

Council and Cabinet Business – Forward Plan

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

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

| Subject | Purpose | Consultees | Author |
|---|---|------------|------------------|
| 1ST MARCH 2017 - CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2016/17 meeting 5 held on the 19 th January 2017. | | Dave Jarrett |
| Outcomes of the Recycling Review. | Cabinet to agree the Final Business Case determining the outcomes of the Recycling Review. | | Rachel Jowitt |
| Safeguarding Progress Report | | | Teresa Norris |
| Effectiveness of Council Services: Quarter 3 Progress | | | Matt Gatehouse |
| Cemeteries - amendments to charging policy | | | Deb Hill Howells |
| The Knoll, Abergavenny Section 106 funding | | | Mike Moran |
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| Subject | Purpose | Consultees | Author |
|--|---|------------|------------------|
| ADM – Business Case | | | Tracey Thomas |
| EAS Business Case | | | Will Mclean |
| Community Governance | | | Will Mclean |
| 2017/18 Education and Welsh Church Trust Funds Investment and Fund | The purpose of this report is to present to Cabinet for approval the 2017/18 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund. | | Dave Jarrett |
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| 8th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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| Private sector housing enforcement | | | Huw Owen |
| PSPO x 2: Fairfield Car Park and Abergavenny Skate Park | | | Andrew Mason |
| Homeless Reserve Fund | | | Ian Bakewell |
| Fostering Fees Review | | | Claire Marchant |
| Accounts Payable Strategy – Further automation of the procedure to process payment | | | Lisa Widenham |
| Appropriation of the land at Rockfield Farm, Undy | From County farms use to planning use | | Gareth King |
| Cemeteries – amendments to charging policy | | | Deb Hill Howells |
| Direct Care Leadership Restructure | | | Colin Richings |
| Transport Policy | | | Clare Morgan |
| Disposal of land on Garden City Way for Affordable Housing | | | Ben Winstanley |

| Subject | Purpose | Consultees | Author |
|---|--|------------|------------------------------|
| Cae Maldon Bus Routes | | | Christian Schmidt |
| Monmouthshire Museums Centralisation of Staffing Structure | | | Cath Fallon |
| 9TH MARCH 2017 - COUNCIL | | | |
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| Council Tax Resolution 2017/18 and Revenue and Capital Budgets 2017/18 | To set budget and Council tax for 2017/18 | | Joy Robson |
| Treasury Management Strategy 2017/18 | To accept the annual Treasury Management Strategy | | Joy Robson |
| Asset Investment Strategy | | | Peter Davies |
| Outcome of Recycling Review | To agree the Final Business Case determining the outcomes of the Recycling Review. | | Rachel Jowitt |
| Procurement Strategy for Household Waste Recycling Centre, Transfer Stations and Residual Haulage. | For Council to approve the procurement strategy and affordability envelope for the procurement of a new contract running from 2018-2030 (7 years plus 5 years extension possibility). | | Rachel Jowitt |
| Approval of Car Park Capital Budget in 2017/18 | | | Roger Hoggins |
| 20TH MARCH 2017 - COUNCIL | | | |
| ADM Business Case | | | Tracey Thomas |
| Pay Policy | | | Tracey Harry/Sally Thomas |
| Well-being Assessments for the county and Objective setting for the Council | i) Well-being of Future Generations Assessment (author Matthew Gatehouse) ii) Population Needs Assessment (authors Matthew Gatehouse/Phil Diamond) iii) Council's Well-being Objectives and Plan (author Matthew Gatehouse/Richard Jones) iv) Biodiversity and Ecosystem Resilience Forward Plan (author Matthew Lewis) | | Matt Gatehouse |
| Safeguarding Progress Report | | | Teresa Norris |
| Position Statement report | | | Geoff Burrows |

| Subject | Purpose | Consultees | Author |
|--|---------|------------|-----------------|
| re: Social Services | | | |
| Council Diary | | | Nicola Perry |
| Chief Office CYP Appointment | | | Tracey Harry |
| WAO Kerbcraft | | | Clare Marchant |
| Community Governance | | | W. McLean |
| 29th MARCH 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Contracts Manager – Adult and Children’s Commissioning | | | Ceri York |
| Proposed 40 Mph Speed Limit Portal Road And Link Road Monmouth | | | Paul Keeble |
| Food Law enforcement policy - Monmouthshire alternative to prosecution policy (mapp) | | | David H Jones |
| To make Permanent the current temporary post of the Carers Services Development Manager | | | Kim Sparrey |
| Staffing Restructure: Development Management Team | | | Mark Hand |
| Staffing Restructure: Planning Policy Team | | | Mark Hand |
| Monmouthshire Lettings Service | | | Steve Griffiths |
| Permanent appointment of Temporary Admin Support post (RBC13A). | | | Nigel George |
| 5th APRIL 2017 - CABINET | | | |
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| Subject | Purpose | Consultees | Author |
|--|--------------------------|------------|-------------------|
| Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees | | | Mark Hand |
| 12th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Young Carers' Strategy 2017 -20 | | | Kim Sparrey |
| Supporting People Plan and Grant Spend | | | Chris Robinson |
| Additional Grant Funding for Local Authority to deliver the High St Rates Relief Scheme | | | Ruth Donovan |
| Proposed re-alignment of the Estates team to meet budget mandate savings | Cllr Murphy | | Deb Hill- Howells |
| Living Levels Landscape Partnership: | Cllr P Hobson | | Matthew Lewis |
| Flexible Early Retirement – Planning Services | | | Mark Hand |
| Introduction of a fast-track service in relation to pre-application advice; lawful development certificates and compliance letters, and amendments to pre-application fees | | | Mark Hand |
| 26th APRIL 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Welfare Rights Review | ITEM DEFERRED TO 24/5/17 | | Tyrone Stokes |

| Subject | Purpose | Consultees | Author |
|---|--------------------|------------|------------------|
| Proposed 20 MPH Speed Limit, A472 Usk | Cllr B Jones | | Paul Keeble |
| Community Hubs Restructure | Cllr RJB Greenland | | Deb Hill Howells |
| Monmouthshire Local Development Plan Draft Sustainable Tourism Accommodation Supplementary Planning Guidance | Cllr B Greenland | | Martin Davies |
| Monmouthshire Local Development Plan Rural Conversions To A Residential Or Tourism Use (Policies H4 & T2) Supplementary Planning Guidance | Cllr B Greenland | | Martin Davies |
| 16TH MAY 2016 – ANNUAL MEETING | | | |
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| 18TH MAY 2017 – DEFERRED BUSINESS COUNCIL | | | |
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| 24TH MAY 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Welfare Rights Review | | | Tyrone Stokes |
| Event Opportunities – Summer 2017 | | | Dan Davies |
| A40/A466 Wyebridge, Monmouth – Proposed Junction Improvement | | | Paul Keeble |
| Proposed acquisition of land Magor | | | Deb Hill Howells |
| 7TH JUNE 2017 – CABINET | | | |

| Subject | Purpose | Consultees | Author |
|---|---|------------|---|
| To approve the Corporate Safeguarding Policy | | | Teresa Norris / Claire Marchant |
| Anti Fraud, Bribery & Corruption Policy Statement – REVISED AND UPDATED | | | Andrew Wathan |
| Welsh Language Progress Report. | | | Alan Burkitt |
| Highway Grant and Section 106 budgets | | | Paul Keeble |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications for the Welsh Church Fund Working Group meeting 5 of the 2016/17 financial year held on the 20 th March 2017. | | Dave Jarrett |
| Revenue & Capital Monitoring 2016/17 Outturn Forecast Statement | To provide Members with information on the outturn position of the Authority for the 2016/17 financial year | | Mark Howcroft |
| CYP Support Services Re-Structure | To propose a restructure within CYP support services to achieve saving from the Medium Term Financial Plan | | Nikki Wellington / Sharon Randall Smith |
| 14TH JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Sale of Freehold of Land at Plot 9a Wonastow Rd, Monmouth | The sale of the Freehold has been agreed subject to approval to Mandarin Stone who currently lease the area on a long lease from MCC. | | Nicola Howells |
| Installation of charging points for electric cars in MCC public car parks | To seek approval for the installation of charging points for electric cars in MCC car parks in the county. | | Roger Hoggins |
| Release of restrictive covenant at Former Abergavenny Magistrates Court and Police Station. | | | Nicholas Keyse |

| Subject | Purpose | Consultees | Author |
|--|---|------------------|---|
| 28th JUNE 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Social Housing Grant | | | Shirley Wiggam |
| Proposed Reduction in the size of the Brecon Beacons National Park Authority | To respond to Welsh Government Consultation on the Proposed Reduction in the size of the Brecon Beacons National Park Authority | CLLR BRYAN JONES | Matthew Lewis |
| 29TH JUNE 2017 - COUNCIL | | | |
| CCTAudit Committee Zero Hour Contracts Report | | | Philip White |
| Audit Committee Annual Report | | | Philip White |
| 5TH JULY 2017 – CABINET | | | |
| Update and approval of matters arising from the Safeguarding arrangements action plan – kerbcraft scheme | | | Roger Hoggins / Paul Keeble / Graham Kinsella |
| Youth Enterprise – European Structural Fund (Esf) Programmes - Inspire2work Extension. | | | Cath Fallon |
| Annual Report of the Director of Social Services | | | Claire Marchant |
| 12TH JULY 2017- INDIVIDUAL CABINET MEMBER DECISION | | | |
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| 14th JULY 2017 - SPECIAL CABINET | | | |
| CSC (Compound Semi-Conductor) Project | | | Peter Davies |
| 26TH JULY 2017 – INDIVIUDAL CABINET MEMBER DECISION | | | |
| Allocation of funding to Develop a Town Centre Regeneration Plan, Caldicot | | | Roger Hoggins |
| 10C Severnbridge Industrial Estate, Caldicot. | | Cllr Murphy | Deb Hill Howells |

| Subject | Purpose | Consultees | Author |
|---|---------|-------------|------------------|
| Raglan Village Hall Progress Update | | Cllr Murphy | Deb Hill Howells |
| Disposal of agricultural land in Goytre on the open market' | | Cllr Murphy | Gareth King |
| Youth Enterprise – European Structural Fund (Esf) Programmes – Inspire Programmes – Finance Officer Re-Evaluation | | | Cath Fallon |
| Rural Development Programme – New Post (Internal Secondment) Pollinator Project Coordinator | | | Cath Fallon |
| 27TH JULY 2017 - COUNCIL | | | |
| Annual Report of the Director of Social Services | | | Claire Marchant |
| Safeguarding Policy | | | Cath Sheen |
| Monmouth Pool | | | Ian Saunders |
| 9TH AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Caldicot Town Team Funding - Enhancement of Pedestrian Area, Newport Road, Caldicot. | | | Judith Langdon |
| 9TH AUGUST 2017 – SPECIAL CABINET | | | |
| Senior Leadership Realignment | | | Kellie Beirne |
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| 23RD AUGUST 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| RDP funded Temporary Part time Coach Tourism Visitor Information Officer Post | | | Nicola Edwards |

| Subject | Purpose | Consultees | Author |
|---|--|------------|--------------------------|
| Staffing Restructure: Development Management Team | | | Mark Hand |
| Senior Social Worker Post in the Adult Disability Service, focussing on Continuing Health Care (CHC) Issues | | | Mike Logan |
| 6TH SEPTEMBER 2017 – CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this combined report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 1 held on the 29 th June and meeting 2 held on 27 th July 2017. | | Dave Jarrett |
| Contaminated Land Inspection Strategy | | | Huw Owen |
| Community Engagement Review Update/Whole Place and Partnerships Team restructure | | | Cath Fallon |
| Update on Fair Funding Regulations for Schools in a deficit budget | To inform members of the current requirements through the fair funding regulations for schools that are reporting a deficit budgets and the actions required to address | | Nikki Wellington |
| To declare surplus the former sextons lodge at Chepstow Cemetery, Chepstow | To declare the property surplus following the retirement of the previous sexton at the Chepstow Cemetery to enable the Council to begin the disposals process | | Gareth King |
| Budget Monitoring report – period 2 | The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year. | | Joy Robson/Mark Howcroft |
| Section 106 Gilwern School | | | Richard Morgan |
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| Subject | Purpose | Consultees | Author |
|--|---|------------|-------------------------------|
| 13TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| DELIVERING SAVINGS – POLICY AND PERFORMANCE | | | Matt Gatehouse |
| 21ST SEPTEMBER 2017 – COUNCIL | | | |
| MCC Audited Accounts 2016/17 (formal approval) | To present the audited Statement of Accounts for 2016/17 for approval by Council | | Joy Robson |
| Stage 2 Improvement Plan 2016/17 | To seek council approval of the Stage 2 Improvement Plan for 2016/17. | | Richard Jones |
| Payment Guarantee by MCC to WG – City Deal Compound Semiconductor Project. | | | |
| ISA260 report – MCC Accounts – | To provide external audits reports on the Statement of Accounts 2016/17 | | Joy Robson |
| 27TH SEPTEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Transition of existing DPPOs into PSPOs | | | Andrew Mason (29/8/17) |
| MONMOUTHSHIRE FAIRTRADE COUNTY RENEWAL | | | Hazel Clatworthy (04/9/17) |
| 4TH OCTOBER 2017 – CABINET | | | |
| Cash Receipting System Tender | To seek approval and funding for Authority's replacement cash receipting system | | Ruth Donovan |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of | | Dave Jarrett |

| Subject | Purpose | Consultees | Author |
|--|--|------------|---|
| | Applications 2017/18, meeting 3 held on the 21 st September 2017. | | |
| Volunteering Policy | | | Owen Wilce |
| Framework for a Corporate Plan and Enabling Strategies | | P. Jordan | Kellie Beirne |
| 21st Century Schools Programme – Strategic Outline Programme (SOP) Band B Update | | | Will McLean |
| 11TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Revised Information Strategy following Audit Committee on 19 th Sept | | | Sian Hayward |
| Services fit for the future – Quality and governance in health and care in Wales | | | Claire Marchant |
| Severn View Contracted Bank | | | Sian Gardner |
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| Gwent (Lrf) Local Resilience Forum : Coordinator Officer Post | | P Murphy | Ian Hardman |
| Monmouthshire Local Development Plan Annual Monitoring Report | | | Mark Hand Rachel Lewis (25/09/17) |
| Fairness at Work (Grievance) Policy | | P Murphy | Sally Thomas (26/09/17) |

| Subject | Purpose | Consultees | Author |
|--|--|------------|------------------|
| 25TH OCTOBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Re-evaluation of Youth Service | | | Josh Klein |
| Reorganisation of Direct Payments Team in Social Services | | | Mike Logan |
| 1ST NOVEMBER 2017 – CABINET | | | |
| Outline of Budget Process 2018/19 | | | Joy Robson |
| Review of Obstructions in the Public Highway policy | | | Roger Hoggins |
| Disposal of Former County Hall site. Croesyceiliog' | | | Roger Hoggins |
| Volunteering Policy | | | Sally Thomas |
| Crick Road Disposal | | | Deb Hill Howells |
| 8TH NOVEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Adoption of Highway Management Plan including appointment of Highway Asset Inspector and changes to Asset Planning Officer posts | | | Paul Keeble |
| Rural Conversions to a Residential or Tourism Use SPG. | | | Rachel Lewis |
| Sustainable Tourism Accommodation SPG | | | Rachel Lewis |
| 9TH NOVEMBER 2017 – COUNCIL | | | |
| Recycling Review – Final | For Council to receive the FBC for the Recycling | | Rachel Jowitt |

| Subject | Purpose | Consultees | Author |
|---|---|------------|-----------------------|
| Business Case and Approval for Capital Expenditure | Review and to approve the expenditure required for successful implementation. | | |
| 22ND NOVEMBER 2017– SPECIAL CABINET | | | |
| Capital Budget Proposals | To outline the proposed capital budget for 2018/19 and indicative capital budgets for the 3 years 2019/20 to 2021/22 | | Joy Robson |
| MTFP and Budget Proposals for 2018/19 | To provide Cabinet with Revenue Budget proposals for 2018/19 for consultation purposes | | Joy Robson |
| Review of Fees and Charges | To review all fees and charges made for services across the Council and identify proposals for increasing them in 2018/19 | | Joy Robson |
| 22ND NOVEMBER 2017– INDIVIDUAL CABINET MEMBER DECISION | | | |
| 6TH DECEMBER 2017 – CABINET | | | |
| Council Tax base 2018/19 and associated matters | To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2018/19 and to make other necessary related statutory decisions. | | Sue Deacy/Wendy Woods |
| Alternative Delivery Model | | | Tracey Thomas |
| Safeguarding Evaluation and Progress Report | | | Diane Corrister |
| Re-provision of Severn View | | | Colin Ritchings |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 4 held on the 9 th November 2017 | | Dave Jarrett |
| Delivering Excellence in Children's Services' | <ul style="list-style-type: none"> - Our fostering service. - Delivery models for family support. - Meeting increasing service demands | | Claire Robins |
| 13TH DECEMBER 2017 – INDIVIDUAL CABINET MEMBER DECISION | | | |

| Subject | Purpose | Consultees | Author |
|---|---|------------|--------------------------|
| Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales)Regulations 1995 | To see approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2018/19 financial year as required by statute | | Joy Robson |
| 14TH DECEMBER 2017 - COUNCIL | | | |
| Update to Constitution | | | Rob Tranter |
| Appointment of the Preferred Bidder for the Heads of the Valleys Food Waste Treatment Procurement | | | Rachel Jowitt |
| Alternative Delivery Model | | | Tracey Thomas |
| 3RD JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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| 10TH JANUARY 2018 – CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 5 held on the 14 th December 2017 | | Dave Jarrett |
| Accommodation Review | | | Deb Hill Howells |
| Budget Monitoring Report – Period 7 | The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2016/17 financial year. | | Joy Robson/Mark Howcroft |
| Proposed changes to the Schools Funding Formula for the funding of Building Maintenance Costs. | Seeking approval to reduce the funding of building maintenance costs for our new schools | | Nikki Wellington |
| 17TH JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| Local Government | To seek members approval of the results of the | | Joy Robson |

| Subject | Purpose | Consultees | Author |
|---|--|------------|---------------|
| (Wales)Act 1994 The Local Authorities (Precepts)(Wales)Regulations 1995 | consultation process regarding payment to precepting Authorities for 2018/19 as required by statute | | |
| 18TH JANUARY 2018 - COUNCIL | | | |
| Council Tax Reduction Scheme 2018/19 | | | Ruth Donovan |
| 31ST JANUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| 7TH FEBRUARY 2018 – CABINET | | | |
| Final Draft Budget Proposals or recommendation to Council | | | Joy Robson |
| 14TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| S106 funding: Pen y Fal bridge repairs | To draw down appropriate S106 funding to fund the repairs to the footbridge at the Pen y Fal development in Abergavenny. | | Rachel Jowitt |
| 22ND FEBRUARY 2018 – COUNCIL | | | |
| 28TH FEBRUARY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
| 1ST MARCH 2018 - COUNCIL | | | |
| Council Tax Resolution 2018/19 | | | Ruth Donovan |
| 7TH MARCH 2018 - CABINET | | | |
| 2018/19 Education and Welsh Church Trust Funds | The purpose of this report is to present to Cabinet for approval the 2018/19 Investment and Fund | | Dave Jarrett |

| Subject | Purpose | Consultees | Author |
|--|--|------------|-----------------------------------|
| Investment and Fund Strategies | Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2017/18 grant allocation to Local Authority beneficiaries of the Welsh Church Fund. | | |
| 14TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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| 28TH MARCH 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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| 11TH APRIL 2018 - CABINET | | | |
| Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2017/18, meeting 6 held on the 22 nd February 2018 | | Dave Jarrett |
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| 18TH APRIL 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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| 19TH APRIL 2018 - COUNCIL | | | |
| Public Service Board: Well-being Plan for Monmouthshire | | | Matt Gatehouse (added 29/8/17) |
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| 9TH MAY 2018 – INDIVIDUAL CABINET MEMBER DECISION | | | |
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Hannah Jones would like to come to Cabinet in July 2018 to update on Youth Enterprise - European Structural Fund (ESF) Programmes - Inspire2Work extension (originally brought to Cabinet July 2017).