day service 6 days per week supporting 15 people per day. The existing home was built c1979 and although the layout is good, it has a number of significant weaknesses which we will seek to address through detailed work on design to meet identified needs in the area.	?	Julie Boothroyd
Band B Schools programme - dependent on WG funding streams	?	

Total Pressures	137,787,000	
Capital investment for revenue savings		
Leisure and cultural services - Currently the service is exploring future delivery options including trust status. Part of the work will involve conditions surveys which may lead to capital works being required to expedite handover of assets. Included:- e.g. museums, Shire hall, Abergavenny castle, Old station Tintern, Caldicot castle	1,000,000	
ALN Strategy -review of current ALN service that includes various County facilities. Options could require Capital Spend but this is unknown at the present time	?	
Abergavenny Hub costs	?	
Office accommodation - reflective of J&E block, Usk HQ and car park changes, scheme currently being reviewed	1,130,000	

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Appendix 2 - Capital Budget Summary 2017 to 2021

	Indicative Budget 2017/18	Indicative Budget 2018/19	Indicative Budget 2019/20	Indicative Budget 2020/21
Asset Management Schemes	1,929,277	1,929,277	1,929,277	1,929,277
School Development Schemes	28,258,224	8,560,044	800,000	50,000
Infrastructure & Transport Schemes	2,240,740	2,240,740	2,240,740	2,240,740
Regeneration Schemes	0	0	0	0
County Farms Schemes	300,773	300,773	300,773	300,773
Inclusion Schemes	850,000	850,000	850,000	850,000
ICT Schemes	0	0	0	0
Vehicles Leasing	1,500,000	1,500,000	1,500,000	1,500,000
Other Schemes	97,460	20,000	20,000	20,000
TOTAL EXPENDITURE	35,176,474	15,400,834	7,640,790	6,890,790
Supported Borrowing	(2,402,000)	(2,402,000)	(2,402,000)	(2,402,000)
Unsupported (Prudential) Borrowing	(3,011,693)	(1,343,216)	(1,375,000)	(1,000,000)
Grants & Contributions	(11,018,512)	(3,965,848)	(1,837,000)	(1,462,000)
Reserve & Revenue Contributions	(17,999)	(17,999)	(17,999)	(17,999)
Capital Receipts	(17,226,271)	(6,171,771)	(508,791)	(508,791)
Vehicle Lease Financing	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
TOTAL FUNDING	(35,176,474)	(15,400,834)	(7,640,790)	(6,890,790)

A2 Summary programme

	Indicative Budget 2017/18	Indicative Budget 2018/19	Indicative Budget 2019/20	Indicative Budget 2020/21
(SURPLUS) / DEFICIT	0	0	0	0

Appendix 3 - Schools capital programme	Financial Year 2017/18	Financial Year 2018/19	Financial Year 2019/20	Financial Year 2020/21
	Indicative Budget £	Indicative Budget £	Indicative Budget £	Indicative Budget £
Expenditure:				
Monmouth Comprehensive School - 1600 Place	20,391,004	6,345,133	750,000	
Caldicot Comprehensive School - 1500 Place	7,817,220	2,164,911		
Total Expenditure	28,208,224	8,510,044	750,000	0
Financing:				
External Grant Funding	(9,556,512)	(2,503,848)	(375,000)	0
Capital Receipts	(16,640,020)	(5,662,980)	0	0
Unsupported Borrowing	(2,011,693)	(343,216)	(375,000)	0
Total Financing	(28,208,224)	(8,510,044)	(750,000)	0
(Surplus) / Deficit	0	0	0	0

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Appendix 4 - Forecast Useable Capital Receipts

Amounts in excess of £10,000 are categorised as capital receipts. The balance of receipts is required to be credited to the Useable Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's borrowing requirement.

The forecast movement on the reserve based on forecast capital receipts and the budgeted application of capital receipts (including forecast slippage) to support the financing of the Authority's capital programme is summarised below:

<u>GENERAL RECEIPTS</u>	2016/17	2017/18	2018/19	2019/20	2020/21
	£000	£000	£000	£000	£000
Balance as at 1st April	5,311	11,226	608	0	5,156
Less: capital receipts used for financing	(2,225)	(756)	(509)	(509)	(509)
Less: capital receipts used for financing Monmouth, Caldicot and Welsh medium 21c school provision	(5,352)	(17,186)	(5,663)	0	0
	(2,265)	(6,716)	(5,564)	(508)	4,647
Capital receipts forecast	19,666	7,320	5,560	5,660	210
Deferred capital receipts	4	4	4	4	4
Less: capital receipts set aside:	(6,178)	0	0	0	0
Balance as at 31st March	11,226	608	0	5,156	4,861
<u>LOW COST HOME OWNERSHIP RECEIPTS</u>	2016/17	2017/18	2018/19	2019/20	2019/20
	£000	£000	£000	£000	£000
Balance as at 1st April	112	(0)	(0)	(0)	(0)
Less: capital receipts used for financing	(112)	0	0	0	0
	(0)	(0)	(0)	(0)	(0)
Capital receipts forecast	-	-	-	-	-
Balance as at 31st March	(0)	(0)	(0)	(0)	(0)

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Appendix 5 - Capital Receipts Summary and Risk Factors

The analysis below provides a summary of the receipts and the respective risk factors:

Risk Factor	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2019/2020 £	2020/21 £	
Education Receipts							
Low / completed	9,596,000	0	100,000	0	0	0	97%
Medium		300,000	0	0	0	0	3%
High	0	0	0	0	0	0	0%
	<u>9,596,000</u>	<u>300,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
County Farm Receipts							
Low / completed	277,000	745,000	0	0	0	0	46%
Medium	0	0	1,200,000	0	0	0	54%
High	0	0	0	0	0	0	0%
	<u>277,000</u>	<u>745,000</u>	<u>1,200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
General Receipts							
Low / completed	301,000	13,790,000	170,000	160,000	160,000	160,000	98.6%
Medium	0	0	200,000	0	0	0	1.4%
High	0	0	0	0	0	0	0.0%
	<u>301,000</u>	<u>13,790,000</u>	<u>370,000</u>	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>	
Strategic Accommodation Review							
Low / completed	0	2,500,000	250,000	0	0	0	54.1%
Medium	0	2,331,000	0	0	0	0	45.9%
High	0	0	0	0	0	0	0%
	<u>0</u>	<u>4,831,000</u>	<u>250,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Dependent on Outcome of LDP							
Low / completed	0	0	3,100,000	3,100,000	3,100,000	0	57%
Medium	0	0	2,300,000	2,300,000	2,400,000	0	43%
High	0	0	0	0	0	50,000	0%
	<u>0</u>	<u>0</u>	<u>5,400,000</u>	<u>5,400,000</u>	<u>5,500,000</u>	<u>50,000</u>	
TOTALS							
Low / completed	10,174,000	17,035,000	3,620,000	3,260,000	3,260,000	160,000	80%
Medium	0	2,631,000	3,700,000	2,300,000	2,400,000	0	20%
High	0	0	0	0	0	50,000	0%
Total	<u>10,174,000</u>	<u>19,666,000</u>	<u>7,320,000</u>	<u>5,560,000</u>	<u>5,660,000</u>	<u>210,000</u>	

Risk Factor key:

High - External factors affecting the potential sale that are out of Authority control

Medium - Possible risk elements attached but within Authority ability to control

Low - No major complications are foreseen for the transaction

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Joy Robson</p> <p>Phone no:01633 644270 E-mail:joyrobson@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>Present capital budget proposals for consultation</p>
<p>Name of Service</p> <p>Whole authority</p>	<p>Date Future Generations Evaluation form completed</p> <p>02/12/16</p>


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





Page 35

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>Local resources will be engaged to deliver the projects in the programme</p>	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>		
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>		

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Investment in Future schools provides a key community facility to help promote this goal	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The budgets for DDA work and DFGs have been maintained at existing levels. Further work is being explored to see if further investment can be made in DFGs to meet demand.	

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

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	Building Future schools will benefit children and communities for future generations	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>		
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The aim of the report is to present proposals for consultation with key stakeholders</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>		
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>Investment in Future Schools will positively impact on the teaching environment</p>	

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age			
Disability	DDA and DFG budgets have been maintained and further work is being progressed to assess how the demand in DFGs can be met		
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc.</i>		

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Safeguarding is taken into account in the design of the new schools		
Corporate Parenting			

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

Previously determined policy in respect of the priority of investing in future schools. There have been no major changes to the proposals presented here.

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

Capital budgets which impact on individuals, such as DFGs and DDA works are being maintained at existing levels, and existing and future demand on DFGs is being assessed.

The investment in future schools is expected to have a benefit for children and communities for future generations

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

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

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

The impacts of this proposal will be evaluated on:	Annually when the capital MTFP is reviewed
--	--

**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

REPORT: Capital Budget Proposals 2017/18 to
2020/21
AUTHOR: Joy Robson
MEETING AND DATE OF MEETING: Cabinet – 16th December 2016

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

Information relating to specific assets values of tenanted properties.

Factors in favour of disclosure:

Provides information on assets the Authority is proposing to sell.

Prejudice which would result if the information were disclosed:

Prejudice negotiations with tenants of County Farms.

My view on the public interest test is as follows:

Outweighed by need to exempt.

Recommended decision on exemption from disclosure:


To apply exemption.

Date: 2nd December 2016

Signed: 

Post: Head of Finance

I accept/~~do not accept~~ the recommendation made above.



Proper Officer

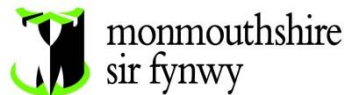
Date: 6/12/16

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By virtue of paragraph(s) 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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SUBJECT:	DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION
MEETING:	Children & Young People Select Committee
DATE:	12th January 2017
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 To provide detailed draft proposals on the budget savings required to meet the gap between available resources and need to spend in 2017/18, for consultation purposes.
- 1.2 To consider the 2017/18 budget within the context of the 4 year Medium Term Financial Plan (MTFP) and the emergence of priorities to guide forward activities through Future Monmouthshire.

2. RECOMMENDATIONS:

- 2.1 That Select committee scrutinises the draft budget savings proposals for 2017/18 released for consultation purposes.
- 2.2 That Select committee notes that the consultation period and opportunity to present alternative proposals that have been Equality Impact assessed ends on 31st January 2017.
- 2.3 That Select committee notes that work is continuing on the areas required to balance the 2017/18 budget and Medium Term Financial Plan (MTFP), through those opportunities identified in the emerging Future Monmouthshire programme.

3. KEY ISSUES:

Background

- 3.1 Cabinet received a report on the MTFP and budget process at their meeting of 2nd November 2016. The report outlined the assumptions that were being used in the construction of the budget for 2017/18 and the MTFP and highlighted the outcome of the provisional settlement announcement for Monmouthshire.
- 3.2 As a reminder the following assumptions have been used for the 2017/18 budget:
 - Council Tax – 3.95%
 - Other external income – 2.5%
 - Pay inflation – 1%
 - Non pay inflation – 0%
 - Vacancy factor – 2% (except schools)
 - Superannuation – 21.1% (Actuarial review pending)
 - Schools Budget – 0%
 - Aggregate External Finance – 0.12% reduction based on the provisional settlement

- 3.3 The above assumptions led to a gap of £2.509 million in 2017/18 rising to a gap of £10.5 million over the medium term. At that time further work was being undertaken to assess the pressures both in the current year budget and any new pressures arising from changes in regulations for example. Savings and income generation proposals were also being worked up and reviewed through an internal and external challenge process guided by the principles and thinking established through Future Monmouthshire.

Pressures

- 3.4 The work on pressures has highlighted that a number of significant pressures need to be taken into account in next years budget. This is most notable in Social care where a combination of increasing complexity of care and demand for services together with changes implemented by Welsh government in relation to caps on charging for care and capital threshold limits and the impact of the National living Wage increase on care contracts has combined to generate £2 million pressure in next years budget. A summary table of pressures is provided below and further information on the other pressures is provided in Appendix 1. It is noticeable that there are a limited number of pressures identified for years 2 to 4 of the MTFP, however it is common for them to be recognised closer to the year in question and this needs to be borne in mind when considering the remaining gap in the MTFP.

	2017/18	2018/19	2019/20	2020/21
Summary of Pressures by Directorate	£000s	£000s	£000s	£000s
Children and Young People	0	0	0	0
Corporate	678	58	112	0
Social Care and Health	2016	434	434	0
Operations	679	47	72	0
Resources	608	0	0	0
Enterprise	585	0	0	0
Chief Executive Office	105	0	0	0
TOTAL PRESSURES	4671	539	618	0
One off pressures to be reserve funded	-581	0	0	0
NET TOTAL PRESSURES	4090	539	618	0

- 3.5 Previously agreed savings that have not been achieved in the past have also been recognised as pressures in the model together with any current year budget overspends that look set to continue into 2017/18. In previous budgets Directorates have been asked to manage these pressures within services, however given the level of savings already being delivered by some service areas a decision has been taken to recognise these pressures in the budget for 2017/18 to mitigate this risk.
- 3.6 Some of the pressures have been recognised as one off pressures and so will be proposed to be met from earmarked reserves. The remaining gap created will be addressed ongoing through focussed work, involving service reviews and redesign, challenge-setting, transfer of external knowledge and best practice.

Budget Proposals for 2017/18

- 3.7 After several years of taking significant resource out of the budget the means of achieving further savings becomes increasingly more challenging. The work on Future Monmouthshire has meant some changes to the budget process for 17/18. Future Monmouthshire is about keeping the Council 'going' and 'growing' and whilst the pressure of 17/18 is immediate, a one-year process has been developed which aims to position

short-term decisions in the context of a longer-term programme which aligns with the medium Term Financial Plan. Across the board, all service areas were asked to consider how their services would look within a range of reductions available to them, whilst simultaneously, looking ahead and ensuring wherever possible, proposals support the medium term direction of travel. Over 240 proposals were highlighted through this work and is testament to the hard work of service managers willing to continue to look for every available possibility to make efficiencies and work differently whilst minimising the impact on the people and communities of Monmouthshire.

- 3.8 To in-build an additional element of review, all proposals have been considered and tested through a process of internal and external independent challenge. The internal challenge resulted in an initial ranking of savings as red, amber or green and helped identify where further attention could be focused to develop a set of proposals to meet the resource gap. At this stage the list of proposals that fell into the red category have been set aside as requiring further work to assess the impact, risk and full implications of the idea. These now form part of the ongoing work programme of Future Monmouthshire and will ensure that there is an ongoing pipeline of schemes and proposals. This pipeline will support the annual budget process and moreover, embed and ingrain the task of ongoing improvement, efficiency and effectiveness in the every day. The green and amber proposals were then categorised in to the following areas: Income generation, Staff, Organisational efficiency and service reduction. 68 of the proposals were classed as organisational efficiency as they enabled the services to work better and smarter without impact on the service outcomes.
- 3.9 External challenge was also undertaken to provide a high level independent view and challenge of the 2017/18 budget proformas, whilst ensuring that proposals for efficiency savings are aligned to the strategic direction of the Council to be delivered through the Future Monmouthshire programme. The review considered data analysis, facilitated sessions, ranking of the proposals for deliverability and identifying any areas of additional opportunity. The feedback provided accorded in most areas with the internal challenge process and has been taken into account in presenting the proposals in this report. In addition the analysis, provided a useful overview of how the process can be improved in the future. Areas of additional opportunity were highlighted, in particular around future opportunities for service integration commercialisation, income generation, procurement and adult social care are currently being considered and will form part of the ongoing pipeline of activity being built out through Future Monmouthshire. There is a possibility some of these will be sufficiently developed in time to help with meeting the remaining gap as presented below. This remains priority work in progress.
- 3.10 A summary of all the proposals are shown in the table below, and are shown in more detail in the attached appendices 2 and 3.

			Income	Org Efficiency		Staffing	Reduction			
	No of proposals	TOTAL Value	Value	No.	Value	No.	Value	No.	Value	No.
Chief Executive Office	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1
Children and Young People	7	£245,461	£0	0	£125,000	5	£70,461	1	£50,000	1
Enterprise	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0
Operations	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	18	£266,476	£14,288	2	£154,500	11	£97,688	5	£0	0
Social Care and Health	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
TOTAL	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

Links to Vision and Priorities

3.11 This approach has been key to enabling a continued focus on the Council's Single Integrated Plan with its vision of sustainable and resilient communities and 3 themes of the County's Single Integrated Plan of; Nobody is left behind, People are capable, confident and involved, Our County thrives and their associated outcomes. This has also allowed the core priorities, as identified within the Administration's Mid Term Report and Continuance Agreement 2015-17, to be maintained, namely:

- direct spending in schools,
- services to vulnerable children and adults and
- activities that support the creation of jobs and wealth in the local economy,
- maintaining locally accessible services

3.12 The budget proposals contained within this report have sought to ensure these key outcomes and priorities can be continued to be pursued as far as possible within a restricting resource base. This does not, however, mean that these areas will not contribute to meeting the financial challenges. The aim is to make sure everything is efficient so that as broad a range of service offer, in line with those functions that matter most to our communities, can be maintained. In the light of this, and current year pressures, the previously identified saving of £600k relating to changing practice in Adults social care has been reviewed and results in a reduction on the saving to £200k, as referenced above, additional review work is currently being undertaken in Adult Social Care to identify where ground can be regained, in future years. Chief Officers in considering the proposals and strategy above have also been mindful of the whole authority risk assessment.

3.13 The following table demonstrates the links at a summary level that have been made with the 4 priorities, Single Integrated Plan and the strategic risks:

Proposal	Link to Priority Areas / Single Integrated Plan	Link to Whole Authority Risk assessment
----------	---	---

Schools budgets have been protected at 2016/17 levels,	Direct Spending in schools is maintained People are Capable, confident and Involved Our County Thrives	Budget proposals are mindful of the risk in the register around children not achieving their full potential
Social care budgets will see additional resources going into the budget for Children's and adults social services to meet the pressures in these areas.	Services to protect vulnerable people Nobody is left behind	These proposals seeks to address the risks around more people becoming vulnerable and in need and the needs of children with additional learning needs not being met
The drive for service efficiencies savings has continued across all service areas in order to avoid more stringent cuts to frontline services.	Further reviews of management and support structures and streamlining of processes, contributes to the aims of creating a sustainable and resilient communities.	Addresses risks around the ability to sustain our priorities within the current financial climate
The need to think differently what income can be generated has been a clear imperative in working up the proposals. Clear examples are the income opportunities in and Highways, and operations to maximise trading opportunities	Being able to generate further income streams responds to the consultation responses in previous years regarding a preference for this compared to services cuts and contributes to the aims of creating a sustainable and resilient communities.	

Treasury Impact

- 3.14 The Capital MTFP is being considered as a separate report on this agenda and for the purposes of establishing the revenue impact of the capital MTFP, the current summary position in the Capital report has been taken.
- 3.15 Members will be aware that Council recently considered and approved a change to its Policy in relation to the amount it sets aside in relation to the Minimum Revenue Provision for the repayment of supported debt. This has created a cash flow benefit in 2017/18 of £1.5 million.
- 3.16 Further work on the Treasury aspects of the budget are still being validated and include, a review of the current year underspend, the profile of capital expenditure and potential slippage, a review of maturing debt over the medium term and the balance between the level of fixed and variable rate debt in the Council's portfolio. The balance of risk is an important consideration in this review as are the principles of security, liquidity and yield when considering any investment strategies.

Council Tax

3.17 The Council Tax increase in the budget has been modelled as 3.95% per annum across the MTFP as a planning assumption. The Council tax base report on this agenda has concluded an assessment of collection rates and growth in properties. The effect of this is to increase the amount of income available from Council Tax as £515k. In addition, the demand for Council Tax Reduction Scheme payments has been assessed as reducing next year by £370k on the forecasts being projected forward from the current year activity.

Summary position

3.18 In summary, the 2017/18 budget gap is now £243k, if all the savings proposals contained in the Appendix 3 are approved. Clearly there is a gap still to meet and further work is progressing through Future Monmouthshire to bring forward measures to balance to budget as set out in 3.9 above around the themes of services integration, commercialisation, adult care and procurement. Specific areas being considered include:

- Implementing a corporate landlord model
- Reviewing whole place and 'place based' partnership resources
- Some cross cutting areas of spend such as marketing, photocopying, travel, pool cars and IT equipment.
- Procurement review
- Optimisation review of adult social care
- Validation of treasury budgets over the MTFP

SUMMARY POSTION	
Item	£000
Gap as per MTFP report to Cabinet 2nd Nov	2,509
Adjustments	
Net total pressure = £4,090k so add residual pressures	1,590
Adjustment to savings	400
Change of Policy on Minimum Revenue Provision for supported borrowing	- 1,536
Reduced demand for Council Tax reduction scheme payments	- 370
Council tax base, collection rate and number of properties	- 515
Remaining gap	2,078
Service proposals	- 1,835
Revised Gap/-Surplus	243

Reserves strategy

3.19 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £9.3 million in 2016/17 to £5.6 million at the end of 2019/20. Taking into account that some of these reserves are specific, for example relating to joint arrangements or to fund capital projects, this brings the usable balance down to £4 million. The general fund reserve is sustained at its current level of £7 million, and this is within the 4-6% of net expenditure range considered as appropriate to maintain.

3.20 The recently approved Reserves strategy has sought to ensure that earmarked reserves are not used to balance the budget for ongoing expenditure and that they are instead used

to the best effect and impact on one off areas of spend to help the authority transform itself to the new resource levels available to it. A review of the pressures highlighted above as part of the 2017/18 budget has identified that a number of these pressures are one off investments and as such can be reserve funded.

Next Steps

3.21 The information contained in this report constitutes the budget proposals that are now made available for formal consultation. Cabinet are interested in consultation views on the proposals and how the remaining gap may be closed. This is the opportunity for Members, the public and community groups to consider the budget proposals and make comments on them. Cabinet will not however, be prepared to recommend anything to Council that has not been subject to a Future Generations Assessment and Equality Impact Assessment and therefore a deadline to receive alternative proposals has been set as 31st January 2017.

3.22 Public consultation (to include the formal requirement to consult businesses) and Select Committee Scrutiny of Budget proposals, will take place between the 16th December 2016 and the 31st January 2017. In the past three years we have undertaken extensive community engagement around the budget and the impact of any potential changes under the banner of #MonmouthshireEngages. The budget proposals contained within this report are extensions of previously agreed changes and in addition there has not been any substantive or material service developments; on this basis we will not be conducting another large scale public engagement. There will be opportunity for the community to provide consultation responses via public meetings to be held in Usk, meetings of the Schools budget forum, JAG, and Equality and Diversity group and via the website and social media where details of the proposals will be published and a short film will be available.

In building the 2018/19 budget we will have the ability to rely upon the extensive quantitative and qualitative information generated through the wellbeing assessment (known as Our Monmouthshire).

3.23 The scrutiny of the budget proposals are key areas of this part of the budget process. The following dates have been set for Select committees:

Economy and Development – 5th January 2017
Children and Young People – 12th January 2017
Adults - 24th January 2017
Strong Communities - 26th January 2017
Joint Select committee – 31st January 2017

3.24 Final budget proposals following consultation and receipt of the final settlement will go to a special Cabinet in mid Feb 2017 and Council Tax and budget setting will then take place at Full council on 9th March 2017.

4 REASONS:

4.1 To agree budget proposals for 2017/18 for consultation purposes

5 RESOURCE IMPLICATIONS:

5.1 As identified in the report and appendices

6 FUTURE GENERATIONS AND EQUALITY IMPLICATIONS:

The future generation and equality impacts of the saving proposal have been initially identified per Directorate in Appendix 4. As the impact on services has been kept to a minimum, no significant negative impact has been identified. Further consultation requirements have been identified and are on going. Further assessment of the total impact of the all the proposals will be undertaken for the final budget report.

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

7. CONSULTEES:

SLT
Cabinet
Head of Legal Services

8. BACKGROUND PAPERS:

Appendix 1: Pressures
Appendix 2: Summary of budget proposals by Directorate service areas
Appendix 3: Directorate proposals
 a - Chief Executive office
 b - Children and Young People
 c - Enterprise
 d - Operations
 e - Resources
 f - Social Care Health
Appendix 4: Future Generations Evaluation per Directorate

9. AUTHOR:

Joy Robson
Head of Finance

10. CONTACT DETAILS:

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E-mail: joyrobson@monmouthshire.gov.uk

APPENDIX 1: Pressures list as at 28th Nov 2017

Directorates	Complete list of pressures	2017/18 £000	Comments
Corporate	Apprenticeship levy	173	Announcement in the Chancellors Autumn statement last year introduced an Apprenticeship levy on employers from April 2017 to fund the plans to create 3 million new apprenticeship roles by 2020. The levy is 0.5% of an employer's pay bill. The levy payment itself can be converted into an electronic voucher and used to purchase training from recognised providers. Approximately the same amount will be levied from the schools payroll.
	Rate revaluations - MCC	174	Valuation Office assessment of new rateable values from 2017, very uncertain as to whether any appeals would be successful
	Discretionary relief - village halls and other char	0	A request to consider providing full business rate relief to village halls as part of the budget setting process has been made. Such a change would require a change to the policy and would affect more than just village halls and cost approximately £108k. It is recommended that a review of the Policy is undertaken by Select committee in order that any proposals to change the Policy are clearly defined and that the additional benefit and/or cost of any change is made explicit.
	South Wales Fire Authority - population increase	92	South Wales Fire Authority levy is based on population
	Insurance premium tax	40	Increase in rate of this tax as per UK budget
	Levies	23	Notifications received from levying authorities
	Employers costs (pension and staff rep)	156	Part funded from earmarked reserves
	Foundation living wage	20	To honour Authority commitment to pay Foundation living wage. Recent announcement of an increase in Foundation Living wage from £8.25 to £8.45
	Total Corporate pressures	678	
Social Care and Health			
SCH adults	Pay costs to cover bank holidays	90	Part of existing Terms and Conditions
	Increase in residential use	250	There is pressure on the residential budget a notional 50 places is allocated per integrated hub the south team are currently running at 60 plus
	Increase in Living wage impact on social care co	434	National Living wage is projected to reach £9.20 by 2020, this is the effect on social service contracts
	Loss of income due to changes in Charging Policy from the Care Act namely respite treated as non residential and capped a £60 per week	236	Prior to the new charging policy issued by Welsh Government following the Care Act, respite care was chargeable under residential rules i.e. no maximum limit. From 1st April 2016 respite care is now capped at a maximum of £60 per week, meaning previous self funding respite clients not supported by MCC are now approaching us for funding as the maximum they can expect to pay is £60 per week.
	Deprivation of Liberty Safeguards	110	Deprivation of liberty safeguards – increasing numbers with costs attached to staffing of the team, administration and the costs of advocacy. There is no designated budget for this area of work - relates to all of the Directorate
SCH - Childrens	Staffing budget	186	4 temporary posts have been made permanent
SCH - Youth Offending Team	Reduction in grant funding streams	29	MCC share of Youth Justice Board and WG grant funding reductions pressure.
	Legal costs in relation to revocations	180	This is a one off pressure - propose to fund by earmarked reserve rather than add to base budget
SCH - adults	Increase in capital threshold limit from £24k to £30k	501	External factors, very difficult to estimate the cost impact as don't know which clients will now fall within the new limit. Have estimated using lowest weekly rate for resi care and based on no. of new self funded this year to date. Then taken off the new burdens money in the Provisional settlement.
	Total Social Care pressures	2016	

Children and Young People	Pension auto enrolment	0	Pension auto enrolment has been reviewed as the process to auto enrol has been implemented, most Directorates either have budget to cover pension contributions, or many staff opt back out so that the impact has been manageable. Therefore any potential residual pressure has been removed.
	Rate revaluations - Schools	0	Valuation Office assessment of new rateable values from 2017, shows a net increase of £49k across all schools, these will be reviewed and appeals submitted where appropriate
	Total Children and Young People pressures	0	
Operations			
	Waste	311	Increasing contract costs and additional households, no change
	Passenger Transport Unit	30	Additional school transport costs associated with the new Welsh school at Duffryn, no change
	Highways - South Wales Trunk Road Agency	338	Contract now at cost, so pressure in budget
	Total Operations pressures	679	
Resources			
Finance	Summons income, loss of HB grant, Debit and credit card and cashing system fees, budget error	126	Pressures from external sources in the main, outside service control
Digital team	Additional Staff	60	System administrator and system analyst role investment outlined in Cabinet report, part funded from existing budgets
Estates	Property issues	16	2016/17 budget pressure relating to Property rationalisation and community asset transfer
Estates	County farms reduced income following sale	28	Budget for rent needs to reduce as farms are sold
Estates	Markets	70	Mandate for income from markets not deliverable
ICT	Resources mandates - IT	100	Unachievable mandate highlighted as 2016/17 pressure
People services	Resources mandates - HR and training	100	Unachievable mandate highlighted as 2016/17 pressure
People services	Human Resources#]]]] restructure	58	To put in place a sustainable structure following staff turnover as per Cabinet report
ICT	ICT replacement budget and digitisation	50	To provide for a rolling programme of ICT replacement and facilitate digitisation agenda
	Total Resources pressures	608	
Enterprise	Tourism Leisure and Culture - Youth service	200	2016/17 budget pressures
	Toursim Leisure and Culture - Caldicot castle	80	2016/17 budget pressures
	Development plans - Local Development Plan	275	£275k One year pressure only so propose to fund from reserves, need to consider service contribution to reserve for use every LDP cycle.
	Development plans Community Infrastructure Levy	30	£30k one year pressure only, until CIL is up and running when admin costs can be claimed back through CIL monies
	Total Enterprise pressures	585	
Chief Executive Office			
	Legal	25	Income target mandate not deliverable
	Contact centre	30	Blue badges and telephony licences
	Abergavenny Hub	50	Not able to fully deliver mandate without investment in joint building
	Total Chief Executive Office pressures	105	
	TOTAL PRESSURES	4671	
	Reserve funded	-581	
	NET TOTAL PRESSURES	4090	

APPENDIX 1

	2017/18	2018/19	2019/20	2020/21
Summary of Pressures by Directorate	£000s	£000s	£000s	£000s
Children and Young People	0	0	0	0
Corporate	678	58	112	0
Social Care and Health	2016	434	434	0
Operations	679	47	72	0
Resources	608	0	0	0
Enterprise	585	0	0	0
Chief Executive Office	105	0	0	0
TOTAL PRESSURES	4671	539	618	0
One off pressures to be reserve funded	-581	0	0	0
NET TOTAL PRESSURES	4090	539	618	0

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APPENDIX 2

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction		
			Value	No.	Value	No.	Value	No.	Value	No.	
CEO/Legal/ Partnerships	Community Hubs & Libraries	£89,991	0	0	0	0	£85,991	2	£4,000	1	
	Contact Centre	£14,474	0	0	0	0	£14,474	1	0	0	
	Legal	£30,752	0	0	0	0	£30,752	2	0	0	
	Policy	£13,275	0	0	£200	1	£13,075	1	0	0	
	Community Safety	£1,829	0	0	£1,829	1	0	0	0	0	
	Partnerships	£5,900	0	0	£5,900	1	0	0	0	0	
	Communications	£17,813	0	0	£17,813	1	0	0	0	0	
	TOTAL	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1
CYP	Children and Young People	£245,461	0	0	£125,000	5	£70,461	1	50,000	1	
	Tourism Leisure and Culture	0	0	0	0	0	0	0	0	0	
Enterprise	Planning	£43,124	9,000	3	£34,124	9	0	0	0	0	
	Housing	£40,923	0	0	£34,923	3	£6,000	1	0	0	
	Economic Development	0	0	0	0	0	0	0	0	0	
	TOTALS	16	£84,047	9,000	3	£69,047	12	£6,000	1	0	0
	Property Services	£173,774	£21,000	1	£115,713	8	£37,061	3	0	0	
Operations	Highways	£160,597	£37,000	3	£77,370	12	£2,000	1	£44,227	3	
	Waste	£259,000	£50,000	3	£70,000	1	£24,000	1	£115,000	2	
	Fleet	£61,573	£6,915	1	£37,158	4	£9,000	1	£8,500	1	
	Passenger Transport Unit	£15,000	0	0	£15,000	1	0	0	0	0	
	TOTALS	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	Finance	£135,000	0	0	£84,000	7	£51,000	2	0	0	
	Digital	£66,000	0	0	£66,000	3	0	0	0	0	
	Estates	£55,976	£9,288	1	0	0	£46,688	3	0	0	
	People services	£9,500	£5,000	1	£4,500	1	£0	0	0	0	
	TOTALS	18	£266,476	£14,288	2	£154,500	11	£97,688	5	0	0

SCH

Children	All savings proposals are being focused on managing financial pressures.									
Adults	12	£236,024	£30,800	4	£130,243	5	£16,000	1	£58,981	2
Public Protection	11	£41,035	£20,635	6	£14,000	4	£6,400	1	0	0
TOTAL	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
Total service proposals	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

APPENDIX 2

High Level Summary of Green Amber Budget Proposals

			Income		Org Efficiency		Staffing		Reduction	
	No of proposals	TOTAL Value	Value	No.	Value	No.	Value	No.	Value	No.
Chief Executive Office	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1
Children and Young People	7	£245,461	£0	0	£125,000	5	£70,461	1	£50,000	1
Enterprise	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0
Operations	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6
Resources	18	£266,476	£14,288	2	£154,500	11	£97,688	5	£0	0
Social Care and Health	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2
TOTAL	121	£1,717,021	£189,638	23	£833,773	67	£412,902	21	£280,708	10
Corporate	2	£118,000	£98,000	1	£20,000	1	£0	0	£0	0
TOTAL	123	£1,835,021	£287,638	24	£853,773	68	£412,902	21	£280,708	10

£1,835,021

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APPENDIX 3A - CEO PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Community Hubs & Libraries	3	£89,991	0	0	£0	0	£85,991	2	£4,000	1
Contact Centre	1	£14,474	0	0	£0	0	£14,474	1	0	0
Legal	2	£30,752	0	0	£0	0	£30,752	2	0	0
Policy	2	£13,275	0	0	£200	1	£13,075	1	0	0
Community Safety	1	£1,829	0	0	£1,829	1	0	0	0	0
Partnerships	1	£5,900	0	0	£5,900	1	0	0	0	0
Communications	1	£17,813	0	0	£17,813	1	0	0	0	0
TOTAL	11	£174,034	£0	0	£25,742	4	£144,292	6	£4,000	1

**APPENDIX 3A - CEO PROPOSALS
COMMUNITIES, HUBS & LIBRARIES**

No.	Title	Value	Theme
5.1	Re-structure of management level of Community hubs and SLS	£52,414	Staffing
5.2	Cease the purchase and rental of DVD's	£4,000	Reduction
10.1	Amalgamation of SLS supporting posts from 2 into 1	£33,577	Staffing
	Total	£89,991	

CONTACT CENTRES

No.	Title	Value	Theme
5.1	Reduction of staff (Information Officer) by half a post	£14,474	Staffing

LEGAL

No.	Title	Value	Theme
5.1	Colleague reducing days.	5,779	Staffing
5.2	Colleague reducing days.	24,973	Staffing
		30,752	

POLICY

No.	Title	Value	Theme
10%			
5.1	Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours	13,075	Staffing

5.2	Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying	200	Org Efficiency
	TOTAL	13,275	

COMMUNITY SAFETY

No.	Title	Value	Theme
5.1	Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system.	1,829	Org Efficiency

PARTNERSHIPS

No.	Title	Value	Theme
5.1	£5,900 non staff costs can be made through removal of professional fees and licenses	5,900	Org Efficiency

COMMUNICATIONS

No.	Title	Value	Theme
10.1	reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day).	17,813	Org Efficiency

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APPENDIX 3B CHILDREN AND YOUNG PEOPLE PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
CYP	7	£245,461	0	0	£125,000	5	£70,461	1	50,000	1

APPENDIX 3B CHILDREN AND YOUNG PEOPLE					
No.	Title	Value	Theme		
CYP Resources					
5.2	Removal of training budget	£8,000	Org efficiency		
10.1	Loss of 3 posts within support services	£70,461	Staffing		
10.2	Removal of professional fees for the directorate	£8,000	Org efficiency		
Early Years					
5.2	To remove the funding provided to childcare voluntary organisations - Wales PPA, Mudiad Meithrin & Clybiau Plant Cymru Kids' Club.	14,500	Org efficiency		
ALN					
10.4	Reduce the Independent Special School Budget	50,000	Reduction		
Other					
	Reduction in pupil numbers	81,000	Org efficiency		
	Reduction in contribution required by EAS	13,500	Org efficiency		
		£245,461			
			Org efficiency	£125,000	5
			Reduction	50,000	1
			Staffing	£70,461	1
			Total	£245,461	7

APPENDIX 3C - ENTERPRISE PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
TLC	0									
Planning	12	£43,124	9,000	3	£34,124	9	0	0	0	0
Housing	4	£40,923	0	0	£34,923	3	£6,000	1	0	0
Economic Development	0									
Totals	16	£84,047	£9,000	3	£69,047	12	£6,000	1	£0	0

PLANNING

No.	Title	Value	Theme		
Development Plans					
5.1	Reduce 'Premises' budget line B050 by £1,527 to £0	£1,527	Org Efficiency		
5.2	End membership of Severn Estuary Partnership, reducing E002 budget line by £3,490	£3,490	Org Efficiency		
5.3	Reduce 'Photocopying' budget line D061 by £2,000 to £3,080	£2,000	Org Efficiency		
5.4	Reduce 'Postage' budget line D161 by £1,000 to £1,290	£1,000	Org Efficiency		
5.5	Reduce 'Advertising' budget line by £1,000 to £2,008	£1,000	Org Efficiency		
5.6	Reduce 'Professional Fees' budget line D080 by £8,183 to £98,244	£8,183	Org Efficiency		
Development Management					
5.1	Additional fee income from pre-application advice fee charges	£5,000	Income		
5.2	Move towards paperless planning files and consultations; reduction in copying and printing and postage	£5,000	Org Efficiency		
5.3	Additional fee income from i) a new Fast Track pre-application advice service and ii) a new Fast Track applications service for householder developments and lawful development certificates (for a proposed use or development)	£2,000	Income		
5.4	Fee income from a new Completion certificates service for developers or solicitors/ householders buying and selling their home	£2,000	Income		
5.5	Reduce Professional & Specialist Fees budget (D080)	£9,286	Org Efficiency		
Development Control					
10.1	Reduce supplies and services budget (£33k) by £2,638	£2,638	Org Efficiency		
	Total	£43,124			
			Income	3	£9,000
			Org Efficiency	9	£34,124
				12	£43,124

HOUSING

No.	Title	Value	Theme		
5.1	Decision already made to end the joint/shared Housing Solutions Service with TCBC and re-align the service to an MCC only focus.	20,462	Org Efficiency		
10.2	Replace Flare grants software with Ferret software	6,000	Org Efficiency		
10.3	Continue to tackle the use of B & B through increased prevention and private sector housing development	8,461	Org Efficiency		
10.4	Re-structure of Housing Renewal team	6,000	Staffing		
	Total	40,923			
			Org Efficiency	34,923	3
			Staffing	6,000	1
				40,923	4

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APPENDIX 3D - OPERATIONS PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Property Services	12	£173,774	£21,000	1	£115,713	8	£37,061	3	0	0
Highways	19	£160,597	£37,000	3	£77,370	12	£2,000	1	£44,227	3
Waste	7	£259,000	£50,000	3	£70,000	1	£24,000	1	£115,000	2
Fleet	7	£61,573	£6,915	1	£37,158	4	£9,000	1	£8,500	1
PTU	1	£15,000	0	0	£15,000	1	0	0	0	0
Total	46	£669,944	£114,915	8	£315,241	26	£72,061	6	£167,727	6

Passenger Transport Unit

No.	Title	Value	Theme
5.1	Collaboration of passenger transport units with Newport CC(saving taken in 15/16 for management support this is in addition through restructuring)	15,000	Org Efficiency

FLEET

No.	Title	Value	Theme		
Car parking					
10.1	To withdraw from renting Severn Bridge Social Club car park, Bulwark.	£8,500	Reduction		
10.3	To decrease general contracts maintenance budget	£4,500	Org Efficiency		
Salary Sacrifice scheme					
10.1	Proactively market the scheme with a view to increase numbers.	£6,915	Income		
Transport workshop					
10.1	Restructure/redesign within the Transport Section (posts)	9000	Staffing		
10.2	Savings on spare parts	£11,500	Org Efficiency		
10.3	Savings on consumables & outside contract work	£21,158	Org Efficiency		
	TOTAL	£61,573			
			Org Efficiency	£37,158	4
			Reduction	£8,500	1
			Income	£6,915	1
			Staffing	£9,000	1
				£61,573	7

WASTE

No.	Title	Value	Theme		
5.4	Reduce grass cutting frequency to release core staff to focus on income generation and more external work	£100,000	Reduction		
5.5	Charge schools for the full cost of their waste collections and disposal	£30,000	Income		
5.6	Reduce scheduled cuts and maintenance of Monmouth sports grounds to level of original lease agreement	£15,000	Reduction		
5.9	Project Gwyrdd annuity payment from WG for 17-18	£70,000	Org Efficiency		
5.10	Increase bulky waste collection charges by 50% (£12 to £18) and reduce our contribution to Homemakers accordingly	£10,000	Income		
5.11	Additional income from trade waste	£10,000	Income		
5.12	Managing impact of reduced activity/ income on tree works	£24,000	Staffing		
	TOTAL	£259,000			
			Reduction	£115,000	2
			Income	£50,000	3
			Staffing	£24,000	1
			Org Efficiency	£70,000	1
				£259,000	7

HIGHWAYS

No.	Title	Value	Theme
Highways SWTRA & trading			
10.1	Reduction in maintenance budget to reflect impact of investment in new (LED) lanterns	£8,000	Org Efficiency
10.2	Reduce pumping station maintenance budget	£2,000	Reduction
MCC Highways			
5.1	RSL VEB1000 RECYCLING PLANT : IN PLACE AND OPERATIONAL SAVING	£13,970	Org Efficiency
5.4	WELFARE UNITS : IN PLACE AND OPERATIONAL SAVING	£10,150	Org Efficiency
5.7	OVERTIME BACK OFFICE : ADJUST START AND FINISH TIMES	£1,750	Org Efficiency
5.8	SIM CARDS : REVIEW AND REDUCE WHERE NOT REQUIRED	£1,500	Org Efficiency
5.9	REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST	£1,500	Reduction
10.2	Reduction in salt budget to reflect reduced usage over recent years. Stock levels remain constant (budget pays for what is used rather than what is stocked). Actual usage in year may result in overspend depending upon weather conditions	£20,000	Org Efficiency
10.5	BARTERING / HIRING KIT : PARTNERSHIPS WITH NCC / TCBC	£3,500	Org Efficiency
10.6	Reduction in response budget to reflect reduced winter maintenance (response to snowfall) in recent years. Actual conditions during the winter will remain at current standards but a risk of resulting overspend exists	£10,000	Org Efficiency
10.7	REVIEW ALL WALES TENDERS : SUBJECT TO 2nd LAYER OF REDUCING COST	£1,500	Org Efficiency
10.8	CROSS HIRE WITHIN OPS : USE IN HOUSE KIT BEFORE HIRE	£1,000	Org Efficiency
10.9	HIRE EXTERNALLY : SOME CONTRACTORS AFTER PLANT VEHICLE ETC	£2,000	Staffing
10.1	FILL STRUCTURE : RELEASE ADDITIONAL HOURS BEING WORKED	£3,000	Org Efficiency
Highways Infrastructure & Projects			
10.1	Reduce the amount of SCRIM investigations undertaken each year	£3,000	Org Efficiency
10.2	Reduce the amount of revenue structures maintenance undertaken each year	£40,727	reduction
TOTAL			
Traffic and Development			
	to increase road closure charges by 50% and recover costs against appropriate capital scheme	£20,000	Income
10.1	to increase skips, scaffolding licences and street name & numbering fee by 50% in 2016/2017	£10,000	Income
10.3	to extend charges to other services (to be identified by working group)	£7,000	Income
10.5		£160,597	

Income	£37,000	3
Org Efficiency	£77,370	12
Staffing	£2,000	1
Reduction	£44,227	3
	£160,597	19

PROPERTY SERVICES AND FM

No.	Title	Value	Theme
Building maintenance			
10.1	Train existing staff to carry out risk assessments	£25,000	Org Efficiency
Procurement			
10.1	To withdraw the 60% of the Corporate Procurement Training budget.	£6,000	Org Efficiency
Cleaning			
5.1	Non replacement of Shared Facilities Manager, following resignation. (£11,500 saving)	£6,500	Staffing
Catering			
10.1	Mounton House Restructure	£19,063	Staffing
	Increase School meal price from £2.00 to £2.10 (5p already in MTFP)	£21,000	Income
Property Services			
5.1	flexible retirement, reduced 5 days to 3	£11,498	Staffing
Office Services			
10.3	Vehicles – reduction in leasing costs for courier vehicles	£2,000	Org Efficiency
		£3,000	
10.4	Press Notices – cease advertising Bank Holiday office closures in the Press		Org Efficiency
10.5	Refreshment provision – cease providing refreshment supplies	£1,000	Org Efficiency
5.1	Increase the time between risk assessments for Legionella, Asbestos, Fire & Glazing from the current 2/3 years to minimum of 5 years	£10,000	Org Efficiency
10.2	10% reduction in corporate building maintenance reactive budget	£53,713	Org Efficiency
	Realignment of budget for previous efficiencies achieved	£15,000	Org Efficiency
	TOTAL	£173,774	

Income	£21,000	1
Org Efficiency	£115,713	8
Staffing	£37,061	3
Reduction	0	0
	£173,774	12

3E - RESOURCES PROPOSALS

	No of proposals	TOTAL Value	Income		Org Efficiency		Staffing		Reduction	
			Value	No.	Value	No.	Value	No.	Value	No.
Finance	16	£135,000	0	0	£84,000	12	£51,000	4	0	0
Digital	3	£66,000	0	0	£66,000	3	0	0	0	0
Estates	4	£55,976	£9,288	1	0	0	£46,688	3	0	0
People/HR	4	£9,500	£5,000	1	£4,500	1	0	0	0	0
TOTALs	27	£266,476	£14,288	£2	£154,500	16	£97,688	7	0	0

FINANCE

No.	Title	Value	Theme		
5.1	Delete two part time vacant posts from structure (Cashiers & Systems)	£31,000	Staffing		
5.2	Revise and reduce the structure of the Benefits Shared service thereby reducing MCC's annual contribution	£20,000	Staffing		
5.3	Reduce the Sections budget for postage costs to reflect the planned shift to automation, email and self service through the web	£6,000	Org Efficiency		
5.4	Release savings from Security Carrier tender evaluation	£10,000	Org Efficiency		
5.5	Cancel contract for folding machine maintenance to reflect reduced mail in 5.3 and planned moved to outsourcing of mail to Canon	£4,000	Org Efficiency		
5.6	Savings in insurance fees and studies	£30,000	Org Efficiency		
10.3	Cut the budget for consultancy across the Division	£22,000	Org Efficiency		
10.7	Reduce the number of cases referred to external Enforcement Agents	£5,000	Org Efficiency		
10.11	Training budget internal audit	£7,000	Org Efficiency		
	TOTAL	£135,000			
			Income	0	0
			Org Efficiency	£84,000	12
			Staffing	£51,000	4
			Reduction	0	0
				£135,000	16

DIGITAL			
No.	Title	Value	Theme
Digital IT			
5.1	Reduction in Enterprise Agreement	£13,000	Org Efficiency
5.3	General reduction in laptop replacement budget	30000	Org Efficiency
SRS			
5.1	Specific Server virtual management software no longer required, using existing software to remove cost	23000	Org Efficiency
		£66,000	

ESTATES					
No.	Title	Value	Theme		
Asset Management					
5.1	Removal of Assistant Markets Officer Post	£23,288	Staffing		
10.2	Community Development Officer - 3 to 2 days	£7,400	Staffing		
10.3	Facilities Officer reduced hours	£16,000	Staffing		
Sustainability					
5.1	Savings from Solar Farm	£9,288	Income		
		£55,976			
			Income	1	£9,288
			Staffing	3	£46,688
				4	£55,976

PEOPLE, HR ETC						
No.	Title	Value	RAG	Theme		
5.2	Generate income from selling training	5,000	Green	Income		
5.3	Stop producing paper payslips for schools and move to electronic payslips	4,500	Amber	Org Efficiency		
	total	9,500				
				Income	1	5,000
				Org Efficiency	2	4,500
					3	£9,500

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APPENDIX 3F - SCH

Social Care & Health

			Income		Org Efficiency		Staffing		Reduction	
	No of proposals	TOTAL Value	Value	No	Value	No	Value	No	Value	No
Children	All savings proposals are being focused on managing financial pressures.									
Adults	12	£236,024	£30,800	4	£130,243	5	£16,000	1	£58,981	2
Public Protection	11	£41,035	£20,635	6	£14,000	4	£6,400	1	0	0
TOTAL	23	£277,059	£51,435	10	£144,243	9	£22,400	2	£58,981	2

	CHILDREN			
	No	Title	Value	Theme
	Following challenge and feedback all proformas marked as red, savings will be used to manage pressure			

ADULTS					
No	Title	Value	Theme		
Direct Care Older					
5.1	Parity on pricing structure between day service and community meals	£25,000	Income		
5.2	Development of café at Mardy park and establish private and business partnerships to develop catering services	£2,000	Income		
5.3	Hire of Mardy Park outside or core hours	£1,000	Income		
Adult Resources					
5.1	Restructure finance and benefits advice team to replace 2 posts on lower grades	£16,000	Staffing		
5.3	Reduce IT Development budget	£10,000	Org Efficiency		
10.2	alignment of welfare benefits information, advice and assistance services	£13,000	Org Efficiency		
Adult Commissioning					
5.1	Detailed Contract Review	£56,243	Org Efficiency		
5.2	Terminate room rental in Abergavenny	£4,000	Org Efficiency		
Adults S408 ILT					
5.2	Changing transport practice. two types of transport savings:- mileage incurred by staff to transport service users, and cost of providing transport	£26,981	Reduction		
Adults 406 MCHT					
5.1	Review of transport policy to support people who can transport themselves	£32,000	Reduction		
5.2	explore live in carer rather than hourly cost via care agency	£47,000	Org Efficiency		
Adult Direct Care Disability					
5.2	income generation from MDMY	£2,800	Income		
		£236,024			
			Org Efficiency	£130,243	5
			Staffing	£16,000	1
			Income	£30,800	4
			Reduction	£58,981	2
				£236,024	12

PUBLIC PROTECTION						
Stage 2 - Proceeding to Full Proposal/Business Case Development.						
No	Title	Value	Theme			
5.1	training provided during core time rather than over time	£7,000	Org Efficiency			
5.2	FSA Grant for food safety management work	£7,225	Income			
5.3	Start charging for health export certificates	£2,500	Income			
5.4	food standards sampling grant	£810	Income			
5.5	Implement "buy with confidence" trader approval scheme	£2,500	Org Efficiency			
5.6	Regional Animal Health Coordination	£2,500	Org Efficiency			
5.7	WHoTS Coordination -recharge	£3,000	Income			
5.8	Set up Primary Authority Partnership scheme for TS proactive work	£2,000	Org Efficiency			
5.9	Restructure of licensing team	£6,400	Staffing			
5.1	Increase charge for marriages at Old Parlour Usk	£1,300	Income			
5.2	Increase cost of certificates of "priority certificates"	£5,800	Income			
		£41,035	Total proposals		11	
		£41,035				
			Income	6	£20,635	
			Org Efficiency	4	£14,000	
			Staffing	1	£6,400	
			Reduction	0	0	
				11	£41,035	

<p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p><u>Communities, Hubs and Libraries</u> Re-structure of management level of Community hubs and SLS Cease the purchase and rental of DVD's Amalgamation of SLS supporting posts from 2 into 1</p> <p><u>Contact Centres</u> Reduction of staff (Information Officer) by half a post</p> <p><u>Legal</u> Colleague reducing days. Colleague reducing days.</p> <p><u>Policy</u> Reduce capacity of team by deleting some posts and replacing them with posts with reduced responsibilities and working hours Reduce non-pay budget by promoting more efficient use of mobile phones, printing and copying</p> <p><u>Community Safety</u> Reduce the purchase and maintenance capability for CCTV equipment and repairs to existing system.</p> <p><u>Partnerships</u> £5,900 non staff costs can be made through removal of professional fees and licenses</p> <p><u>Communications</u> reducing the budget for a post to a budget of £8,841 (this post is currently being filled by contractors on a day rate of £250 per day).</p> <p>Where thchange is organizational efficiency there will be no impact upon the Wellbeing or</p>
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Name of Service – Chief Executive’s Directorate	Date Future Generations Evaluation form completed 9 th December 2016 Wellbeing Goals
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NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc





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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p><u>Communities, Hubs and Libraries</u> There will be a consequence on employment with a reduction of 1 FTE post. <u>Contact Centres</u> There will be a consequence on employment with a reduction of 0.5 FTE</p>	<p><u>Communities, Hubs and Libraries</u> Work will be integrated across the teams, following the alignment of the Libraries and one-stop-shops. <u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>No impact</p>	<p>Not applicable</p>
<p>A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood</p>	<p>No impact</p>	<p>Not applicable</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p><u>Community Safety</u> There is a risk that a reduction in the spend on CCTV budget could in the longer term compromise the robustness of the system. <u>Contact Centres</u></p>	<p>We will work with partners to ensure the best value for money is achieved for our CCTV provision</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	There will be a consequence on employment with a reduction of 0.5 FTE – this is likely to impact on the booking system currently provided to support the Grass Routes Bus service.	<u>Contact Centres</u> This reduction will be mitigated by the development of an electronic booking system.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	Not applicable
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	Not applicable
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	Not applicable

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	These suite of proposals are designed to allow the continuation of service delivery in the medium term.	None

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Working together with other partners to deliver objectives</p> <p>Collaboration</p>	Where there are partners involved and relevant to service delivery in these areas we will work alongside them in order to maximize the impact.	None
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	We have worked with service users to design the most effective arrangements for public engagement in the Hubs (the merger of libraries and one-stop-shops). This was done with the significant involvement of the service users.	None
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	Not applicable	None
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	These changes to the services delivered by the Chief Executive's department have been considered against the principle of integration of the act's aims and those of other bodies. The services are in the main support services, with the very clear exception of the contact centre and Hubs and libraries.	None

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Not applicable	<u>Contact Centre</u> The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.	<u>Contact Centre</u> An electronic booking system is being developed to remove the dependency on telephone bookings.
Disability	Not applicable	<u>Contact Centre</u> The reduction of staff at the contact centre could have an impact on the administration of the Grass Routes bus services. This is predominately used by older members of the community.	<u>Contact Centre</u> An electronic booking system is being developed to remove the dependency on telephone bookings.
Gender reassignment	Not applicable	Not applicable	Not applicable
Marriage or civil partnership	Not applicable	Not applicable	Not applicable
Pregnancy or maternity	Not applicable	Not applicable	Not applicable
Race	Not applicable	Not applicable	Not applicable
Religion or Belief	Not applicable	Not applicable	Not applicable
Sex	Not applicable	Not applicable	Not applicable

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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Sexual Orientation	Not applicable	Not applicable	Not applicable
Welsh Language	Not applicable	Not applicable	Not applicable

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not applicable	Not applicable	Not applicable
Corporate Parenting	Not applicable	Not applicable	Not applicable

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

Discussions with the team leaders across these service areas have been used to identify risks.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The most significant impact affecting public facing services is the changes to the staffing at the contact centre where a particular impact could be felt in the administration of the Grass Routes Bus Service. This is being mitigated by the introduction and development of the e;lectronic booking system.

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

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

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

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

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
0.1	Cabinet	16/12/2016	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Will McLean</p> <p>Phone no: 07834435934 E-mail: willmclean@monmouthshire.gov.uk</p>	<p>There are a series of five proposals to reduce central costs within the Children and Young People Directorate. They are:</p> <ul style="list-style-type: none"> i. Reduction in expenditure on professional fees ii. Streamlining of funding to voluntary childcare organisations iii. Better management of the Independent Special School Budget iv. Reduction in the ISB due to fall in pupil numbers v. Agreed reduction in the funding to the Education Achievement Service <p>Where the changes are related to organizational efficiency there will be no impact. There is one 'reduction' and its impact will be identified below.</p>
<p>Name of Service – Children and Young People Directorate</p>	<p>Date Future Generations Evaluation form completed</p> <p>9th December 2016</p>




Page 9



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

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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	No impact	None necessary
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	None necessary
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	No impact	None necessary
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No impact	None necessary
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	None necessary
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	None necessary
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	None necessary

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution.</p>	<p>None necessary</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate mainstream educational settings. This is a more sustainable, longer term solution. The future provision of Additional Learning Needs is currently under review and relevant stakeholders are being involved in the process.</p>	<p>None necessary</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The reduction of fees paid to specialist independent schools will be achieved through more children being educated in appropriate, mainstream educational settings. This is a more sustainable, longer term solution.</p> <p>The placement of children with ALN into appropriate mainstream settings is part of the ALN review which is predicated on early intervention and prevention.</p>	None necessary
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposal is an early part of the ALN review which is an integrated review of Additional Learning Needs review. This will ensure that the goals and principles are addressed.</p>	None necessary

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	None
Disability	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	None
Gender Reassignment	Not applicable	None	Not applicable
Marriage or civil partnership	Not applicable	None	Not applicable
Pregnancy or maternity	Not applicable	None	Not applicable
Race	Not applicable	None	Not applicable
Religion or Belief	Not applicable	None	Not applicable
Sex	Not applicable	None	Not applicable
Sexual Orientation	Not applicable	None	Not applicable

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Welsh Language	Not applicable	None	

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	-
Corporate Parenting	This proposal will impact on children with additional learning needs. It will ensure that at all possible times children are educated in county at mainstream or our own special needs resource bases.	None	-

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

- This assessment has been based upon the information provided by the Additional Learning Needs team and the use of trend data to specify the types of additional learning needs we are seeing in the County.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

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

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

Page 101

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

The impacts of this proposal will be evaluated on:

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

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
0.1	Cabinet	16/12/2016	

<p>Name of the Officer completing the evaluation Mark Hand</p> <p>Phone no: 0773478579 E-mail: markhand@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>To achieve budget savings while retaining an effective and acceptable level of delivery of services that are important to our communities.</p> <p><u>Housing</u> (10% saving on net budget) Re-structure of Housing Renewals team to accept a request for flexible early retirement; Accommodation savings by relocating the Housing service to County Hall, Usk from the Melin offices at Pontypool; Replace a back-office IT system with a better but cheaper alternative; Reduce spend on B&B use to accommodate homeless people, by increased prevention measures and increased use of private sector rented accommodation.</p> <p><u>Planning</u> (5% saving on net budget) Additional income in Development Management from additional use of the pre-application service and removing some fee exemptions, and from offering additional discretionary fast-track services and/or ‘Seller’s Packs’; Move towards a paperless service in Development Management with associated reductions in printing and postage costs; Reduced expenditure on buying in professional advice for both Development Management and Planning Policy, and reductions against various other budget lines in Planning Policy; Cease our membership of the Severn Estuary Partnership.</p> <p><u>Building Control</u> (10% reduction in net budget) Reduce spend on supplies and services.</p>
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	Where the change is organisational efficiency, there will be no impact upon the Wellbeing of our communities or significant impact on service delivery.
Name of Service – Enterprise and Innovation Directorate	Date Future Generations Evaluation form completed 15 th December 2016

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

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



Page 104




Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	<u>All</u> All of the proposals seek to make the most efficient use of financial and staff resources. <u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty.	<u>Housing</u> Consideration is being given to succession planning and resilience to mitigate the reduced hours in the Housing Renewals Team. <u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups.
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	<u>Planning</u> Consideration is being given to retaining involvement with the Severn Estuary Partnership on a regional basis rather than as an individual Local Planning Authority. However, the current arrangement does not represent value for money for MCC. There is a risk to the Partnership's future activities if others also cease funding. Funding for

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
		ASERA will continue via Tourism, Leisure and Culture.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	<u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of the physical and mental wellbeing of potentially vulnerable people.	Not applicable
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	<u>Planning</u> As part of the move to becoming paperless, Town and Community Councils will be consulted electronically only, instead of both electronically and by paper as is the current situation. T&CCs have been notified of the proposal and those that have replied are either supportive or are making adjustments to accommodate this change.	<u>Housing</u> Consideration is being given to resilliance and succession planning to ensure that a prompt, efficient and caring service is retained, in particular for DFGs, where work enables people to remain in their homes and communities.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	See comments above regarding Severn Estuary Partnership
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	Not applicable
A more equal Wales	<u>Housing</u> The reduced reliance on B&B accommodation for homeless people is likely to be beneficial in terms of	<u>Planning</u> Discretion will be used regarding discretionary pre-application fees in the case of very small scale charities or community groups. However, the

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
People can fulfil their potential no matter what their background or circumstances	<p>the physical and mental wellbeing of potentially vulnerable people.</p> <p><u>Planning</u> The additional discretionary services will give customers and businesses additional choice to opt for additional services if they wish, which are aimed at supporting investment and certainty.</p>	current fee exemptions do not align with those for the statutory pre-application advice service and provide a free service to organisations such as RSLs who are able to afford to employ planning agents.

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>These suite of proposals are designed to allow the continuation of service delivery in the medium term, with the potential to grow additional discretionary fee-earning planning services.</p>	<p>The additional services will require a review after 12 months to assess if they are meeting customer needs, and if demand is sustainable. If the services are very successful, there may be capacity and delivery issues.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>We seek to work more closely with private sector landlords and with Social Services to better predict and manage demand for accommodation.</p> <p>The additional discretionary planning services should assist home owners, businesses and investors get prompt and effective advice. The level of demand is currently unknown and cannot be quantified until the market has been tested.</p>	<p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date.</p> <p>Consideration is being given to regional level support to the Severn Estuary Partnership, but it needs to be clear how this is value for money to MCC and our communities.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>We have met with the Severn Estuary Partnership to clarify what they do and of what benefit it is to MCC and our communities/environment.</p> <p>We have asked pre-application customers for feedback on the current service provided and on their needs going forwards.</p> <p>All budget proposals were put forward following engagement with colleagues within the affected service areas, with associated working groups carrying out more detailed work on the proposals as needed.</p>	<p>Town and Community Councils have been offered the opportunity of continuing to receive paper copies of planning documents if necessary, but they will need to cover the costs. Only one Community has expressed an interest in this offer to date. T&CCs with concerns have also been put in contact with Andy Smith to advice regarding potential funding for digital inclusion.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>See above.</p> <p>The proposals to reduce B&B use for accommodating homeless people should be beneficial in the longer term.</p>	<p>None</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>These changes to the services delivered by the Enterprise and Innovation directorate have been considered against the principle of integration of the act's aims and those of other bodies, bearing in mind the frontline nature of these services and the needs of our customers, clients and communities.</p>	<p>None</p>

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Not applicable	Not applicable	<p><u>Housing</u></p> <p>Elderly people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p>
Disability	Not applicable	Not applicable. Fee exemptions would remain for planning advice services for disabled adaptations.	<p><u>Housing</u></p> <p>Disabled people are proportionately more likely to require adaptations to their homes to enable them to remain living at home safely. Full consideration has been given to staffing resource levels in the Renewals Team (deal with DFGs) as well as succession planning and resilience, to ensure the service continues to deliver. However, the main current constraint at present relates to the budget rather than staffing resource.</p>
Gender reassignment	Not applicable	Not applicable	Not applicable
Marriage or civil partnership	Not applicable	Not applicable	Not applicable
Pregnancy or maternity	Not applicable	Not applicable	Not applicable

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Race	Not applicable	Not applicable	Not applicable
Religion or Belief	Not applicable	Not applicable	Not applicable
Sex	Not applicable	Not applicable	Not applicable
Sexual Orientation	Not applicable	Not applicable	Not applicable
Welsh Language	Not applicable	Not applicable	Not applicable

Page 10

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

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

Safeguarding	Proposals relating to reduced reliance on B&Bs to accommodate homeless people may be of relevance. Work is on-going to maximize the use of private sector rented properties to accommodate homeless people but also young people currently in foster care but leaving home to attend University or due to their age, as well as young vulnerable mothers.	Not applicable	Work closely with appropriate landlords and with Social Services and relevant partner agencies.
Corporate Parenting	As above	Not applicable	As above

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

Discussions with the team leaders across these service areas have been used to identify risks.

Discussions with colleagues within the teams to suggest budget proposals and to help shape those ideas that have been put forward.

Customer research regarding additional planning services to seek to identify potential demand.

Discussions with Matthew Lewis (Countryside Manager) and Severn Estuary Partnership regarding that proposal.

Independent challenge and scrutiny from PeopleToo.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The main positive impact is being able to maintain customer service while achieving budget savings. The main negative impact is the inevitable additional pressure that this places on colleagues.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Consider regional support to Severn Estuary Partnership	By April 2017	SEWSPG	

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

The impacts of this proposal will be evaluated on:	31 March 2018
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
0.1	Cabinet	16/12/2016	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

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monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation: Roger Hoggins</p> <p>Phone no:01633 644133 E-mail: rogerhoggins@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Operations proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are defined as organisational efficiency, staffing, income or reduction. In some instances the proposals do not impact upon service delivery or upon staff in which case no FGE is provided.</p>
<p>Name of Service: Operations department: Highways, Waste&street scene, Property and FM, passenger transport and fleet mgt.</p>	<p>Date Future Generations Evaluation form completed: 9th December 2016</p>

Page 11

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

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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>FLEET & CAR PARKING</p> <p>10.1 Withdrawal from lease of Severn Bridge Soc Club car park.</p> <p>HIGHWAYS</p> <p>5.1 Invest in asphalt recycling plant</p> <p>PROPERTY & FM</p> <p>5.1 & 10.1 reduction in staffing budgets</p>	<p>The social club has indicated that they will give MCC six months notice at some point in the future in anticipation of their submission of a planning application to develop the site. Although MCC would withdraw from the lease officers will enquire if the social club is willing to continue to allow the site to be used as a car park until such time as it is developed.</p> <p>Capital investment in recycling plant allows planings to be restored to useable asphalt for patching and limited resurfacing works.</p> <p>Reduction by flexible retirement in tehProperty team can be accommodated by remaining staff. The catering provision in Mounton House can be sustained without the current vacant post being filled.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>		
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>		


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>WASTE & STREET SCENE</p> <p>5.4 Reduce grass cutting frequency on public open spaces.</p> <p>5.6 & 5.7 Reduce grounds mtce regime at Monmouth Sports ground and withdraw from maintenance of Bailey Park bowls club.</p> <p>5.10 Increase charge for bulky household waste from £12 to £18.</p> <p>HIGHWAYS</p> <p>10.2 Reduction in structures mtce budget</p> <p>PROPERTY & FM</p> <p>10.2 reduction in reactive corporate building maintenance budget</p>	<p>Visual impact of reduction in cutting frequency will depend upon growing season but officers will endeavor to organize cutting frequencies over the year to reduce the overall impact through the year.</p> <p>Officers are working with the association and clubs to offer support as they take on a greater role in maintaining the facility for the members' benefit.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep highways open.</p> <p>Condition surveys demonstrate demand and officers will use this information to prioritise with the budget that remains available in order to keep our buildings open and fit for purpose.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local</p>		





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Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
social, economic and environmental wellbeing		
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	<i>This includes the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership, pregnancy or maternity</i>	

Page 10

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	<p>There are various proposals with differing impacts but in all instances the proposals have been assessed by officers as the most prudent for sustaining long term service provision whilst making necessary service and budget adjustments to meet the budget process in conjunction with the Council's published priorities.</p>	<p>Wherever possible the proposal seek to sustain service provision rather than ending service provision and within the Ops budget setting exercise a certain amount of income assumption is included rather than simply reduction.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The budget proposals continue the approach of seeking support from other bodies to maintain service provision.</p> <p>This concept is already established in some service areas and officers will continue to work with clubs, associations etc. to achieve this.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Conversations have already been held with those affected and the budget overall will be published for consultation</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Projects will be prioritized to ensure that budgets are best allocated to service areas in most need and for projects of highest overall need comparing usage, cost, demand etc.</p>	
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>		

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age		10.1 Increase primary school meal price	After applying the increase MCC still remains below the average primary school meal charge in Wales.
Disability			
Gender reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Welsh Language			

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding		None of the Operations Department proposals have safeguarding implications	
Corporate Parenting		Not applicable	

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

The proposals have been developed by officers and subjected to internal challenge and scrutiny prior to wider consultation on the proposals. The proposals are designed to have least service impact although it is recognised that the reduction in maintenance budgets delays remedial works to council assets. Increases in charges are intended to allow the services to remain competitive or better reflect service costs. In some areas the proposals seek to make best use of new technology to reduce costs with least service impact.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

There are numerous proposals but significant amongst them is a reduction in the revenue maintenance budgets for structures (highways) and property maintenance, assumptions about increased income from fees and additional trading, revenue benefits from investment in plant (recycling, welfare units) and equipment (LED lighting) and staffing cost savings where available without service impact. These have arisen from officer working groups, market analysis, service good practice, research of new technology, budget analysis and priorities. These have arisen through analysis, challenge and are now submitted for further consultation and scrutiny. Inherent within the exercise so far has been an assessment of the potential impact upon the protected characteristics and within the context of the Future Generations and Well being legislation and as far as possible preparing a set of proposals that are sustainable with least impact upon well being and equality albeit acknowledging that the council's priorities and the budget modelling inevitably place pressure upon many of the Operations service areas. This does not denigrate the importance of these services but acknowledges that the budgets must be adjusted by reduction or income to contribute to the budget modelling overall.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Implementation of approved budget proposals	Wherever possible for commencement in April 2017	Various heads of service	Ongoing implementation monitoring

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

The impacts of this proposal will be evaluated on:	Budget approval in February 2017 and ongoing thereafter in line with budget monitoring protocols/frequencies.
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Submitted as part of the Budget proposal report to Cabinet – 16 th December 2016	16th December 2016	To be completed .

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Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Peter Davies</p> <p>Phone no: 07768466632 E-mail: peterdavies@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal:</p> <p>Assessment of various proposals included within the 17/18 revenue budget proposals included within appendix 3d: Resources proposals included in the report to Cabinet on the 16th December 2016 titled: DRAFT BUDGET PROPOSALS 2017/18 FOR CONSULTATION.</p> <p>This evaluation is referenced to the appendix 3d proposals. The proposals are categorized as organisational efficiencies, staffing savings and income generation. There are no service reductions that directly impact on front line service provision.</p>
<p>Name of Service – Resources Directorate, comprising Estates, People Services, ICT, Finance and Revenues</p>	<p>Date Future Generations Evaluation form completed</p> <p>15th December 2016</p>





Page 23


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

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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	No impact	None necessary
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	None necessary
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	No impact	None necessary
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	No impact	None necessary
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No impact	None necessary
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No impact	None necessary
A more equal Wales People can fulfil their potential no matter what their background or circumstances	No impact	None necessary

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p>	<p>None necessary</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Not applicable</p>	<p>None necessary</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>All savings proposals are underpinned by the need to derive a more sustainable, longer term solution for services provided.</p>	<p>None necessary</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	Not applicable.	None necessary

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

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	None	None	Not applicable
Disability	None	None	Not applicable
Gender reassignment	None	None	Not applicable
Marriage or civil partnership	None	None	Not applicable

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Pregnancy or maternity	None	None	Not applicable
Race	None	None	Not applicable
Religion or Belief	None	None	Not applicable
Sex	None	None	Not applicable
Sexual Orientation	None	None	Not applicable
Welsh Language	None	None	Not applicable

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	None	None	-
Corporate Parenting	None	None	-

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

Budget savings proposals for the resource directorate and subsequent analysis of them.

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

This section should give the key issues arising from the evaluation which will be included in the Committee report template.

The proposal has no negative impacts – in terms of the Wellbeing of Future Generations Act or Equalities legislation.

Page 128

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

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

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

The impacts of this proposal will be evaluated on:

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

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
0.1	Cabinet	16/12/2016	

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Future Generations





Name of the Officer : Colin Richings Phone no: 07786 702753 E-mail: colinrichings@monmouthshire.gov.uk	Please give a brief description of the aims of the proposal. To increase day services meal charges from the current £1.50 to £4.15 so that they are in line with charges for Monmouthshire Meals
Name of Service: Older People's Day Services	Date Future Generations Evaluation 12.12.16


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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	No impact	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No impact	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	No impact	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>Meal charge increases are required for the sustainability of the service. The service provides a vehicle for supporting people to stay well in their community. The price increase may be a disincentive for using the service.</p>	<p>By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.</p>
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>No impact</p>	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>No impact</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>No impact</p>	

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	No impact	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	No impact	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	No impact	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	No impact	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	No impact	

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

Page 134

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age		The proposals affect mainly older people as the main recipients of the service.	By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.
Disability		As above	
Gender reassignment			
Marriage or civil partnership			

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

Page 135

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding		There is the potential that some people may now decline the service as a result of the price increase. Day Services have an important safeguarding function in monitoring the well-being of the people we support.	By communicating the increase sensitively and with the person's permission flagging up with social care and health directorate staff any person deemed to be at risk without the service.
Corporate Parenting			

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

The proposal to increase meal charges has been in consideration for some time. The current cost of £1.50 per meal was set approximately 20 years ago and has been subject to no increase in all that time. In parallel charges for Monmouthshire meals have been subject to mainly an annual increase over the same period. Feedback generally from people using our services is that they feel that the cost is far too low and that they would be happy to pay more. However this is informal feedback and implementation of proposals will include formal consultation and discussion with those people using our services.

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

The proposal supports the sustainability of the service but has the potential to place some vulnerable people at risk if they decline the service as a result of the price increase.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
To communicate sensitively with people receiving our service and ensure that support is in place for anyone with concerns or difficulties as a result	On-going	The manager of the service	

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

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

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
	<i>Scrutiny</i>	12.12.16	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

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<p>Name of the Officer : Clare Morgan</p> <p>Phone no: 07770 838419 E-mail: claremorgan@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal To provide a transport policy that is equitable for all residents of Monmouthshire. To give practitioners a framework to work within</p>
<p>Name of Service: SCH</p>	<p>Date Future Generations Evaluation 12.12.16</p>

Page 13




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



Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>MCC currently pay some individuals travel expenses as part of a care package. This policy will support people towards independent travel, including paying for their own transport costs or making their own arrangements where they have the means and/or capability to do. Social services arranging transport can create dependency rather than enabling independence which is our purpose.</p>	<p>This policy will ensure that there is equity around the application of determining how transport costs are paid and to whom</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>No impact</p>	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>People will be encouraged and supported toward independent transport arrangements</p>	<p>Robust reassessment of need, supporting the person to independence. Physiotherapy to maximize mobility, travel training. There is strong evidence from elsewhere that travel training enables people with disabilities to safely transport themselves</p>
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	<p>No impact</p>	
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>No impact</p>	
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>No impact</p>	
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>promoting and supporting independent travel</p>	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>No impact</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Better collaboration with community groups, third sector, alternative transport modes</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>This will be achieved as part of a reassessment with individuals affected.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.	If not, what has been done to better meet this principle?
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	No impact	
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	No impact	

Page 142

Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link:

<http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age			

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Disability	<i>Minimized dependence on Social Services therefore increasing potential for integration into the general community for people who have mobility difficulties by virtue of illness, physical or mental impairment.</i>	<p><i>Some individuals who currently have their travel costs paid for by MCC will be encouraged to pay their own travelling expenses in the future/ make their own travel arrangements</i></p> <p><i>This policy proposal will impact on individuals who previously may have received transport arranged and paid for by the social Services department who could have had some mobility difficulties by virtue of illness, physical or mental impairment</i></p>	Robust reassessment, maximizing independence, supporting individuals to find community/public based alternative transport options
Gender reassignment			
Marriage or civil partnership			
Pregnancy or maternity			
Race			
Religion or Belief			
Sex			
Sexual Orientation			

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Welsh Language			

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

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

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

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

Some people who are currently transported by the Council will not receive this service in the future, however their independence will be enabled through the application of this policy. The proposal promotes increased independence for individuals, the use of their own or community resources. Individuals will be supported to maximize their independence and therefore releasing the potential for increased social inclusion.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
Present policy to relevant senior staff and members for approval	Early 2017	Clare Morgan	
Engage and consult with individuals and their carers about changes in practice and policy at time of review/reassessment	at each review/reassessment	Clare Morgan/Team managers/ assessors in teams	

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

The impacts of this proposal will be evaluated on:	June 2017 initially
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	<i>Scrutiny</i>	12.12.16	<i>This will demonstrate how we have considered and built in sustainable development throughout the evolution of a proposal.</i>

Children and Young People Select Committee

Action List

8th December 2016

Minute Item:	Subject	Officer / Member	Outcome
2	Confirmation of minutes – 3 rd November 2016	Nikki Wellington / Hazel Ilett	The Finance Manager has spoken to the Welsh Assembly Member, the Shadow Finance Minister, regarding the lack of funding in Children's Services. The Finance Manager will prepare a report for a future meeting of the Select Committee outlining the response received.
3.	Presentation by the Education Achievement Service regarding New Qualifications	Hazel Ilett	<p>The EAS representative was asked to convey the sentiments of the Committee with regard to its views on the importance of the English Literature qualification.</p> <p>The EAS would be invited to a future Select Committee meeting to provide further updates with regard to the new reporting measures.</p>
4.	Summer Play Provision 2016	Mike Moran	The report to be sent to the Town and Community Councils with a view to investigating potential support.

5.	Improvement Objectives and Performance indicators - 2016/17 Quarter 2 update	Hazel Ilett Hazel Ilett	To receive a report from Gill Lawrence regarding the ALN Service at a future meeting. A representative from the Shared Resource Service (SRS) to be invited to a future meeting to provide an update on Monmouthshire's relationship with the SRS.
7.	Strategic Risk Assessment 2016	Matthew Gatehouse / Hazel Ilett	To receive sickness data relating to school staff and pupils at a future Select Committee meeting.

Monmouthshire's Scrutiny Forward Work Programme 2016

Children and Young People's Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
12 th January 2017	Budget Scrutiny	Scrutiny of the budgetary proposals for 2017-2018.	Joy Robson	Budget Scrutiny
27 th Feb 2017 2pm Joint Select Committee	Alternative Service Delivery Model	Scrutiny of the business case for the new Delivery Model	Tracey Thomas Ian Saunders Cath Fallon	Pre-decision Scrutiny
Joint Meeting with CYP 6 th February 2017 (am)	Population Needs Assessment	To consider the draft population needs assessment for Monmouthshire in line with the requirement to produce a well-being assessment (Future Generations Act 2015)	Matthew Gatehouse	Policy Development
16 th February 2017	Budget Monitoring report	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring
	Funding Changes to the schools funding formula	To agree the proposed changes to the school funding formula.	Nikki Wellington / Andrew Evans	Pre-decision Scrutiny
Joint Special with Adults (late Feb/early March 2017)	Young Carers Strategy	To consider the first Young Carers Strategy in Wales. *Invite Aneurin Bevan University Health Board*	Kim Sparrey Deborah Saunders	Policy Development
23 rd March 2017	Update on Schools Budgets	TCB	Nikki Wellington	Budget Monitoring
20 th April 2017	TBC			

Standing /Future Items for Scrutiny:

Monmouthshire's Scrutiny Forward Work Programme 2016

- x **CYP Self-evaluation - continued scrutiny/annual report (November 2017)**
- x **EAS Commission Report** - Evaluation of the impact made by the EAS in academic year 2015/16 and consideration of the improvements that will be commissioned from the EAS in line with the new 3 year Business Plan from April 2017.
- x **Monmouthshire's strategic plan for Education (All Schools Strategy / ESR)**
- x **ALN Review**
- x **Corporate Parenting Report** - Annual scrutiny together with discussion on the issues, actions proposed and strategies in place to manage placements and reduce MCC's dependency upon external agencies.
- x **Review of Collaborative Arrangements** - proposed reduction in spending on 16-17 and 17-18.
- x **Youth Offending Service Report**
- x **Acorn And Flying Start**
- x **Schools Funding Formula - May 2017**
- x **Childcare Sufficiency Assessment** - monitoring the outcomes of the action plan - Summer 2017
- x **EAS Annex**
- x **Feedback from Joint Executive Group**

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
20th 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 (Mounon 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 Hartevelde (EAS)
Play Sufficiency Assessment			Matthew Lewis
People and organisational			Lisa Knight Davies

Subject	Purpose	Consultees	Author
strategy			
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			Cath Sheen

Subject	Purpose	Consultees	Author
Raglan VC Primary school 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
WVTRA			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			Craig O'Connor

Subject	Purpose	Consultees	Author
Advice Service including the 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

Subject	Purpose	Consultees	Author
Changes to the EAS business arrangements	To seek Cabinet approval of the changes on Governance arrangements; Business arrangements; Funding arrangements		Sharon Randall 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			Alan Burkitt

Subject	Purpose	Consultees	Author
Report			
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
LSS Annual report			Claire Marchant
158			
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

Subject	Purpose	Consultees	Author
Proposed 30mph speed limit, R122 (Crick to Shirenewton), Crick.			Paul Keeble
Proposed 40mph speed limit, R122 Earlswood Road, Crick.			Paul Keeble
Proposed weight restriction order Usk			Paul Keeble
Monmouthshire Meals Leadership			Colin Richings
Mouton House – Catering Staff restructure			Rob O’Dwyer
27TH JULY – INDIVIDUAL CABINET MEMBER DECISION			
Wye Valley Management Plan			Matthew Lewis
Procurement Memorandum for 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 –	EXEMPT REPORT		Ian Saunders

Subject	Purpose	Consultees	Author
Leisure Services			
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
CYP 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

Subject	Purpose	Consultees	Author
Request for Change in Establishment	EXEMPT REPORT		Ruth Donovan
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

Subject	Purpose	Consultees	Author
Revenue & Capital 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		Joy Robson/Mark 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
QL:	For approval to submit for examination		Mark Hand
Undy 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
Proposed allocation of community learning redundancy costs to reserves	To request member approval to use reserve funding to meet redundancy costs by the Community Learning Department in the Enterprise Directorate in 16/17.	DEFERRED	Andrea Charles
1st DECEMBER 2016 - COUNCIL			

Subject	Purpose	Consultees	Author
CYP CHIEF OFFICER REPORT			Sarah McGuinness
Stock Transfer Agreement – service charge de-pooling			Ian Bakewell
Proposal to revise the Policy on Minimum Revenue Provision (MRP) in respect of Supported Borrowing for 2016/17 onwards			Joy Robson
7TH DECEMBER 2016 – CABINET			
Payroll and HR support restructure			Tracey Harry
Effectiveness of Council Services – Quarter 2 update			Richard Jones
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
Section 106 Funding – Magor GRIP 3 Report			Mike Moran
Future Museums			Cath Fallon
Yprentis / CMC ²			Cath Fallon
Individual Support Service – Proposed Implementation of Revised Contractual Arrangements			Shelley Welton
14TH DECEMBER 2016 – INDIVIDUAL MEMBER DECISION			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales)	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

Subject	Purpose	Consultees	Author
Regulations 1995			
Lodged Procurement Card Policy			Lisa Widdenham
16TH DECEMBER 2016 – SPECIAL 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
Revenue Budget Proposals			Joy Robson
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
Newport City Council Partnership with the SRS			Pete Davies
Section 106 Funding, 3G pitch and Caldicot Castle Play Area.			Mike Moran
4th JANUARY 2017 – INDIVIDUAL CABINET MEMBER DECISION			
Housing Renewals Team – Flexible Retirement	EXEMPT REPORT		John Parfitt
11TH JANUARY 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 3 held on 1st December 2016.		Dave Jarrett
Monmouth Leisure Centre Redesign and Swimming Pool Feasibility Study			Pete Davies
Childrens Services – Service Re-Design			Jane Rodgers

Subject	Purpose	Consultees	Author
Licensing Section Restructure			David Jones
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
			Andrew Mason
19TH JANUARY 2017 - COUNCIL			
5 year Welsh Language Strategy			Alan Burkitt
Council Tax Reduction Scheme 2017/18			Ruth Donovan
Community Governance Report			Will McLean
Future of MCC's HWRC, Transfer Station and Residual Waste Haulage Contract.	To agree the procurement strategy and affordability envelope to commence procurement and to award appropriate delegations for contract award.		Rachel Jowitt
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 Applications 2016/17 meeting 5 held on the 19 th January 2017.		Dave Jarrett

Subject	Purpose	Consultees	Author
Asset Management Strategy			Deb Hill Howells
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
Counselling service for young people & families			Josh Klein
Chippenham Mead play area, Monmouth	**PRESENTATION PRIOR TO ITEM – RACHEL JUPP – FRIENDS OF CHIPPENHEMA MEAD GROUP**		Mike Moran
The Knoll, Abergavenny Section 106 funding			Mike Moran
Update on youth work in Abergavenny and the surrounding areas.			Josh Klein
1ST FEBRUARY 2017 – INDIVIDUAL CABINET MEMBER DECISIONS			
Childcare Sufficiency Assessment 2017			Sue Hall
15TH FEBRUARY 2017 – SPECIAL CABINET			
Final Draft Budget Proposals for recommendation to Council			
Proposed sale of land at Crick Road to Melin Homes			Deb Hill Howells
1ST MARCH 2017 – CABINET			
2016/17 Education and Welsh Church Trust Funds	The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and		Dave Jarrett

Subject	Purpose	Consultees	Author
Investment and Fund Strategy	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		
Outcomes of the Recycling Review.	Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review.		Rachel Jowitt
ADM – Business Case			Tracey Thomas
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
Treasury Management Strategy 2017/18	To accept the annual Treasury Management Strategy		Joy Robson
16TH MARCH 2017 - COUNCIL			
20TH MARCH 2017 - COUNCIL			
Monmouth Pool			Pete Davies
ADM Business Case			Tracey Thomas
Population Needs Assessment			Matt Gatehouse
Well-being Assessment			Matt Gatehouse
Council Well-being objectives			Matt Gatehouse
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	The purpose of this report is to make		Dave Jarrett

Subject	Purpose	Consultees	Author
Working Group	recommendations to Cabinet on the Schedule of Applications 2016/17, meeting 7 held on the 30th March 2017.		
The introduction of a Council operated Social Lettings Agency within Monmouthshire			Steve Griffiths
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