



monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Frances O'Brien Peter Davies Matt Gatehouse Matt Phillips</p> <p>Phone no: 01633 644686 E-mail: francesobrien@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>As part of the Authority's MTFP process and in setting an annual budget, we have reviewed all of our current fees & charges and if there is any scope to increase this for 2020/21.</p> <p>Full details of all proposals can be found under Efficiency Saving Proposal CFC001 – Enterprise Fees and Charges (inc associated spreadsheet)</p>
<p>Name of Service:</p> <p>Enterprise, Resources and Chief Executives</p>	<p>Date Future Generations Evaluation form completed</p> <p>18th December 2019</p>

1. **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?

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	Maintaining a service that provides access to healthy meals	<p>A five pence increase in the charge for school meals will result in an increase in cost for those with school-aged children.</p> <p>Raising the cost of cemetery fees may have a disproportionate impact on those above the age of 18 who will incur the additional costs.</p>	<p>Ensure the Social Services and Well-being Act charging legislation is adhered too, so service users are means tested to determine their ability to pay.</p> <p>Free school meals are available for those on incomes below a certain level. We will continue to promote Free School Meal entitlement</p> <p>If a family cannot afford to pay for a burial they may be entitled to assistance in the form of a S46 burial. A local authority has a responsibility to organise a S46 funeral where</p> <ol style="list-style-type: none"> 1. no funeral arrangements have been made 2. no relatives of the deceased can be found, or 3. the relatives of the deceased cannot or will not arrange a funeral <p>The Local Authority however will be entitled to recover the costs of the funeral from the deceased estate.</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?
Disability	<p>Both the Careline Alarms and installation charges are remaining fixed for 2020/21 and are not being increased in line with inflation.</p> <p>The Disabled Facility Grant administration fee remains fixed for 2020/21.</p>	N/a	Ensuring that the Careline service continues to be offered to those how require it.
Gender reassignment	N/A	N/A	
Marriage or civil partnership	N/A	N/A	N/A
Pregnancy or maternity	N/A	N/A	N/A
Race	N/A	N/A	N/A
Religion or Belief	N/A	N/A	N/A
Sex	N/A	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?
Sexual Orientation	N/A	N/A	N/A
Welsh Language	None identified	None identified	All signage and material arising from budget proposals will be compliant with the Welsh Language measure 2011
Poverty	Although Poverty isn't a protected characteristic, it is important to assess and understand the impact of our proposals on those in poverty, especially if there is a cumulative impact from a number of proposals. This is in line with our Social Justice policy.	Increases in school meal charges will have a more significant impact on those on lower incomes. Increases in cemetery fees will have a disproportionate impact on those on lower incomes.	Free school meals are available for those on incomes below a certain level. We will continue to promote Free School Meal entitlement to ensure greater awareness and take up. The Local Authority will undertake a S46 funeral where the family is unable or unwilling to organise the funeral, but the costs can be recoverable from the deceased estate.




2. 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. There's no need to put something in every box if it is not relevant!



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	Allows for the fees and charges we levy to be uplifted to reflect current price of goods, services and works	The full range of increased fees and charges incorporated within this proposal will be subject to full engagement and consultation with the community and elected members of the authority prior to being considered for inclusion in the 20/21 budget.

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 resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	N/A	N/A
<p>A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p>Uplift in fees and charges allows resources to be allocated to priority areas across the authority such as social care and education.</p> <p>Increase in school meals charges enables us to maintain a service that focuses on providing nutritional meals to young people that supports their physical wellbeing and health.</p>	The full range of increased fees and charges incorporated within this proposal will be subject to full engagement and consultation with the community and elected members of the authority prior to being considered for inclusion in the 20/21 budget.
<p>A Wales of cohesive communities Communities are attractive, viable, safe and well connected</p>	N/A	N/A
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	Adhere to the charging legislation of the Act will mean a fairer and consistent charging for services across Wales.	As above
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	N/A	N/A

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 more equal Wales People can fulfil their potential no matter what their background or circumstances	N/A	N/A

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

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p> <p>Long Term</p>	Increases in fees and charges have been considered in the context of whole life cost analysis over the long-term in order to ensure sustainable and cost effective service delivery now and in the future.	Mitigating arrangements are in place to minimize the impact of increased fees of charges on people on low incomes
 <p>Working together with other partners to deliver objectives</p> <p>Collaboration</p>	Fee increases are considered in conjunction with opportunities to deliver services more efficiently in collaboration with existing and new partners	Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process
 <p>Involving those with an interest and seeking their views</p> <p>Involvement</p>	These proposals will form part of the budget exercise and will be subject to a public consultation exercise. This will include sessions with existing groups such as the Access for All forum that represents people with disabilities.	Ensure that proposals and the accompanying Future Generations evaluations are used during, and updated as a result of, consultation and engagement.

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Proposed fee increases enable priority services across the authority to receive additional financial support for pre-emptive services to be delivered that help reduce demand for costly provision in the future</p>	<p>Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process</p>
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposal will generate additional revenue and ultimately support the economy of Monmouthshire</p>	<p>Consultation and engagement with communities and elected members of proposed increases as part of MCC 20/21 budget setting process</p>

4. Council has agreed the need to consider the impact its decisions has on the following important responsibilities: Social Justice, Corporate Parenting and Safeguarding. Are your proposals going to affect any of these responsibilities?

	Describe any positive impacts your proposal has	Describe any negative impacts your proposal has	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Social Justice	<p>Social justice is about reducing inequalities in society by working towards more equal distribution of wealth and opportunities so everyone can achieve their full potential. Increasing charges enables to maintain services that are accessible to all..</p>	<p>There is a risk that any budget proposals that increase in costs will have a disproportionate impact on people on low incomes and therefore will widen inequality.</p>	<p>The council is committed to aligning evidence based policy, programmes of work and resources with the aim of supporting people and communities to fulfil their potential and live the lives they want to live. Mitigation is in place to reduce the financial burden on people who can least afford it.</p>

Safeguarding	There are no specific positive impacts identified at this stage	There are no specific negative impacts identified at this stage	Safeguarding is at the heart of everything the council does. All staff are trained to a level that is appropriate to their role.
Corporate Parenting	There are no specific positive impacts identified at this stage	There are no specific negative impacts identified at this stage	

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

- Review of competitors charges
- Review of practices within other public sector organisations
- Current spend and income data
- Feedback Select Committees, SLT and Cabinet

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?

These will be added following the budget consultation.

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
The assessment will continue to be updated as individual budget proposals are developed and shaped by consultation.	As part of budget consultation	

8. VERSION CONTROL: The Equality and Future Generations Evaluation should be used at the earliest stage, such as informally within your service, and then further developed throughout the decision making process. It is important to keep a record of this process to demonstrate how you have considered and built in equality and future generations considerations wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1.0	Cabinet	20/12/19	



monmouthshire
sir fynwy

Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation</p> <p>Ruth Donovan</p> <p>Phone no: 01633 644592</p> <p>E-mail: ruthdonovan@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To consider no longer accepting cheques as a method of payment and to fully adopt a previous decision made by this Council to become cashless.</p>
<p>Name of Service</p> <p>Revenues, Systems & Exchequer</p>	<p>Date Future Generations Evaluation form completed</p> <p>03/12/19</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.




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

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Ensures limited resources are being utilised effectively and efficiently by removing manual processes from day to day business.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	n/a	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	n/a	
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	n/a	

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?
are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	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 manual receipting of cash and cheques cannot be sustained in the long term. Would expect the use of cheques to gradually reduce as many high street banks no longer issue cheques with new current accounts. Online payment solutions using mobile devices are likely to become the norm over the next decade.</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Will need to work with the MCC Digital Team, SRS & software suppliers to ensure income receipting systems are resilient and up to date.</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>Involving those with an interest and seeking their views</p> <p>Involvement</p>	<p>Customers, tax payers and service departments will be affected by this proposal. Engagement is needed with each of these groups to ensure that they are prepared for the changes.</p>	
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	<p>Alternative payment options (e.g. Direct Debit) are actively encouraged. However we still continue to receive a significant number of cash and cheque payments. These require a significant amount of staff time to process and administer.</p>	
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	<p>There is the potential that customers will opt out of services if they are unable to pay for them. Need to ensure that vulnerable groups are not disadvantaged and are able to receive the services they need.</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	Online payments/digital solutions is now the default position for our younger community. Strengthening our online payment offering and linking in to My Council Services will help meet this demand and allow customers to pay for services in a mobile/digital way.	Our older residents tend to prefer to write cheques and don't have access to online services. The proposal will mean these customers will have to move to alternative payment options.	Engagement with our residents and customers to promote the change will be required. Encouraging alternative payment methods (e.g. direct debit) to be put in place.
Disability	Ability to make payments for all services online without the need to travel and at minimal cost	Difficulties accessing online services with certain disabilities	Engagement with our residents and customers to promote the change will be required. Encouraging alternative payment methods to be put in place.
Gender reassignment	n/a	n/a	n/a
Marriage or civil partnership	n/a	n/a	n/a
Pregnancy or maternity	n/a	n/a	n/a
Race	n/a	n/a	n/a
Religion or Belief	n/a	n/a	n/a
Sex	n/a	n/a	n/a
Sexual Orientation	n/a	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?
Welsh Language	n/a	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	n/a	n/a	n/a
Corporate Parenting	n/a	n/a	n/a

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

Activity data held against the Income System – Civica.

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:

- Potential to save money and to use limited resources more effectively by reducing day to day manual processes.
- Strengthening our online/digital platform and providing customers with the modern payment facilities they now expect

Negative impacts:

- Potential loss of income
- Restricting payment options to certain customer groups (e.g. the very young and elderly) which may result in the withdrawal of services

Need to engage with our residents and customers before the change is introduced to ensure that they know what this means for them and can plan for the change (e.g. by setting up a direct debit).

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
Engage with service departments collecting income	Before any decision to remove cheques and cash	Finance	
Engage with residents and customers to make them aware of the change and help them make alternative payment arrangements	Before any decision to remove cheques and cash	Finance	

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:	6 months after implementing the change
---	--

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	Cabinet	20.12.19	