

Public Document Pack



Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 24 January 2017

Dear Councillor

CABINET

You are requested to attend a **Cabinet** meeting to be held at **Council Chamber - Council Chamber** on **Wednesday, 1st February, 2017**, at **2.00 pm**.

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Consideration of reports from Select Committees (none)
4. To consider the following reports (Copies attached):
 - i. **Carers in Employment Policy** 1 - 18
Divisions/Wards affected: All

Purpose: The purpose of this report is to introduce a new Carers in Employment Policy. This policy is applicable for all employees including those who are based in schools.

Author: Sally Thomas – HR Manager

Contact Details: sallythomas@monmouthshire.gov.uk
 - ii. **Abergavenny Youth Centre Building** 19 - 30
Division/Wards Affected: All

Purpose: To transfer the building currently occupied by Youth Service within Enterprise Directorate to Estates.

Author: Josh Klein – Interim Youth Service Manager

Contact Details: joshklein@monmouthshire.gov.uk
 - iii. **Whole Authority Strategic Risk Assessment** 31 - 48
Division/Wards Affected: All

Purpose: To provide Cabinet with an overview of the current strategic risks facing the authority; to seek Cabinet approval of the whole authority

risk assessment.

Author: Matthew Gatehouse – Policy and Performance Manager

Contact Details: matthewgatehouse@monmouthshire.gov.uk

iv. **Chippenham Mead Play Area, Monmouth**

49 - 72

Division/Wards Affected: All Monmouth Wards

Purpose: To agree the location for the Chippenham Mead Play Area in Monmouth.

Author: Mike Moran, Community Infrastructure Coordinator

Contact Details: mikemoran@monmouthshire.gov.uk

v. **Revenue and Capital Monitoring 2016/17 - Period 3 Outturn forecast statement**

73 - 100

Division/Wards Affected: All

Purpose: 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 3 which represents month 9 financial information for the 2016/17 financial year

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

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

Author: Mark Howcroft – Assistant Head of Finance

Contact Details: markhowcroft@monmouthshire.gov.uk

vi.

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

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



Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

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SUBJECT: Carers in Employment Policy

MEETING: CABINET

DATE:

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

The purpose of this report is to introduce a new Carers in Employment Policy. This policy is applicable for all employees including those who are based in schools.

2. RECOMMENDATIONS:

That the new Carers in Employment Policy be accepted and circulated to all employees and commended to governing bodies for adoption as soon as possible.

3. KEY ISSUES:

“Carer means a person who provides or intends to provide care for an adult or a disabled child; a person is not a carer for the purposes of this Act if the person provides or intends to provide care under or by virtue of a contract or as voluntary work.” Social Services and Well-being (Wales) Act 2014.

The Council seeks to be open and fair in relation to carers in their employ and as part of this policy are providing tool kits for Manager/Head teachers and carers to assist in consistent application.

Carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid.

For employees who are carers and who need the support of Monmouthshire County Council, now or in the future, this policy includes advice and guidance and a supportive toolkit which is intended as an aid to identify ways the employee and the Manager/Head teacher can work together in order to help fulfil the roles of both carer and employee.

4. REASONS:

There are many people working within Monmouthshire County Council who outside their place of employment continue with their role as a carer. This policy is intended to help Managers/Head teachers

to support carers working within their team/school. Carers in employment need to be supported in the workplace and the intention of this policy is to assist in offering practical and workable solutions.

5. RESOURCE IMPLICATIONS:

None

6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

The Equality Impact Assessment is attached.

7. CONSULTEES:

All recognised trade unions.

Head-teachers

JAG

People Board

8. BACKGROUND PAPERS:

Social Services and Well-being (Wales) Act 2014

9. AUTHOR:

Sally Thomas HR

10. CONTACT DETAILS:

Tel: 07900 651564 E-mail: sallythomas@monmouthshire.gov.uk

CARERS IN EMPLOYMENT POLICY

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Policy Statement

“Monmouthshire County Council is committed to supporting carers in employment; helping them wherever possible to balance their caring responsibilities whilst fulfilling their employment commitments”

In its application, this policy seeks to ensure that there is no discrimination against employees either directly or indirectly on grounds prohibited by the Equality Act 2010 which covers age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation This policy is inclusive of partners of the opposite or same sex.

Policy Scope

This policy refers to carers.

“Carer means a person who provides or intends to provide care for an adult or a disabled child; a person is not a carer for the purposes of this Act if the person provides or intends to provide care under or by virtue of a contract or as voluntary work.” Social Services and Well-being (Wales) Act 2014.

The Council seeks to be open and fair in relation to carers in their employ and are providing tool kits for Manager/Head teachers and carers to assist in consistent application.

Carers should expect to be able to:-

- Approach their line Manager/Head teacher in confidence and without prejudice to discuss their caring role and how they can manage that in their employment
- Agree an approach/contingency relevant to their role that will cover the likelihood of emergencies (this will depend on the particular situation of the individual concerned and can include the use of special leave, unpaid leave, flexible working etc. as appropriate).

Manager/Head teacher – whilst Managers/Head teachers have a duty to ensure business continuity and that service standards are maintained, both Manager/Head teacher and employee will expect to have a balanced conversation on the expectations of both parties.

The application process

- A meeting between carer and their Manager/Head teacher needs to be arranged allowing sufficient time and a suitable location to be able to cover the matters to be raised.
- In the meeting, consideration needs to be given to the nature of the caring role as well as the employee’s roles and responsibilities.

- A range of policies already exist to assist in flexible working and these need to be considered e.g. agile working arrangements, utilisation of leave including special leave and unpaid leave ,reduction of hours, job share , even exploring the option of another job role.
- The suitability, availability and practicality of any of these needs to be assessed and considered and a follow up meeting may be necessary.
- The aim of the meeting is to assist the employee in being able to balance their caring role with performance in their job.
- It is helpful to have a record of what actions are then going to be taken and a review date.
- In relation to the caring role itself, carers should be encouraged to request a carer's assessment from the Local Authority in which they live (if they have not already done so).

Information for Carers

- The Council will ensure that this policy and other policies related to flexible working are available on The Hub.
- Information for working carers will also be available on the Council website and internal staff bulletins/staff notice boards. This information will be updated by Carers Support and Information Officers.
- The provision of information sessions by the Monmouthshire Carers Project for staff who are carers, supported by information on the role of all Managers and Head-teachers which is contained in this policy.
- At exit interviews the Manager/Head teacher will discuss whether the caring role has been an influential factor in the carer choosing to leave, in which case, there may be a need to revisit whether any adaptation of the working pattern could assist in the carer maintaining employment.

Monitoring

The policy will be monitored annually by the Monmouthshire Carers Project Team within Social Care & Housing to ensure that changes to legislation or internal policies are included and reflected in the policy.

Appendix 1

Toolkit for Managers/Head teachers – Identifying Carers and providing support

Why the need for a toolkit?

There are many people working within Monmouthshire County Council who outside their place of employment continue with their role as a carer. This toolkit is intended to help you as a Manager/Head teacher to support carers working within your team/school. Carers in employment need to be supported in the workplace and the intention of this document is to aid you in offering practical and workable solutions.

If someone within your team/school identifies themselves to you as a Carer the following statement will clarify whether they fall within that role. This will then aid you in making decisions as to how you can both work together practically in order to balance work life needs.

“Carer means a person who provides or intends to provide care for an adult or a disabled child; a person is not a carer for the purposes of this Act if the person provides or intends to provide care under or by virtue of a contract or as voluntary work.” Social Services and Well-being (Wales) Act 2014

If a member of staff has been identified as a carer, support can be offered to allow employees to continue in their role as both a carer and employee.

The following lists a number of options that are available.

Flexible Working

- Flexible starting and finishing times
- Compressed working hours
- Annualised working hours
- Job sharing or part-time working
- Agile working
- Term-time working
- Flexible holidays to fit in with alternative care arrangements

Each request will be considered on its own merits with the individual circumstances taken fully into consideration. However, it must be noted that the Manager / Head-teacher must fulfil the needs of the service and therefore it might not always be possible to agree to a new working pattern. In such circumstances, the reasoning why the request cannot be accepted should be clear to the applicant from the notice of the refusal, which must include the reason and an explanation. But there will be circumstances where the applicant may believe that their request

has not been properly considered and may want to appeal. This is all outlined in the Flexible Working Policy,

Special Leave Arrangements

- Emergency leave
 - a disruption or breakdown in care arrangements
 - if a dependant falls ill, has been assaulted or in an accident including when the victim is hurt or upset rather than physically injured
 - to deal with a child during school hours
 - to make longer term arrangements for a dependant who is ill or injured
 - to deal with the death of a dependant
- Compassionate leave
- Buying back leave
- Career breaks

Workplace Support

- Carer-aware managers/Head teachers at all levels
- In-house information and advice
- In-house support/networking groups
- Access to external counselling provider

Other measures

- Reasonable notice if overtime or working away from home is required.

When setting up a meeting ensure:

That you allocate a reasonable amount of time;

That the employee is aware the meeting is in confidence and will not prejudice them;

That the meeting is free from interruptions

Be mindful that many carers are dealing with highly emotional issues outside of the workplace, so they may find it difficult at times to communicate their expectations and outcomes from the meeting. They may wish to bring in a work colleague for support which should be encouraged.

In summary, carers are looking to their managers/Head teachers for the following:

Understanding - someone at work who understands the conflicting demands of their working and caring responsibilities, and can help manage them more flexibly.

Advice and information - Managers/Head teachers should be aware of provisions made for emergency leave and additional flexible leave arrangements. They should also be able to signpost employees to information. Additional information will be available through the Carers Support and Information Officers.

Flexibility - *often short term* but including

- time off for emergencies
- flexible working arrangements
- flexible leave arrangements

Appendix 2

Toolkit for Carers

Identifying carers and supporting the Caring role

Carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid.

If you believe you fall into the category of a carer, and you need the support of Monmouthshire County Council, now or in the future, this toolkit is intended as an aid to identify ways you and your Manager/Head teacher can work together in order to fulfil your roles of both carer and employee.

1. You need to arrange a meeting with your Manager/Head teacher, ensuring they have allocated a reasonable amount of time for this, and it is conducted in a confidential manner free from interruptions. You may want to bring a work colleague (or TU rep) with you who knows your situation and will help you state your case.
2. Before you arrange the meeting identify what it is you need from your Manager/Head teacher in order for you to fulfil your role as both an employee of Monmouthshire County Council and a carer.
3. State clearly (maybe in written format) in your meeting how your caring role has impacted on your job, and what you would like to work towards, with your Manager's/Head teachers co-operation, in order to reduce pressure within your current job.
4. Be willing to explore all possibilities with your Manager/Head teacher as to how you can come up with a workable solution, and do not be afraid to make suggestions.

You may find it helpful to complete the following information before approaching your Manager/Head teacher so that you can use it as a basis for your discussion.

1. Do you work full-time or part-time?
2. Who are you looking after _____
3. How long have you been a carer for? _____
4. Do you have help in your caring role? If yes where does your help come from?

5. Do you have arrangements in place to help you stay in work e.g. home care support, family support, neighbours etc.

6. Do you have arrangements in place to support the person that you care for if an emergency occurs?

7. Do you want to tell your manager anything else about your caring responsibilities in relation to home/working arrangements?

8. Ask for the leave options available to be explained to you. If you can have time off ask how your absence will be recorded: i.e. annual leave, compassionate leave, unpaid leave, additional paid leave.

-
-
-
9. Think about and also ask if there is anything that could be done in the work place that will help you to continue working and caring?

If you would like any additional information and advice, you can contact People Services HR on 01633 644400 or Carers Support Officers on 01600 730513.

Your Manager/Head-teacher and HR Adviser will treat any information disclosed to them in complete confidence.

Version Control

Title	Carers in Employment Policy (including school based employees)
Purpose	To specify the terms by which the Council provides support to carers in our employment
Owner	People Services/ Social Care & Health
Approved by	JAG (21 November 2016), Cabinet
Date	October 2016
Version Number	1
Status	APPROVED
Review Frequency	Annual
Next review date	2017-18
Consultation	People Services, Head-teachers, Trades Unions, JAG, People Board (15 November 2016), Cabinet



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Sally Thomas</p> <p>Phone no: 07900651564 E-mail: sallythomas@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To introduce a new Carers in Employment Policy</p>
<p>Name of Service</p> <p>People Services HR</p>	<p>Date Future Generations Evaluation form completed</p> <p>October 2016</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 3

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>n/a</p>	
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>N/a</p>	
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>n/a</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	n/a	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	n/a	
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	n/a	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	<i>This includes the protected characteristics of age, disability, gender reassignment, race, religion or beliefs, gender, sexual orientation, marriage or civil partnership</i>	

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>	n/a	

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>n/a</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>n/a</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>n/a</p>	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>n/a</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			
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language	<i>We will make this policy available in welsh should it be required</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 note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.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	<i>Safeguarding in this context applies to both children (not yet reached 18th birthday) and vulnerable adults (over 18 who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of himself or herself, or unable to protect himself or herself against significant harm or serious exploitation.)</i>	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	
Corporate Parenting	<i>This relates to those children who are 'looked after' by the local authority either through a voluntary arrangement with their parents or through a court order. The council has a corporate duty to consider looked after children especially and promote their welfare (in a way, as though those children were their own).</i>		

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5. What evidence and data has informed the development of your proposal?
6. The reason for development of this policy relates to the 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?

Development of this policy arises from the need to ensure we support those employees who have caring responsibilities.

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

What are you going to do	When are you going to do it?	Who is responsible	Progress
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8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

<p>The impacts of this proposal will be evaluated on: Review of this policy will be taken in line with our normal review processes – which will be dependent upon legislative changes, welsh government guidance, and best practice.</p>	
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SUBJECT: Abergavenny Youth Centre Building

MEETING: CABINET

DATE: 1ST FEBRUARY 2017

DIVISION/WARDS AFFECTED: All

1. PURPOSE:

- 1.1 To transfer the building currently occupied by Youth Service within Enterprise Directorate to Estates.

2. RECOMMENDATIONS:

- 2.1 Members agree to transfer the building from Enterprise Directorate to Estates with effect from 1st April 2017 or sooner if possible.

3. KEY ISSUES:

- 3.1 Young people's attendance at Abergavenny Youth & Community Centre has decreased over the past 18 months. The limited number of young people who currently access the provision are not using the facility to engage in Youth Work activity and is therefore not providing the most effective use of resources.
- 3.2 Abergavenny Youth & Community Centre has been closed since 19th October 2016 due to work being undertaken by Property Services. However during this time, staff have used this time effectively to undertake community mapping, resulting in trialling and piloting new initiatives in and around the Abergavenny area, settling on a new programme of work to commence 6th February 2017 (**see Appendix A.**)
- 3.3 The Youth & Community Centre costs the Youth Service £12,500 a year.
- 3.4 Future provision for the area will be developed through a new outreach project called The Dome. The provision will also use the adjoining Pen Y Pound field for youth work and play opportunities. Outreach work will continue at the skate park facility.

4. REASONS:

- 4.1 Attendance in centres has decreased over time. Young people have evolved and their social needs have too with technology creating other ways for young people to communicate. This has meant that the service has had to adapt to respond to the needs of young people who no longer want a central meeting place, but a range of services delivered to where they are at e.g. in school environment, closer to their community, somewhere neutral.
- 4.2 Staff feedback has been that young people accessing the centre are not interested in engaging in youth work activity and feel that they can be better using their skills with the proposed outreach provision.

5. RESOURCE IMPLICATIONS:

There will be a saving of £12,500 to the Youth Service Budget.

6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING)

See Appendix B

7. CONSULTEES:

Senior Leadership Team
Cabinet

8. BACKGROUND PAPERS:

- **Appendix A** – Plan for Abergavenny Area Work from February 6th 2017
- **Appendix B** – Future Generations Evaluation Form

9. AUTHOR:

Josh Klein – Interim Youth Service Manager

10. CONTACT DETAILS:

Tel: 07766094894
E-mail: joshklein@monmouthshire.gov.uk

NEW YOUTH CLUBS IN ABERGAVENNY

COMMENCING 6TH FEBRUARY—1st Session FREE!

All staff are qualified & DBS checked.

What's on offer?

ARTS & CRAFTS **COOKING** **SUPPORT & ADVICE**
TUCK SHOP **VOLUNTEERING OPPORTUNITIES** **SPORTS**
SEASONAL ACTIVITIES **TRIPS** **and a lot more!**

LLANTILIO PERTHOLEY

Community Hall
age 12+
Mondays* 50p

3pm - 4.30pm
9 to 11 years

4.30pm - 6pm
11+ years

GILWERN

Outdoor Education
Centre
(Inclusive Group—
booking only)

Wednesdays

4pm - 6pm
11+ years

GILWERN

Community Centre

Thursdays 50p

3.30pm - 4.45pm
9 to 11 years

4.45pm - 6pm
11+ years

LLANFOIST

Village Hall

Fridays* 50p

3pm - 4.30pm
9 to 11 years

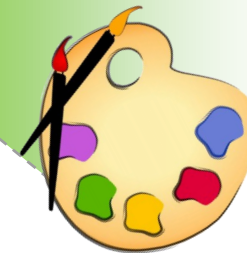
4.30pm - 6pm
11+ years

5x60 Sessions

Abergavenny Leisure
Centre - Main Hall

Mondays* &
Fridays*

1.20pm - 2.10pm
Lunch time
KS3+



For more information please contact katiejones@monmouthshire.gov.uk or 07827880055



Add us on Facebook @MONYOUTH

*Excluding bank holidays.

Run by:

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Future Generations Evaluation

(includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation Josh Klein</p> <p>Phone no: 07766094894 E-mail: joshklein@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To transfer the building currently occupied by Youth Service within Enterprise Directorate to Estates.</p>
<p>Name of Service</p> <p>Youth Service</p>	<p>Date Future Generations Evaluation form completed</p> <p>10/01/2017</p>

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





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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The Youth Service will be able to engage with a wider variety of young people in line with our purpose, “to enable young people to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence</p>	<p>N/A</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	and place in society and to reach their full potential.”	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	No obvious impact	N/A
A healthier Wales People’s physical and mental wellbeing is maximized and health impacts are understood	Young people will be able to access support in order to develop physical and emotional competence.	N/A
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Youth Workers will be able to better connect with their communities and offer youth work support and opportunities.	N/A
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	No obvious impact	N/A
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	No obvious impact	N/A
A more equal Wales People can fulfil their potential no matter what their background or circumstances	In line with the Equality Act 2010 young people of any characteristic (including the 9 protected characteristics defined by the Act) can access our service, wherever we operate.	N/A

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 proposal will better enable Youth Workers to embed themselves in their communities and be visible. In order for young people to be able to access the service, Youth Work staff are better placed within communities rather than confined to a building. The cost saving will also be beneficial.</p>	<p>N/A</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The Youth Service will be delivering opportunities for young people in partnership with organisations such as leisure and other members of Monmouthshire's Integrated Youth Offer group.</p>	<p>N/A</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Youth Work staff, young people, parents and other community members, and PCSOs/Police have been consulted and unanimously support the proposal.</p>	<p>N/A</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The Youth Work staff are flexible enough to respond to need, and if concerns are raised about a particular group of young people or area, Youth Workers can undertake targeted outreach work.</p>	<p>N/A</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposal fits in with the Youth Service’s mission statement, “enable young people to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential.”.</p>	<p>N/A</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	All young people between the ages of 11-25 will be able to access the Youth Service.	N/A	N/A
Disability	All young people will be able to access the Youth Service, regardless of ability, disability or learning needs.	N/A	N/A
Gender reassignment	All young people will be able to access the Youth Service, regardless of gender or sexuality.	N/A	N/A

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Marriage or civil partnership	No obvious impact.	N/A	N/A
Pregnancy or maternity	Pregnant young people will be able to access the Youth Service.	N/A	N/A
Race	All young people will be able to access the Youth Service, regardless race.	N/A	N/A
Religion or Belief	All young people will be able to access the Youth Service, regardless of religion or belief.	N/A	N/A
Sex	All young people will be able to access the Youth Service, regardless of sex or sexual orientation.	N/A	N/A
Sexual Orientation	All young people will be able to access the Youth Service, regardless of sex or sexual orientation.	N/A	N/A
Welsh Language	There are opportunities to work with The Urdd to develop opportunities for Welsh-speaking young people. As the service won't be contained to a building, considering signage won't be necessary and the production of publicity material is handled centrally through MCC.	N/A	N/A

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

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Young people and families will have access to appropriate support with clear referral channels and safeguarding mechanisms within the service if not. Staff are all appropriately trained with clear procedures in place and a nominated Lead for Safeguarding.	N/A	N/A
Corporate Parenting	All young people will be able to access the Youth Service, regardless of whether they are LAC or not.	N/A	N/A

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

- Feedback from young people told us that relationships with Youth Workers were more important than buildings.
- Abergavenny Youth & Community Centre costs the Youth Service £12,500 a year, and is the only youth centre building the Youth Service pays for.
- Attendance at the youth centre has been generally low.
- Feedback from PCSOs, parents and members of the public is that young people aren't using the centre because of the reputation of the skate park. Parents told us that they would not allow their younger children to be around the area.
- Staff were consulted and the decision was unanimously agreed in the Youth Service full-team meeting on 9th September 2016 to hand notice in on Abergavenny Youth & Community Centre.
- While Abergavenny Youth & Community Centre has been closed due to building work, Youth Workers have undertaken several successful; alternative projects which has informed a new programme of work.

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?

- Positives include the opportunity to deliver Youth Work in the area differently and more effectively, working with more young people, where they are, making a difference and getting better outcomes in line with the Youth Service's mission statement.
- No obvious negatives.

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
N/A	N/A	N/A	N/A
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.

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The impacts of this proposal will be evaluated on:	1 st September 2017
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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	Approval by senior leadership.	10/01/2017	

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SUBJECT:	Whole Authority Strategic Risk Assessment
MEETING:	Cabinet
DATE:	1st February 2017
DIVISIONS/WARDS AFFECTED:	All

1 PURPOSE

- 1.1 To provide Cabinet with an overview of the current strategic risks facing the authority.
- 1.2 To seek Cabinet approval of the whole authority risk assessment.

2 RECOMMENDATIONS

- 2.1 That Cabinet members approve the risk assessment shown at appendix 1 as a realistic and evidenced appraisal of the strategic risks facing the authority over the next three years.

3. KEY ISSUES

- 3.1 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.
- 3.2 The risk assessment has been prepared by drawing on a wide range of evidence including service plans, performance measures, regulatory reports, progress on the previous risk assessment and the views of select committees.
- 3.3 It has also been prepared in line with council's risk management policy, including changes that were approved by Cabinet in March 2015.
- 3.4 The risk assessment 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 which are available for members to view on the council's intranet The Hub. 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.

3.5 Existing risks and risk levels have been reviewed and updated based on the latest information and evidence available, for example the latest financial position of the Council and recent regulatory reports. While three new risks have been identified for inclusion on the risk register these are:

- Potential Risk that: Political, legislative and financial uncertainty for council services and local businesses as a result of Britain leaving the European Union.
- Potential risk of: A data breach arising due to external parties gaining access to the network. This could result in critical and sensitive data being lost, compromising the delivery or availability of Council services and the interaction with external agencies and partners.
- Potential risk that: some businesses in the County are unable to continue trading as a result of increases in business rates due to draft business rate revaluations.

3.6 Select Committees and Audit Committee have already considered and helped shape the content of the risk assessment at meetings between December 2016 and January 2017.

3.7 The risk assessment is a living document and will be updated over the course of the year as new information comes to light. An up-to-date risk log will be accessible to members on The Hub. This will ensure, as well as the ongoing specific scrutiny of the risk assessment annually, that cabinet and select committees are able to re-visit the information at any point in the year to inform their work planning as appropriate.

3.8 Once approved, the risk assessment will continue to be subject to continuous review as part of the authority's performance management framework.

4. REASONS

4.1 To ensure that:

strategic risks are identified and assessed robustly by the authority and that risk controls are put in place that are appropriate and proportionate and supported by effective operational activity to ensure risk reduction / risk management.

4.2 An articulate and documented strategic risk management approach is implemented to support the council in:

- protecting the council's assets, resources and staff
- improving business planning and performance and informing calculated risks
- avoiding unnecessary liabilities and costs

- avoiding poor reputation and loss of confidence in the council

5. RESOURCE IMPLICATIONS

- 5.1 Resource implications are associated with some risks and in implementing actions to manage them. There are no additional resource implications as a result of implementing the strategic risk management process.

6. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING)

- 6.1 The purpose of the whole authority strategic risk assessment is to identify and assess risks robustly and ensure risk controls are put in place that are appropriate and proportionate. Any specific mitigating actions that have policy implications would need to be subject to a separate decision and a full impact assessment completed at that time. The report specifically references risks around safeguarding and how they are being mitigated.

7. CONSULTEES:

Senior Leadership Team
Select Committees
Audit Committee

Views have been sought throughout the process and have been used to inform the development of the paper before Cabinet today.

8. BACKGROUND PAPERS:

Monmouthshire's Risk Management Policy and Guidance

9. AUTHOR:

Matthew Gatehouse, Policy and Performance Manager

10. CONTACT DETAILS:

E-mail: Matthewgatehouse@monmouthshire.gov.uk
Telephone: 01633 644397

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
1	Potential Risk that: The authority is unable to deliver its political priorities in the future because it does not yet have clarity on its future business model or longer term financial plan.	<p>Work is continuing on the need to address the longer term issue of a reducing resource base as part of the MTFP, there remains a shortfall. At present the outputs from Future Monmouthshire are contributing to 17-18 while the longer-term benefits cannot yet be costed. This means the authority does not have a longer term financial plan and its current business model could become unsustainable in the long term.</p> <p>The council’s partnership administration continuance agreement sets clear priorities and performance expectations in line with these resource priorities, this only extends to 2017.</p> <p>The introduction of the Well-being of Future Generations Act requires us to plan on a decadal and generational basis and our current models do not extend to this timeframe.</p> <p>Continued uncertainty on the future direction of local government make it difficult to plan for the long term.</p> <p>Lack of understanding of the future model of the organisation means it is difficult to develop consistent workforce planning, preparing a workforce</p>	2016 /17	Unlikely	Major	Low	<p>Approval has been given for the Future Monmouthshire work which will inform the development of a new business model for the council. The budget setting process for 2017/18 has been informed by this work, the process is developing proposals to balance the budget in 17-18 while in the longer term align resources to the future business model once developed.</p> <p>Future Monmouthshire has set a number of guiding principles that has informed the budget setting process to help ensure that any work and decisions that need to be made in the short term can be consistent with ongoing work to establish the medium and long term picture.</p>	<p>To develop and specify the business model for the authority in the long term through the Future Monmouthshire programme.</p> <p>Following the development of the business model ensure the Council’s key delivery strategies Improvement Plan, MTFP, People Strategy, Asset Management Plan and iCounty Strategy all align to this model.</p>	2016 /17	Unlikely	Major	Low	Paul Matthews	Peter Fox	All
			2017 /18	Possible	Major	Medium			2017 /18	Unlikely	Major	Low			
			2018 /19	Possible	Major	Medium			2018 /19	Unlikely	Major	Low			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		plan for the authority is a proposal for improvement from Wales Audit Office Annual Improvement report 2015.													
2	Potential Risk that: Some services may become financially unsustainable in the short to medium term as a result of reducing budgets and increasing demand	<p>- The effect of the roll forward of the MTFP model, revised assumptions and pressures, a revised gap of £10.5 million over the period of the plan from 2017/18 – 2020/21 at October 2016 (This is a working target until more information becomes available)</p> <p>- This is after a significant period of financial challenges. Over the last four years the council has had to manage a reduction in service budgets of £18.1 million resulting in achieving further savings becoming increasingly more challenging.</p> <p>-The council’s reserves have fallen by £7.5 million over the past 4 years and there is less opportunity to replenish reserve balances as budgets get tighter,</p> <p>- At the same time pressures on the budget have been increasing in terms of demographic growth, demand, contract price inflation and redundancy costs.</p> <p>- A range of services have identified demand for services is increasing including planning, housing and public protection.</p> <p>- A range of services have identified the risk of not complying with legislative changes for example Welsh Language Standards.</p> <p>- An ageing population and complexity of demand in</p>	2016 /17	Unlikely	Major	Low	<p>In January 2016 Council approved the budget for 2016/17. This included new mandates developed for 2016/17 and mandates that were already in the MTFP.</p> <p>Overall Net Council Fund at month 6 is reporting a £839,000 deficit, this is an improved position against the month 2 position. The deficit at month 6 is also an improvement on the equivalent position last year. This is significantly affected by council tax receipts and treasury improvements. The net cost of services is reporting a 1.36% (£1,966,000) overspend. Social Care & Health is reporting an overspend at month 6 (£1,070,000 million). In social care & health there are recovery plans in place across adults and children’s services, opportunities to seek other funding and use external funding streams where possible are being explored and existing budgets are being reviewed to see how they can be prioritised.</p> <p>Directorates are continuing to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from month 6 onwards.</p>	<p>- Ensure that services deliver within the budgets and deliver savings targets - Monitor progress against existing mandates that are part of the MTFP and report progress to Cabinet and Select Committee quarterly.</p> <p>- All services to model savings for 2017-18 based on an updated process aligned to Future Monmouthshire</p> <p>- Ensure that the detailed business cases that will deliver the budget proposals are fully costed, stress-tested and managed</p> <p>- Consider how best to use capacity fund and any external funding sources to supplement the change programme required</p> <p>- Review contractual arrangements to balance stability, value for money & risk</p> <p>- Implement a three year service and financial plan in children’s services to ensure the service is able to deliver a balanced budget and continue to develop workforce practice.</p> <p>- Continued identification of pressures, including an assessment of any ongoing pressures in the current year’s budget. These will be rigorously reviewed and challenged.</p> <p>- Continue to Implement the income generation strategy. Use the ideas listed in the appendix</p>	2016 /17	Unlikely	Major	Low	Joy Robson	Phil Murphy	All
			2017 /18	Possible	Major	Medium			2017 /18	Unlikely	Major	Low			
			2018 /19	Possible	Major	Medium			2018 /19	Unlikely	Major	Low			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee	
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level				
		children's services will place increased pressure on services. - An increasing number of services have stretching income targets as part of their budgets with limited skills and experience of income generation in some areas - Other programmes can impact on planned savings targets for example the loss of income from the swimming pool in Monmouth as a result of school rebuild.					The budget process for 2017/18 has been revised and reconfigured, a one year approach has been taken within the context of the MTFP, with the expectation that a more medium term approach can be adopted next year once the Future Monmouthshire work is further progressed. An income generation strategy has been agreed by Cabinet Income generation is a key principle of the Future Monmouthshire work programme for services to consider as part of the 2017/18 budget setting process.	to the income generation strategy to explore if there is any scope to increase income for the future years in the MTFP.								
3a	Potential Risk that: The authority is unable to deliver its new schools capital programme due to capital receipts not generating the required income	- Reduction in capital budget - There are forecast delays in capital receipts to future years. - Risk associated with relying on the need to utilise capital receipts in the same year that they come into the Council and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.	2016/17	Possible	Major	Medium	The Asset Management Plan was agreed by Cabinet in November 2014 providing a clear strategy and plan for the management of the council's property and land assets. A review of the plan will shortly commence.	-Review the Asset Management plan to ensure it continues to effectively manage property assets that the Council owns or occupies aligned to key corporate priorities and service needs	2016/17	Possible	Major	Medium	Joy Robson	Phil Murphy	Economy and Development	
3b	Pressure on capital budget from 21 st Century schools programme will impact on other areas requiring capital investment.	- Ambitious 21 st Century Schools programme, including the need to fund an additional £11.9million (Council report 20 th October 16) and need to provide Welsh medium education - The core programme has been constrained in order to enable	2017/18	Possible	Major	Medium	Continued quarterly monitoring of capital budget, financing and receipts. A major capital receipt has been received in 2016/17 and most forecast receipts for the year are likely to be received by the end of the 2016/17.	-Ensure resource is available to maintain sale of assets - Complete and gain approval for the acquisition of investment properties strategy. - Development of the strategic use of Community Infrastructure Levy when available.	2017/18	Possible	Major	Medium			Strong Communities	
			2018/19	Likely	Major	High	Welsh government have agreed to fund 50% of the additional investment needed for 21 st Century Schools (£5.95 million)	- Further refinement of priority assessments in the property and infrastructure budgets to ensure all pressures have been considered and ranked.	2018/19	Possible	Major	Medium				

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		<p>the new schools programme to be funded.</p> <ul style="list-style-type: none"> - A number of significant pressures are documented that are not currently funded. - Highways and property surveys highlight significant capital demand which is presently unfunded. - In the event of emergency pressures resources will have to be diverted due to lack of capacity in the capital budget - Work is continuing on developing the CCR city deal which will require significant capital investment. 					<p>A proposed strategy for the acquisition of investment properties has been created and scrutinised by Economy and Development Select Committee the plan is being reviewed based on the feedback and principles of Future Monmouthshire</p>	<p>- Develop and review assumptions as part of the next capital MTFP taking into account any slippage and the requirement to increase the capital budget for the Future Schools programme (Council report – 20th October 2016).</p>							
4	<p>Potential that the Council does not make sufficient progress in areas of weakness identified by regulators leading to underperformance</p>	<ul style="list-style-type: none"> - Following a positive performance trajectory up until 2014-15 we saw performance plateau with declines in some services in 2015-16. - Gap in attainment between ‘all pupils’ and those eligible for Free School Meals has narrowed in key stages 2 &3 for most indicators but remains a concern in Foundation phase and key stage 4. - The Wales Audit Office Annual Improvement Report (AIR) published in August 2016 concludes “Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the council will comply with the requirements of the measure during 2016-17 provided it continues to maintain the current pace of improvement.” 	2016 /17	Unlikely	Substantial	Low	<p>Following the Monitoring visit in November 2015, Estyn has judged that Monmouthshire County Council’s education services for children and young people has made strong progress in addressing two of the six recommendations arising from the inspection of November 2012, and satisfactory progress in addressing the other four and concluded that the authority is no longer in need of special measures</p> <p>The Council has created action plans to set out responses to address relevant proposals in the reports that have been published by WAO, as part of the Council’s established proposal monitoring arrangement. The most recent update on progress is being completed for audit committee in December 2016, with many</p>	<ul style="list-style-type: none"> - Manage our actions in response to Estyn, CSSIW and WAO via existing mechanisms. -Ensure a continued focus on the issues referenced in the Estyn monitoring visit letter in January 2016 - Ensure the commissioned arrangements with the EAS address the authority’s concerns in challenging and supporting schools - Report Proposals for improvement and overview of performance arrangements to audit committee. 	2016 /17	unlikely	Substantial	Low	Will McLean	Peter Fox	CYP
			2017 /18	Possible	Substantial	Medium			2017 /18	Unlikely	Substantial	Low		Geoff Burrows	Audit committee
			2018 /19	Possible	Substantial	Medium			2018 /19	Unlikely	Substantial	Low		Liz Hackett-Pain	

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		- WAO follow-up inspections on Governance, Performance Management and IT published in 2016 did not produce any statutory recommendations but have produced a number of proposals for improvement.					proposals requiring further work to address them								
5a	Potential for significant harm to vulnerable children or adults due to factors outside our control.	- The likelihood of this occurring in a given year is low. However the significant harm that can occur due to factors that are outside our control mean that this will always be a risk. - Volunteering is increasingly part of meeting community needs and it is important to have consistency across the LA in the use of volunteers particularly in respect of HR practices and training.	2016 /17	Possible	Major	Medium	We have strengthened our safeguarding arrangements in both Adults and Children's Services. The Head of Children's Services has now been given clear responsibility for safeguarding and this has been incorporated into her title from July 2016. Similarly safeguarding has been added to the role title of the Cabinet member. We have raised awareness of safeguarding across the authority and its partners. We have Implemented a quality assurance framework (SAFE - Self-Assessment Framework for Evaluation) A number of the authority's most senior officers have been placed on the Safeguarding Group. An appraisal of current issues and key challenges within Children's Services has been completed and Children's services improvement programme implemented which addresses these challenges.	- Continually monitor and evaluate process and practice and review accountability for safeguarding - Deliver actions set in service plans for POVA and Safeguarding - Ensure that robust systems are in place within the authority to respond to any concerns arising from allegations or organised abuse - Implement second phase of the SAFE process - Drive the strategic agenda and the associated programme of activities for safeguarding through the Corporate Coordinating Group including undertaking a second review of safeguarding policy and continuing to promote and review safe recruitment practices. - Ensure safeguarding is reflected in all council service improvement plans and in roles / responsibilities as appropriate. - Continue to implement the Children's services improvement programme and related Workforce and Practice Development Action Plan and Commissioning strategy for Children, Young People and their Families	2016 /17	Possible	Major	Medium	Jane Rodgers / Julie Boothroyd	Liz Hackett Pain Geoff Burrows	CYP Adults
5b	Potential for significant harm to vulnerable children or adults due to failure of services and/or partners to act accountably for safeguarding														

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
6	Potential Risk that: Failure to meet the needs of individual learners may result in them not achieving their full potential.	<p>- Gap in attainment between ‘all pupils’ and those eligible for Free School Meals has narrowed in key stages 2 &3 for most indicators but remains a concern in Foundation phase and key stage 4.</p> <p>- Variation in standards across schools, with many schools judged by Estyn to be adequate and remaining in amber and red support categories for more than a year.</p> <p>- Poor leadership, management, capacity and performance in some schools</p> <p>- Unsustainable provision to meet the demand for Welsh Medium education provision</p> <p>- Not achieving the number of A* and A grades amongst the cohort of more able and talented pupils</p> <p>Estyn identified:</p> <p>- Evaluation of progress and actions to be taken by the school and EAS are generally not clear enough to record school progress</p> <p>- Notes of monthly meetings do not provide enough detail about the quality of support and challenge in individual schools or identify specific actions for follow up to identify the key areas of strength and priorities for improvement in each school.</p>	2016 /17	Possible	Major	Medium	<p>Following the Monitoring visit in November 2015, Estyn has judged that Monmouthshire County Council’s education services for children and young people has made strong progress in addressing two of the six recommendations arising from the inspection of November 2012, and satisfactory progress in addressing the other four and concluded that the authority is no longer in need of special measures</p> <p>A draft Welsh in Education Strategic Plan has been developed for consultation setting out the council’s vision and action plan for developing Welsh in Education within the County.</p> <p>The review of Additional Learning Needs strategy and policy continues.</p> <p>We have defined our working relationship with the EAS to ensure:</p> <ul style="list-style-type: none"> • That the gap in performance between pupils receiving free school meals and those not receiving free school meals is narrowed • Greater scrutiny of the Pupil Deprivation Grant (PDG) expenditure to tackle the impact of poverty on pupil learning and performance • Better targeted intervention in schools based on a better 	<p>-Ensure a continued focus on the issues referenced in the Estyn monitoring visit letter in January 2016</p> <p>-Improve the quality of self-evaluation in the CYP directorate.</p> <p>- Focus on the attainment at the expected level plus one in our primary settings</p> <p>- Work closely with our secondary schools to ensure they are prepared for the new examination requirements</p> <p>- Ensure that the Additional Learning Needs review delivers sustainable, adequate and appropriate support to pupils with Additional Learning Needs</p> <p>- Ensure the commissioned arrangements with the EAS address the authority’s concerns in challenging and supporting schools</p> <p>- Deliver the Welsh Education Strategic Plan in collaboration with neighbouring authorities</p>	2016 /17	Unlikely	Major	Low	Will Mclean	Liz Hackett Pain	CYP
			2017 /18	Possible	Major	Medium			2017 /18	Unlikely	Major	Low			
			2018 /19	Possible	Major	Medium			2018 /19	Unlikely	Major	Low			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
							<p>understanding of individual pupils potential.</p> <ul style="list-style-type: none"> Improving categorisation of schools in line with the national model resulting in more appropriate challenge and support to schools to drive up standards in leadership and performance 								
7a	<p>Revised risk: Potential Risk that: Schools do not have the necessary ICT infrastructure meaning they are unable to maximise their offer to learner’s needs.</p>	<p>Schools and the EAS depend on reliable equipment and support from the SRS to implement systems for pupil tracking and to meet curriculum needs.</p> <p>Some schools do not have the ICT infrastructure to support these systems fully.</p>	<p>2016 /17</p> <p>2017 /18</p> <p>2018 /19</p>	<p>Possible</p> <p>Possible</p> <p>Possible</p>	<p>Substantial</p> <p>Substantial</p> <p>Substantial</p>	<p>Medium</p> <p>Medium</p> <p>Medium</p>	<p>A comprehensive Service Level Agreement with the SRS and schools commenced in April 2016.</p> <p>The council has approved a business case for £885,000 of investment in schools ICT infrastructure.</p> <p>The first phase of the investment programme is due for completion by March 2017, behind the original schedule due to further cabinet and council approval required to proceed with the investment as not all schools had signed up to the SLA.</p> <p>Phase 2 of the investment programme, migration of schools data and information storage, has already commenced with several schools already migrated to the SRS. Schools with the oldest servers have been prioritised.</p>	<p>Finish the implementation phase 1 of the ICT in schools improvements, upgrading equipment and infrastructure as well as implementing SIMS in the classroom.</p> <p>Complete Phase 2 of the investment - the migration of school based server infrastructure up to the SRS over an 18 month period.</p>	<p>2016 /17</p> <p>2017 /18</p> <p>2018 /19</p>	<p>Possible</p> <p>Possible</p> <p>Unlikely</p>	<p>Substantial</p> <p>Substantial</p> <p>Substantial</p>	<p>Medium</p> <p>Medium</p> <p>Low</p>	<p>Peter Davies</p>	<p>Bob Greenland</p> <p>Liz Hackett</p> <p>Pain</p>	<p>Economy and Development</p>

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
7b	Potential Risk that: Insufficient ICT infrastructure and skills in the county have the potential to lead to social and economic disadvantages	<p>-It is likely that 4-6% of our most rural areas will not be impacted by the roll out of Superfast broadband</p> <p>A significant skills issue exists in the County. 19% of households don't have internet access and 20% (approximately 14,363) adults in Monmouthshire don't use the internetⁱ.</p> <p>Monmouthshire residents have high demand for broadband services, Ofcom figures indicating a 74% adoption rate.</p> <p>Other drivers include the council needs to prepare for increased digital public service delivery, the implementation of the Online Universal Credit system, children's learning opportunities and the provision of digital health care.</p>	2016 /17	Likely	Substantial	Medium	<p>A collaboration with the UK Government and AB Internet to enable next generation superfast wireless broadband services to the remaining 4-6% of the County's broadband' not spots' has been undertaken but legacy issues still remain. The project was originally targeted at 1696 properties but three sites had to be de-scoped due to project time constraints reducing the total intervention figure to 1060 premises.</p> <p>Following approval of the broadband in Monmouthshire report: - promotional activity to support the Super-connected Cities voucher Scheme has been undertaken, this closed in October 2015 - Local promotion and maximisation of the WG ICT exploitation programme - Promotion of the Access Broadband Cymru scheme for areas outside the superfast Cymru roll out.</p> <p>A Digital Monmouthshire web portal has been developed which is hosted as part of the www.monmouthshire.biz offer.</p> <p>At least 36,400 premises are now able to access Superfast Broadband connections and there is an increased uptake with Monmouthshire's figures now standing at 19.8%.</p>	<p>-Deliver the I County digital road map which has three main areas of focus: 1) internal systems, processes, data and infrastructure 2) community, economic, business and education dimensions 3) opportunities for commercialisation</p> <p>Continue to collaborate with the Superfast Business Wales team to support their ICT Exploitation programme.</p> <p>Enable the rollout and exploitation of high speed broadband across the County for both businesses and communities.</p> <p>Trail the roll out of the TV white space broadband pilot which will enable isolated rural communities to enjoy the same digital connectivity as in urban areas and, if successful, will be replicable in other rural areas.</p> <p>Approval of an application for an RDP ICT county wide skills programme.</p>	2016 /17	Likely	Substantial	Medium	Cath Fallon	Bob Greenland	Economy and Development
			2017 /18	Likely	Substantial	Medium			2017 /18	Likely	Substantial	Medium			
			2018 /19	Likely	Substantial	Medium			2018 /19	Possible	Substantial	Medium			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
8	Potential Risk that: Reductions in our workforce due to budgetary pressures will impact on our capacity to deliver transformational change and improve performance.	<p>- Our people are central to the success of our council and county. Organisational culture impacts on our ability to address future challenges and make sustained improvements in areas that require it.</p> <p>- Continued economic constraint and local government reform can impact on staff morale and service objectives.</p> <p>-The number of employees has reduced in recent years.</p> <p>- Sickness increased to an average of 11.6 days per FTE employee in the year to March 2016. 21% of sickness was due to psychological reasons</p> <p>- WAO Annual improvement report in 2015 proposed improvements to the people and organisational strategy in order to make best use of its people resources. A follow up report on HR arrangements is due to be published in winter 2016.</p> <p>- A range of services have identified risks to their capacity for service delivery.</p>	2016/17	Possible	Substantial	Medium	<p>A people and organisational strategy progress report summarising the outcomes achieved in 2015/16 has been completed, progress includes;</p> <p>- providing flexible training opportunities that are aligned to training needs identified across the organisation;</p> <p>- Responding with action and outcomes to feedback from the staff conference and staff survey;</p> <p>- Developing ways of communicating with our workforce and understanding their concerns and issues (e.g. MonMinds staff peer group), as well as providing leadership insights and talks;</p> <p>- Revising the staff appraisal process, check in check out, and rolling out.</p> <p>- Evidence has been collated and reviewed and a revised offer has been created to meet the needs of those people both on and off our payroll, a delivery plan for the final year of the people and organisational strategy (2016-17) has been established</p> <p>- The draft reviewed attendance and wellbeing policy will be presented to People board commencing the consultation with managers and staff.</p>	<p>- To implement the people and organisational strategy (2016-17) delivery plan including the next steps in delivering a coherent and cohesive People Services offer to the organisation</p> <p>- Continue to engage with staff on the People and Organisational Development Strategy to ensure the strategy continues to focus on addressing identified needs</p> <p>- Complete the review of processes around the management of attendance, ensuring we are delivering cost effective solutions to attendance problems</p> <p>- Continue to implement and develop process to provide managers and management teams with information on the workforce.</p>	2016/17	Possible	Substantial	Medium	Tracey Harry	Phil Murphy	Strong Communities
			2017/18	Possible	Substantial	Medium			2017/18	Possible	Substantial	Medium			
			2018/19	Possible	Substantial	Medium			2018/19	Unlikely	Substantial	Low			
9a	Potential Risk that: Not having appropriate governance mechanisms does not make it easy for communities to work with us when we are co-delivering and co-	<p>Concerns on overlapping and complicated community governance structures have led to some dissatisfaction amongst community stakeholders.</p> <p>There is a recognised disconnect between the process and</p>	2016/17	Possible	Substantial	Medium	<p>A community governance review has been completed. A cross party Member working group was established and met to discuss the proposal. The proposals have been presented to all area committees and the strategic</p>	<p>Present the Community Governance proposals to full Council for decision (scheduled December 2016)</p> <p>Subject to decision, implement the agreed community</p>	2016/17	Possible	Substantial	Medium	Will McLean	Phil Hobson	Strong Communities
			2017/18	Possible	Substantial	Medium			2017/18	Possible	Substantial	Medium			
			2018/19	Possible	Substantial	Medium			2018/19	Unlikely	Substantial	Low			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
Page 43	developing services which will impact on our shared ability to deliver sustainable and resilient communities.	delivery frameworks set up to support community governance.					transport group. The review is due to go to Council in December. Five new cluster town and community councils have been set up and allocated an SLT lead. The governance review will need to consider this. A volunteer coordinator was appointed and is leading the council's <i>A County That Serves</i> volunteering programme that aims to support and enable volunteers.	governance proposal from April 2017. Continue to implement the " <i>A County That Serves</i> volunteering programme" Continue to implement the volunteer tool kit to clarify information, procedures and processes on volunteering .							
	9b	Potential Risk that: Not having appropriate governance mechanisms when establishing new collaborative or alternative delivery models that are often complex could impact on our shared ability to deliver objectives.	The Council works collaboratively to deliver a variety of services and is increasingly considering alternative delivery models to sustain services for example for Leisure, Tourism, Culture and Youth Services. These models are often complex and have many risks and challenges. A 2016 Governance study by Wales Audit Office concluded that 'the Council has made progress in improving its governance arrangements although more work is needed to strengthen the transparency of decision making and recording' A 2016 IT study by Wales Audit Office made a proposal for improvement that the council needs to 'Negotiate and agree commercial grade Service Level Agreements with SRS in advance	2016 /17	Possible	Substantial	Medium	An independent option appraisal for Leisure, Tourism, Culture and Youth Services has been completed, cabinet approved the next stage of the project to develop a full Business Case and to continue the staff, community and service user consultation process. WAO Proposals for improvement on the Council's existing governance arrangements continue to be addressed. An action plan has been established to address the Wales Audit Office proposals from the IT study.	Complete and present the full business case on Leisure, Tourism, Culture and Youth Services for further consideration by Members. Continue to implement actions to address the proposals for improvement identified by Wales Audit Office Complete the development of a commercial grade Service Level Agreement with SRS, which will need agreement with all partners.	2016 /17	Possible	Substantial	Medium	Will McLean / Peter Davies	Peter Fox Bob Greenland

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		of new organisations joining the partnership to support sound governance, and to enable the Council to measure service delivery, and assure itself that its IT needs continue to be met.'													
10	Potential Risk that: The current configuration of the recycling service becomes unviable because of legislation requirements and financial constraints.	Monmouthshire does not currently collect recycling in line with the preferred Welsh Government method. Long term uncertainty over Welsh Government funding and future costs of the service. The Welsh Government grant was cut by 6.4% and is due to be cut by a further 7% in 2017/18.	2016/17	Unlikely	Moderate	Low	A pressure mandate was accepted by Council to fund £1.2million pressures in the MTFP over 2016/17 and 2017/18 due to an increase in recycling costs, the Welsh Government grant reduction and growth in waste tonnages. The recycling review is currently undertaking a trial and will report by March 2017 with a view to setting a long term financial model for the service as well as demonstrating legislative compliance. On-going liaison with Welsh Government on the Environmental Grant funding, its importance to the service and positive impact it makes on the long term strategy.	To complete the recycling review report to determine the Council's long term recycling strategy with cabinet approval in March 2017. To continue to liaise with Welsh Government on Environmental Grant funding.	2016/17	Unlikely	Moderate	Low	Rachel Jowitt	Bryan Jones	Strong Communities
11	Potential Risk that: Political, legislative and financial uncertainty for council services and local businesses as a result of Britain leaving the European Union.	The vote to leave the EU has caused political uncertainty that could impact on local government financial settlements if further austerity is required. This could also impact on regional projects such as the City Deal further compounded by political changes in Westminster. Many council services are governed by EU legislation or	2016/17	Almost Certain	substantial	High	The Council already has an established Medium Term financial plan to model financial assumptions and scenarios for planning future service budgets. The Council has established working relationships with key partners, such as the Welsh Government, the WLGA and treasury advisers to work with in understanding the impact on Council services.	Many of the negotiations and decisions on Britain leaving the EU are outside of the council's control, given this and the current uncertainty the post mitigation risk levels have not been assessed to change. Actions we will be taking include: Continued liaison and work with partners such as Welsh Government, WLGA and	2016/17	Almost Certain	substantial	High	Senior Leadership team	All	Economy and Development Strong Communities

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		<p>follow EU led policy, for example procurement rules. There will be uncertainty while the process for extricating the UK from this law is established.</p> <p>Expectations of further austerity and a subsequent fall off in inward investment and growth while restrictions on labour mobility could impact on local firms;</p> <p>Some projects rely directly on EU funding, such as the Rural Development Plan (RDP).</p> <p>Market volatility, inflation and financial uncertainty could impact on council revenue budgets and borrowing costs for capital schemes. Any market volatility resulting from triggering Article 50 could impact on the local government pension schemes.</p> <p>The leave vote created divisions: regionally and between age groups that could raise concern over social inclusion and a rise in hate crime.</p>		Certain				<p>treasury advisers to understand and plan for any implications.</p> <p>Continue to refine and update the Medium Term Financial Planning model and assumptions for future service budgets.</p>		Certain					
12 new	<p>Potential risk of:</p> <p>A data breach arising due to external parties gaining access to the network. This could result in critical and sensitive data being lost, compromising the delivery or availability of</p>	<p>There have been a number of high profile cyber-attacks leading to data breaches both in the public and private sector.</p> <p>Attacks are increasing in volume and there is a need to provide constant and sustained vigilance when mitigating against the possibility of attacks gaining</p>	<p>2016/17</p> <p>2017/18</p> <p>2018/19</p>	<p>Possible</p> <p>Possible</p> <p>Possible</p>	<p>Major</p> <p>Major</p> <p>Major</p>	<p>Medium</p> <p>Medium</p> <p>Medium</p>	<p>The creation of a cyber security service shared between Gwent Police, TCBC and MCC providing training and advice on practical service issues as well as informing the SRS of potential security risks that need a solution.</p> <p>The creation of a central information security risk log for</p>	<p>Undertake a structured and comprehensive training programme for all staff. The training plan will be put together by March 2017. This training will be mandatory and rolled out across the authority during 2017 with annual refresher training. The training</p>	<p>2016/17</p> <p>2017/18</p> <p>2018/19</p>	<p>Possible</p> <p>Unlikely</p> <p>Unlikely</p>	<p>Major</p> <p>Major</p> <p>Major</p>	<p>Medium</p> <p>Low</p> <p>Low</p>	<p>Sian Hayward</p>	<p>Phil Murphy</p>	<p>Economy and Development</p>

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
	Council services and the interaction with external agencies and partners.	<p>entry to our critical data resources. In order to mitigate sufficiently against cyber threat sufficient funding needs to be available to implement security systems.</p> <p>With an increased drive for digital services to improve effectiveness more and more information is being stored digitally, and the need to ensure the confidentiality, integrity and availability of that data is critical for future service delivery.</p>					<p>all partners using the SRS which is used to identify risk areas and the appropriate mitigations. This is monitored on an operational level by the Digital Projects Team and overall by the council's SIRO.</p> <p>A significant and comprehensive security review has been undertaken in 2016 in order to gain PSN accreditation. Overall security arrangements have been enhanced as a direct result of this.</p>	<p>will be also be given on induction.</p> <p>The SRS are looking at a business case for its partners to procure a robust and comprehensive system that minimises the risk of unauthorised access to MCC's network</p> <p>Continuous monitoring of cyber threat and mitigation by the cyber security team, identifying solutions to potential risk areas.</p> <p>Programme of security work identified by the cyber security team, approved for implementation by MCC and undertaken by the SRS as part of their core service delivery plans.</p>							
13 ne w Page 46	<p>Potential risk that Some businesses in the County are unable to continue trading as a result of increases in business rates due to draft business rate revaluations.</p>	<p>3,167 businesses in the County have rateable premises.</p> <p>Draft business rates revaluations have been undertaken by the Valuation Office Agency based on the rental value of properties at 1st April 2015.</p> <p>In Monmouthshire 65% of rateable values have increased, some increased by as much as 300% with a few even higher.</p> <p>Businesses and Monmouth and District Chamber of Trade and Commerce have raised concerns that some businesses will be unable to cope with the increase and may see some of</p>	2016 /17	Unlikely	Minor	Low	<p>Councillor Bob Greenland, Council officers and a local chamber of commerce representative met with senior officials of the (Valuation Office Agency) VOA to discuss the matter.</p> <p>Council on 1st December agreed a motion urging Welsh Government to postpone these draft proposals to allow time for a thorough review of the methodology and results of this revaluation. Alternatively calling upon the Welsh Government to postpone any increases until the results of the appeals are known and finally, look for sympathetic transitional arrangements for all businesses.</p>	<p>Continue to work with our Assembly Member and Member of Parliament to get a fair and just settlement for our businesses.</p> <p>Continue to work with Monmouth and District Chamber of Trade and Commerce and other business groups and liaise with the VOA.</p> <p>The post mitigation risk level has not been forecast to change at the moment as actions that will impact on mitigating the risk are not directly within our control</p>	2016 /17	Unlikely	Minor	Low	Cath Fallon	Bob Greenland	Economy & development
			2017 /18	Likely	Substantial	Medium			2017 /18	Likely	Substantial	Medium			
			2018 /19	Likely	Substantial	Medium			2018 /19	Likely	Substantial	Medium			

Ref	Risk	Reason why identified	Risk Level (Pre – mitigation)				Mitigation already undertaken	Future Actions and timescales	Risk Level (Post – mitigation)				Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level			Year	Likelihood	Impact	Risk Level			
		<p>our leading retailers and hospitality businesses in particular being unable to continue trading.</p> <p>This would have a detrimental impact on business, enterprise and job opportunities and potentially impact on the ability to attract new businesses to start or locate in the County.</p>					The Welsh Government has announced a transitional scheme for small businesses and in December 2016 announced an additional £10 million will be made available to help businesses cope with changes in business rates.								

Risk Matrix

The Council uses a ‘traffic light’ system of Red/Amber/Green associated with High/Medium/Low. Generally it is clear what the assessment should be. However, there will be cases where assessment of “How much risk” is not straightforward (such as when the effect of controls and counter measures is uncertain.)

	major	Low	Medium	High	High
	substantial	Low	Medium	Medium	High
Impact/Severity	moderate	Low	Low	Medium	Medium
	minor	Low	Low	Low	Low
		Unlikely	possible	Likely	Almost certain
		Likelihood			

ⁱ Recent figures obtained from the ‘Get Monmouthshire On Line’

SUBJECT:	CHIPPENHAM MEAD PLAY AREA, MONMOUTH
MEETING:	CABINET
DATE:	1st FEBRUARY 2017
DIVISION/WARDS AFFECTED:	ALL MONMOUTH WARDS

1. PURPOSE:

- 1.1 To agree the location for the Chippenham Mead Play Area in Monmouth.

2. RECOMMENDATIONS:

That the Council proceeds with the refurbishment of the play area in its existing location on Chippenham Mead.

3. KEY ISSUES:

- 3.1 The land known as Chippenham Mead in Monmouth is owned by Monmouthshire County Council. It was registered as a village green in 1970 by the former Borough of Monmouth. In 1987 Monmouth District Council drew up a Scheme of Regulation to (1) regulate the use of the land; (2) maintain its village green status; and (3) vest responsibility in the Council for managing the land.
- 3.2 In June 2014 Cabinet allocated £85,000 from Section 106 balances to provide a “destination inclusive play area” at Chippenham Mead in Monmouth. This followed one of the outcomes of the 2013 Play Sufficiency Audit to provide an accessible centrally located play area with a significant amount of play equipment for children with disabilities/support needs in each of the five towns in the county and in the settlement of Magor with Undy.
- 3.3 The description given on the application form for which the grant was awarded reads: “The present play area is in need of replacement to meet current safety standards and the existing equipment & safety surfacing will be removed and replaced with new modern and accessible equipment that has play value, along with new surfacing and a dog proof fence. The siting will be subject to public consultation. Current site shown on attached plan.”
- 3.4 Following grant confirmation back in 2014 MCC officers came to the view that the play area should be refurbished in its existing location rather than try to relocate it to another position. The main factors taken into account in arriving at that view were as follows:
- The need to seek Welsh Government consent under the village green scheme of regulation if the play area was relocated, whereas refurbishment of the existing play area would not require such consent, as the play area has been in the same position for over 40 years, prior to adoption of the scheme of regulation;
 - The opposition of the Town Council to relocating the play area;
 - The possible objection from Natural Resources Wales to relocating the play area to a position outside of the flood embankment;
 - The impact that relocating the play area could have on other established uses/users of the village green;

- The fact that relocation would cost more money than upgrading, therefore less money would be available to spend on new equipment.
- 3.5 A refurbishment plan for the play area was drawn up and published for local consultation.
- 3.6 During the consultation period a local group, the Friends of Chippenham Mead (FCM), began a campaign to get the play area relocated to another part of the village green.
- 3.7 FCM has identified three possible alternative locations for the play area on Chippenham Mead – these are indicated as sites B, C and D on the plan attached at **APPENDIX C**. Area A shown on the plan is the position of the existing play area.
- 3.8 The “spend by” date for the funding allocated to the Chippenham play area project is 13th August 2019. If it is not spent in full by that date then it has to be repaid to the developer.
- 3.9 At a consultative meeting held on 1st September 2016 in Monmouth with representatives of a number of interested parties, it was agreed to allow FCM until the end of 2016 to present its detailed proposals for the relocation of the play area to the County Council.
- 3.10 A detailed submission was received from FCM on 2nd December, proposing that the play area should be relocated to Area D. In this scenario the existing play area would be closed and the area reinstated as an open landscaped part of the village green. Subsequently there were some problems identified with Area D, principally the need to alter the means of emergency access onto the village green and, on 21st December, FCM asked the County Council to consider Area C as its preferred option for relocation.
- 3.11 The detailed submission from FCM consists of 57 pages and a copy is available on request. Attached at **APPENDIX A** is an Executive Summary of the submission. FCM made an informal presentation of its proposals to Cabinet members on 9th January 2016.
- 3.12 Essentially, members are being asked to make a decision between one of two options, namely refurbishment (of the existing play area – Area A) or relocation (from Area A to Area C). There is a third option and that is to remove the existing play area altogether, reinstate the site to an unfenced, open part of the village green and to spend the funding available on upgrading some of the other play areas in the town. The difficulty with this third option is that there would no longer be an accessible play area in the centre of the town. New play areas have been provided in the last two years at the Osbaston School site and at Tudor Road, Wyesham and another play area at Drybridge Park was substantially upgraded recently – all of these projects were funded in part from the same Section 106 funding balances from which the funding for the play area at Chippenham Mead was derived.
- 3.13 If members were to decide to refurbish the existing play area (Area A) then the work could proceed with immediate effect, as this is a like for like replacement of a play area that has existed in that location for a period in excess of 40 years (prior to the Scheme of Regulation). However, if members wish to pursue relocation of the play area to Area C then a number of consents and permissions will need to be sought because of the status of Chippenham Mead, both as a registered village green and as a Grade II Historic Park. These include village green consent, planning permission and NRW consent.

- 3.14 Attached at **APPENDIX B** are some notes on the main issues arising from the FCM proposals, some of the observations received on those proposals and on the procedures that will be required if members decide in favour of relocating the play area to Area C.
- 3.15 Although there is a wide range of issues that need to be taken into consideration, officers have set out below the main conclusions which they have taken into account when arriving at the recommendation set out in para 2 of this report.

3.15.1 Child Safety and Safeguarding

Due to the nature of fixed play equipment and the fact play areas are not formally supervised, one of the most important factors when considering new provisions is the extent to which a site is overlooked on an informal basis. The more open and accessible a site is then the less likely it is to suffer from misuse and vandalism and the better it is in terms of informal surveillance by members of the general public. The view of FCM is that Area C is more open and accessible than Area A and that Area C is safer as it will be overlooked on a more regular basis by a greater number of people. In other words there is a higher pedestrian footfall passing Area C than there is walking past Area A and Area C is not hidden by an earth bank, which the current play area is.

3.15.2 Cost and Affordability

The floor area of the existing playground is 1115mtr² compared to a proposed floor area for Area C of 1075mtr², so the proposed new play area is slightly smaller than the existing one. The logic is that the enclosure of one area of the green is offset by returning another area of similar size to an open part of the village green. The costs submitted by FCM have been checked and it is considered that the new play area proposed at Area C is affordable from the £85,000 budget available. However, if there are additional costs associated with the Welsh Government consent application or the planning application, both of which are essential before such a scheme could proceed, then these would be extra costs for which there is no budget available.

3.15.3 Support for the Proposal

There is strong support for the proposal to relocate the play area from a significant number of parents and families with children of school age living in the locality – there is also significant opposition to the proposal from a number of local residents and from the Town Council, who feel that relocation to Area C represents an unnecessary and unwelcome intrusion into the village green.

3.15.4 Welsh Government Consent

The relevant sections of the 1987 Scheme of Regulation state:

(Clause 2) - “the Council shall do nothing that will otherwise vary or alter the natural features or aspects of the green or interfere with free access to any part thereof and shall not erect upon the green any shelter, pavilion, drinking fountain or other building without the consent of the person or persons entitled to the soil of the green and the Secretary of State for Wales. The Secretary of State (now the Welsh Government), in giving or withholding consent, shall have regard to the same considerations and shall, if necessary,

hold the same enquiries as are directed by the Commons Act 1876, to be taken into consideration and held by the Secretary of State (Welsh Government) before forming an opinion whether an application under the Inclosures Acts 1845 and 1882 shall be acceded to or not.”

(Clause 3) – “the Council shall maintain the green free from all encroachments and shall not permit any trespass on or partial enclosure thereof or of any part thereof.”

(Clause 4) – “the inhabitants of the neighbourhood shall have a right of free access to every part of the green and a privilege of playing games and enjoying other forms of recreation thereon, subject to any byelaws made by the Council under this Scheme.”

It is clear that the Council will need to apply for Welsh Government (WG) consent for development on the village green – this is consistent with the legal advice set out in the notes accompanying this report. Previous applications have taken between 6 months and over three years to process. In the case of the most recent application for a consent application on Chippenham Mead, the processing of the application by WG took some 8 months to complete. Recent advice given by WG Inspectors to a Town Council representative is that the average time taken to process a village green consent application is two years. In the opinion of officers, it would be unwise to allow a period of any less than 12 months for the village green consent application to be determined from the time that it is submitted, especially given the strength of opposition to this proposal.

4. REASONS:

Although relocation of the play area to Area C would offer some advantages in terms of improved visibility and accessibility, the Council has a responsibility to protect the village green in line with the Scheme of Regulation drawn up in 1987. This responsibility to preserve the village green for the general enjoyment of the wider local population overrides the benefits of relocating the play area to another, more open part of the green.

The Open Spaces Society’s advice has been consistent “that any proposed change must not result in there being a breach of the protective village green legislation namely Section 29 Commons Act 1876 and Section 12 of the Inclosure Act 1857. The Friends of Chippenham Mead have been advised that any proposals must not breach the scheme of regulation dated 9th March 1987. In relation to Area C its updated advice is that this appears to be even more intrusive on the main open area of Chippenham Mead whereas the existing play area is in the corner on the other side of the flood bund. In addition, there is no guarantee that consent will be granted under section 38 of the Commons Act 2006, even if planning permission is given”.

The Council is happy to work with the Friends of Chippenham Mead on the design, layout and commissioning of the works to upgrade the play area in its existing location.

5. RESOURCE IMPLICATIONS:

A budget of £85,000 is available for the play area. The cost of refurbishment is achievable from within the budget available. If members are minded to relocate the play area then there will be additional costs for the planning application (approximately £200) plus the cost of any supporting surveys (possibly £3,000 or thereabouts) for which there is no

separate budget provision. If a consent application is made and the WG Inspectors decide to hold an inquiry then there will also be additional legal fees and barrister costs.

6. FUTURE GENERATIONS EVALUATION

See attached at **APPENDIX D**

7. CONSULTEES:

Cabinet Members	Local Monmouth Members
Monmouth Town Council	Monmouth Civic Society
Open Spaces Society	Natural Resources Wales
Monmouth Town Football Club	Monmouth Rugby Club
Senior Leadership Team	Monitoring Officer
Assistant Head of Finance/Deputy S151 Officer	Head of Legal Services
Specialist Environmental Health Officers dealing with air and noise pollution	

The comments received through consultation have been incorporated in the report, with the exception of the Town Council’s views, which are set out below.

The Town Council’s supports refurbishing the existing play area in situ because

- relocation would involve encroachment on the village green in breach of the associated regulations;
- refurbishment is possible immediately, avoiding delays and with no risk of losing the funding available;
- pollution concerns have not been proven or are not conclusive one way or the other;
- relocation is likely to fail at some stage when the necessary permissions are applied for and there are concerns that the time taken up in applying for the necessary permissions may overrun the timescale for spending the available funding;
- most of the residents living close to Area C (the site proposed for relocation) are elderly and/or retired and are opposed to this site due to its proximity to their homes;
- there are more benefits to refurbishing the existing site than developing a new play area on another part of the village green, including more efficient use of funding.

8. BACKGROUND PAPERS:

i	Declaration of land ownership date 30 th Nov 1973
ii	Village Green Scheme of Regulation dated 9 th March 1987
iii	Completed application form for S106 funding dated 24 th January 2014
iv	Plan of proposals for refurbishing the play area in its existing location
v	Notes of consultative meeting held with interested parties on 1 st September 2016
vi	Completed questionnaires from local playgroups 14 th – 20 th March 2016
vii	Email of support for relocation from Monmouth Civic Society dated 1 st December
viii	Emails opposing relocation from local resident dated 22 nd and 26 th December
xi	Letters of objection from local resident dates 6 th and 10 th January 2017
x	Monmouth Town Council email dated 16 th January 2017
xi	Open Spaces Society (updated advice) email dated 17 th January 2017
xii	Statement of objection from local resident dated 22 nd January 2017

9. AUTHOR:

Mike Moran, Community Infrastructure Coordinator

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CHIPPENHAM MEAD PLAY AREA, MONMOUTH

ALTERNATIVE LOCATION AS PROPOSED BY THE FRIENDS OF CHIPPENHAM MEAD

Executive Summary

The provision of engaging, safe and accessible children's play spaces is vital both for the well-being of children themselves, as well as their parents and the wider community. Thanks to the efforts of the town and county councils, the existing playground on Chippenham Mead is due to be replaced with a new 'destination playground' funded by S106 money.

While Friends of Chippenham Mead (FoCM) applaud the Council's decision to upgrade Monmouth's main playground, we refuse to believe that refurbishment of the existing site is the best solution in the long-term. This proposal document aims to show clearly both that the current playground location is not appropriate and that relocating the playground to an alternative location on Chippenham Mead is both affordable and achievable within the required timescales.

The need to relocate

The overwhelming weight of public opinion is against building the new playground on the current site. Just 8% of potential playground users say they are satisfied with the current playground location and this results in them using the playground less than they otherwise would.

The hidden location of the current playground makes it a magnet for graffiti and vandalism, as well as the use of the site in evenings for drink and drugs. This makes the playground unpleasant and potentially dangerous for children, and also imposes an additional cost on MCC who are responsible for maintaining the playground.

The impact of pollution and noise from the A40 is also a concern for almost all users. Site monitoring reveals that Nitrogen Dioxide levels are above legal limits. Additionally, children playing there will also be exposed to higher levels of Diesel Particulate Matter from the dual carriageway than in other locations. Further safety concerns with the current site identified by users include difficult and dangerous access routes and poor natural surveillance.

As well as addressing these problems, relocation will also deliver further benefits. The evidence shows that a site closer to Monnow Street will lead to increased usage, delivering both direct economic benefits for the town as well as maximising broader economic and social benefits associated with high quality play provision, including improved health outcomes, educational attainment and social cohesion. Relocation will also provide increased visual amenity for a key gateway into a town for which tourism is a vital part of its economy.

The proposal

Friends of Chippenham Mead present a fully costed proposal for a new playground in the area of Chippenham Mead near the Sports Ground and Blestium Street.

This location is supported by 86% of playground users, with 85% saying they would use a playground in this location more often. Relocating would therefore help the Council demonstrate they are meeting their legal obligation to support the well-being of future generations. Other stakeholders, including the sports clubs and the Open Spaces Society, have also indicated that they are content with this site.

The proposed design of the playground has been developed in consultation with Monmouth's children, through a playground design competition judged by Axel Scheffler. This has helped ensure a proposal in which the needs of Monmouth's children have taken centre stage.

The proposed design will deliver a high-quality playground within the £85,000 budget. A full cost breakdown, including planning, landscaping, installation and restoration of the old site is provided, based on estimates provided by playground developers. Opportunities for further enhancing the playground, through the inclusion of a zipwire, funded by Friends of Chippenham Mead, are also presented.

Legal advice, including from the Environmental Law Foundation, is consistent with the view that the relocation to this site would be permissible under both the Commons Act and Chippenham Mead's own scheme of regulation. Welsh Government approval will be required but, given the obvious community benefit, this should be obtained within 6 months. Pre-application enquiries with both NRW and MCC have been positive, indicating support for the development in principle.

Assuming agreement in principle to relocate to this site on 9th January, a timetable is set out showing that, by MCC and FoCM working in partnership on this project, the commitment of monies to the new playground on the new site should be possible before the June 2017 date for review of S106 allocations set by MCC.

Furthermore, a completed playground can be delivered by September 2017, over 20 months ahead of when any S106 monies may have to be repaid to developers.

This proposal to invest the S106 monies in this new location has wide support within the town, is accepted in principle by planning and environmental authorities, and can be delivered within the time and budget constraints. Accepting the proposal will bring vital benefits to the health, safety and well-being of Monmouth's children, deliver best value for money to the taxpayer, and provide major economic and tourism benefits to the town at a time when business and trading in the town is under challenge.

Report to Cabinet on 1st February 2017 regarding the location of the Chippenham Mead Play Area in Monmouth

ISSUES FOR CONSIDERATION

Site Area

The floor area of the existing playground is 1115m² and the floor area of Area C is 1075m², so the area proposed is slightly smaller than that of the existing play area.

The position of FCM is that the relocated play area will not enclose an additional part of the village green, but it will enclose a smaller area of the green than that taken up by the existing play area.

The enclosure of any part of the village green will be one of the main issues taken into consideration by the Welsh Government Ministers if a village green consent application is made – this is explained in more detail later in these notes.

Site Location – Area C

The original proposal submitted by FCM (Area D) involved the removal of a number of overgrown leylandii trees, the translocation of one oak sapling and possible alterations to the access for emergency vehicles onto Chippenham Mead. Area C does not involve the removal of any trees and it also does not involve any alterations to the existing emergency access onto the village green.

Area C has been surveyed by the MCC Landscape Unit and it is confident that the play area will fit into this location – it will be set back a distance of approx. 7 metres in from the main footpath leading through Chippenham and approx. 6 metres from the dead ball line of the junior rugby pitch. It may be possible to use the existing bow top boundary fence to the road elevation, utilizing the existing open entrance as a proposed entrance into the play area.

There is one small tree and stake that may have to be relocated if Area C is used.

In terms of proximity to residential properties, the Council has adopted the standards of Fields in Trust (formerly the National Playing Fields Association), which requires a minimum distance of 20 metres between a LEAP (Local Equipped Area for Play) and the nearest residential curtilage. The nearest properties to Area C are Chippenham Court and St German's Cottages and there is a distance of well over 20 metres to either of these properties.

Equipment and Affordability

As part of the FCM submission there was a list of equipment proposed to be included in the new play area, together with a cost breakdown for the whole project.

The equipment proposed has been informed by consultation with local children and proposes the use of natural materials to blend in with the landscape of the village green. This was also a requirement brought to the attention of FCM as part of the pre-planning advice received from the Planning Section of MCC. Officers have carried out an assessment of the cost breakdown submitted by FCM in its submission and they are confident that the majority of the costs, in particular those relating to equipment supply & installation and reinstatement of the existing play area site, are accurate. However, the costs for fencing and safety surfacing are still being assessed. These costs are likely to be more expensive than those quoted in the FCM submission, but there will be some savings as the cost breakdown provided was for Area D and this included costs for certain works (tree removal and translocation and new emergency access gate) that do not apply to Area C. On balance, the financial comparisons between Area D and Area C are cost neutral.

Air and Noise Pollution

Air

In its submission, FCM claims that the air pollution level at the existing play area site is significantly above legal limits. This is based on readings taken by FCM at the play area site in October 2016 and analysed on its behalf by Friends of the Earth. Also, that children using the existing play area are likely to be exposed to high levels of diesel particulate matter which can be particularly harmful to children of a young age.

The Council's position is that air pollution at the existing site is within accepted tolerance levels, based on consistent monitoring on an adjacent site over a three year period. The actual advice received from the Specialist Environmental Health Officers of the Council in relation to air pollution is as follows:

We have been monitoring nitrogen dioxide with a diffusion tube since 2014 on the fence of the Monmouth School Playground, which is right next to the play area but closer to the A40, and therefore should have higher concentrations than the children's play area itself.

The type of exposure we look at here is short term exposure as people are likely to spend an hour or more in the area.

The UK and EU objective level for nitrogen dioxide short term exposure is 200 $\mu\text{g}/\text{m}^3$ as a 1- hour mean, which must not be exceeded more than 18 times a year.

As diffusion tubes are not able to record hourly means, we use an annual mean concentration of 60 $\mu\text{g}/\text{m}^3$. Studies have shown that annual concentrations below 60 will mean that the 1-hour mean objective level has not been exceeded.

As the annual mean concentrations were 31.6 $\mu\text{g}/\text{m}^3$ in 2014 and 26.4 $\mu\text{g}/\text{m}^3$ in 2015, there is confidence that the 1-hour mean objective level was not exceeded in either year.

Full data is available in the 2016 progress report which is on the MCC website

FCM claims that its results are more accurate as the diffusion tube that it used was located on the actual play area site and was set at the level of a child, whereas the diffusion tube used by MCC is set at a much higher level to avoid damage and vandalism.

Noise

FCM claims that the sheer volume of traffic using the A40, as well as the speed at which it travels, creates enough noise for it to be a dominating feature at the current playground. The Welsh Government mapping data shows the play area to be in a zone of between 70.0-74.9 and 75.0+ decibels, whereas the sound reading levels for Area D (not Area C) has sound levels of between 55.0-59.9 and 60.00-64.9 decibels.

The Noise Action Plan for Wales provides information on the Environmental Noise Maps and gives an overview on why noise matters. The current plan shows the Welsh Government (WG) noise action planning priority areas in south east Wales as a result of its noise mapping to date. The section of A40 adjacent to Monmouth has been included. Officers are not aware of any noise mitigation work proposed by WG and understand that the current priority list will be reviewed following the next noise surveying exercise of the motorway and trunk road network, which is programmed to start in 2017.

In summary MCC Environmental Health Officers cannot argue that redevelopment must not take place at the existing site, but clearly there may be a number of benefits of relocating to an area of improved air quality / soundscape.

Consultees

There is a large number of potential consultees whose views will inform the decision making process. The most significant and time consuming consultation process, if relocation is agreed as the preferred option, will be the village green consent application to the Welsh Government Ministers.

However, below are some comments on other significant consultees:

MCC Planning

The Planning Section has confirmed that planning permission will be required if the play area on Chippenham is to be relocated from its present position. FCM has obtained pre application advice from the planners in relation to Area D – the broad conclusion was that the siting of a play area there was considered acceptable in principle, however exact details of the proposed layout and play equipment would establish whether the development would be acceptable if a formal planning application was submitted. It also pointed out the need to consult with CADW in respect of the site's status as a Grade II historic park and its location within a conservation area and with Natural Resources Wales (NRW) as the site (Area D) lies within a floodplain.

NRW

Included in the FCM submission is advice received from Natural Resources Wales (NRW) in relation to Area D – that site is located within the 1% (1 in 100 year) and the 0.1% (1 in a 1,000 year) annual probability fluvial flood outlines – records show that the site has previously flooded during the 1979 flood event. Given the scale of the development proposed the NRW considered (October 2016) that the risk could be acceptable, but it reserved the right to change its position and will only comment with any certainty if and when a formal planning application is made.

CADW

CADW was not consulted by FCM but enquiries have been made and for Grade II historic parks, the formal consultee at planning permission stage would be the Welsh Historic Gardens Trust.

Monmouth Civic Society

A letter has been received from Monmouth Civic Society supporting relocation of the play area to an alternative site on the village green – specifically Area C.

Open Spaces Society (OSS)

The Open Spaces Society is a statutory consultee in respect of village green consent applications. The Open Spaces Society's advice has been consistent that any proposed change must not result in there being a breach of the protective village green legislation namely Section 29 Commons Act 1876 and Section 12 of the Inclosure Act 1857. The Friends of Chippenham Mead have been advised that any proposals must not breach the scheme of regulation dated 9th March 1987.

In relation to Area C its updated advice is that this appears to be even more intrusive on the main open area of Chippenham Mead whereas the existing area is in the corner on the other side of the flood bund. In addition, there is no guarantee that consent will be granted under section 38 of the Commons Act 2006, even if planning permission is given.

When officers formed their initial view in 2014 to refurbish the play area there was a concern that relocating the play area to another site could adversely affect other users of the village green, principally the Monmouth Town Football Club and Monmouth Rugby Club. Relocation of the play area would be unlikely to affect the other constituent clubs of Monmouth Sports Association, namely the Bowling, Cricket and Tennis Clubs. The views of the Football Club and the Rugby Club have been sought in relation to Area C.

Monmouth Town Football Club

The football club has advised that it will not be affected by the proposal to relocate the play area to Area C.

Monmouth Rugby Club

The rugby club has mixed views about the proposal – if Area C is developed then the play area would be located approx. 6 metres from the dead ball line of the junior rugby pitch, so there may be some issues when the pitch is being used for matches and/or training by the rugby club. However, the main play area in Bailey Park in Abergavenny is located approx. 6 metres away from the dead ball line of the main rugby pitch in the park used by Abergavenny RFC Seniors and this does not seem to cause any problems to the club or to the users of the play area in that particular location.

Monmouth Town Council

At its meeting on 16th January the Town Council considered the matter and decided to support the refurbishment of the play area in its existing location

Timescales

There are a number of timescales that need to be taken into consideration.

Working “backwards” perhaps the most significant of these is the “spend by” date for the S106 funding - this date is 13th August 2019. If the money is not expended by this date then the Council has a legal duty to return the money to the developers that made the contribution in the first place.

The FCM submission allows a timescale of six months for Welsh Government to process a village green consent application. However, previous experience has shown that the timescale for WG to determine a consent application is likely to be much longer than six months. There is a considerable amount of preparatory work that needs to be undertaken before a consent application can be made – this involves consultation with a large number of bodies and advertising the proposal both locally and nationally prior to any submission – and, because of this, there would be a delay of at least four weeks before any application is submitted to the Welsh Government.

The view of MCC officers, as previously advised in September 2016, is that it would be unwise to allow a period of any less than 12 months for a WG consent application to be processed.

Child Safety and Welfare

The strong view expressed in the FCM submission is that the majority of parents they have spoken to (a representative sample of 150 people) favour relocation and have three major concerns about refurbishing the play area in its current location, as follows:

1. Hidden, “tucked away” location encourages anti-social behaviour, vandalism and misuse, which makes the current location intimidating for younger children and their families;
2. The effect of air and noise pollution because of the site’s location close to the A40;
3. Location is inaccessible and it is difficult to monitor children when using the site – the site because of its location does not have a high level of informal/natural surveillance by members of the public, whereas a location in a more open part of the village green would be overlooked on a more regular basis by more people. Area C would be overlooked by people from all around the village green, particularly pedestrians using the main footpath across Chippenham and the footpath in Blestium Street.

Safeguarding of children & vulnerable people is of course a major priority for the County Council.

It may be possible to either remove or reduce the height of the earth bund located in front of the present play area, if a decision is made to retain the play area in its existing location, in order to make the play equipment more visible from other parts of the village green and to reduce the impact of the A40 by screening and/or further tree planting.

Village Green Status

Chippenham Mead is a registered village green and a Grade II historic park and the Council has a responsibility to protect the status of the land given these designations.

Representations have been received from a number of local residents expressing concern that the overall area of the village green has already been eroded over the years and that the development of a play area in a new location may well be the “thin end of the wedge”, leading to applications for future developments that will erode the village green still further.

If the Council came to the view that Area C is the best option available for the development of a play area, it could not proceed without first obtaining village green consent.

In considering an application for enclosure of part of the village green, the Welsh Government Ministers must have regard to “the benefit of the neighbourhood”, which means the health, comfort and convenience of the inhabitants of the community in which the land required for the proposals is situated, and who may enjoy it as an open space for air and exercise, as it exists before any proposals are carried out, and to the “private interests” being, amongst other things, the interests of the soil owner, tenants, licensees or other parties with a legal interest in the land. Any interests of the public are also taken into consideration as are any objections or representations received by the Welsh Government Ministers.

Legal Advice

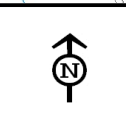
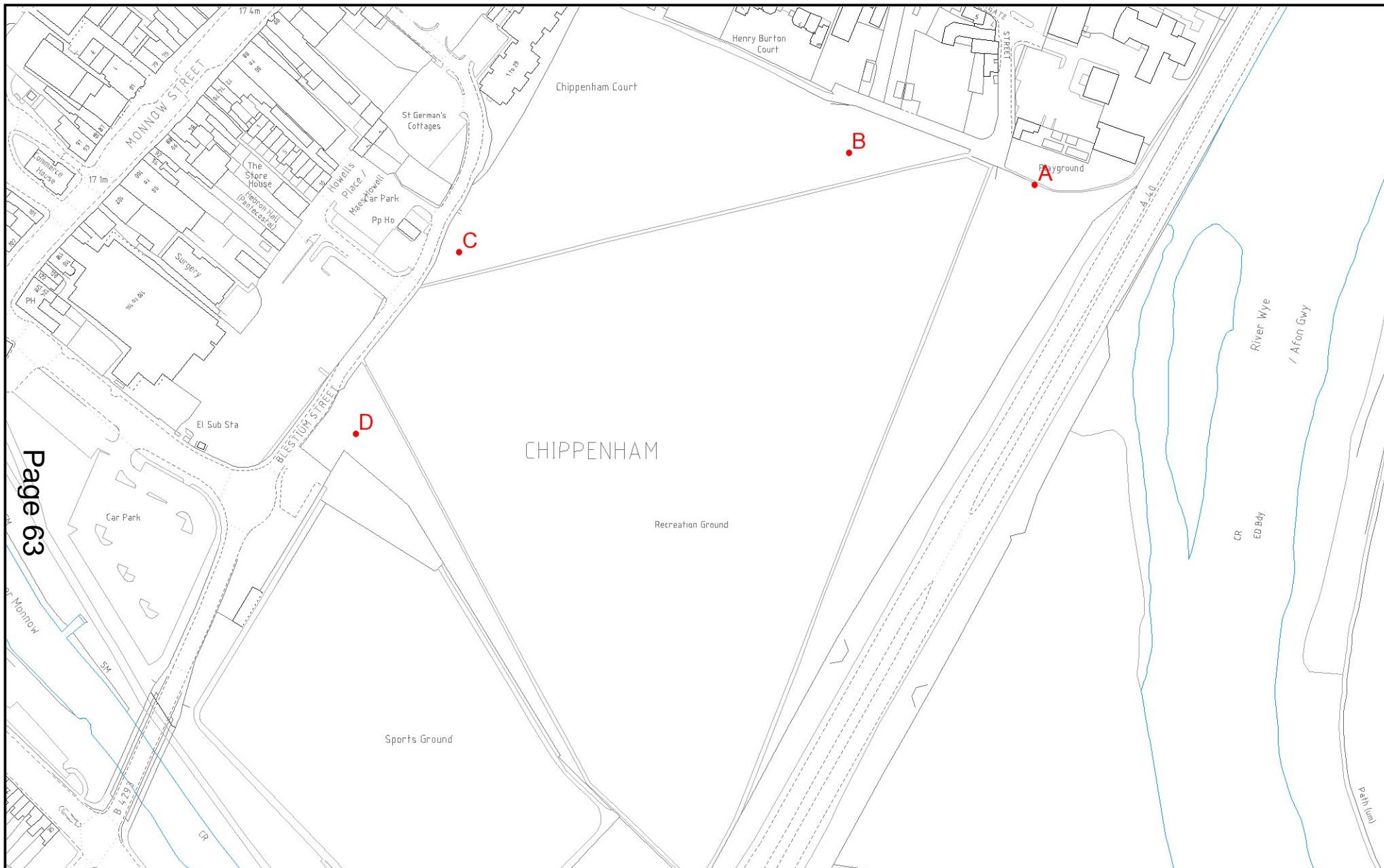
The advice received from the Council’s Solicitor is as follows:

Town and Village Greens (T&VG) are protected by section 12 of the Inclosure Act 1857 and Section 29 of the Commons Act 1876. Section 12 makes it a criminal offence to do anything which injures a green or interrupts its use as a place for exercise and recreation. Section 29 also makes it an offence to permanently encroach upon or inclose a green, or to build upon or disturb the soil of a green otherwise than with a view to its better enjoyment.

It is not possible to apply for consent under section 38 of the Commons Act 2006 to carry out works on a T&VG unless it is subject to a scheme of management under the Metropolitan Commons Act 1866 or Commons Act 1899, or to a Provisional Order Confirmation under the Commons Act 1876. Even where there is such a scheme or Act consent under section 38 does not authorise works which constitute an offence under sections 12 or 29.

As Chippenham Mead is subject to a scheme of regulation then the Council would need to apply for consent under Section 38 of the Commons Act 2006. Such an application would be considered by the Welsh Government Planning Inspectorate. If a consent application is made then the main costs would be the amount of officer time involved (this would not be charged against the £85,000 budget available for the play area project). However, there may be barrister costs incurred if the Planning Inspectorate decides to hold an inquiry to determine the S38 application.

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Name of the Officer: Mike Moran Phone no: 07894 573834 E-mail: mikemoran@monmouthshire.gov.uk	Decision on location of Chippenham Mead Play Area Monmouth
Name of Service: Enterprise	Date completed: 25 th January 2017





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


4 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	Neutral	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Neutral	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The proposal in this report involves improving peoples' physical and mental well being.	

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 Wales of cohesive communities Communities are attractive, viable, safe and well connected	The proposal will contribute to the safety and cohesiveness of the local community in which it is located.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Neutral	
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	There are no specific proposals in this report to promote and protect the Welsh language but the play area improvements will encourage people to participate in recreational activities	Encourage the use of the Welsh language in any on site signage.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The improvements to the play area will encourage improved access for and participation by disabled people.	Continue to promote DDA compliance in future schemes and to provide participation opportunities for people of all ages and backgrounds.

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 achievability and sustainability of the project has been assessed and officers are confident of its longer term sustainability.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The project involves working closely with other parties to deliver a more exciting play offer and to ensure better access for children with disabilities.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The views of the local members, the Town Council and others have been sought.</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The project involves the enhancement of facilities, as per the broad intention of the Section 106 Agreements from where the money has arisen. Problem prevention is not the basis upon which the funding has been given but investing in the improvement of existing facilities will help to prevent problems occurring.</p>	

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>This project will have a positive impact on the health & well being of people living in the area of benefit stipulated in the Section 106 Agreements.</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

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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?
Age	<p>No employment/training issues identified The recommendation will benefit children and young people and their families living in the local community</p>		<p>Continue to consider the needs of people with protected characteristics when formulating proposals</p>
Disability	<p>The improvements proposed to the play area will be designed to be accessible to people with disabilities.</p>		
Gender reassignment	<p>Neutral</p>		

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Marriage or civil partnership	Neutral		
Pregnancy or maternity	Neutral		
Race	Neutral		
Religion or Belief	Neutral		
Sex	The project that is the subject of this report is of benefit to both males and females.		
Sexual Orientation	Neutral		
Welsh Language	Neutral	Although the recommendation is considered to be neutral it does nothing specifically to promote the use of the Welsh language	It may be possible in the future, when advertising the availability of S106 funding, to encourage applications that actively promote the 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?

	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 to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Neutral		Seek to improve the visibility of the play area in its existing location
Corporate Parenting	Neutral		

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

- Local population figures taken from the 2011 Census data, updated
- Information submitted by Friends of Chippenham Mead and by Monmouth Town Council
- Information submitted directly by a number of organisations and by local people both in support of and against refurbishment

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?

Positive Impacts

- The proposal complies with the statutory tests relating to Section 106 funding
- The scheme will have a positive impact upon the health and well being of local residents
- Some people with protected characteristics will benefit from the play area refurbishment project

Negative Impacts

- It is difficult to demonstrate that the project will have a meaningful benefit for promoting the Welsh language

The above impacts have not materially changed the recommendation contained in the report but it may be prudent in the future to invite applications that will have a more positive impact on promoting the use of the Welsh language.

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
Work with others to create an innovative design for the play area	Following the decision of Cabinet	Mike Moran, Community Infrastructure Coordinator	To be reported

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:	April 2019 – to be reported to Section 106 Working Group
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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	S106 application received	February 2014	
2	Funding awarded by Cabinet	June 2014	S106 Panel considered sustainability issues
3	Consultation period	Feb – Dec 2016	Wide range of opinions and advice received
4	Options considered by Monmouth Town Council	16 th January 2017	Decided in favour of refurbishment of play area in existing location
5	MCC Cabinet Meeting	1 st February 2017	Decision sought on location of play area

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REPORT

SUBJECT	REVENUE & CAPITAL MONITORING 2016/17 PERIOD 3 OUTTURN FORECAST STATEMENT
DIRECTORATE	Resources
MEETING	Cabinet
DATE	1st February 2017
DIVISIONS/WARD AFFECTED	All Authority

1. PURPOSE

- 1.1 The purpose of this report is to provide Members with information on the forecast revenue outturn position of the Authority at the end of period 3 which represents month 9 financial information for the 2016/17 financial year
- 1.2 This report will also be considered by Select Committees as part of their responsibility to,
- assess whether effective budget monitoring is taking place,
 - monitor the extent to which budgets are spent in accordance with agreed budget and policy framework,
 - challenge the reasonableness of projected over or underspends, and
 - monitor the achievement of predicted efficiency gains or progress in relation to savings proposals.

2. RECOMMENDATIONS PROPOSED TO CABINET

- 2.1 That Cabinet notes the extent of forecast revenue underspend using period 3 data of £79,000, an improvement of £919,000 on previous reported position at period 2.
- 2.2 That Cabinet expects Chief Officers to continue to review the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from at quarterly cycles.
- 2.3 That Cabinet appreciates the extent of predicted schools reserve usage, its effect of forecast outturn reserve levels and the related anticipation that a further 6 schools will be in a deficit position by end of 2016-17.
- 2.4 That Cabinet considers the capital monitoring, specific over and underspends, and importantly that Cabinet recognises the risk associated with having to rely on a use of capital receipts in the year of sale and the potential for this to have significant revenue pressures should receipts be delayed and temporary borrowing be required.
- 2.5 That Cabinet approves an additional investment of £30,000 into the Disabled Facilities Grant capital budget in order to respond to demands being placed on the current programme, funded by a virement from existing Highways Maintenance and Access for All budgets.
- 2.6 That Cabinet approves a £30k increase to Woodstock Way linkage scheme afforded by an equivalent underspend to another area improvement scheme (Abergavenny).

3. MONITORING ANALYSIS

3.1 Revenue Position

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

3.1.2 Responsible Financial Officer's Summary of Overall Position Period 3 (Month 9)

Given the positive feedback received at month 6, the revised format has been retained. There has been a further change to the reporting of reserve funded expenditure that Directorate advocate will not be incurred in the current year. So traditionally where a Directorate is proposing a slippage in reserve funded expenditure this has been shown as a saving to their Directorate and a cost to Appropriations. Having reserve funded underspends in Directorates can reduce the visibility of real overspends. So in order to improve transparency, the budgets in Directorates have been adjusted downwards together with the funding from reserve budget, and will instead be added back next year. This does provide a clearer position for management teams, SLT and Members but will show unfavourably against month 6 position which was forecast using the traditional approach.

Table 1: Council Fund 2016/17 Outturn Forecast Summary Statement at Period 3 (Month 9)	Budget Reported @ month 6	Budget Virements & Revisions made during Period 3	Revised Annual Budget @ Month 9	Annual Forecast @ Month 9	Equivalent Forecast Over/ (Under) spend @ month 9	Forecast Over/ (Under) spend @ month 6	Variance in Forecast since month 6
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Adult Services	6,925	91	7,016	6,916	(100)	(185)	85
Children Services	9,839	(35)	9,804	10,388	584	456	128
Community Care	20,624	0	20,624	21,218	594	888	(294)
Commissioning	1,543	0	1,543	1,450	(93)	(46)	(47)
Partnerships	347	0	347	347	0	0	0
Public Protection	1,460	0	1,460	1,457	(3)	(23)	20
Resources & Performance	911	0	911	914	3	(20)	23
Total Social Care & Health	41,649	56	41,705	42,690	985	1,070	(85)
Individual School Budget	43,308	(84)	43,224	43,258	34	0	34
Resources	1,508	0	1,508	1,504	(4)	309	(313)
Standards	5,066	0	5,066	5,206	140	50	90
Total Children & Young People	49,882	(84)	49,798	49,968	170	360	(189)
Business Growth & Enterprise	1,365	(337)	1,028	1,053	25	16	9
Planning & Housing	1,462	(100)	1,362	1,182	(180)	(233)	53
Tourism Life & Culture	2,993	(91)	2,902	3,350	448	396	52
Youth	0	0	0	0	0	0	0
Total Enterprise	5,819	(528)	5,291	5,585	294	180	114
Governance, Engagement & Improvement	4,439	181	4,620	4,642	22	(28)	50
Legal & Land Charges	448	0	448	418	(30)	(30)	0
Operations	16,922	0	16,922	16,770	(152)	66	(218)
Total Chief Executives Unit	21,808	181	21,989	21,830	(160)	8	(168)

**Table 1: Council Fund
2016/17 Outturn Forecast
Summary Statement at
Period 3 (Month 9)**

	Budget Reported @ month 6	Budget Virements & Revisions made during Period 3	Revised Annual Budget @ Month 9	Annual Forecast @ Month 9	Equivalent Forecast Over/ (Under) spend @ month 9	Forecast Over/ (Under) spend @ month 6	Variance in Forecast since month 6
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Finance	2,277	(35)	2,242	2,141	(101)	(29)	(72)
Information Communication Technology	2,310	61	2,371	2,370	(1)	69	(70)
People	1,425	38	1,463	1,563	100	100	0
Place	(646)	(76)	(722)	(512)	210	145	65
Total Resources	5,367	(12)	5,355	5,562	207	284	(77)
Precepts and Levies	16,484	0	16,484	16,488	4	4	0
Coroners	80	0	80	100	20	20	0
Gwent Joint Records	183	0	183	182	(0)	(0)	0
Corporate Management (CM)	186	0	186	661	475	1	474
Non Distributed Costs (NDC)	726	0	726	834	108	98	10
Strategic Initiatives	634	0	634	194	(440)	0	(440)
Office furniture & equipment	(0)	0	(0)	0	0	0	0
Insurance	1,218	0	1,218	1,144	(74)	(59)	(15)
Total Corporate Costs & Levies	19,511	0	19,511	19,603	92	63	29
Net Cost of Services	144,035	(387)	143,648	145,238	1,590	1,966	(376)
Attributable Costs – Fixed Asset Disposal	95	0	95	111	16	54	(38)
Interest & Investment Income	(55)	0	(55)	(73)	(18)	(6)	(12)
Interest Payable & Similar Charges	3,496	0	3,496	2,941	(555)	(540)	(15)
Charges Required Under Regulation	3,427	0	3,427	3,373	(54)	(17)	(37)
Contributions to Reserves	105	0	105	108	3	0	3
Contributions from Reserves	(2,404)	387	(2,017)	(2,017)	(0)	263	(263)
Appropriations	4,664	387	5,051	4,443	(608)	(245)	(362)
General Government Grants	(63,567)	0	(63,567)	(63,567)	0	0	0
Non-Domestic Rates	(27,981)	0	(27,981)	(27,981)	0	0	0
Council Tax	(63,411)	0	(63,411)	(64,061)	(650)	(530)	(120)
Council Tax Benefits Support	6,258	0	6,258	5,849	(409)	(349)	(60)
Financing	(148,701)	0	(148,701)	(149,760)	(1,059)	(879)	(180)
Budgeted contribution from Council Fund	2	0	2	0	(2)	(2)	0
Net Council Fund (Surplus) / Deficit	(0)	0	(0)	(79)	(79)	840	(919)

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

Net Council Fund Surplus	2016-17	2015-16	2014-15
	£'000	£'000	£'000
Period 1	1,511 deficit	867 deficit	219 deficit
Period 2	839 deficit	1,066 deficit	116 deficit
Period 3	79 surplus	162 deficit	144 deficit
Outturn		579 surplus	327 surplus

3.1.4 Overall this is a considerably improved position is anticipated against month 6, and interestingly the deficit level at month 9 monitoring is marginally better than the equivalent positions in previous years, despite it feeling increasingly harder to positively influence forecast outturn. The improvements continue to significantly be affected by council tax receipts and treasury improvements, and net cost of services still shows a £1.6m financial deficit largely from the longstanding social care challenge, although this does exhibit an improving trend during the year but which is highly influence by additional external and health based awards.

3.1.5 In providing a balanced perspective, there are tangible improvements in net cost of services deficit of £376k since month 6, which is encouraging given the changed approach towards reserve funded slippage which has reduced Directorate budgets by £387k. Had that been taken out at month 6 (so comparing like with like), the net cost of services exhibited a favourable £763k swing between month 6 and 9. Directorates continue to report reviewing the levels of over and underspends and reallocate budgets to reduce the extent of compensatory positions needing to be reported from month 9 onwards.

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

3.1.6 Stronger Communities Select Portfolio (£1,528k net underspend)

- Chief Executives Unit (£160k underspend)

Legal division exhibit the same level of underspend as month 6 of £30k. Governance, engagement and improvement forecast a deficit of £22k, which is worsening of £50k on month 6 largely symptomatic of a worsening position with community Education, caused by further decline in franchise income. Conversely Operations exhibits £218k improvement on month 6 and is now a predicted £152k surplus, largely through the reduction in SWTRA deficit by £100k, procurement savings of £15k and increase in waste/streetscene surplus. The position for each of main Operations areas is as follows, Highways £150k deficit (all SWTRA related), Property and Procurement £80k surplus (importantly the service has resolved the large deficit in schools catering it received from CYP Directorate when the service moved), Passenger Transport £25k deficit (despite presuming to bill Eisteddfod £104k worth of costs), Transport administration breakeven, Waste and Streetscene £241k surplus..

- Resources Directorate (£207k overspend)

An underspend in Finance Division costs of £101k, predominantly predicted savings in housing benefit and council tax administration. IT shows a significantly improved position since month 6, now effectively forecasting to breakeven with reduction in equipment costs compensating for the delay in commercialising and selling our developed Social Care application. People division continue to forecast an overspend of £100k, due to the delays with implementing the Training budget mandate (£50k) and take up of Flexible benefits being negligible against a target saving mandate of £50k. Place division forecast an overspend of £210k, £135k of which is the result of delays in meeting previously agreed income targets in the sustainability budget (£84k), and £62k overspend in respect of Markets, a mixture of increased costs in association with Borough Theatre, and a shortfall in income against income targets. The remainder £75k is a result of an unachievable mandate for the commercialisation/optimisation of Enterprise Assets that has recently transferred to

the new Directorate. This pressure has been identified and built into 2017-18 budget proposals going forward.

- Corporate (£92k overspend)

There is an excess of net pension strain costs (£108k) caused by past and current redundancy decisions. Corporate management exhibits a £475k overspend caused predominantly by a shortfall in reimbursement in rating appeals forecast as £140k deficit, miscellaneous write off of unrecoverable debts £47k, £318k of employment tribunal settlement costs against which a caveated use of reserves was agreed by Cabinet at month 6, Coroner costs being higher than budgeted (£20k overspend), offset by Insurance underspend of £74k. Strategic initiatives evidences an underspend of circa £440k. This budget relates to living wage uplift (£184k) and our creation of redundancy budget (£450k). The actual resulting costs sit in individual Directorates through the year, to be absorbed/mitigated in first instance. However to avoid double counting of such costs and appreciating ultimately they may fall to the corporate budget, the corporate budget is artificially adjusted so that it is self-balancing with Directorate costs. Excluding schools the Council has incurred £256k redundancy costs to date, and monitoring assumption for living wage uplift remains at budgeted level.

- Appropriations (£608k underspend)

Caused predominantly by a net £627k saving in treasury/borrowing costs from active treasury management and utilising recurrent short term borrowing as an alternative to taking out more expensive long term borrowing. Net borrowing costs are also favourably affected by any delay in the timing of expenditure that has not already been factored into the budget calculations e.g. capital (of net £42.5m capital budget only net £25m has been incurred at month 9), and using receipts as more cost effective temporary internal borrowing.

- Financing (£1,059k underspend)

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

RESOURCES DIRECTOR CONTEXT & COMMENTARY

The Directorate is carrying a number of significant in-year pressures brought about by budget mandates that had been further developed but that have not been able to deliver the intended level of savings. Whilst many of these pressures have now removed as part of the 2017-18 budget proposals the Directorate continues to place downward pressure on expenditure and has been successful in further reducing the over spend to £207k. This is aided by an improved housing benefit subsidy position which in itself remains volatile. Further efforts will continue to be made to across the Directorate to reduce the over spend going into year-end.

HEAD OF OPERATIONS CONTEXT & COMMENTARY

The third quarter shows a move from a half year projected overspend of £69,999 to an underspend of £152,076. Obviously this is a welcome trend in support of achieving a corporate balanced, or ideally underspend, position.

The main contributors towards the underspend are discussed below:

Waste and Street Services – although the employer's funding is budgeted for some employees (both waste and grounds staff) continue to decline to take up the option of an occupational (superannuation) pension resulting in a saving on the employer's contribution. The Project Gwyrdd annuity offers a saving in early years although this will reverse in future years and additional budget provision will be required. Grounds trading has increased, particularly for play equipment installation so income has improved accordingly.

Property and Facilities Management – property and office maintenance are being managed to provide an underspend and it is pleasing to see that schools catering and cleaning are both balancing in this year having struggled to do so in recent years.

Public and schools transport - forecasting a small overspend of £25,000 which will be managed in the Operations out turn overall.

County Highways and SWTRA – The month 6 position suggested a £250,000 budget pressure due to the new SWTRA agreement changing dramatically the financial forecast from the underspends in previous years. As the new agreement unfolds the position is becoming clearer which, along with works for other local authorities indicates that the overspend for this area may be revised to £150,000. The winter so far has seen pre-salting runs being undertaken but no major response to poor weather. Nevertheless it is worth noting that the risk remains that bad weather would see extra costs being incurred.

3.1.7 Economy & development Select Portfolio (£291k net overspend)

- Enterprise Directorate (£294k net overspend)

Business growth and enterprise is incurring a forecast overspend of £25k, predominantly reflective of the net deficit in Youth Services that has moved from CYP Directorate within the year.

Planning & Housing (£180k underspend) – Development control exhibits a deficit of £43k through reduced development and income activity, conversely development plans area exhibits £201k surplus, which is rather artificial as the saving is largely resultant from Local development plan (LDP) costs being deferred which will instead crystallise next year in addition to next years annual budget. Currently these savings are presupposed to assist with overall Enterprise Directorate bottom line. Housing exhibits a £21k underspend which is a mixture of net one off grant received in homelessness and an excess of income in lodging scheme being above occupation assumptions.

Tourism, leisure & culture (£448k overspend) - Countryside exhibit an underspend of £30k from part vacancy and extra grant funding. There is a £221k overspend in respect of Cultural services, of which the main pressure is Caldicot Castle (£122k), Old Station (56k) and Museums (43k) as a result of unmet mandate savings. Leisure services anticipate £81k overspend, largely the consequence of forecast imbalance in the Events function (£67k) caused in part by costs of Events team in facilitating Eisteddfod exceeding the agreed recharge, the remainder reflects a redundancy in Leisure which is anticipated to be picked up by the Council's corporate reserve budget. Tourist Information Centres indicate a £79k overspend due the service being run above the level presumed by saving levels volunteered by the Directorate for this service. Youth services are a recent addition to Enterprise Directorate, and have been absorbed in part between Business Growth and Enterprise sub division and Tourism Leisure and Culture subdivision. It was received from CYP with a significant inherent deficit and whilst this deficit is still £96k deficit, this is an improvement of £51k on month 6 position.

- Social Care & Health (£3k underspend)

Public Protection (£3k underspend) – miscellaneous minor underspends on £1.5million expenditure budget

ENTERPRISE DIRECTOR'S CONTEXT & COMMENTARY (in absentia)

The Directorate continues to drive a progressive agenda of change brought about by the need to re-engineer services and put them on a more sustainable footing whilst continuing to deliver ambitious mandated savings. All of this is happening in tandem with lead responsibility for Future Monmouthshire and so balancing resources to manage today, whilst preparing for tomorrow is a challenge, but equally an opportunity we must continue to vigorously pursue.

Continuing cost pressures remain around planning, leisure, museums and culture, and whilst we are generating more income than ever – it remains insufficient in meeting annually uplifted targets. This reflects some of the issues we're experiencing whereby the current service formats, mean we have

saturated the markets available to us and in its current form it is not feasible to charge premium rates. This position, which will not change as things currently stand, is now a driver underpinning exploration of alternative delivery vehicles and the Future Monmouthshire programme.

Whilst the Eisteddfod was a tremendous success, showcasing our county and delivering huge benefits it also took considerable time and focus of teams which as a consequence and as a one off has resulted in additional costs being incurred and notably by the Events function. I am pleased to see that the Youth Service, whilst still exhibiting an over spend continues to drive towards a more sustainable model of delivery.

The directorate continues to explore opportunities to drive further savings and remains hopeful that the forecast position will improve further in assisting the Authority's current over spend position.

3.1.8 Adult Select Portfolio (net £398k overspend)

- Social Care & Health

Adult Services (£100k underspent) – the net effect of secondments and intermediate care funding sustaining services, a saving of £53k has resulted from the My Day review, which compensates in part for a short term staffing pressure at Severn View of £80k, and redundancy costs of circa £73k in respect of Mardy Park.

Community Care (£594k overspend) – this area has now overtaken Children's Services as the most significant financial challenge affecting Social Care Directorate. The net pressure is caused by £110k flip in Community Learning Disability Costs since month 6 to now be £83k deficit, adding to continued care package demands predominantly within the Chepstow team and Mental Health Care team, collectively £1.2 million. These are compensated in part by savings within the other 2 teams (£254k), reported Frailty partnership cost underspends (£52k) and net Independent Living and Intermediate Care funding total collectively £100k.

Commissioning (£93k underspend) – predominantly a savings within Drybridge Gardens service area caused by a refund on the last 3 years management agreement and a vacant unit at the site, and a return of historic un-utilised funding from a third party.

Resources (net £3k overspend) – a mix of Finance team and Facilities management savings have compensated in part for addition IT and service strategy costs.

During the report writing process, SCH colleagues volunteered an additional collective £189k improvement cause by adoption of the following monitoring assumptions across Adult and Children Services. There is an additional degree of risk that such savings will be manifest hence wishing to keep separate from the original forecast provided, but they have been reflected in the summary table figures in para 3.1.2 in modelling the consequence.

- 100% Health funding for two Children's cases of £49K
- Not accounting for £30K of LAC panel cases of 12th January which came to light after M9 deadline
- Taking a brave move to assume Health will agree to us retaining the £129.5K new year ICF slippage which we have been trying to get agreement on
- £9K refund from capital for Mardy Park carpark scheme to fund Mardy Park transition work which has yet to be actioned.

SCH DIRECTOR'S CONTEXT & COMMENTARY

There is a projected overspend of £403,000 in Adult Social Care. This is an improving position from the month 6 position by £233,000. There remain significant pressures as a consequence of the demographics, particularly in older adult

Monmouthshire. These pressures were contained within the service in previous years but the practice change mandate of £628,000 for 2016/17 means that underspends elsewhere are not able to offset the pressures. There are a combination of factors that are causing particular challenges; the complexity of need of people who are very old and frail, an increase in placement numbers as people who are already in residential care placements become the responsibility of the Local Authority when their savings fall below the £24,000 threshold and fragility of both the care home and domiciliary sectors. Intermediate Care Fund investment is being used to partially address pressures; however some of this investment is not yet confirmed as recurring for Monmouthshire. Since the introduction from 1st April 2016 of the new charging regulations issued to Local Authorities under the Social Services and Wellbeing Act, we have an income loss pressure resulting from respite care charges being capped at £60 per week. Recovery plans are in place across adult services and a range of actions are being pursued to accelerate practice change. A detailed service and financial plan is being developed for the next 3 years.

3.1.9 Children & Young People Select Portfolio (net £754k overspend)

- Social Care & Health

Children's Services (net £584k overspend) – whilst this is now no longer the greatest financial challenge within Social care, its pressure has exhibited an upward trend since month 6 of £177k. There are a variety of large value under and overspends within the service, but the volatility can largely be attributed to a forecast increase in external placement costs of £299k, £93k increase in Younger People's accommodation costs with a partly compensatory effect from a reduction in fostering allowances and costs (£180k benefit). Whilst the external placement outturn forecast is breakeven with budget and fostering costs exhibit £39k underspend, Members may wish to keep a close eye on quarterly movement between Fostering and external placements and their interrelationship going forward as any increasing trend of rising external placement costs and reducing foster costs appears a less resilient and sustainable prospect. However individual care package costs and utilisation of appropriate care options will tend to skew financial analysis when viewed in short timeframes so need to be viewed over a more protracted period. Court costs exhibit no activity variance on month 6 and still forecast a net deficit of £118k against budget. Team costs (overspend of £498k) continue to be significantly affected by the extent and use of temporary and agency staff whilst the team seek to recruit and train new directly employed staff.

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

During the report writing process, SCH colleagues volunteered a collective additional £189k improvement cause by adoption of the following monitoring assumptions across Adult and Children Services. There is an additional degree of risk that such savings will be manifest hence wishing to keep separate from the original forecast provided, but they have been reflected in the summary table figures in para 3.1.2 in modelling the consequence.

- 100% Health funding for two Children's cases of £49K
- Not accounting for £30K of LAC panel cases of 12th January which came to light after M9 deadline
- Taking a brave move to assume Health will agree to us retaining the £129.5K new year ICF slippage which we have been trying to get agreement on
- £9K refund from capital for Mardy Park carpark scheme to fund Mardy Park transition work which has yet to be actioned.

- Children and Young People (net £170k overspend)

Resources delegated to schools exhibit £34k overspend against budget due to additional support provided by LEA in respect of staffing and IT charges. There is a small underspend of £4k within the Finance team, which compensates in part for the net overspend of £140k in Additional Learning Needs costs reflective of decisions to support pupils within MCC school system (£120k) over budgeted levels and out of County placement costs exceeding budget by £50k. There are £18k redundancy costs with Flying Start provision which will be picked up from Council corporate redundancy pot rather than the grant, with net ALN costs mitigated by vacancy and management savings and a reduction in grant match funding requirements relating to current and previous year.

SOCIAL CARE & HEALTH DIRECTOR'S CONTEXT & COMMENTARY

There is a projected overspend of £584,000 in Children's Services. The main causes of the overspend are workforce (agency staff remaining in post whilst new staff are recruited), legal fees (representing the level and complexity of court activity) and care leavers accommodation costs. There is positive movement in the placement budget, as the number of looked after children have reduced and a number of control mechanisms have been established such as a Looked After Children admissions panel. This budget remains volatile and could see significant fluctuations if there is an increase in looked after children numbers. Cabinet approved a 3 year service and financial plan for improving Children's Services in July 2016 which includes a financial model that will support Children's Services in managing within its means as practice and commissioning improves.

INTERIM CHILDREN & YOUNG PEOPLE DIRECTOR'S CONTEXT & COMMENTARY

The Children and Young People Directorate's Month 9 position is a forecasted overspend of £171,000. This is an increased overspend position compared with that of Month 6. The ALN budget continues to remain under significant pressure due to the requirement to support more of our pupils with complex needs out of county, which has led to a further pressure of £25,000 leading to a year end overspend of £50,000. There have been additional costs of £43,000 in the School Resource Action Fund and this area forms a significant percentage of the Directorate's forecasted overspend (expected to be £120,000 at year end). Alongside these overspends recoupment forecasts are lower than expected but it is expected that there will be greater recovery prior to year-end.

Due to the current interim arrangement within the management team of CYP, additional costs have been incurred, resulting in an overspend of £61,000 in this area. Vacancies have been carried to minimise the impact of this cost. We are continuing to work across all areas of spend to reduce the overspend position with a particular focus on managing our Additional Learning Needs budget. This is also a focus of a longer term strategic review which will allow us to meet the needs of children earlier and at a lower cost.

The Directorate will work across all areas of activity to bring down the level of overspend by the end of year.

3.2 SCHOOLS

- 3.2.1 Each of the Authority's Schools is directly governed by a Board of Governors, which is responsible for managing the school's finances. However, the Authority also holds a key responsibility for monitoring the overall financial performance of schools. Below is a table showing the outturn forecast Schools' balances position based on month 9 projections.

Month 9 movement on reserves

	Opening reserves 2016-17 (Surplus)/Deficit	In Year forecast at Month 6 (Surplus)/Deficit	Difference reported from Month 9 to Month 6 (Surplus)/Deficit	In Year forecast at Month 9 (Surplus)/Deficit	Projected carry forward at year end 2016-17 (Surplus)/Deficit	Notes
Abergavenny cluster						
E003 King Henry VIII Comprehensive	(107,369)	204,459	12,910	217,369	110,000	Significant increase in supply costs due to long term absences and exam fees are considerably higher than budgeted amount.
E073 Cantref Primary	(41,987)	10,113	1,159	11,272	(30,715)	
E072 Deri View Primary	(86,054)	75,037	(15,963)	59,074	(26,980)	Position has improved since Q2 as a result of realignment of grant expenditure.
E035 Gilwern Jnr & Inf	(41,298)	18,238	(1,756)	16,482	(24,816)	
E037 Goytre Fawr Jnr & Inf	(53,920)	22,310	11,009	33,319	(20,601)	IT investment has resulted in an increased in-year spend.
E041 Llanfair Kilgeddin CV Jnr & Inf	(66,824)	66,824	0	66,824	0	
E093 Llanfoist Fawr	(93,790)	62,181	3,397	65,578	(28,212)	
E044 Llantillio Pertholey Jnr & Inf	(37,176)	36,557	(2,955)	33,602	(3,574)	
E045 Llanvihangel Crocorney Jnr & Inf	23,605	5,152	2,219	7,371	30,976	
E090 Our Lady and St Michael's RC Primary School	(30,654)	5,363	(336)	5,027	(25,627)	
E067 Ysgol Gymraeg Y Fenni	(58,741)	23,163	(381)	22,782	(35,959)	
Successful Futures Grant Funding from EAS	0	0	(13,050)	(13,050)	(13,050)	
Caldicot cluster						
E001 Caldicot Comprehensive	(208,860)	203,597	(27,046)	176,551	(32,309)	Improved forecasted position due to anticipated savings against utilities and building maintenance costs due to new school build.
E068 Archbishop Rowan Williams Primary	(84,488)	68,794	(10,949)	57,845	(26,643)	
E094 Castle Park	21,447	26,109	0	26,109	47,556	
E075 Dewstow Primary School	(112,597)	72,219	(195)	72,024	(40,573)	
E034 Durand Jnr & Inf	(60,520)	18,293	(5,688)	12,605	(47,915)	
E048 Magor Vol Aided Jnr & Inf	(56,008)	7,667	21,986	29,653	(26,355)	A number of absences have resulted in increased costs of supply cover.
E056 Rogiet Jnr & Inf	(59,614)	51,948	(20,339)	31,609	(28,005)	Improved position as a result of additional ALN funding being received to support a post already in place. Also donations received to offset premises expenditure which had not previously been forecasted.
E063 Undy Jnr & Inf	(16,641)	(11,102)	26,101	14,999	(1,642)	In-year overspend now being reported as a result of a number of illnesses at the school which have resulted in increased costs of supply cover.
E069 Ysgol Gymraeg Y Ffin	(13,168)	55,697	11,426	67,123	53,955	Staff changes have resulted in an increased overspend position. Class structures have been revisited as part of recovery plan in order to reduce the deficit going forward.
Successful Futures Grant Funding from EAS	0	0	(10,150)	(10,150)	(10,150)	

	Opening reserves 2016-17 (Surplus)/Deficit	In Year forecast at Month 6 (Surplus)/Deficit	Difference reported from Month 9 to Month 6 (Surplus)/Deficit	In Year forecast at Month 9 (Surplus)/Deficit	Projected carry forward at year end 2016-17 (Surplus)/Deficit	Notes
Chepstow cluster						
E002 Chepstow Comprehensive	414,067	(253,758)	7,666	(246,092)	167,975	Small negative variance in comparison to Q2 as a result of increased costs of supply
E091 New Pembroke Primary School	(36,201)	33,497	10,504	44,001	7,800	Position has worsened since Q2 due to increased supply costs to cover a staff absence.
E057 Shirenewton Jnr &	(81,560)	(5,396)	3,770	(1,626)	(83,186)	
E058 St Mary's Chepstow RC Jnr & Inf	(25,386)	32,628	(971)	31,657	6,271	
E060 The Dell Jnr & Inf	(50,266)	35,976	(4,284)	31,692	(18,574)	
E061 Thornwell Jnr & Inf	(2,252)	13,196	28,025	41,221	38,969	Two members of teaching staff on long term absence have led to an increased spend on supply cover. Contract cleaning cost also higher than anticipated - this is being queried with DSO Cleaning. Additional support also required for two ALN pupils and a decision on whether funding will follow is pending.
Successful Futures Grant Funding from EAS	0	0	(8,700)	(8,700)	(8,700)	
Monmouth cluster						
E004 Monmouth Comprehensive	(45,772)	45,772	0	45,772	0	
E032 Cross Ash Jnr & Inf	(51,269)	26,955	(7,257)	19,698	(31,571)	
E092 Kymin View	(18,774)	24,547	2,799	27,346	8,572	
E039 Llandogo Jnr & Inf	11,446	(3,904)	12,027	8,123	19,569	Sickness absences at the school have resulted in increased costs of supply cover.
E074 Osbaston Church In Wales Primary	(37,344)	25,874	3,145	29,019	(8,325)	
E051 Overmonnow Jnr & Inf	19,101	(21,182)	13,886	(7,296)	11,805	Additional supplies and services and costs of increased necessary supply cover have resulted in a deficit now being forecasted - recovery plan meeting will scheduled.
E055 Raglan Jnr & Inf	(18,369)	17,573	499	18,072	(297)	
E062 Trellech Jnr & Inf	(86,281)	23,026	(3,226)	19,800	(66,481)	
E064 Usk CV Jnr & Inf	(71,295)	38,402	1,550	39,952	(31,343)	
Successful Futures Grant Funding from EAS	0	0	(16,600)	(16,600)	(16,600)	
Special Schools						
E020 Mounton House	154,854	0	0	0	154,854	
E095 PRU	(46,208)	0	0	0	(46,208)	
	(1,156,166)	1,055,825	24,232	1,080,057	(76,109)	

3.2.2 6 schools exhibited a deficit position at the start of 2016/17. This is anticipated to rise to 12 by end of 2016-17. Significant volatility is particularly evident at Comprehensive school level, with Caldicot and Monmouth making significant use of their reserves. Conversely Chepstow exhibits good forecast progress against their exacting recovery plan targets for the year, and if their trajectory remains constant they will provide enhanced confidence that they will be able to resolve their deficit position by end of 2017/18 as agreed between Governing Body and LEA.

3.2.3 Collectively school balances at the beginning of the financial year amounted to £1,156,000. The Schools anticipated draw upon balances is forecasted to be £1,056,000 for 2016/17, leaving £76,000 as forecasted closing reserve balances.

Financial Year-end	Net level of School Balances
2011-12	(965)
2012-13	(1,240)
2013-14	(988)
2014-15	(1,140)
2015-16	(1,156)
2016-17 Forecast	(76)

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

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

3.2.6 As part of periodic monitoring engagement with CYP Select, the future provision of Recovery plan targets for those in deficit was volunteered, for members to get a better appreciation of whether individual schools were on track with their improvements or otherwise. CYP colleagues have supplied such details in draft, but would like the opportunity to amend in light of recent EAS awards, so as an interim step for month 9 a narrative note has been supplied in relation to significant variance which will for outturn and future be replaced by the revised recovery plan targets agreed with individual schools.

3.2 2016/17 Savings Progress

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

In summary they are as follows,

Budgeted Service Savings Mandates Progress 2016/17							
DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Percentage progress in achieving savings	Delayed savings	Savings not achievable
	£'000	£'000	£'000	£'000	%	£'000	£'000
Children & Young People	600	600	600	600	100%	0	0
Social Care & Health	640	640	12	12	2%	628	0
Enterprise	310	285	285	245	79%	40	25
Resources	544	318	299	260	48%	75	209
Chief Executive's	1,565	1,442	1,442	1,437	92%	85	43
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	2,554	70%	828	277

3.3.2 Forecasted mandated savings are currently running at 70%, down from 72% at period 2, with currently £277,000 being deemed unachievable at the end of month 9, and a further £828,000 unlikely to crystallise in 2016-17.

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

3.3.5 **Stronger Communities Select Portfolio**

Resources Directorate

- Mandate A5: Sustainable Energy Initiatives: Expected income targets of £34,000 are unachievable, alternative delivery plan of increased income on property rental portfolio and reduced expenditure on repairs and maintenance proposed
- Mandate B3: Training Services Consolidation: Consolidation of authorities existing training functions and increased revenue streams of £50,000 are unachievable. Alternative delivery plans are being considered.
- Mandate B5a: Community Asset Transfer £60,000: MCC still in discussions over transfer of Chepstow Drill Hall and Melville Theatre. £45,000 of the £60,000 savings contained within the mandate are forecast to be achieved.
- Mandate B5b: Optimisation/commercialisation of assets within Enterprise Division. This mandate was originally wholly with Enterprise Directorate. Responsibility for £75k of £100k was transferred to Resources Directorate recently, but is unlikely to be achieved this close to year end. The mandate has been regarded as unachievable longer term and alongside others is an element of pressures to be accommodated as part of 2017-18 budget process
- Mandate B16: Flexible Employment Options £50,000: Scheme exhibits little demand amongst staff.
- Mandate B18: Strategic Property Review: £21,000 shortfall identified as a failure to achieve Residential Letting Income and the Depot Rationalisation Programme which will take longer than expected.

Chief Executive's Office

- Mandate B11: Senior Leadership Structure Review: Currently £42,700 of the £315,000 mandated savings still to be found. Current structures under review in regard to achieving this further saving.
- Mandate 21: Town & Community Councils: The mandate is currently £60,000 short of the £400,000 in regard to the service collaboration for Tourism (£20k), Museums (£20k), and Public Conveniences (£20k) .
- Mandate A28: Community Hubs: In a change from month 6, the original saving proposal £25,000 will not be achieved in the fashion original presumed by Contact Centre but the Community Hub service overall is still anticipated to break even against budget.

3.3.6 **Economy & Development Select Portfolio**

Enterprise (ENT) Directorate

- Mandate B5 b and c: Community Asset Transfer / Income Generation £25,000 of the original £100,000 relates to revised Leisure income targets. The remaining improvements from optimisation of assets has transferred to Resources Directorate. Neither element is forecast

to be achieved this year, and has been added to the pressures for consideration as part of 2017-18 budget process.

3.3.7 Adult Select Portfolio

Social Care & Health (SCH) Directorate

- Mandate A34. Whilst current year savings were anticipated to be delivered in full at period 1, a revised overspend particularly with Community Care arm of Social Care of £888,000 currently, makes it unlikely to conclude that the practice change mandate of £628,000 is deliverable this financial year.

3.3.8 Children and Young People Select Portfolio

Children and Young People (CYP) Directorate

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

3.4 Capital Position

3.4.1 The summary Capital position as at month 9 is as follows

MCC CAPITAL BUDGET MONITORING 2016-17 AT MONTH 9 by SELECT COMMITTEE						
SELECT PORTFOLIO	Annual Forecast	Slippage Brought Forward	Total Approved Budget 2016/17	Provisional Capital Slippage to 2017/18	Revised Capital Budget 2016/17	Forecasted Capital Expenditure Variance
	£000	£000	£000	£000	£000	£000
Children & Young People	31,626	39,731	43,243	(11,617)	31,626	0
Adult	95	30	95	0	95	0
Economic & Development	5,224	680	5,280	(50)	5,230	(6)
Strong Communities	8,689	3,243	9,464	(770)	8,693	(4)
Capital Schemes Total	45,634	43,684	58,082	(12,437)	45,644	(10)

3.5 Proposed Slippage to 2017-18

3.5.1 Proposed slippage volunteered at month 9 of £12.4 million mainly relates to Future Schools (£10,303k), The Welsh Medium School (£1,000k), £415k within S106 schemes, £296k in Schools ICT and a further £160k in relation to Granville Street / Wyebridge Street car parks.

3.6 Capital Outturn

3.6.1 Major revisions to the capital programme since month 6 include Cabinet approvals for the Solar Farm at Oak Grove (£4,455K). This expenditure will be incurred in full between month 10 and outturn but does skew somewhat the significance of spending necessary between now and year to manage a forecast in accordance to budget. This report does not yet reflect the sc106 deliberations and revisions to the budget agreed in relation to Caldicot 3g pitch and related play scheme refurbishment schemes made immediately prior to Christmas. This work has been actioned during month 10 and as a result will feature at the next monitoring cycle.

3.6.2 A collective forecast spend of £45.6million by budget holders by year end does require converting commitments and aspirations of £25m over next 3 months into actual spend when collectively they have only spent £21m in the first 9 months. As mentioned above £4.5m of this relates to solar farm expenditure and a significant element relates to Future schools costs, particularly in relation to Monmouth that can now be accelerated following Member decision to increase funding envelope to afford the their preferred design.

3.6.3 However based on monitoring experience, and pragmatism around past practice it is anticipated that budget holders will continue to overestimate their ability to progress projects and struggle to incur the full extent of necessary expense to suspect that month 9 forecast will prove the reality. Slippage requests tend to increase as the year progresses, and in common with previous years an in-depth analysis of such will be taken at outturn to evaluate whether requests are reasonable or whether instead the outturn variance is more accurately categorised as an underspend to be volunteered to members to be recycled into other capital priorities as part of the usual year end monitoring report.

3.6.4 Pressures apparent between month 6 and 9 include an extra £30k on Woodstock Way linkage scheme, proposed to be funded from an abortive area improvement scheme proposed in Abergavenny. Members have been keen to facilitate additional small scale adaptation work to relieve some pressure upon the general DFG budget, proposing to fund £30k worth of works from £15k Highways capital works budget and £15k from Access for all budget.

3.7 Capital Financing and Receipts

3.7.1 Given the anticipated capital spending profile reported in para 3.4.1, the following financing mechanisms are expected to be utilised.

MCC CAPITAL FINANCING BUDGET MONITORING 2016-17 AT MONTH 9 By FINANCING CATEGORY						
CAPITAL FINANCING SCHEME	Annual Forecast Financing	Slippage Brought Forward	Total Approved Financing Budget 2016/17	Provisional Budget Slippage to 2017/18	Revised Financing Budget 2016/17	Forecast Capital Financing Variance 2016/17

	£000	£000	£000	£000	£000	£000
Supported Borrowing	2,400	0	2,400	0	2,400	0
General Capital Grant	1,461	0	1,461	0	1,461	0
Grants and Contributions	16,000	16,050	17,853	(1,853)	16,000	0
S106 Contributions	842	880	1,256	(415)	842	0
Unsupported borrowing	16,404	11,553	25,605	(9,201)	16,404	0
Earmarked reserve & Revenue Funding	888	590	1,100	(212)	888	0
Capital Receipts	7,501	14,500	8,292	(755)	7,536	(35)
Low cost home ownership receipts	113	113	113	0	113	0
Unfinanced	25	0	0	0	0	25
Capital Financing Total	45,634	43,684	58,081	(12,437)	45,644	(10)

3.8 Useable Capital Receipts Available

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

Movement in Available Useable Capital Receipts Forecast

TOTAL RECEIPTS	2016/17	2017/18	2018/19	2019/20
	£000	£000	£000	£000
Balance b/f 1 st April	5,311	8,971	0	1,093
ADD				
Receipts received in YTD	16,467	0	0	0
Receipts forecast received	685	9,951	5,560	5,660
Deferred capital receipts	4	4	4	4
LESS				
Receipts to be applied	(7,501)	(18,926)	(4,471)	(509)
Set aside	(5,995)	0	0	0
Predicted Year end receipts balance	8,971	0	1,093	6,248
Financial Planning Assumption 2016/20 MTFP Capital Budget	18,151	6,452	3,985	3,481
Increase / (Decrease) compared to MTFP Capital Receipts Forecast	(9,180)	(6,452)	(2,892)	2,767

- 3.8.2 The balances forecast to be held at the 31st March each year are lower than forecast in the MTFP, mainly due to the delayed LDP receipts. This difference is eradicated by March 2020 when all the LDP sites are forecast to have been sold. The table above is artificial in evidencing negative receipts, this wouldn't be the reality, alternative funding sources would need to be utilised when a positive level of receipts expires, and commonly this will involve reviewing levels of set aside which has a potential to affect the Council's revenue budget as not reducing capital financing requirement as anticipated would increase minimum revenue provision which is a product of that financing requirement. There is scope to do that without adversely affecting Appropriations budget, but the saving on Appropriations is commonly used to assist in driving to a balanced bottom line by year end.
- 3.8.3 The forecast / received receipt figure above for 2016/17 includes receipts from the old Abergavenny cattle market site and the Coed Glas site. The receipt still outstanding for 2016-17 relates to a Farm sale. There is an increasingly significant risk to the Council resulting from the need to utilise capital receipts in the same year that they come into the Council. This provides no tolerance or flexibility should the receipts be delayed, which isn't uncommon, and would necessitate compensatory temporary borrowing which is more costly than utilising capital receipts and would necessitate additional revenue savings annually to afford.

3.9 Reserve Usage

3.9.1 Revenue and Capital monitoring reflects an approved use of reserves. At month 9, reserve call budgets have been adjusted to show a clean position in regard to contributions from / to reserves at the year-end. Budgets have been adjusted to reflect the delay in the reserve call due to operational requirements and any reserves that are no longer required. At month 9 these are;

Reduced call upon reserves

- Innovations & marketing officer contribution £44k (deferral)
- Innovations & marketing CYP £60k (deferral)
- Eisteddfod Community fundraising backstop £72.3k (no longer required)
- LDP expenditure contribution £100k (deferral)
- RDP expenditure contribution £62.7k (deferral)
- Social Care & health Leadership review £35k (deferral)
- Elections expenditure contribution £100k (deferral)

Total £474k

Increased call upon reserves

- Digital Programme Officer (£60.5K)
- Payroll / Human Resources Restructure (£25k)

Total £85.5k

Net £387k

In addition the following 2 items are a caveated use of reserves. The distinction between caveated use of reserves and approved use of reserves is that an approved use of reserves is included in the reserve forecast below where as a caveated use wouldn't be. This is because a caveated use merely means that there may be an additional reserve call at outturn depending upon whether the bottom line position has been sufficient to absorb such. At the moment with only £108k deficit, which includes these costs, this is looking promising.

- Pension strain costs (£108k) reflection increased redundancies
- Industrial Tribunal Costs (£318k) is forecasted to be drawn if costs cannot be contained within overall annual budget

3.9.2 The following predicted position reflects capital and revenue presumptions evident in period 3 monitoring.

Summary Earmarked Reserves Forecast 2016-17					
Earmarked Reserves	2015-16	Revenue Approved Usage		Capital Usage	2016-17
	C/FWD	Replenishment of Reserves	Draw on Reserves		c/fwd
Invest to Redesign	-1,298,155	-72,508	459,644	62,797	-848,222
IT Transformation	-826,835		60,500	238,862	-527,473
Insurance & Risk Management	-1,236,396				-1,236,396
Capital Receipt Regeneration	-322,361		95,376		-226,985
Treasury Equalisation	-990,024				-990,024
Redundancy & Pensions	-1,274,256		693,521		-580,735
Capital Investments	-1,264,599			586,168	-678,431
Priority Investments	-1,120,069		1,126,861		6,792
Museum Acquisitions	-56,760				-56,760
Elections	-108,183	-25,000			-133,183
Grass Routes Buses	-139,703	-5,000			-144,703
Sub Total	-8,637,341	-102,508	2,435,902	887,827	-5,416,120
Restricted Use Reserves					0
Youth Offending Team	-325,000				-325,000
Building Control Trading	-12,008				-12,008
Outdoor Education Centres	-190,280		2,753		-187,527
CYP Maternity	-104,000				-104,000
Total Earmarked Reserves	-9,268,629	-102,508	2,433,149	887,827	-6,044,655

3.5.3 Earmarked reserves remain at limited levels unlikely to provide any material capacity/headroom to meet unanticipated volatility or significantly facilitate future service re-engineering and design. Current predicted use of the Priority investment reserve means it will go into deficit by the end of the year. Replenishment of earmarked reserves will be considered at year end, subject to a favourable outturn position and if necessary redistribution of reserves will ensure positive balances are available to meet the following years requirement.

4 REASONS

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

5 RESOURCE IMPLICATIONS

5.1 As contained in the report.

6 EQUALITY AND SUSTAINABLE DEVELOPMENT IMPLICATIONS

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

7 CONSULTEES

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

8 BACKGROUND PAPERS

8.1 Month 9 (period 3) monitoring reports, as per the hyperlink provided

<http://corphub/initiatives/Budgetmon/20162017/Forms/Q3.aspx>

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Appendices

Appendix 1 Mandated Savings Progress Report



Appendix 1

Budgeted Service Savings Mandates Progress 2016/17



DIRECTORATE	Saving included in 2016/17 Budget	Savings reported achieved month 2	Savings reported achieved month 6	Savings reported achieved month 9	Percentage progress in achieving savings	Delayed savings	Savings not achievable
	£'000	£'000	£'000	£'000	%	£'000	£'000
Children & Young People	600	600	600	600	100%	0	0
Social Care & Health	640	640	12	12	2%	628	0
Enterprise	310	285	285	245	79%	40	25
Resources	544	318	299	260	48%	75	209
Chief Executive's	1,565	1,442	1,442	1,437	92%	85	43
Total Mandated Service Savings 2016-17	3,659	3,285	2,638	2,554	70%	828	277

2016/17 Budgeted Service Savings Mandates Progress






CHILDREN & YOUNG PEOPLE

Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Gwent Music (Nicki Wellington)	A20	Gwent Music is a joint service hosted by Newport. The plan is to refocus the service to make them more efficient.	50,000	50,000	50,000	50,000	-	-	-	On track and expected to be fully met	
Phase 3 of Additional Learning Needs Review (Sharon Randall-Smith)	B20	Closure off Deri View SNRB (£50k), Placement costs for External pupils attending Mounton House (£250k). Implementation of new funding formula from April 2016. (£250k).	550,000	550,000	550,000	550,000	-	-	-	On track and expected to be fully met	
			600,000	600,000	600,000	600,000	0	0	0		










2016/17 Budgeted Service Savings Mandates Progress





SOCIAL CARE & HEALTH											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Transition - Bright New Futures (SCH) (Julie Boothroyd)	A24	In 2014 we combined our Transitions Project Team within Bright New Futures Project. (based in Bridges)	12,000	12,000	12,000	12,000	0	0	0	On track and expected to be fully met	
Adult Social Care Transformation (Julie Boothroyd)	A34	The service is continuing its journey on practice change and restructuring itself to meet future mandate savings with community links and innovative approaches to domiciliary care, coupled with less reliance on admissions to residential care.	628,000	628,000	0	0	0	628,000	0	With an £822k Adults overspend identified at month 5, we are reviewing alternative courses of action to pursue alternative opinions to deliver the savings.	
			640,000	640,000	12,000	12,000	0	628,000	0		








2016/17 Budgeted Service Savings Mandates Progress






ENTERPRISE											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Leisure Services Income Generation (Ian Saunders)	B1	Income generation/cost savings within the service.	120,000	120,000	120,000	120,000	-	-	-	On track and expected to be fully met	
Optimisation & better commercialism of Assets within Tourism, Leisure and Culture (Ian Saunders)		Income Generation Leisure	25,000	-	-	-			25,000	Won't be achieved this financial year	
Planning Services- Income Generation (Mark Hand)	B9	Reduce the net cost of planning services with the increase of income from planning applications received.	40,000	40,000	40,000	-	-	40,000	-	Planning has seen a decline in income in recent months, it may struggle to achieve full saving.	
Extension Shared Lodgings Housing Scheme (Ian Bakewell)	B10	Increase the Shared Housing Scheme within Monmouthshire.	50,000	50,000	50,000	50,000	-	-	-	On track and expected to be fully met	
Second Phase Review of subsidies to 3 rd Sector (Will Mclean)	B12	Consolidation and reduction of grants to 3rd sector providers.	75,000	75,000	75,000	75,000	-	-	-	On track and expected to be fully met	
			310,000	285,000	285,000	245,000	0	40,000	25,000		

2015/16 Budgeted Service Savings Mandates Progress

RESOURCES											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Sustainable Energy Initiatives (Ben Winstanley)	A5	Investing in biomass boilers, solar farms and reduction in Carbon Commitment.	34,000	0	0	0	0	0	34,000	Unachievable	
Rationalise Business Support (Tracy Harry)	B2	Review the business support functions across the whole Authority to identify savings.	50,000	28,000	50,000	50,000	-	-	-	On track and expected to be fully met	
Training Services Consolidation (Peter Davies)	B3	Consolidation of the Authorities existing training functions.	50,000	-	-	-	-	-	50,000	Unachievable	
Community Asset Transfer/ Income generation (Peter Davies / Deb Hill-Howells)	B5	Community Asset Transfer of two properties	60,000	45,000	45,000	45,000	-	15,000	-	£60k of £160 relates to Estates of which £45k has been found. £15k shortfall is due to delayed implementation on Melville theatre and ongoing discussion with Town Council over Drill Hall.	
		Optimisation of Assets - PD	75,000	-	-	-	-	-	75,000	Unachievable	
Flexible Employment Options (Peter Davies)	B16	Market to all staff the Authority's flexible benefits and employment packages.	50,000	50,000	-	-	-	-	50,000	Unachievable	
Business rates evaluation - Appeals (Ruth Donovan)	B17	Rate refunds following Appeals by Cooke & Arkwright	140,000	140,000	140,000	140,000	-	-	-	On track and expected to be fully met	
Strategic Property Review (Ben Winstanley - Deb Hill-Howells)	B18	Reduction in Corporate Building Maintenance, Purchase Card rebates , Facility Management Restructure and reductions in Transport Costs and Supplies and Services costs	60,000	30,000	39,000	0	0	60,000	-	Alternative delivery plan has not been possible due to pressures within the service	
Discretionary Fees and Income (Joy Robson)	B23	Increased Discretionary Fees & Charges	25,000	25,000	25,000	25,000	-	-	-	Spread across authority, assume it has been achieved.	
TOTAL			544,000	318,000	299,000	260,000	0	75,000	209,000		

CHIEF EXECUTIVE'S UNIT											
Budget Proposals 2016/17	Mandate No.	Savings Mandate Narrative	Saving included in 2016/17 Budget £'s	Value of Saving Forecast at Month 2 £s	Value of Saving Forecast at Month 6 £'s	Value of Saving Forecast at Month 9 £'s	Value of Saving achieved at Outturn £'s	Delayed savings £'s	Savings not achievable £'s	Assessment of progress	Progress Indicator
Garden Waste (Rachel Jowitt)		Increase in charges for Garden Waste collection service.	40,000	40,000	40,000	40,000				On track	
Home to School Transport (R Hoggins / Richard Cope)	A14	Continuation of 2014-15 mandate. Fundamental policy review to nearest school, and more zealous application of free school travel criteria.	30,000	30,000	30,000	30,000				This saving is forecast to be achieved but through the reduction in contract costs for home to school transport rather than the policy review initially included in the original mandate. There is no appetite for the nearest school policy to be reviewed at this moment in time but it is still being looked into.	
Community Hubs (Will McClean)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.	25,000	25,000	25,000	25,000				Achievable through alternative Delivery Plan	
Community Hubs (Rachel Jowitt)	A28	It's about delivering services in a different way and aligning them with the Whole Place philosophy. This will introduce major changes to how the library and one stop shop services are delivered. We will create a hub in each town where face to face services will be delivered. The contact centre will sustain a reliable and informed first point of contact for people contacting us other than face to face.	25,000	25,000	25,000			25,000		Achievable through alternative Delivery Plan. Contact Centre experiencing overspend exceeding mandate target	

Legal Services (Rob Trantor)	B7	Income generation by providing Legal Services to external organisations.	25,000	25,000	25,000	25,000		-		Currently staff resource is totally used up undertaking internal legal work so there is no spare capacity to generate income from outside of the organisation. This will not affect outturn in 16-17 as it has been offset by a grant windfall in Land Charges.	
Promoting Business Waste (Rachel Jowitt)	B8	Introduction of a new policy to charge for trade waste, and better control over the use of household waste recycling centres.	80,000	80,000	80,000	80,000				On Track	
Leadership Team Structure Review (Paul Matthews)	B11	Re-alignment of Senior Key Posts and Roles.	315,000	272,300	272,300	272,300			42,700	Waiting for update on the achievability, alternative delivery option	
Highways Infrastructure Income Generation (Roger Hoggins)	B13	Income generation from highway advertisements across Monmouthshire (£50k)	150,000	150,000	150,000	150,000				Planning approval delays means £25,000 relating to advertising income will be delayed. Shortfall will be managed within service budget.	
Grounds – Funding Review (Rachel Jowitt)	B14		75,000	75,000	75,000	75,000				on track	
Highways Maintenance (Roger Hoggins)	B15	Reducing the budgets within the highways section.	200,000	200,000	200,000	200,000				on track	
Property Services and Facilities Management Review (Rob O'Dwyer)	B19	Reduction in corporate building maintenance budgets. Purchase rebates from the use of procurement cards. (£15k), Facility Management restructure (£35k)	100,000	100,000	100,000	100,000				The section is forecast to achieve the full mandate saving, shortfall from purchase rebates will be covered through general expenditure efficiencies.	

Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils PCs	110,000	90,000	90,000	90,000		20,000	Public conveniences are forecast to achieve £90,000 of the £110,000k mandate saving due to delayed implementation of which £80k is a contribution from the Town Council.	
		Grounds	83,500	83,500	83,500	83,500			On Track	
		Waste	71,500	71,500	71,500	71,500			On Track	
Town and Community Councils (Roger Hoggins)	B21	Restructuring of Services in collaboration with Town / Community Councils (Shortfalls) Museums (£0 out of £20k) Tourism (£5,000 out of £25k) Community Hubs (£70,000 out of £90K)	135,000	75,000	75,000	95,000		40,000	No contribution from Town council for museums. Only £5k received from Chepstow TC for TIC. £90k achieved from Hubs, increased savings of £20k being achieved through alternative delivery model for hubs. So High Risk on Museums, Low Risk on Tourism and Community Hubs	
Collaboration and realigning structures in operations (Roger Hoggins)	B22		100,000	100,000	100,000	100,000			£70k of total saving related to Highways efficiencies from restructure, delay in implementation has meant staff savings have been delayed as well. Should not impact on outturn position as shortfall will be covered by managed efficiencies in expenditure.	
TOTAL			1,565,000	1,442,300	1,442,300	1,437,300		85,000	42,700	