

## Appendix A1

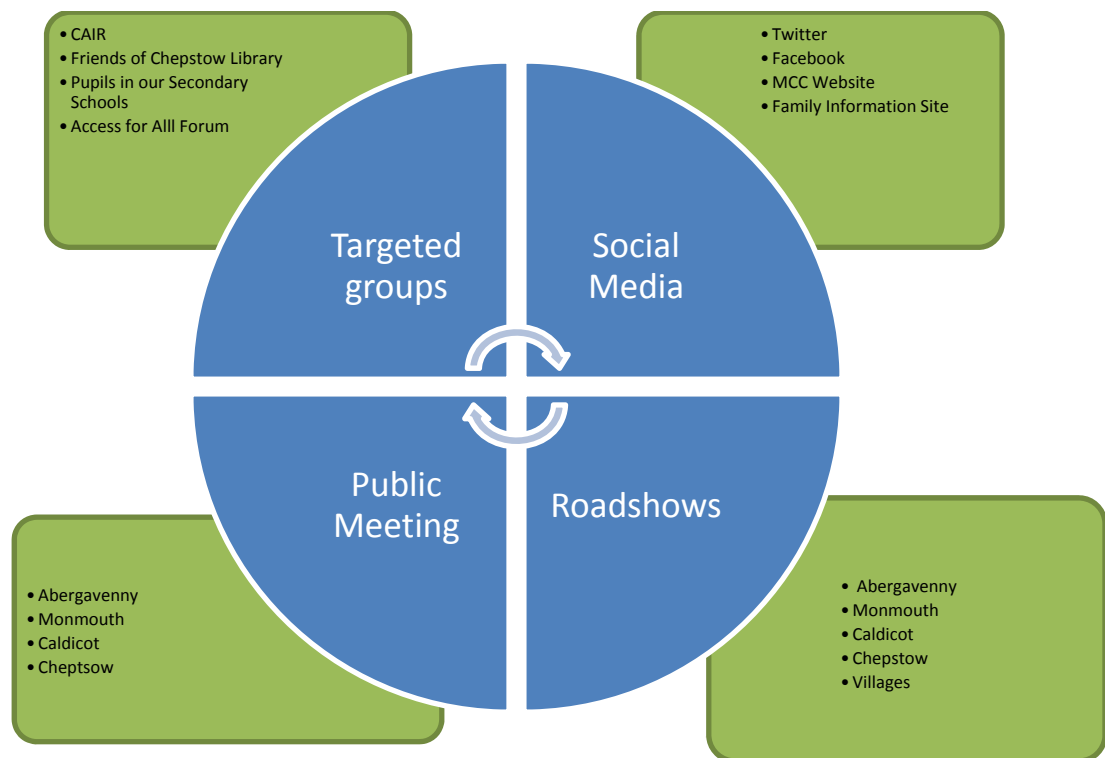
## Engaging with our Communities

### Monmouthshire Engages Budget 15/16 Engagement process

Monmouthshire Engages Budget Consultation started 5<sup>th</sup> November 2014 and is set to end 14<sup>th</sup> January 2015.

During this period we have provided many opportunities for our communities to hear our ideas and share their thoughts on what we are proposing.

#### What have we been doing?



#### Publicity

Leaflets were designed with a call for action that publicised:

**‘Times are Tough but we are fighting to keep the services that matter’**

The message was clear we have to make savings and we have some ideas (mandates) the leaflet highlighted key mandates. A simplified version of the mandates has been produced and was available on the Roadshows and Public Meeting. The version was also available on the website and links have been made available on our face book page and twitter page. At every opportunity we have provided people with their opportunity to tell us what they think.

## **You Tube**

Information does not just have to be written ready to read, in order to reach out to a wide audience we used You Tube to share our ideas and enable communities to digest our plans. Making full advantage of the Monmouthshire County Council channel as an engagement mechanism.

## **Pre Public Meetings and Roadshow Information**

In interview situation was filmed to get the message across. Cllr Phill Murphy and Abigail Barton were filmed talking about the things that we were proposing. The message was consistent 'Times are Tough but we are fighting to keep services'. This is important and we aimed to maintain this throughout the Monmouthshire Engages Budget 15/16 campaign.

## **During the Consultation**

Cllr Phil Murphy filmed the presentation that was presented at the public meetings. This enabled those who were not able to come along to a public meeting or roadshow with hard facts.

On Wednesday 14th January Monmouthshire Engages Budget Meeting took place for those people who may not have been able to come along to a public engagement event. The meeting was made up of the following groups Access for All, Monmouthshire Equality and Diversity Group and the Older People's Network coming together was live streamed on our You Tube channel enabling communities to view the meeting.

The meeting provided the group and wider communities with the presentation that was shared at the four public meetings and provided an opportunity for the group to ask questions to the Cabinet Members present.

## **How did we capture views?**

- Notes were taken at the meetings with groups
- Comments Form:  
The Mandate list has an integrated comments form. IT asked two questions:  
'How will the proposals impact on you?'  
How do you think we can continue to provide the services that are important to you?
- A Twitter Q+A session
- Comment Cards at Roadshows
- Notes taken at public meetings

Examples of how we captured information:



Pupils in Caldicot School and Caldicot School were asked questions and answered using cards- Green = Yes and Red =No. Plus a post it exercise

### Caldicot Roadshow: Comment Cards and Comment forms



Public Meeting Abergavenny Q+A Session



Access for All Forum

## Key concerns and questions that have been raised?

<p>1. Leisure</p>	<p><b>Monmouth Pool</b>            What is happening about the pool when it closes (in Monmouth)? What will people do if they want to go swimming?</p> <p>How can leisure centres make money?</p> <p>Is the money available to replace to replace the pool in Monmouth?</p> <p>Please give consideration to building a competition sized pool. This will bring in income as many swimming clubs will use it.</p>
<p>2. Youth Service</p>	<p><b>Effect on existing provision</b>            Young person from The Attik (Youth provision) asked: Why the Attik is having to save so much money and will the services that they have be affected?</p> <p><b>Maintaining Engagement</b>            A young person raised concerns, How are the youth service going to be engage if there is no youth service provision? Youth Service is untouched by the cuts. Service is not required to make cuts – but generate money.</p> <p>How will MCC ensure the youth service caters for all youth access across Monmouthshire including outlying areas such as Gilwern?</p>
<p>3. Gwent Music Service</p>	<p><b>Affordability of the service</b></p> <p>Young person from The Attik raised concerns that she would not be able to afford to pursue with the service as the money she has been paying has doubled.</p> <p>Good idea to hire musical instruments, but a worry is the cost of musical lessons if you have a middle ground income.</p> <p>The severity of the cuts in Gwent Music over the 2 years will probably destroy the excellent work done over many years. Affordability is a big negative. People will not be able to afford for children to attend a music centre or play an instrument yet these are proven links between playing an instrument and educational success. There will be children who will be disadvantaged by this proposal.</p>
<p>4. Museums, castles and tourism</p>	<p><b>Opening Hours TIC</b>            There were concerns about Tourist Information Centre in Chepstow, opening hours should not be reduced the TIC encourages income into</p>

	Monmouthshire.
5. Making best use of our buildings	<p><b>Sharing of buildings</b> Communities need to share buildings. <b>But could there a danger of community groups being protective of the building that they use.</b> Which will mean many groups using many buildings and not making the most of the most efficient building that they could use.</p> <p><b>Community Audit</b> Could the Town Teams maybe do an audit of the different things that are being provided so that they can identify what is out there and where the gaps are. This would then ensure groups / Organisations work together.</p> <p><b>Town and Community Councils</b> Concern that MCC have lacks confidence in Town and Community Councils</p> <p>If 100k is hoping to be saved by Town and Community Councils taking on things like Verge cutting and toilets we need to work with them.</p> <p>What services have the Town Councils taken on?</p>
6. Additional learning needs	<p><b>Integrating special needs into mainstream</b> Concerns were raised by the proposal to integrate special needs units into schools. Many C+YP have needs that require specialist funding.</p> <p>Small class provision is good value for money in mainstream school when supporting pupils with ASD, ADHD.</p> <p><b>Job Losses</b> Concerns that Teaching Assistants will be affected by Job losses.</p> <p><b>Merging ALN into Mainstream-</b> will there be a reduction in the funding for ALN it will be going into mainstream budget. A- Savings can be made by CYP not going out of county.</p> <p>Saving of £220,000. If this has to be done through efficiency why was it not done before- How will it be achieved?</p>
7. Individual School Budget	School budgets are being frozen but Schools are still paying this year's prices but money will still be frozen- will there be school redundancies? It is a matter for the governors not the local authority.
8. School Transport Post 16	<p><b>Post 16 Transport</b> will YP be able to travel without the grant? It will affect the less well-off getting to college. A. Not taking away concessionary fares only the travel grant is going. YP receive.</p> <p><b>Impact on children and young people</b></p> <p>CLlr Debby Blakebrough highlighted that lots of people have approached</p>

	<p>her. There is concern for YP in rural areas. EMA ( Educational Maintenance Allowance) is not enough to pay for transport. Especially for rural YP they need to get out and socialise. E2C – Young People’s County Youth Forum have said that YP have not taken up post 16 places because of this. This will also increase the amount of NEETS.</p> <p>YP The impact on young people: what has been done to mitigate the impact? Younger people are seen as a priority but they seem to be the ones who they will impact upon.</p> <p>The 16+ grants are essential for young people to continue their education.</p>
<p>9. Home to School <b>Transport distance increase</b></p>	<p><b>Need for Consultation</b> We feel we have not been consulted on this change. More consultation needs to be done with all parents. This could be done through the schools alike the recent School Catchment consultation which was carried out through schools.</p> <p><b>Catchment changes</b> No communication given to us regarding the proposed changes, a note was given to Usk school but not to the houses where the children go to Caerleon.</p> <p>The proposal that Llanhennock Secondary catchment is moved from Caerleon Comp to Monmouth Comp 20 miles away is ridiculous from a social, safety and transport cost.</p> <p><b>Risk to Children and Young People</b> There is a <b>huge risk to those C+YP</b> who live in rural areas on busy roads if they have to walk to school.</p> <p><b>Savings</b> £30,000 seems a very small amount to save- why not look at reducing staff mileage allowance instead?</p>
<p>10. Waste collections – grey bags, nappy collection, hygiene collection</p>	<p><b>Red and Purple Bags</b> Why not charge us for the red and purple bags and food waste bags?</p> <p>How cost effective are the red/purple bags why can’t we have wheelie bins?</p> <p>Why do we have to put the sort waste into red and purple bags when they are crushed together in the lorry?</p> <p>Poor quality bags.</p> <p>Will the orange bags still be provided to community groups who require them for litter picks?</p> <p>Could bags be made available at more small local shops? Or local access points?</p> <p><b>Nappy waste</b></p>

	<p>Having three young boys, two use the nappy service that will hit us in April. Monmouthshire is the only county who does not supply bins, in neighbouring Powys urban areas have a black bin and 4 recycling bins.</p> <p>Nappy service, stoma users and elderly folk also use hygiene bags and pads- It is unacceptable that human excrement is hanging around for a fortnight.</p> <p>Some families who have three children in nappies feel that fortnightly collections would mean bags build up. This would be unpleasant in the summer due to the smell.</p> <p><b>Grey Bags</b>  Long term proposals to possibly charge for recycling I could imagine for many families would mean they would stop. I still see a neighbour puts all waste in the grey bags and takes to the recycling site.</p> <p>I completely agree with the phasing out of grey bags and fear phasing the red and purple bags will discourage people to recycle. I do not see why rubbish can't be collected all in one go.</p> <p>Happy to pay for black waste bags.</p> <p>Agree with getting rid of grey bags.  Good idea to end the grey bags and go back to black bags.</p> <p><b>Collection times</b>  Please do consider lengthening the refuse collection times.</p> <p>Tesco has removed its recycling bins in Chepstow? There are concerns that this may mean more waste is dumped or there is an increase on our recycling.</p> <p>Brown bags – could they not be collected every two weeks in the winter?</p> <p><b>Kerbside Sorting?</b>  Concerns that if the WG look into introducing kerbside sorting across Wales it will go against the MCC waste strategy.</p> <p><b>Central waste points</b>  Could we look at the method used in France = where central collection points could be used for waste rather than have weekly collections.</p>
11. Waste management – staff efficiencies	
12. Modernising Trade Waste	

Services	
13. Highways	<p><b>Income generation</b>            Could advertising on highways be an option to raise income? Could businesses be sponsors?</p> <p>Roads            Roads are poor at the moment if there is little money to repair the pot holes when cars are damaged because of the disrepair will the council be able to compensate? – or is compensation cheaper than the amount it costs to repair the roads?</p>
14. Libraries / Hubs	<p><b>Community Hub- the unknown details</b></p> <p>Is the library not already a community hub – as many people go there for many things?</p> <p>What will the hub idea entail?            There will be a combined approach to providing services. We are aiming to maintain services by working together in one building. This will also enable other services to use the building so communities get the maximum from one building.</p> <p>Will MCC purchase a building in Abergavenny to put the Library, OSS, Community Hub in if the Town Hall is not found to be suitable? If so from what capital fund will the money come from? – What about the magistrates court building in Tudor Street it has advantages: car park, Lift, modern building so more green. Discount for sale from public service body, easily adaptable convenient for reduction in staff.</p> <p>Would not like to see the changes implemented until changes are finalised and new premises are sought for Abergavenny. The current library premises or Town Hall is unsuitable for access /parking.</p> <p><b>Loss of 'Library' in the name</b></p> <p>Concern over the name: merged services are to be gathered together in "Community Hubs". What on earth does that mean?? Why is the word "Library" not included in this title?</p> <p>On page 6 of the Strong Communities Select Committee report dated 18.11.14 it states, 'The scheme will create a place in each town (which so far we have termed 'hubs' - but is there a more descriptive name?)'.            I strongly believe that a more descriptive name should be used, and that the word library should be included e.g. 'Community Library Hub' or 'The Library @ the Hub'. If we drop the word library from the title we risk losing out on a lot of all-Wales publicity and promotional material e.g. 'Love your local library' and 'Join your local library'. The word 'library' is understood throughout the world; everyone who speaks English can understand what a library will provide. The word 'hub' on the other hand, merely indicates a centre, with no clue as to what may take place there. 'Library' is a strong</p>

brand identity.

Understand that changes have to be made for financial reasons, however I can see no financial gain from dropping the word 'library' unless the ultimate aim of MCC is to cease to provide library services within these hubs.

#### **Staff and Skills**

Are you satisfied that the benefits service provided in the OSS will be able to be provided by Library Service staff and vice versa?

How flexible are the options? Combining staff/ buildings is an option however there is a concern that people need to meet face to face

#### **Job Losses**

Concerns about staff losing jobs.

#### **Venues**

Why is the old market hall still virtually empty? Could it be leased or sold or library/information/office/museum combined in the building along with a small café for community use.

Understand there is a proposal to sell off the current library and on-stop-shop premises (rumour has it that a petrol station will take over the site!!) and move these services into the town centre.

I understand that there are no premises in Caldicot suitable (including being large enough) to house these merged services given specific building requirements for library storage and capacity. So, again, when is this likely to happen?

#### **Ideas to generate money**

Charge for library subscriptions

#### **Concerned about the intention of MCC to 'look for volunteers to support the service'.**

As a member of the Friends of Caldicot Library I have been happy to work with staff to enhance and help promote the service. However, I feel that it is fundamentally wrong for volunteers to be used to replace paid and knowledgeable staff and I know that I am not alone in thinking this.

I am incredibly proud of our brilliant library service Monmouthshire library staff (particularly those in Caldicot library) are really excellent, they provide

	<p>help and support to all; nothing is too much trouble for them. However, when their numbers have been cut so drastically it will be impossible for them sustain this current high level of support and many of the residents of Monmouthshire will suffer as a consequence.</p> <p>It is particularly unfortunate that the people who will suffer most from the reduction in library services will be the poorest people in our community as these are the people who make most use of the service. People living in poverty need access to, and support with, the library computers for job searches and housing applications.</p> <p>The intention to move the library into the town centre will do nothing for the regeneration of Caldicot town.</p> <p>There need to be a full consultation process when the library /hub idea is passed. It needs to be on the same scale as these meetings with officers of a senior level present.</p> <p>I can't see how if <b>"no decisions have been made yet"</b> you can also say, <i>"In the towns of Abergavenny, Caldicot, Chepstow and Monmouth the library and One Stop Shop services are being combined into a single venue."</i> Surely, if, <i>"no decisions have yet been made"</i>, you cannot say, <i>".... are being combined into a single venue"</i>, as that presupposes that the decision "has" been made. It may be semantics (and maybe even pedantic) but it's an important point. When was the decision made to combine these libraries and one-stop-shops - if, indeed it has?</p> <p>No doubt that these mergers will take place regardless of the public's views I would like to know when the merger is likely to happen.</p> <p><b>There is a worry most that services will suffer when you are making cut backs</b></p> <p>It is essential that the library and One Stop Shop services are properly managed by experienced staff – not volunteers. Privacy is essential to One Stop Shop users.</p> <p>Concern raised about services such as the Food Bank in Caldicot being without a home.</p> <p><b>Volunteering</b></p> <p>Does this active base cover the resourcing of Chepstow Library?</p>
15. Adult Services	<p>What innovative approaches will be used to make the most of the money being invested into social care?</p>

<p>16. Children's Services</p>	<p>Will there be collaboration with other institutionalised services?</p> <p><b>Comments:</b>  How will you work with families and communities for children and young people with complex needs?  Worried that when children with complex needs may have to go outside of Monmouthshire to get the care and services that need e.g. one lady said her daughter is already using respite in Hereford.</p> <p>There needs to be more engagement and communication with specific group's e.g. MAGIC group.</p>
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**Mandates that have created the most conversation and will have the greatest impact on our communities:**

Community Hub/ Library

Waste collections – grey bags, nappy collection, hygiene collection

Transport

Council Tax :

The proposal to raise council tax has also been commented upon. People have commented that whilst it will impact on families and individuals the decision to raise would be the right thing to do.

Some comments which reinforce these thoughts.

- 'Raised Council Tax- absolutely the right thing to do.'
- 'Council Tax – whilst painful I consider it necessary.'
- Why are we so afraid of putting Council Tax up?
- What scope is there for altering the top end of the scale- and what affect would that have in Monmouthshire?

Whilst the public meetings provided our communities with information about the mandate proposals they also have the opportunity to ask questions not relating to the mandates.

A common theme and question that was raised in nearly every meeting was the Williams Report and Council Mergers. Cllr Fox and Cllr Murphy answered those questions. It is apparent people are interested and any further information that we have in the future we make as widely available as possible.

## **Our Next Steps**

Further Engagement and continued conversations are essential in coming months to ensure the changes we are proposing are delivered with as much input from the communities that are affected by them.

Friends of Groups and parents will be key to mandates such as Library/Hub and Transport changes being delivered as smoothly as possible. This will be a continued conversation with Friends of Groups which will be welcomed as the groups have been particularly proactive and welcoming to sharing their views on the proposals.

Parents need to be engaged in ways appropriate to them, via their children working in partnership with our Children and Young Peoples Directorate. Using methods such as letters through schools, the Family Information Website and our social media channels.

## APPENDIX A7

### Monmouthshire Engages Budget 2015/2016

#### Engaging with our seldom heard communities?

It is important that we engage with as many groups to ensure they are engaged and aware of any changes that may affect them. These groups are sometimes seen and referred to as 'seldom heard' within our communities. [The equalities Act 2010](#) has provided list of protected characteristics that could be seldom heard:

- Age
- Disability
- Gender Reassignment
- Marriage/Civil Partnership
- Pregnancy and Maternity
- Race
- Religion and Belief
- Sex
- Sexual Orientation
- Welsh Language (Under the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011)

Over the years we have engaged many people across Monmouthshire providing many ways for people to engage and have their voices heard, meetings and roadshows in each of our towns, social media is also a popular method being used to communicate and enable people to feedback. Since 2013 Engagement Officer Rhian Cook has been working closely with Equalities Officer Alan Burkitt and Older People's Coordinator Bridget Barnett to ensure that those affected by the proposals in the Mandates are engaged positively and in a meaningful way and we will continue to do this in the future.

#### Partnership Working

It is not only officers of MCC that are invaluable but our relationships with our partners in the voluntary sector.

One of the partnerships that we have developed is with The ENGAGE project. The programme is Big Lottery Funded and is key to engaging with and enabling people who are seldom heard to have their voices heard. It has 9 projects that support people living in Monmouthshire. Helping people with Disabilities, people from BME Communities, people who are deaf or hard of hearing, Parents, people with sight impairments and those who are isolated this could be older people or those with disabilities.

The project aims to enable people are able to influence policy and decisions about services in their community communities and service providers work together to design and deliver improved services, communities have an increased capacity to conceive and deliver better services and projects.

A targeted approach to our Monmouthshire Engages programme will enable people to be involved and supported by the ENGAGE project are able to have their voices heard.

### **Trusted Intermediaries**

People who are seldom heard within communities may not feel comfortable or confident to come along to our public meetings so we will work with projects such as Monmouthshire Voices and CAIR to plan our engagement around the needs of the individuals in the group.

The relationship between the people have with the Coordinators of groups such as CAIR, Access for All Forum and the Monmouth Visually Impaired Group is invaluable, and they have a strong rapport and trust them. This is important when going to engage, we can work in partnership with the coordinators to facilitate meetings with groups so that those people who may feel uncomfortable coming along to a public meeting have someone with them that they recognise, identify with and trust. This method has been successful in the past and we will endeavour to replicate in future engagement.

### **Methods of Engagement**

There are many ways of engaging with communities, we have engaged with people using forums, meetings, interactive workshops, You Tube videos, via social media and one to one meetings with officers on our roadshows.

One method which is important when engaging with people who may not feel they can or are not confident to engage at a public meeting is to go and meet the group on their terms by attending an existing meeting the group does not have to travel anywhere and the setting is appropriate for them.

We have planned our engagement using this methodology. One example of this is young people. In the past young people have attended events and had to rely on transport to attend meetings away from their home town or village. This year we have gone to schools to meet them, they are with their peers in an environment they know and with teachers they trust. The methods that we have to relay the Budget message is interactive and fast paced.

Using existing meetings has also been used to engage with people with disabilities and older people. One of the ENGAGE projects is called Monmouthshire Voices, and is coordinated by Pennie Walker. Monmouthshire Voices aims to enable people with disabilities, people of BME communities

and isolated people in Monmouthshire to be part of decision making processes and have their voices heard about the services they use.

Pennie has established a forum called Access for All. The forum has a very successful beginning with over 70 people attending the first meeting in September.

The group has a membership covering a wide range of groups all of which may not have been able to access the planned public meetings and roadshows which took place from 5<sup>th</sup> – 12<sup>th</sup> January.

To overcome this and enable the group to be involved and participate in the Budget Engagement session the Engagement Team worked with Pennie Walker Monmouthshire Voices, Alan Burkitt Equalities Officer and Bridget Barnett Older People's Coordinator to plan a meeting to involve those groups and individuals.

The team planned a Monmouthshire Engages Budget Meeting to follow directly after the Access for All Meeting. The positives to this are:

- The group will already be in County Hall for the meeting
- Transport was provided to and from the meeting
- Lunch was provided
- Other groups whose members are identified as having protected characteristics have been invited to come along such as:
  - Monmouthshire Equality and Diversity Group
  - Monmouthshire Older Peoples Network.
- Some individuals came along with their trusted intermediaries with them which will support individuals to participate or act as advocates.

Monmouthshire Engages Budget Meeting which saw the following groups Access for All, Monmouthshire Equality and Diversity Group and the Older People's Network coming together. The meeting took place Wednesday 14th January was live streamed enabling communities to view the meeting. The meeting provided the group and wider communities with the presentation that was shared at the four public meetings and provided an opportunity for the group to ask questions to the Cabinet Members present.

The table on the following page identifies the groups that have been engaged throughout December and January 2015.



						<p>schemes and inclusive youth clubs.</p> <p>Concerns were raised that there are still young people paying for daily transport costs</p> <p>The group agreed that directorates such as CYP, Social Services, should start talking to each other to understand the full needs of the child or young person affected.</p>
<b>December 2014</b>	Caldicot School	Young People	Year 12/ 13 Pupils	<p>Workshop</p> <p>Attended by:</p> <ul style="list-style-type: none"> <li>• Paul Matthews</li> <li>• Cllr Peter Fox</li> <li>• Sarah McGuines</li> <li>• Dan</li> </ul>	<p>Transport</p> <p>Schools</p>	

				Davies <ul style="list-style-type: none"> <li>• Rhian Cook</li> </ul>		
<b>December 2014</b>	King Henry VIII School	Young People	Year 12/13	Workshop Attended by: <ul style="list-style-type: none"> <li>• Paul Matthews</li> <li>• Cllr Peter Fox</li> <li>• Sarah McGuines</li> <li>• Dan Davies</li> <li>• Rhian Cook</li> </ul>	Transport Youth Service Leisure Services Recycling Library Services	
<b>January 2015</b>	Chepstow School	Young People	TBC	TBC		
<b>January 2015</b>	Monmouth School	Young People	TBC	TBC		
<b>December 2014</b>	Friends of Chepstow Library	Age Disability Parents	Members of Friends groups from: <ul style="list-style-type: none"> <li>• Chepstow Library</li> <li>• Caldicot Library</li> <li>• Abergavenny Library</li> </ul>	Friends of Chepstow Library were meeting and officers went along. <ul style="list-style-type: none"> <li>• Deb Hill Howells</li> <li>• Rhian Cook</li> </ul>	Hubs	People were concerned about the level of training and consistency of service that will be available in the hubs. No objection to the principle of merging but there has to be space available for users of the OSS to

						<p>be dealt with privately if they want to discuss confidential information.</p> <p>Some members at the meeting felt they could not volunteer in a library where staff had been made redundant or left. They would feel uncomfortable doing their job.</p>
<b>January 2015</b>	Access for All Group	Disability	<p>Expected groups:</p> <p>People First Monmouth and Abergavenny SEWEREC CAIR People with disabilities MAGIC Parent Network Carers British Deaf Association ENGAGE My Day My Life Hafal Monmouth Visually</p>	<p>The group is being invited to stay after their meeting to an <b>Extended Budget Meeting</b> in County Hall.</p> <p>Officers Attending</p> <ul style="list-style-type: none"> <li>• Cllr Peter Fox</li> <li>• Cllr Phil Murphy</li> </ul>	Adult Services	<p>'I applaud the three goals to keep economy strong and education but your third vulnerable people: How do you protect vulnerable people when services are being cut which will affect them?'</p> <p>Another area of concern for our members is any reduction in the level of support for families of children</p>

			Impaired Group.	<ul style="list-style-type: none"> <li>• Cllr Phyl Hobson</li> <li>• Paul Matthews</li> <li>• Abigail Barton</li> <li>• Rhian Cook</li> <li>• Alan Burkitt</li> </ul>		<p>and young people with disabilities. This applies to several budget areas (particularly Children’s Services, Adult Social Care, Youth and Leisure Services). We couldn’t see any information about the reduction in the level of short break (respite) support in North Monmouthshire, but we are keen to see this service reinstated. We are willing to contribute to the discussions about how best to run this and other services for families of young people with disabilities. Here are some comments from our members on these budget areas:</p> <p>My concern was after attending the public meeting at King Henry school last week: there was a piece on working</p>
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						<p>with families and community groups to save £260k ,where vulnerable people are concerned. It wasn't in the handout they gave us. I asked them to elaborate on it but Simon Birch didn't really answer the question so I am still not any wiser. This will affect lots of families with members who need support.</p> <p>I agree that any cuts in social/respite provision should be avoided, the support/provision that's there at the moment is pretty minimal so to cut even further.....</p> <p>One of the key areas is respite - it's not good enough for MCC to say that because they haven't recruited for the Abergavenny house there can't be any respite. The</p>
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					<p>Grey Bags /Waste</p> <p>ALN</p>	<p>house has been empty for over 14 months now - I'd love to know if they are paying rent for this empty building....</p> <p>Grey Bags: are you going to change the collection is it still going to be fortnightly?</p> <p>Concerns raised about ALN support being provided in mainstream schools. Post 16 transport for ALN young people is a huge issue.</p> <p>Finally, we understand that the council has to make some really tough decisions about how to balance the books. However, there is a lot of research evidence which shows that people with disabilities are taking a much bigger share of the cuts in</p>
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				<ul style="list-style-type: none"> <li>• Abigail Barton</li> <li>• Rhian Cook</li> <li>• Alan Burkitt</li> </ul>	Council	look like? Partnerships with the community and town councils is necessary. It seems only Town Councils were involved in discussions last year – where do you see community councils fitting in with the service delivery for coming years?
January 2015	Monmouthshire Older Peoples Network	Age	Action 50+ Monmouth and Abergavenny Monmouth Visually Impaired Group MHA Senior Voice Group Members of the Network	<p>The group is being invited to stay after their meeting to an <b>Extended Budget Meeting</b> County Hall.</p> <ul style="list-style-type: none"> <li>• Cllr Peter Fox</li> <li>• Cllr Phil Murphy</li> <li>• Cllr Phyl Hobson</li> <li>• Paul Matthews</li> <li>• Abigail Barton</li> <li>• Rhian</li> </ul>	Library /Hubs	<p>Concerns about the venue for the Library/Hub in Monmouth. Where will the library be based? Are you going to sell or rent buildings?</p> <p>No objection to Library Merger but there was objection to the amount of privacy that is needed for OSS users. Libraries need to be quiet peaceful places.</p> <p>Volunteers are good and reinforce the The Big Society is very nice but the</p>

				<p>Cook</p> <ul style="list-style-type: none"> <li>Alan Burkitt</li> </ul>	<p>Leisure</p>	<p>member making the comment has been approached to be a volunteer individually and her members of Action 50+ members have also been approached.</p> <p>In the future there will no longer be enough volunteers. We will have more and more elderly no one - young politicians saying more about the elderly. They are requiring more and more services from the health services</p> <p>Monmouth Pool – Could it be taken into consideration when building a pool the need for competition size pool not just leisure. You will waste money by building a pool just of leisure purpose. You will attract clubs and individuals from all</p>
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					Post 16 Transport	<p>over Monmouthshire and nearby towns and counties.</p> <p>Post 16 Transport reduction on concessionary fares – will this hit families directly will they have to pay themselves? Or will it ship to another part of the council.</p>
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All of the groups that have participated have found it a positive experience and have welcomed the opportunity to be involved.

One lady from Action 50+ Abergavenny commented that she and her members ‘really appreciate the opportunity to be involved’

Jenny Barnes from CAIR also expressed that officers had attended the December CAIR meeting and the Budget Meeting in January and were glad of the opportunity to comment on these issues.

**MONMOUTHSHIRE COUNTY COUNCIL**  
**Minutes of the Special Meeting of the Joint Advisory Group**  
**Held at County Hall, Usk on Friday 9<sup>th</sup> January 2015 at 2.00p.m.**

**PRESENT:** County Councillor: P. Murphy (Chairman)

County Councillor P. Watts

**REPRESENTING THE TRADE UNION SIDE:**

J. Davies	-	UNISON
L. Perry	-	UNISON
P. Short	-	UNISON
R. Garner	-	UNISON
R. Hayward	-	GMB
M. Legge	-	GMB
R. Williams	-	UCATT
P. Strong	-	NUT
A. Haigh	-	NUT

**OFFICERS IN ATTENDANCE:**

Mrs. K. Beirne	-	Chief Officer, Enterprise
Mr. P. Davies	-	Head of Commercial and People Development
Mr. R. Hoggins	-	Head of Operations
Mrs. S. Thomas	-	People Management Lead
Mrs. D. Hill-Howells	-	Head of Community Led Delivery
Mr. R. Williams	-	Democratic Services Officer

**APOLOGIES FOR ABSENCE**

1.- Apologies for absence were received from the following:

Councillors: J. Crook, D.L.S. Dovey and R.J. Higginson.

Trade Union Representatives: D. Gunter, M. Evans and A. Williams.

**DECLARATIONS OF INTEREST**

2.- No declarations of interest were received.

**BUDGET SAVING PROPOSALS**

3.- We received a presentation on budget saving proposals by the Chair of the Joint Advisory Group. In doing so, the following points were noted:

- In 2015/16 Monmouthshire County Council is required to make savings of £5.8 million. This is in addition to the £5.5 million service savings that are being delivered in 2014/15.

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- Plus a further £10 million over the next three years (in addition to the £20 million since 2011/12).
- Monmouthshire County Council receives the least funding compared to the rest of Wales receiving just over £1000 per person to run services.
- Monmouthshire County Council's Council Tax is identical to the Wales Average. Efficiencies that have already been made in recent years have kept Council Tax figures low in Monmouthshire.
- Sources of Revenue Funding in 2013/14 – General Government Grants 53%, Council Tax 27%, Non domestic rates distribution 20%.
- Monmouthshire's priorities are: Education, vulnerable people, business and job opportunities.
- Public consultation had indicated that in order to retain services, the public would be willing to pay more for them.
- What does Monmouthshire spend its money on?

2013/14 net revenue expenditure:

- Children and Young People	-	£52.2 million.
- Social Care and Health	-	£37.2 million.
- Regeneration and Culture	-	£27.8 million.
- Regulatory and Administration	-	£10 million.
- Corporate costs and levies	-	£6.6 million.
- Interest payable on external debt	-	£3.7 million.
- Other	-	£2.9 million.

- Recycling - Monmouthshire will remove the grey bags creating a saving of £80,000 but a high quality service will still remain.
- Employee terms and conditions will be retained as they currently stand.
- Integrating Libraries Services with the One Stop Shop Services.
- Leisure Services will continue but will be run more like a business.
- Budget proposals – More money could be made from obtaining more customers and / or increasing prices:

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- Leisure Services – additional £155,000.
  - Housing and Careline Services – additional £25,000.
  - Museums, castles, TICs – additional £81,000.
  - Recycling for businesses – additional £50,000.
  - Highways advertising additional £50,000.
  - Markets rental – from additional markets – additional £50,000.
  - Youth service – training and courses offered – additional £200,000.
- Change our services:
    - Back office efficiency savings - £500,000.
    - Leisure Services - £265,000.
    - Tourism and Museums - £71,000.
    - Working with individuals, families and communities to find other ways of supporting vulnerable people - £260,000.
    - Gwent Music charges to cover the reduction in subsidy - £50,000.

In response to a question raised regarding the increase in music fees and the potential impact that this might have on some children no longer being able to continue with / take up this service, officers would liaise with Gwent Music to ascertain this information.

- Waste – Route optimisation and incineration of waste and waste collection changes - £740,000.
- Highways - £400,000.
- Community Hubs - £250,000.
- Transfer some services to other organisations - £100,000.
- School transport – moving to statutory distances in line with the rest of Wales - £30,000 by 2017/18.
- Continue to remove the discretionary elements in Post 16 Home to School Transport and charge for concessionary seats - £29,000.
- Additional Learning Needs being met through mainstream schools - £120,000.

In response to a question raised regarding the future of Mounon House, it was noted that its future will be deliberated from 2016/17. There will be a consultation exercise in the coming months and the Chief Officer, Enterprise will ask the Children and Young People Directorate to provide the Trade Union side with a run down of the process.

- Protection and investing in Services:

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- Invest in Children's Social Services - £900,000.
  - Build new secondary schools in Caldicot and Monmouth. Complete the new primary school in Raglan.
  - Hold our funding for schools. Schools will be required to take on additional pension contributions.
  - Retain our four leisure centres.
  - Retain our Youth Service and Adult and Community Education Service.
  - Keep our library and one stop shop services in all towns.
  - Maintain staff terms and conditions.
- The authority has worked hard to minimise the impact upon services. If all of these services are delivered there will still be a £400,000 shortfall in meeting the 2015/16 savings. Therefore, council tax will need to rise by 4.95%. This proposal will be presented to Council on 22<sup>nd</sup> January 2015 where the budget for 2015/16 will be set.
  - 14<sup>th</sup> January 2015 – The consultation process ends.
  - 22<sup>nd</sup> January 2015 – Final budget proposals to be presented to Council.
  - 27<sup>th</sup> February 2015 – Council Tax set at Full Council.

Having received the presentation, the following points were noted:

- The Trade Union Side referred to the need to find £500,000 per annum for the next four years to fund redundancy payments and asked the Council to consider cross matching staff to avoid compulsory redundancies. This matter had been raised on previous occasions. It was noted that Monmouthshire County Council has a good record in minimising the need to make compulsory redundancies by having an at risk register and using protection of employment to redeploy staff when possible. It was noted that cross matching across schools has been used in the past and is one of a range of options but it is a costly one. The People Management Lead informed the meeting that all options are explored by service managers when implementing their restructures / service redesigns.
- In response to a question raised by the Trade Union Side regarding the use of volunteers and the potential that this could lead to direct job substitution in certain cases, it was noted that the Authority welcomes the support from volunteers but it cannot rely totally upon them. The Authority is seeking to add value by using volunteer support but not seeking to replace or substitute staff with volunteers.

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- The Head of Operations informed the Group that the Authority had been working successfully with town councils regarding the provision of services through contributing / taking on services in order to keep services running. It was noted that the success of this collaborative working needed to be shared with the Trade Union Side with regard to building towards the next phase. A summary update could be sent to the Trade Union Side on a quarterly basis.
- The Trade Union Side requested details of potential job losses. Budget mandates would provide exact detail but as an overview / estimate, the following information was provided:
  - Routes – 6 posts (Agency and temporary posts).
  - Street Scene – 2 posts (Agency and temporary posts).
  - Highways – potentially no compulsory redundancies.
  - Community Hubs – A reduction from 43 FTE to 30 FTE staff.
  - Nappy waste service – no compulsory redundancies.
- The Trade Union Side requested that the Council retains reference to libraries when the Community Hubs are implemented. The meeting was informed that this issue has been noted in our consultation meetings and that as such, consideration is being given to referencing libraries, i.e., libraries at the Hub.
- In response to a question raised by the Trade Union Side regarding the cost of redundancies made over the previous three years and the savings generated, the Head of Commercial and People Development would provide the Trade Union Side with this information.
- The Head of Commercial and People Development would provide the Trade Union Side with details of the staffing structure of the Enterprise Directorate that he was responsible for.

We resolved to receive the presentation and noted its content.

**NEXT MEETING**

4.- In consultation with the Trade Union Side, the following issues would be discussed at the next ordinary meeting of the Joint Advisory Group on 26<sup>th</sup> January 2015 at 10.00am:

- The Council's position regarding Local Government Re-organisation.
- Outcome regarding the Council Budget.

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- Receive information regarding details of staff suspensions in excess of six months, i.e., receive details of staff grades and actions taken.
- Current plans for Innovation House and the effect on agile working due to the reduction in work spaces. It was noted that a space audit was being undertaken.

**The meeting ended at 3.50pm.**

**Appendix C**

**Monmouthshire County Council**

**Directorate of Children and Young People**

**Schools Budget Forum Meeting Minutes**

**DRAFT Minutes of the Meeting held on Thursday the 20<sup>th</sup> November 2014**  
**4.30 p.m. at Magor.**

**Present:**

**Messrs:** Mr H. Williams and Mr I. Standing.

**Mesdames:** Mrs S. Gywer-Roberts (Chair), Mrs E. Hackett Pain, Cllr M. Powell, Mrs C. Barker, Cllr D. Blakebrough and Mrs A. Waters.

**Advisors:** Mrs N. Wellington, Mrs T. Crane, Mr A. Evans, Miss A. Drew and Mr A. Payne.

**Other people in attendance.**

Miss G. Phillips, Mrs S. Hawkins and Cllr P. Murphy.

**1. To receive and agree consent of apologies.**

Apologies for absence were received and consent accepted Canon Dr. Stephen James, Mrs E. Lewis, Mr J. Piper, Mrs A. Holloway, Mr S. Linton, Mrs M. Harris, Mr G. Murphy, Mrs S. McGuinness, Mr P Wilding and Mrs D. Mountfield.

**2. To confirm and sign the minutes of the meeting held on the 20<sup>th</sup> November 2014.**

The minutes were approved and signed as a true copy.

**3. Matters arising.**

There were no matters arising.

**4. To receive a presentation from Cllr P. Murphy regarding the 15-16 budget proposals.**

Cllr P. Murphy was welcomed to the meeting and thanked for taking time to present the budget proposals for 15-16. He outlined the cuts in funding that are currently facing Monmouthshire County Council (MCC). We understand that local authorities are facing cuts of £900m over the term of the plan and that some of this is being directed to the NHS. Cllr P. Murphy indicated that we do

not get three year budgets from the Welsh Government anymore, with only one year being provided.

The budget reduction is 4.5%, if we had received a reduction of 2.5%, which was originally anticipated then we would have received a further £2m. We reviewed a slide indicating that MCC is the lowest funded authority per capita. Blaenau Gwent received £560 per capita more and they also have the highest council tax rate, MCC council tax is the same as the average for Wales.

Cllr P. Murphy presented the overall income, 53% comes from government grants, 27% for business rates and 20% from council tax / charges for services.

We understand that our priorities have not changed and education is one of these, as is protecting vulnerable people. The children and young people directorate receive 37% of the total budget and social services receive 26%.

Cllr P. Murphy discussed the proposed budget mandates; these include stopping provision of grey bags, creation of central hubs and for our leisure centres to generate additional income. There will be a £500,000 saving from back office services and waste is anticipated to save £740,000. For education the budget will remain at 14-15 levels, however schools will face pressures of pay increases and the increase in teacher's pensions.

There is a saving anticipated for moving school transport to statutory distances and for post 16 discretionary transport. Additional Learning Needs will be saving £129,000, schools will be consulted on how to make the savings.

We discussed the 1% protection for schools and we understand that cumulatively we have protected schools over and above this level.

There will be investment in children social services of £900,000. There is also capital investment in our school building with new schools being built in Caldicot, Monmouth and Raglan.

Cllr P. Murphy explained that the budget proposals allowed us to retain our services but that we would need to change how we deliver those services.

Cllr P. Murphy was thanked for his presentation and the Chair explained that she understood the need to make savings and was pleased to be part of the consultation process. She asked if any of the ideas raised in the previous year's engagement sessions had been progressed. Cllr Murphy highlighted several areas include a MCC lottery which is being taken forward.

Details around the saving on additional learning needs was discussed, we asked for clarity on the proposals, we understand that the options are being evaluated and once there is a some preferred options then all schools will be consulted. We understand that models from other authorities have been reviewed to share best practice.

We understand that additional learning needs are facing further saving in 16-17 and these are currently being worked on.

We raised concerns on the levels of workload for our schools and that it should be noted, we understand that workload has increased everywhere but we need to ensure that teachers are provided with the appropriate training.

We raised concerns over standards and understand that the EAS will have a role in helping schools make the savings while increasing standards. We understand that schools are being asked to work better together to share resources and good practise.

Following these questions Cllr P. Murphy left the meeting.

**5. To receive feedback on the recent consultation papers for the proposed changes to the formula:**

**(i) Job Evaluation and Threshold Funding**

Mrs N. Wellington provided an update stating that the response rate had been disappointing with only 13 responses. All responses were included in the papers sent prior to the meeting. We raised one comment that the threshold funding did not reflect the agreed pay policy written by the EAS. Mrs N. Wellington provided a background to the funding and the reasons for the changes. Mrs N. Wellington stated that the pay performance policy must be followed by governing bodies. We received the paper and understand the process through the select committee and cabinet.

**(ii) Additional Learning Needs funding delegated to schools.**

Miss G. Phillips introduced the paper saying that 14 responses had been received. 10 were in favour and 4 provided alternative methods. We understand that the formula needs to be easy to understand, fair and that the data must be available year on year. Miss G. Phillips explained that the preferred method of using free school meal data allowed this and provided the least swings in funding. We received the paper and understand the process through the select committee and cabinet.

**6. Dates for the next meeting.**

19<sup>th</sup> March 2015 in Magor.

**Appendix D**

	Revised 2015/16 £000	Revised 2016/17 £000	Revised 2017/18 £000	2018/19 £000	Revised Total £000
<b>NOTE : Pressures</b>					
- demographics	-	250	500	-	750
- Teachers pensions	330	566			566
- Childrens Social services	500				500
- Monmouth Leisure Centre	150				150
- capacity to change budget/additional childrens social services pressure	400				400
- corrected pension auto enrolment			913	92	1,005
Increase in employers national insurance		1,805			1,805
Cost of Local development plan		125			125
Additional impact of pay award	85				
Living Wage	30				
Final Settlement	40				
<b>Total Pressures</b>	<b>1,535</b>	<b>2,746</b>	<b>1,413</b>	<b>92</b>	<b>5,301</b>

## Appendix E Budget saving proposals

			Revised	Revised	Revised	Revised	Revised	Revised	Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
1	ENT	Development of Leisure Services	(315)	(420)	(100)	(100)	0	0	0	(520)	Income maximisation and staff review, developing the cycling offer, broaden leisure offer and explore new service provision options and models in the context of 'whole place
2	ENT	Collaboration on housing services and development of careline services	(35)	(55)	(40)	0	0	0	0	(55)	Commercialisation of careline service, one housing solutions service with TCBC focussed on enabling wider access to housing options and providing greater scope for increasing the resources with which to address housing need and homelessness
4	SCH	Community meals - service transformation	0	0	(100)	0	(100)	0	0	0	Developing sustainable long term model for meals, target is to aim for a cost neutral service - this is not achievable and so the saving has been subsumed into proposal 34 below
5	ENT	Sustainable energy initiatives	(33)	(33)	(34)	(34)	0	0		(67)	Investing in biomass boilers, solar farms and reduction in Carbon Reduction Commitment budget covered by last years mandate

			Revised	Revised	Revised	Revised	Revised	Revised	Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
6	ENT	Museums, Shirehall & Castles and Tourism	(190)	(190)	(145)	(10)	(200)	0	0	(200)	Integration of cultural services, tourism services and attractions within the Tourism, Leisure and Culture section to maximise synergies between services and achieve a sustainable long term footing to reduce the draw on MCC budgets, maximise the potential for external investment and to achieve the resulting cultural, community and economic benefits.
14	OPS	Home to School Transport - fundamental review of policy	(115)	(115)	(210)	(70)	(210)	(20)	0	(205)	2015/16 savings are full year effect of proposals agreed last year, a review of the existing policy will be undertaken to identify any further savings
15	OPS	Facilities - transfer functions to other providers	(100)	(100)	0	0	0	0	0	(100)	Engaging with town and community councils, friends clubs to take on service related costs - Linda Vista, Bailey Park, Public Conveniences covered by last years mandate
16	CYP	Schools delegated budgets	0	(1,124)		(779)		(549)	(556)	(3,008)	Schools budgets will be protected at cash limit, this means no pay inflation and or non pay inflation or teachers pension is provided for in funding, Reduction in pupil numbers is also factored in. Schools will be supported to seek opportunities to reduced their cost base over the period

			Revised	Revised	Revised	Revised	Revised	Revised	Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
18	CYP	School library service - combine with general library service	(20)	(20)	0	0	0	0	0	(20)	This has been subject to a recent Cabinet report which sought approval to close the service, following indications from TCBC that they wished to withdraw from the service
20	CYP	School Music service - reduction in subsidy	(50)	(50)	(50)	(50)	0	0	0	(100)	Gwent Music are aware of future savings required and discussions have taken place resulting in the proposal to increase charges for music sessions.
21	CYP	Review of other Education collaborative arrangements - visually impaired/hearing	0	0	(70)	(70)	(100)	(100)	0	(170)	TCBC are doing a complete review of their collaborative services in an effort to make savings and this will be shared once complete. The support children receive currently is in proportion to the expenditure under the SLA. These are specialist services and we are not able to deliver this provision in house. Currently the SLA is providing us with very good value for money. Once the new service is in place we will be able to assess the savings required.
24	SCH	SCH Transition project staff transfer to Bright New Futures	(14)	(14)	(12)	(12)	0	0	0	(26)	Combining our initiative with Bright new futures to establish a shared service model has been completed and savings will be delivered
25	OPS	Transport review and fleet rationalisation	(40)	(62)	0	0	0	0	0	(62)	Reduction in operational fleet

			Revised	Revised	Revised	Revised	Revised	Revised	Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
26	ENT	Strategic Property Review (phase 2)	(100)	(100)	(350)	(350)	0	0	0	(450)	In line with the Asset Management Plan the council's property estate will be rationalised to save money on running costs
26a	OPS	Property services/FM	0	0	0	(100)	0	0	0	(100)	In line with the Asset Management Plan the council's property estate will be rationalised, savings will be sought from Property services and facilities.
28	OPS /EN T	Community Hubs and Contact Centre	(240)	(250)	(200)	(50)	0	0	0	(300)	Rationalisation of libraries, OSS, telephony staff into community hubs and contact centre
31	ENT	ICT	(100)	(250)	0	0	0	0	0	(250)	Staffing efficiencies, cost efficiencies and income generation in the SRS, savings and income generated from custom built software solutions developed
33	SCH	Sustaining Independent Lives in the community	(260)	(260)	0	0	0	0	0	(260)	Local Area co-ordination business case, this now forms part of the same proposal as number 34 below
34	SCH	Adult Social Care Service Transformation	0	0	(728)	(628)	(700)	(600)	0	(1,228)	Building on the current integrated model as part of the wider redesign of social care

			Revised	Revised	Revised	Revised	Revised	Revised	Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
35	CYP	Transformation of children's services for Special and additional needs	(470)	(120)	(496)	(672)	0	0	0	(792)	Proposal will look at more effectively integrating and streamlining the current service offer, with what matters for the child and family being the core focus of the review.
36	OPS	Cost neutral waste service	(270)	(270)	(20)	(20)	0	0	0	(290)	Route optimisation as per last years mandate
37	OPS	Waste Management - Project Gwyrdd	(750)	(250)	(250)	(250)	0	0	0	(500)	Mandate not needed, work already done, needs watching brief on implementation
37a	OPS	Waste Management	0	(270)	0	(100)	0	0	0	(370)	Further efficiencies, Green waste charges, grey bags etc
40	CXE	Democracy and regulation	0	(109)	0	0	0	0	0	(109)	Staff, income generation and other efficiencies across the section
41	OPS	Highways rationalisation and income generation	0	(450)	0	0	0	0	0	(450)	Trading services to generate increased income - highways, markets , and highways rationalisation
41a	ENT	Markets income and other income generation	0	(70)	0	0	0	0	0	(70)	Increasing services to generate further income streams. Markets (£50k), £20k through fees and charges report

			Revised		Revised		Revised		Revised		
			Saving	Saving	Saving	saving	Saving	Saving	Saving	Revised	
			2015/16	2015/16	2016/17	2016/17	2017/18	2017/18	2018/19	TOTAL	
No.	Dir	Description	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	(£000)	Description of saving
42	CYP	Youth service	0	(200)	0	(200)	0	0	0	(400)	Income generation proposals to effectively half our contribution to the youth service
		<b>OTHER</b>									
		Council tax reduction scheme		(200)	0	0	0	0	0	(200)	Reducing demand for council tax benefit
		Council tax base		(281)	0	0	0	0	0	(281)	Additional income from additional properties on top of the £110k already in MTFP.
		Precepts and fees		(224)	0	0	0	0	0	(224)	Worked with precepting & fee charging bodies to get early indications of budgets for 15/16
		<b>Total savings</b>	<b>(3,102)</b>	<b>(5,487)</b>	<b>(2,805)</b>	<b>(3,495)</b>	<b>(1,310)</b>	<b>(1,269)</b>	<b>(556)</b>	<b>(10,807)</b>	
		Required		(5,772)		(6,747)		(5,097)	(3,531)	(21,147)	

## **Appendix F - Responsible Financial Officers Opinion**

1.1 The 2003 Local Government Act imposes a number of statutory duties on a Councils Responsible Financial Officer (RFO). Guidance on these duties is contained within LAAP Bulletin 55 and the CIPFA Statement on the Role of the Finance Director, compliance with which has been supported by the Councils Audit Committee. The primary duties are for me, as RFO, to provide a view on the robustness of the budget process, budgetary risk and the adequacy of reserves and balances.

### **1.2 Robustness of the budget process**

1.3 In terms of robustness of the budget process, I have placed reliance on the work carried out by members of the Strategic Leadership Team in their Directorates involving budget managers and devolved accountants. The process has been properly rigorous with notable elements of good practice. These include;

- The use of the Councils Medium Term Financial Plan as an integral part of budget planning
- Inclusion of all Councillors in an all-member budget seminar
- Cabinet ownership of budget principles and assumptions through the development of the Medium Term Financial Plan
- Anticipating likely and known events through the application of appropriate indices for base costs.
- Applying rigour via Directorate Management Teams, Chief Officers, Strategic Leadership Team and Cabinet Member scrutiny.
- Comparing year on year budgets by using 2013/14 outturn and 2014/15 budget monitoring data.
- Providing Select Committees with opportunity to look at and scrutinize current budgets, gaining an understanding of the budgets within the remit of their Select committee.
- Engaging with the public at 5 events throughout the County in October, sharing the budget ideas and gathering further ideas from the public.
- Consulting on budget proposals with the Schools Forum and Trade Unions and Business Ratepayers.
- Providing opportunities for public consultation, via the web site, You Tube presentations and Twitter, but also through a further round of public engagement events throughout the County in January

- Communicating emerging Settlement considerations to Cabinet members.
- Being clear on risks and assumptions within budget proposals and identifying the links with the corporate priorities of the Council.
- Ensuring all members are involved in the budget setting process by establishing that budget and Council Tax settings is a function of full Council.

1.4 There are a number of explicit risks in the budget proposals now presented given the reduction in the settlement for next year and in the medium term. Risks have been identified as the budget proposals have been put together and are captured as part of the MTFP model. Outlined below are the key risks and how they are being managed:

- Some identification of evidenced based pressures in relation to the financial impact of increasing demand in children's social services, demographic changes such as increasing elderly population, changes in pupil numbers, has been included in the current budget process. However, these risks have in part been mitigated by the protection given to these areas in the sense that budget savings have been more heavily weighted to other areas of the budget. However, given the current year position against the budget in some of these areas, this potential pressure will require careful monitoring over the course of the financial year so that problems can be highlighted early and any appropriate corrective action taken.
- Directorates are being required to manage some pressures within their service areas as only significant pressures have been highlighted and included in the budget build. Whilst individually these pressures are relatively small in total there is a considerable pressure to be managed alongside the achievement of the budget saving proposals contained as part of this budget.
- A number of the savings/efficiency proposals involve the generation of income, changes to current structures, systems and processes or have implications for service design involving other partners or organisations. These savings involve higher levels of risk than those which broadly maintain current arrangements. At the practical level these risks begin with the income targets not being achieved, possibility of slippage and disruption in the transition from old to new arrangements resulting in further pressures to be managed in the year in which savings are budgeted to be made. Clearly robust and timely monitoring of the delivery of the savings in the budget will be critically important in order to manage the potential for these risks to materialize.
- Late notification of grant funding streams being removed or reduced. This is particularly an issue where the expenditure backing this grant is

in the form of permanent staff. These will need to be managed on a case by case basis, with the default position being that if the grant ceases the activity also ceases unless a business case can be built that justifies the maintenance of the activity, the expenditure and identifies a means of funding this expenditure following the loss of grant income. There is also a particular risk in the area of the Outcome Agreement Grant where payment is dependent on performance, the budget assumes full payment however there is a risk that the required performance levels may not be achieved and therefore less than 100% payment provided.

- Underlying assumptions on non-pay inflation built into the budget are not borne out next year. All budgets will not receive budget to cover the full extent of inflation factors next year if they turn out as expected. This puts further pressure on service budgets to find efficiencies savings to manage this shortfall. There is an expectation that this would need to be managed within overall directorate budgets.
- Further equal pay claims are lodged with the Authority, resulting in significant payout. A reserve was been established to fund the claims and payments already made. The Cabinet decision report on this however, did recognize that the option chosen will not completely extinguish the risk of further claims in this area.
- Uncertainty of when Prudential borrowing will impact on the revenue account resulting from the Authority accepting any awards of 21<sup>st</sup> Century funding following further development of the detailed programme being submitted to the WG. The capital programme proposal seeks to mitigate this risk by establishing authority to generate capital receipts to offset the need to borrow, however this carries with it its own risk in the current economic climate.
- Treasury estimates established in the budget are based on cashflows, timing of capital spend, forecast interest rate levels and predicted trigger points for converting variable loans to fixed rate loans. There is inherent uncertainty and risk attached to each variable. The Authority has established a Treasury Equalisation reserve to mitigate the potential impact caused by significant variations to the year on year budget. Contributions from the reserve are used to even out the variation in the MTFP model.
- General pressures on school budgets indicated by the number of schools with deficit budget management plans. As previously identified, schools have been protected from the level of savings required from the rest of the Authority. The LEA will be working closely with schools to help costs savings to be established. However, it is understood that some schools will still need to establish budget management plans, any resulting redundancies will need to be met from the budget established for this purpose.

- The risks on the capital side are largely around the difficulties in achieving the level of capital receipts required to fund future capital investment. If receipts are not achieved, other funding streams need to be sought which may include prudential borrowing with its consequent impact on the revenue budget. In addition there are significant pressures highlighted of a capital nature that will not be met as the priority is to invest in 21<sup>st</sup> century schools.

1.5 Whilst the above risks in the 2015/16 budget have been identified, the main budgetary risks going forward in for the MTFP will also need to be managed and outlined are as follow:

- Any impact arising from the Williams review, and the shape of Local government in Wales in the future and any new legislation impacting on the services provided by Local Authorities.
- Very low settlements projected for the medium term
- The revenue implications of 21st Century Schools, where the source of capital is uncertain given the medium term national forecast for significant funding reductions.
- The financial, service and strategic implications of service transformation, including shared services, greater partnership working with both public and private sector
- The national and local emphasis on increased waste diversion
- The deteriorating condition of local roads, associated infrastructure and property
- The ageing population
- Continued uncertainty in financial markets
- Low economic activity leading to increased demand for some services and reduced income in others.
- The potential liability of new equal pay c/aims arising from the implementation of single status

## 1.6 Adequacy of reserves

1.7 The MTFP has established the principles for general and earmarked reserve utilization. The level of the **general reserve** at £6.8 million is of concern being just above the minimum prudent level. The final revenue budget proposals include a requirement to use the general reserve to balance the budget in 2015/16. As the MTFP is updated as new information becomes available the position regarding the use of reserves will need to be reviewed.

- 1.8 Included with the general reserve are the school based reserves. There has been a slight recovery over recent years with the result that Monmouthshire's schools based reserves are no longer the lowest in Wales.
- 1.9 The 2015/16 budget recommendations anticipate some use of **earmarked reserves** to support the budget saving proposals and to even out one off expenditure items over the MTFP. Earmarked reserves have been established over time for the purpose of future utilisation, and whilst not currently earmarked for use provide a level of contingency for some of the risks associated with the budget recommendations highlighted in this report.
- 1.10 Earmarked reserve usage over the MTFP is projected to decrease the balance on earmarked reserves from £16.7 million at the start of 2015/16 to £6.8 million at the end of 2018/19. Taking into account that some of these reserves are specific, for example relating to joint arrangements or to fund capital projects, this brings the usable balance down to £4 million.
- 1.11 Whilst every effort will be made to avoid redundancy costs a budget has been included in the MTFP relating to these costs is for school based redundancies. The Policy was also revised, so the cost of redundancies should be reducing. Protection of Employment policy will be used to ensure redundancy is minimised, however, it is expected there may be some that are inevitable and reserve cover may be required for this, possibly in the region of £500,000 per year. Over the MTFP this could require £2 million reserve funding cover, if services are unable to fund the payments from their budgets.
- 1.12 The volatility of the Children's social services budget is going to be supplemented for 2015/6 with further funding, however if it is proposed to earmark the Priority Investment Reserve for next year to cover further pressures if they are not able to be contained.
- 1.13 The resulting impact on earmarked reserves would be to take the usable balance down further by the end of the MTFP period.
- 1.14 My judgement, taking into account the budget forecast at month 9, the corporate budget position, the quantum of earmarked reserves as well as the General Reserve is to certify reserves as adequate presently. However, given that the financial outlook is not set to improve significantly in the medium term, it is vital that the reserve position continues to be closely monitored. This will require continued sound budget management in future years of account and close Cabinet scrutiny of any further proposals to utilise reserves in the coming months. Further savings need to be identified so that the use of the general reserve can be minimized.
- 1.15 The provisional schedule of reserves estimated at the end of the financial year is included as an appendix to the budget report.

J Robson  
Responsible Financial Officer

## Appendix G : Whole Authority Strategic Risk Assessment 2014/15

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
1	Some services may become financially unsustainable as a result of reducing budgets and demographic pressures.	<ul style="list-style-type: none"> <li>- Year on-year budget reductions up 4.3% could potentially make the authority unviable with less staff</li> <li>- An ageing population and complexity of demand in children's services will place increased pressure on services</li> <li>- Decision not to pursue early voluntary merger following Williams Commission recommendation could impact on some funding opportunities</li> <li>- As we move to new models of provision we may have to run two approaches side-by-side in some areas during transition period.</li> </ul>	2014/15	Unlikely	Major	Low	<ul style="list-style-type: none"> <li>- Assess carefully the impact of the further savings that need to be made post 15/16</li> <li>- Consider how best to use capacity fund and any external funding sources to supplement the change programme required</li> <li>- Ensure that the detailed business cases that will deliver the MTFP are fully costed, stress-tested and managed</li> <li>- Undertake quarterly budget monitoring of savings proposals</li> </ul>	Joy Robson	Phil Murphy	All
2015/16	Unlikely	Major	Low							
2016/17	Possible	Major	High							
2	Uncertainty whether income targets within the 2014-17 Medium Term Financial Plan can be achieved and this could lead to unplanned changes in other	<ul style="list-style-type: none"> <li>- Ambitious plans and new, more commercial, ways of working carry an inherent risk</li> <li>- 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</li> </ul>	2014/15	Possible	Moderate	Low	<ul style="list-style-type: none"> <li>- Monitor the delivery of budget proposals agreed as part of the 2014/15 budget</li> <li>- Agree proposals to balance the MTFP 2015/16 to 2018/19 taking into account the need to match the expected performance targets with adequate resources.</li> <li>- To develop principles and underpinning guidance on income</li> </ul>	Joy Robson	Phil Murphy	All
2015/16	Likely	Substantial	Medium							
2016/17	Likely	Substantial	Medium							

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	services to balance the budget						generation including marketing services			
3a	Potential that the authority is unable to deliver its new schools capital programme due to capital receipts not generating the required income	- Capital receipts from disposal of assets are not generating the required income - Reduction in capital budget - Ambitious 21 <sup>st</sup> Century Schools programme and need to provide Welsh medium education - The core programme has been constrained in order to enable the new schools programme to be funded	2014/15	Possible	Major	Medium	-Implement the Asset Management Plan as the structure to effectively manage property assets that the Council owns or occupies aligned to key corporate priorities and service needs -Ensure resource is available to maintain sale of assets -Development of the strategic use of Community Infrastructure Levy when available - Further refinement of priority assessments in the property and infrastructure budgets to ensure all pressures have been considered and ranked	Deb Hill-Howell	Phil Murphy	Economy and Development  Strong Communities
		2015/16	Possible	Major	Medium					
3b	Pressure on capital budget from 21 <sup>st</sup> Century schools programme will impact on other areas requiring capital investment.	- A number of significant pressures are documented that are not currently funded - In the event of emergency pressures resources will have to be diverted due to lack of capacity in the capital budget	2016/17	Possible	Major	Medium				
4	Potential that negative findings from pending CSSIW and Estyn inspections will divert energy from an ambitious transformation programme.	- Cases considered by CSSIW in Spring 2014 identified some concerns about outcomes - Unable to evidence good performance against some key performance indicators in children's social services - Education services currently remain in special measures,	2014/15	Almost Certain	Major	High	- Evaluate and reflect on our practice to ensure that any problems are identified and acted upon  - Manage our actions in response to Estyn and CSSIW via the directorates' service plans and the consolidated action plan led by Children's Services	Simon Burch & Sarah Mc-Guinness Tracey Jelfs	Geoff Burrows  Liz Hackett-Pain	Adults CYP
		2015/16	Possible	Major	Med					
		2016/17	Unlikely	Major	Low					

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
		although feedback from the Monmouthshire Recovery board is positive								
5	The authority does not achieve a positive outcome from the corporate assessment	- Self assessment highlighted a number of issues that need to be addressed including: i) Ensuring alignment and planning of resources to deliver priorities and programmes. ii) Ensuring staff are appropriately supported - WAO Annual Improvement report highlighted "It is uncertain whether the Council is likely to make arrangements to secure continuous improvement for 2014-15"	2014/15 2015/16 2016/17	Unlikely Possible Possible	Major Major Major	Low Med Med	- Deliver the action plan emerging from the Self-Evaluation. - Continue to roll-out a new employee performance framework and ensure we have the right people in the right jobs - Continue to improve the way we manage the performance of our services and tie this into continued effective financial management of the organisation.	Tracey Harry Will McLean	Peter Fox	All
6	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	2014/15 2015/16 2016/17	Possible Possible Possible	Major Major Major	Medium Medium Medium	- Continually monitor and evaluate process and practice - 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	Tracy Jelfs/ Julie Boothroyd	Liz Hackett Pain Geoff Burrows	CYP Adults
7	Possibility that needs and capabilities of learners are not	- Gap in attainment between 'all pupil' and Free School Meals cohort - Variation in standards across	2014/15 2015/	Likely Likely	Major Major	Medium Medium	- Ensure delivery of the actions identified in the Chief Officers annual report - Continue to self-assess and deliver	Sarah Mc-Guinness	Liz Hackett Pain	CYP

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	sufficiently addressed and consequently, they do not achieve to their highest potential	schools - To date we have not in all cases appropriately supported pupils with additional learning needs - poor assessments in some schools due to leadership, management, capacity and performance issues - unsustainable provision to meet the demand for Welsh Medium education provision	16 2016/ 17	Possible	Major	Medium	effective responses to the Estyn inspection recommendations - Ensure that the Additional Learning Needs review delivers a sustainable, adequate and appropriate support to pupils with Additional Learning Needs - Ensure the commissioned arrangements with the EAS address the authority's concerns in challenging and supporting schools - Deliver the Welsh Education Strategic Plan in collaboration with neighbouring authorities			
8a	Potential that council services, including schools do not have the necessary ICT infrastructure to maximise their offer to service users	- The ongoing SRS review has identified scope for improvement and greater realisation of opportunities for its partner bodies. - Schools and the EAS depend on reliable equipment and support from the SRS to implement systems for pupil tracking and to meet curriculum needs	2014/ 15  2015/ 16  2016/ 17	Likely  Likely  Possible	Substantial  Substantial  Substantial	Medium  Medium  Medium	-Work with the SRS Board to implement the findings of the review specifically around: finance and the core service, governance and cultural and identity  -Produce a 'commissioning document' that informs the nature, cost and schedule of services MCC wishes to procure from SRS. Keep the relationship business focussed and reinforce the client-contractor split.  - Revise the ICT programme board as the digital programme board to improve and strengthen governance	Peter Davies	Phil Murphy  Bob Greenland	Economy and Development
8b	Insufficient ICT infrastructure and skills in the county have the potential to lead to social and economic	- Broadband notspots remain in the county and despite Monmouthshire being in the next tranche for roll-out of Superfast Cymru; around 4-6% of our most rural areas, which are								

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	disadvantages	already more isolated, will not be impacted. - Welfare reform increases requirements for internet access and suitable digital skills for some of the most vulnerable in our society					arrangements  -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			
9a.	Our workforce do not have sufficient development opportunities to improve performance.	- Our people are central to the success of our council and county. - Continued economic constraint and local government reform can impact on staff morale and service objectives. - Organisational culture impacts on our ability to address future challenges and make sustained improvements in areas that require it. - Corporate self-evaluation identified we need to do more to support staff and at the staff conference people indicated that the values of the authority are not always practiced.	2014/15 2015/16 2016/17	Possible Possible Unlikely	Substantial Substantial Substantial	Medium Medium Low	- Engage with staff and communities to finalise the People and Organisational Development Strategy. This will ensure the strategy is focussed on addressing identified needs.  - Once finalised, take forward the activities in the programme plan of the strategy which will bring together the many facets of people and organisational development we run to provide support and development for people whether they are inside or outside of our organisation	Peter Davies	Phil Murphy	Strong Communities
9b.	Our strategy of	- To respond to these challenges					- To provide to the council and the			

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
	animating and drawing upon the social capital in our communities is not mirrored by a reciprocal community response	we will need to fully utilise and support the talent that exists inside our organisation and out, which includes volunteers, community organisations and social capital. This will require new ways of working which themselves carry an inherent risk.					community clarity as to how to engage with the authority in order to deliver a localised set of shared aims and objectives including a shared understanding of the governance structures that allow effective participation and robust decision making.			
10	Potential that Monmouthshire will not have a prosperous economy that supports enterprise and sustainable growth	<p>Average gross weekly wage levels have declined in the County in the three previous years up to 2013 to £427, the fifth lowest in Wales. In 2014, wage levels have increased to £466, equal 9<sup>th</sup> in Wales.</p> <p>A large element of the Monmouthshire workforce are out commuting.</p> <p>Whilst there is action we can take to help mitigate some of the risk, the economy in Monmouthshire will be impacted on by external market</p>	<p>2014/15</p> <p>2015/16</p> <p>2016/17</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>- Implement the Monmouthshire Business Growth and Enterprise Strategy action plan which has a specific focus to support business growth, encourage inward investment and growing entrepreneurs.</p> <p>- Complete the Vale of Usk Local Development Strategy, following consultation with wider partners, which will inform how the Rural Development Plan funding for the 2014-2020 period will be spent to coordinate action to maximise results across the Vale of Usk rural areas.</p>	Peter Davies	Bob Greenland	Economy and Development

Ref	Risk (Effect and Event)	Reason why the risk has been identified (evidence) (Cause)	Risk Level				Actions proposed to mitigate risk	Service & Risk Owner	Cabinet Member	Select Committee
			Year	Likelihood	Impact	Risk Level				
		<p>conditions that are outside of our control which increases the likelihood of the risk.</p> <p>Availability of assets which enhance the tourism offer, an important part of the Monmouthshire economy, is a risk with continuing financial constraint</p>								

## APPENDIX H1 - USE OF RESERVE FOR REVENUE BUDGET PURPOSES 2015-16

Item	2015-16		Reserve
	£000	£000	
	To	From	
<b>COUNCIL FUND</b>			
To fund 2015/16 budget		0	
<b>Net contribution from Council Fund</b>	<b>0</b>	<b>0</b>	
<b>EARMARKED RESERVES</b>			
<b>General Earmarked reserve use</b>			
<b>Contributions from:</b>			
Vehicles (residual value advance)		61	Invest to Redesign Reserve
Innovation / People Strategy		152	Invest to Redesign Reserve
Service Transformation - Adult Social Care		160	Invest to Redesign Reserve
Fixed Asset Disposal Costs		154	Capital Receipt Generation Reserve
Pension Strain Costs		325	Redundancy and Pensions Reserve
Local Development Plan		100	Priority Investment Reserve
CYP Development Fund		200	Priority Investment Reserve
Raising Education Standards		56	Priority Investment Reserve
Grass Routes Buses		26	Grass Routes Buses Reserve
<b>Total contribution from Earmarked Reserves</b>	<b>0</b>	<b>1,234</b>	
<b>Contributions to:</b>			
Repayments to reserve for amounts provided in earlier years	-60		Invest to Redesign Reserve
Election costs	-25		Elections reserve
Grass routes buses reserve	-5		Grass Routes buses reserve
Repayment of 14/15 capital advance	-16		Capital Investment Reserve
	-106	0	
<b>Earmarked reserve support for revenue budget</b>	<b>-106</b>	<b>1,234</b>	
<b>Capital reserve funding</b>		519	Capital Investment Reserve
<b>TOTAL EARMARKED RESERVE CONTRIBUTIONS</b>	<b>-106</b>	<b>1,753</b>	
		1,647	<b>Total Net Contribution from Reserves</b>

**APPENDIX H2 - RESERVE BALANCES 2015/16**

Reserve	B/F	2014/15					2015/16		
		Cont to	Cont from (Budgeted)	Cont from (Caveated)	Forecast Variances & Approved Reports	C/F	Contributions To	Contributions From	C/F
<b>Council Fund</b>									
Council Fund (Authority)	-7,080,000		266,410			-6,813,590			-6,813,590
School Balances	-988,044				700,000	-288,044			-288,044
<b>Sub Total</b>	<b>-8,068,044</b>	<b>0</b>	<b>266,410</b>	<b>0</b>	<b>700,000</b>	<b>-7,101,634</b>	<b>0</b>	<b>0</b>	<b>-7,101,634</b>
<b>Earmarked Reserves</b>									
<i>Invest to Redesign Reserve</i>	-2,208,161	-40,228	1,173,754		43,018	-1,031,617	-60,228	373,362	-718,483
<i>IT Transformation Reserve</i>	-946,845		311,942			-634,903			-634,903
<i>Insurances &amp; Risk Management Reserve</i>	-1,968,388					-1,968,388			-1,968,388
<i>Capital Receipt Generation Reserve</i>	-244,246		231,609			-12,637		153,845	141,208
<i>Treasury Equalisation Reserve</i>	-1,124,693		338,175			-786,518			-786,518
<i>Redundancy and Pensions Reserve</i>	-744,243		369,579			-374,664		325,434	-49,230
<i>Capital Investment Reserve</i>	-1,636,445		25,570			-1,610,875	-15,500	518,541	-1,107,834
<i>Priority Investment Reserve</i>	-2,468,935		567,393		641,000	-1,260,542		356,000	-904,542
<i>Single Status &amp; Equal Pay Reserve</i>	-1,051,834					-1,051,834			-1,051,834
<i>Museums Acquisitions Reserve</i>	-59,798					-59,798			-59,798
<i>Elections Reserve</i>	-58,183	-25,000				-83,183	-25,000		-108,183
<i>Grass Routes Buses Reserve</i>	-186,528	-5,000	25,913			-165,615	-5,000	25,913	-144,702
<i>Restricted Use Reserves</i>	-550,477	-203,506	173,682			-580,301			-580,301
Evidence Based Pressure	0					0			0
<b>Total Earmarked Reserves</b>	<b>-13,248,777</b>	<b>-273,734</b>	<b>3,217,617</b>	<b>0</b>	<b>684,018</b>	<b>-9,620,876</b>	<b>-105,728</b>	<b>1,753,095</b>	<b>-7,973,509</b>
<b>Total Useable Revenue Reserves</b>	<b>-21,316,821</b>	<b>-273,734</b>	<b>3,484,027</b>	<b>0</b>	<b>1,384,018</b>	<b>-16,722,510</b>	<b>-105,728</b>	<b>1,753,095</b>	<b>-15,075,143</b>

**Appendix I - Revenue Budget Summary 2015/16**

	November 2014 Cabinet proposals					Final Settlement Changes		Full Cost MTFP Base Budget Adjustments	January 2015 Cabinets Final budget recommendations		
	Indicative Base Budget 2015/16	Proposed savings	Identified Pressures	Council Tax Income	Proposed Budget 2015/16	Adjustment to AEF	Settlement pressures / adjustments		Changes to Pressures	Further Efficiency Savings	Final budget recommended
<b>Net Expenditure Budgets</b>											
Children and Young People	52,194	-1,514	330	0	51,010	0	0	209	0	0	51,219
Social Care and Health	36,982	-274	500	0	37,208	0	0	206	0	-40	37,374
Enterprise	10,102	-1,048	150	0	9,204	0	0	72	0	-125	9,151
Operations	18,012	-1,712	0	0	16,300	0	0	0	0	0	16,300
Chief Executive's unit	7,437	-234	0	0	7,203	0	0	-46	0	125	7,282
Corporate Costs & Levies	18,343	-100	400	0	18,643	0	0	0	126	-154	18,615
<b>Sub Total</b>	<b>143,070</b>	<b>-4,882</b>	<b>1,380</b>	<b>0</b>	<b>139,568</b>	<b>0</b>	<b>0</b>	<b>441</b>	<b>126</b>	<b>-194</b>	<b>139,941</b>
Appropriations	9,115	0	0	0	9,115	0	204	50	0	0	9,369
Contributions to Earmarked reserves	51	0	0	0	51	0	0	40	0	0	91
Contributions from Earmarked reserves	-860	0	0	0	-860	0	0	-375	0	0	-1,235
<b>Total Net Proposed Budget</b>	<b>151,376</b>	<b>-4,882</b>	<b>1,380</b>	<b>0</b>	<b>147,874</b>	<b>0</b>	<b>204</b>	<b>156</b>	<b>126</b>	<b>-194</b>	<b>148,166</b>

**Funding Budgets**

Aggregate External Financing (AEF)	-94,116	0	0	0	-94,116	40	0	-303	0	0	-94,379
Council Tax (MCC)	-41,815	-450	0	0	-42,265	0	0	-401	0	-31	-42,697
Council Tax (Gwent Police)	-9,381	0	0	0	-9,381	0	0	0	0	0	-9,381
Council Tax (Community Councils)	-1,669	0	0	0	-1,669	0	0	0	0	0	-1,669
<b>Total Funding</b>	<b>-146,981</b>	<b>-450</b>	<b>0</b>	<b>0</b>	<b>-147,431</b>	<b>40</b>	<b>0</b>	<b>-704</b>	<b>0</b>	<b>-31</b>	<b>-148,126</b>
<b>Headroom/-shortfall</b>	<b>4,395</b>	<b>-5,332</b>	<b>1,380</b>	<b>0</b>	<b>443</b>	<b>40</b>	<b>204</b>	<b>-548</b>	<b>126</b>	<b>-225</b>	<b>40</b>

	Council Tax 2014/15				2015/16 tax base	Council Tax 2015/16	%age increase
Council tax recommendations	1,043.34				44,561	1,094.98	4.95%

Appendix J1 - Capital Budget Summary 2015 to 2019

	Indicative Budget 2015/16	Indicative Budget 2016/17	Indicative Budget 2017/18	Indicative Budget 2018/19
Asset Management Schemes	1,929,278	1,929,278	1,929,278	1,929,278
School Development Schemes	42,247,450	22,446,500	3,644,000	2,350,000
Infrastructure & Transport Schemes	2,240,740	2,240,740	2,240,740	2,240,740
Regeneration Schemes	0	0	0	0
Sustainability Schemes	0	0	0	0
County Farms Schemes	300,773	300,773	300,773	300,773
Inclusion Schemes	850,000	850,000	850,000	850,000
ICT Schemes	0	0	0	0
Vehicles Leasing	1,500,000	1,500,000	1,500,000	1,500,000
Other Schemes	65,000	20,000	20,000	20,000
<b>TOTAL EXPENDITURE</b>	<b>49,133,241</b>	<b>29,287,291</b>	<b>10,484,791</b>	<b>9,190,791</b>
Supported Borrowing	(2,420,000)	(2,420,000)	(2,420,000)	(2,420,000)
Unsupported (Prudential) Borrowing	(11,809,000)	(6,804,000)	7,613,000	(1,000,000)
Grants & Contributions	(21,780,250)	(12,746,250)	(2,462,000)	(3,112,000)
Reserve & Revenue Contributions	(489,541)	(489,541)	0	0
Capital Receipts	(11,134,450)	(5,327,500)	(11,715,791)	(1,158,791)
Vehicle Lease Financing	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
<b>TOTAL FUNDING</b>	<b>(49,133,241)</b>	<b>(29,287,291)</b>	<b>(10,484,791)</b>	<b>(9,190,791)</b>
<b>(SURPLUS) / DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Appendix J2 - Schools capital programme  (includes Raglan)	Financial Year 2015/16	Financial Year 2016/17	Financial Year 2017/18	Financial Year 2017/18
	Indicative Budget £	Indicative Budget £	Indicative Budget £	Indicative Budget £
<b>Expenditure:</b>				
Access For All	50,000	50,000	50,000	50,000
Raglan Primary	1,326,450	112,500		
Monmouth Comprehensive School - 1600 Place	19,171,000	11,167,500	1,797,000	1,150,000
Caldicot Comprehensive School - 1500 Place	18,700,000	9,116,500	1,797,000	1,150,000
Welsh Medium Secondary Schools	3,000,000	2,000,000		
<b>Total Expenditure</b>	<b>42,247,450</b>	<b>22,446,500</b>	<b>3,644,000</b>	<b>2,350,000</b>
<b>Financing:</b>				
Future schools funding - Raglan Primary	(647,250)	(56,250)		
21c schools project (grant and annuity)	(19,671,000)	(11,228,000)	(1,000,000)	(1,650,000)
<b>External Grant Funding</b>	<b>(647,250)</b>	<b>(56,250)</b>	<b>0</b>	<b>0</b>
MCC Capital Receipts	(679,200)	(56,250)		
21c schools project	(10,391,000)	(5,252,000)	(11,207,000)	(650,000)
<b>Capital Receipts</b>	<b>(11,070,200)</b>	<b>(5,308,250)</b>	<b>(11,207,000)</b>	<b>(650,000)</b>
Supported Borrowing	(50,000)	(50,000)	(50,000)	(50,000)
Unsupported Borrowing	(10,809,000)	(5,804,000)	8,613,000	0
<b>Total Financing</b>	<b>(42,247,450)</b>	<b>(22,446,500)</b>	<b>(3,644,000)</b>	<b>(2,350,000)</b>
<b>(Surplus) / Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **Appendix J3 - Forecast Useable Capital Receipts**

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

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

<b><u>GENERAL RECEIPTS</u></b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£001</b>
Balance as at 1st April	12,556	11,660	21,104	11,542
Less: capital receipts used for financing	(743)	(76)	(509)	(509)
Less: capital receipts used for financing Monmouth, Caldicot and Welsh medium 21c school provision	(10,391)	(5,252)	(11,207)	(650)
	1,422	6,333	9,388	10,384
Capital receipts forecast	10,235	25,220	2,150	0
Deferred capital receipts	4	4	4	4
Less: capital receipts set aside:		(10,452)		
<b>Balance as at 31st March</b>	<b>11,660</b>	<b>21,104</b>	<b>11,542</b>	<b>10,388</b>
<b><u>LOW COST HOME OWNERSHIP RECEIPTS</u></b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£001</b>
Balance as at 1st April	109	109	109	109
Less: capital receipts used for financing	0	0	0	
	109	109	109	109
Capital receipts forecast	-	-	-	
<b>Balance as at 31st March</b>	<b>109</b>	<b>109</b>	<b>109</b>	<b>109</b>

## Appendix J4 - Capital Receipts Summary and Risk Factors

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

Risk Factor	2015/16 £	2016/17 £	2017/18 £	2018/19 £	Total £	
<b>Education Receipts</b>						
Low	0	0	0	0	9,476,000	86%
Medium	600,000	0	0	0	850,000	8%
High	525,000	120,000	0	0	720,000	7%
	<b>1,125,000</b>	<b>120,000</b>	<b>0</b>	<b>0</b>	<b>11,046,000</b>	
<b>County Farm Receipts</b>						
Low	0	0	0	0	1,195,000	77%
Medium	0	0	0	0	0	0%
High	350,000	0	0	0	350,000	23%
	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,545,000</b>	
<b>General Receipts</b>						
Low	0	0	0	0	40,000	0%
Medium	310,000	16,000,000	0	0	16,330,000	97%
High	300,000	200,000	0	0	500,000	3%
	<b>610,000</b>	<b>16,200,000</b>	<b>0</b>	<b>0</b>	<b>16,870,000</b>	
<b>Strategic Accommodation Review</b>						
Low	0	0	0	0	0	0%
Medium	0	1,500,000	0	0	1,500,000	36%
High	2,500,000	0	150,000	0	2,650,000	64%
	<b>2,500,000</b>	<b>1,500,000</b>	<b>150,000</b>	<b>0</b>	<b>4,150,000</b>	
<b>Dependent on Outcome of LDP</b>						
Low	0	0	0	0	0	0%
Medium	0	0	0	0	0	0%
High	5,650,000	7,400,000	2,000,000	0	15,050,000	100%
	<b>5,650,000</b>	<b>7,400,000</b>	<b>2,000,000</b>	<b>0</b>	<b>15,050,000</b>	
<b>TOTALS</b>						
Low	0	0	0	0	10,711,000	22%
Medium	910,000	17,500,000	0	0	18,680,000	38%
High	9,325,000	7,720,000	2,150,000	0	19,270,000	40%
<b>Total</b>	<b>10,235,000</b>	<b>25,220,000</b>	<b>2,150,000</b>	<b>0</b>	<b>48,661,000</b>	

### Risk Factor key:

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

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

**Low** - No major complications in forseen for the transaction

## Appendix J5a - Major Capital Pressures

Description of Pressure	Forecast Cost
<p><b>The major review of the waste Mgt and recycling service</b> is ongoing and will report in late Winter 2014 to Members with a proposal to delay revisions to the service until further analysis has been done. Proposals are likely to include consideration of receptacles rather than bags (anticipated cost of between £0.3-1.3m) To accommodate the change at kerbside, developments will be needed at our transfer stations at an indicative cost of £800k depending on the scale of works required. Options may be limited if WG insist on certain scheme components. The quoted capital costs exclude new vehicle costs which are modelled as being leased currently.</p>	2,100,000
<p><b>Monmouth Community Amenity site upgrade</b> - indicative costs are £1.5-2m if built and run by the Council. The transfer station and CA capital costs could be avoided if the Council decided it was best value to procure a build, finance, operate contract for its sites in future. The work to evaluate these options will follow on after kerbside collection.</p>	2,000,000
<p><b>Bringing County highways to the level of a safe road network.</b> This backlog calculation figure has been provided by Welsh Government. The Authorities Capital Programme is not addressing the backlog significantly as the annual level of funding available is not of sufficient magnitude to address this. The annual programme is set in relation to the approved budget and this programme is shared with all members. Routes are selected on the basis of their significance within the overall highway network and their condition. Programmes are reviewed annually around December and then distributed to members.</p>	80,000,000
<p><b>Investing in infrastructure projects needed to arrest road closures due to whole or partial bank slips.</b> Without additional expenditure there is the potential for deterioration, increased scheme costs, disruption to communities and the travelling public and road closures.</p>	5,000,000
<p><b>Backlog on highways structures including old culverts, bridges and retaining walls.</b> With existing budget this backlog will take 23 years to cover and there will be increased likelihood of loss of network availability.</p>	12,700,000
<p><b>Reprovision or repair of Chain Bridge</b> - Cost prediction is indicative at present. Detailed estimates will be available Jan 2015. The bridge is currently under special management measures and inspection. Repair/ reprovision will remove / minimise the need for these measures. Without remedial work, the structure will continue to deteriorate. The current 40T maximum limit will have to be further reduced restricting access to the Lancayo area especially for heavy vehicles.</p>	2,500,000
<p><b>Property Maintenance requirements for both schools &amp; non-schools</b> as valued by condition surveys carried out some years ago. The existing £2m annual budget mainly targets urgent maintenance e.g. health &amp; safety, maintaining buildings wind &amp; watertight, etc., and is insufficient to address the maintenance backlog. A lack of funding means maintenance costs will rise; that our ability to sell buildings at maximum market rates will be affected ; Our ability to deliver effective services will be affected and a Loss of revenue and poor public image.</p>	25,000,000
<p><b>Disabled adaptation works to public buildings</b> required under disability discrimination legislation.</p>	7,600,000
<p><b>Maintenance and H&amp;S works to historic buildings.</b> Little progress has been made to date as the only budget available is the already overstretched capital maintenance programme. Without remedial works, Health and Safety risks become higher, long term maintenance costs become higher and potential revenue is lost from e.g. tourism, bookings, exhibitions, use of the locations for large events i.e. Food festival. CADW and landlords could force authority to carry out emergency repairs.</p>	4,000,000

<b>School Traffic Management Improvements at Castle Park and Durand Primary Schools</b> - based on works carried out on similar buildings.	450,000
<b>Refurbishment of all Public Toilets</b>	250,000
<b>Modification works to school kitchens to comply with Environmental Health Standards.</b> Without additional funding school kitchens may have to be closed and additional costs for transporting meals incurred, possibly causing disruption to the education process.	400,000
<b>Remedial works to deal with Radon gas issues.</b> Once the surveys are completed, where high levels of radon gas are established action has to be taken. Without this action, buildings will need to be closed and costs may be incurred for moving and relocating staff or schools.	250,000
<b>Removal of Asbestos containing materials (ACM's)</b> from buildings	2,000,000
<b>Caldicot Castle remedial works</b> - longer term pressures given the condition of the curtain walls / towers etc. The £2-3m estimate is a ball part figure ranging from just the backlog of maintenance to also including improvements to bring the visitor facilities up to modern standards. An RDP grant is paying for a condition survey / outline conservation plan. The current condition of buildings constrains current operations and will impact on future management options including the assessment of viability of potential Cultural Services Trust. Heritage Lottery Funding is possible (but very competitive) Substantial match funding would still be required.	3,000,000
<b>Countryside Rights of Way work</b> needed to bring network up to statutorily required and safe standard. This should be taken as a provisional figure as surveys and assessments of bridges and structures are on-going and the rights of way prioritisation system which includes risk assessment will more accurately define and rank the backlog. Bridge management report on 787 bridges completed in October 2013 identifies 254 known bridge issues of which 77 need repair, 31 replacement & 80 are missing. 68 have 'other' issues including 51 bridges which require full inspection to further ascertain requirements/costs. 13 bridges are 10m+ and require replacement or repair. It is not possible to cost all of these currently but a ball park figure of £288k has been identified for the first tranche of issues.	2,200,000
<b>Transportation/safety strategy</b> –Air Quality Management, 20 m.p.h legislation and DDA (car parks)	1,200,000
<b>Disabled Facilities Grants (DFGs)</b> - The DFG's budget has remained unchanged for the last ten years. Each year the fully committed/spent date falls earlier in the financial year. This year we expect the budget to be fully committed by end October.	500,000
<b>Sub Total Major Pressures</b>	<b>151,150,000</b>

<b>Appendix J5b - Issues List</b>			
<b>Area</b>	<b>Background</b>	<b>Forecast Cost if known</b>	<b>Recommendation</b>
<b>Community Hub</b>	The revenue budget proposal to create community hubs will require capital investment to ensure the Hubs have appropriate accommodation in Caldicot by creating the Hub in the Library, in Chepstow by creating the Hub in the existing building, in Monmouth by creating the Hub in the Market Hall or Rolls Hall and in Usk by creating a Hub in the building with the Youth Service. It is assumed that the proposal in Abergavenny will be funded from the capital already allocated to the library.	300,000	Requires capital funding in 2015/16
<b>Monmouth Pool</b>	Monmouth Pool – Recent report indicated options for members. Preference was to replace the pool, with a 4 lane 25 metre pool , subject to finalisation of budget costs and funding streams linked to 21st century schools	4,000,000	Requires business case to establish funding
<b>Cycle track</b>	The site at Gilwern wasn't suitable due to ecology issues in the national park and the need to use flood lights etc. Alternative sites will be considered if appropriate. Gilwern report 6/11/13 - was for £150k from Sports Wales, £120k S106 funding, £50k from Leisure budget and £150k Invest to save.	0	Requires business case to establish funding
<b>Energy Efficiency schemes</b>	Solar farm project requires member and Planning support - estimate Nov 14 Cabinet – proposal to be funded initially from borrowing (£5.7m cost), but ultimately self financing from feed in tariff to provide net saving in time.	0	Requires business case to establish funding
<b>Accommodation rationalisation including J block</b>	Rationalisation of property portfolio to include remodelling of J Block, Usk - Lease extension to Coleg Gwent until Dec 2016. Once building empty, 9 month refurbishment before move in (sep 17) which will require capital investment.	0	Need to establish cost for consideration in 2016/17 capital budget
<b>Car parking strategy – Rockfield road £250k</b>	Cabinet report 3/9/14 - proposed that a report go to Council to invest capital budget to include Rockfield Road £250,000 subject to final agreement of charging policy	250,000	Subject to final agreement on charging policy
<b>Outdoor education strategy</b>	A review of the service is ongoing looking at increasing revenue opportunities and also if the current three site approach is suitable for future delivery. If the conclusion of the report is close a facility, capital money will be required to develop facilities on remaining sites. The review is at an early stage. If combined 3 buildings into one, could free up a site and maybe generate a capital receipt; Will have completed review by Dec 14 ;	0	Review to take place

<b>ALN strategy</b>	Mandate 35 of the MTFP 14/15 outlines a review of current ALN service to ensure integration and streamlining the current service offer and may require capital investment	0	Review to take place
<b>Depot rationalisation – transport</b>	As it currently stands – Transport will not be requiring any capital monies. Transport Manager is working on a report to rent premises and bring PTU buses in house for servicing which will help cover the additional cost of the premises. A new fitting shop is becoming essential for Caldicot. Presently considering a site which would need around £25k capital set up costs	25,000	To be covered within existing budgets
<b>Cultural services strategy</b>	Currently the service is exploring future delivery options including trust status. Part of the work will involve conditions surveys which may lead to capital works being required. Included:- e.g. museums, Shire hall, Abergavenny castle, Old station Tintern, Caldicot castle; Have requested £30k from Cabinet to undertake the review (15/10/14);	1,000,000	Review to take place
<b>Cemeteries</b>	Monmouth Cemetery closed; A new north of county cemetery is regarded as low priority. Cabinet recommended that SCOMM Select look into this further.	0	Select to consider
<b>Business Growth &amp; Enterprise Strategy</b>	The 'draft' strategy is currently out for consultation and we will be looking to bring the final report back through Cabinet. There are potential capital expenditure requirements in the following areas. Investment in digital and web presence – some of this is being secured through existing budget provision. However, there are likely to be business cases put through that will request additional funding. This will ultimately feed through Digital Board. Monmouthshire Crowd funding platform / lottery – this is now being deferred to December 14 Cabinet as we are only going to be in receipt of a piece of research being done by the University of South Wales in the next couple of weeks. Whether we move forward with a lottery concept and/or a crowdfunding platform there is potential for a request for MCC loan finance to: (a) Provide the initial capital (early estimate of £50k) for an independent organisation to run it; and (b) To provide initial capital (estimate of £1m) to allow loan finance to allow businesses to access low-interest or interest free	1,050,000	Requires business case to establish funding
<b>Business Growth &amp; Enterprise Strategy</b>	Loan finance, potentially as match funding alongside crowdfunding. Business Hubs – working with Estates to identify appropriate space that would allow the Authority to develop Business hubs in our key towns. This will require a business case to come through.	5,000	Requires business case to establish funding

<b>SRS</b>	Similarly there is work ongoing with the SRS. We are putting a commissioning document in place that outlines what we require from the SRS going forward. This is being informed by a market testing exercise that is being done. This will then result in SRS providing clarity on what this means, not just in ongoing revenue terms, but also in terms of medium term capital implications.	0	Requires business case to establish funding
<b>People Strategy</b>	A revised People and Organisational Development Strategy has been taken through Cabinet. There is some work to do on our HR systems and processes. From this it is envisaged that there may well be investment needs that are required which of course would feed through Digital Board.	0	Requires business case to establish funding
<b>Children's Services Contact centres</b>	Capital required for adaptation of buildings for occupation.	0	Being completed in 2014/15
<b>Sewerage treatment plan</b>	<b>Shirenewton sewerage treatment plant</b> - Estimate increased from £50k to £75k. Last service /inspection report received in Sept 2014 stated 'very poor general condition and system in desperate need of replacement'.	75,000	To be managed within the current allocation in the budget
<b>Sewerage treatment plan</b>	<b>Penyrhiw, Llanwenarth Citra sewerage treatment plant</b> – is being reactively managed and remedially repaired, but is well past economic repair.	75,000	
<b>Sewerage treatment plan</b>	<b>Itton Common Sewerage treatment plant</b> - There is currently £10k in the capital programme but anticipated cost of works suggests a requirement for an additional £15k due to the need to acquire an additional area of land.	25,000	
<b>Countryside</b>	<b>Llanfoist Bridge</b> - The failure of the stone blockwork on the River Usk by Llanfoist bridge in Castle Meadows, Abergavenny – This continues to get worse and whilst we occasionally fill the resulting voids as it slumps it will eventually fail more fundamentally probably associated with a major flooding event. Given its the likely site for the Eisteddfod this is becoming a much higher corporate risk.	50,000	Capital allocation for countryside to be increased from ££40k to £70k. An additional £30k to be considered in the 2015/16 capital budget
<b>Countryside</b>	<b>Current Rights of Way issues (Whitebrook byway)</b> - Engineering assessments have been completed on landslip / collapse of byway at Whitebrook, estimated cost of repairs in the region of £70-£80k.	75,000	
<b>Countryside</b>	<b>Current Rights of Way issues (Wye and Usk Valley Walks)</b> - Engineering assessments have been completed on river erosion / landslips on the Wye and Usk Valley Walks. [Monmouth Viaduct] (Wye Valley Walk) £23,925, [Clytha] (Usk Valley Walk) £46,725, [Coed Y Prior] (Usk Valley Walk) £9,900, site investigations/design £5,500	86,000	
<b>Countryside</b>	<b>Current Rights of Way issues (Closed Dangerous Bridges)</b> - part of the wider rights of way bridges pressure (see major pressures) but specifically relating to those bridges in such poor condition that they have been legally closed on health and safety grounds	29,000	

<b>Leisure</b>	<b>Monmouth Sportsground</b> - The Monmouth Sports Pavilion is part of the land leased to the Monmouth Sports Association. The drain was diverted direct into the River Monnow when the second Monnow Bridge was constructed. However this needs to be reviewed to ensure it complies with all requirements. Capital costs are likely to be £10,000 for the sewer re-routing and connection works plus fees, the cost of a Section 104 Agreement with Welsh Water (DCWW) and the cost of adopting the sewer connection once the work is completed.	25,000	£25k capital funding required in 2015/16 to comply with all requirements
<b>Property services</b>	<b>Radon Gas Surveys</b>	30,000	Revenue cost
<b>Property services</b>	<b>Tree Risk Assessments</b>	30,000	Revenue cost
<b>Countryside</b>	<b>Caldicot Castle</b> - Kitchen Modifications (£40k) to bring up to date and comply with environmental health requirements and to allow banquets to take place and provide additional income to the castle. Consolidation of fire and security alarms (£20k)	60,000	£40k capital investment required to achieve the increase income targets in the revenue budget
<b>Property services</b>	<b>School Kitchen H&amp;S Works</b> - Gas safe interlock valves are now required to all school kitchens to comply with Gas safe regulations. Also required to these kitchens are replacement cookers as some of the units present do not have gas flame safety devices	36,000	Being funded through property planned maintenance allocation
<b>Leisure</b>	<b>Caldicot 3G pitch</b> - Unanticipated ground conditions, electrical connection capacity and retention of original pitch by school are anticipated to increase costs.	55,000	Being addressed in 2014/15

**Monmouthshire County Council Medium Term Financial Plan - Equality Impact Assessment Matrix**

2015 -2016

Proposal No:	Proposal Description	Age	Disability	Gender reassignment	Marriage & Civil Partnership	Pregnancy & maternity	Race	Religion & Beliefs	Gender	Sexual orientation	Welsh Language
1	Leisure and tourism	0	0	0	0	0	0	0	0	0	0
2	Housing	0	0	0	0	0	0	0	0	0	0
6	Museums, castles etc	0	0	0	0	0	0	0	0	0	0
14	Home to school transport	1	0	0	0	0	0	0	0	0	0
16	Schools delegated budgets	1	0	0	0	0	0	0	0	0	0
20	Gwent music	1	0	0	0	0	0	0	0	0	0
25	Transport /fleet rationalisation	0	0	0	0	0	0	0	0	0	0
26	Property rationalisation	0	0	0	0	0	0	0	0	0	0
28	Community hubs	0	0	0	0	0	0	0	0	0	0
31	ICT Savings	0	0	0	0	0	0	0	0	0	0
34	Adult Social Care Transformation	0	0	0	0	0	0	0	0	0	0
35	Transformation of ALN	0	0	0	0	0	0	0	0	0	0
37a	Waste services efficiencies	0	0	0	0	0	0	0	0	0	0
37b	Waste trade charging for recycling	0	0	0	0	0	0	0	0	0	0
37c	Grey bags and nappies ( decision already taken at Cabinet)										
40a	Democracy	0	0	0	0	0	0	0	0	0	0
41	Highways	0	0	0	0	0	0	0	0	0	0
41a	Markets income	0	0	0	0	0	0	0	0	0	0
42	CYP/ Youth services	0	0	0	0	0	0	0	0	0	0
	<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## L/2 – Equality Challenge on the Capital Programme

### The “Equality Initial Challenge”

Name: Joy Robson Service area: Finance Date completed: 12 <sup>th</sup> Dec 2014		Please give a <b>brief description</b> of what you are aiming to do.  Present capital budget proposals for consultation	
Protected characteristic	Potential <b>Negative</b> impact  Please give details	Potential <b>Neutral</b> impact  Please give details	Potential <b>Positive</b> Impact  Please give details
Age		X	
Disability		X	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language		X	

Please give details about any potential <b>negative Impacts</b> .	How do you propose to <b>MITIGATE</b> these <b>negative impacts</b>
➤	➤
➤	➤
➤	➤
➤	➤

**Signed Joy Robson Designation Head of Finance**

**Dated 12<sup>th</sup> Dec 2014**

## EQUALITY IMPACT ASSESSMENT FORM

<b>What are you impact assessing</b>	<b>Service area</b>
Capital budget proposals	Finance
<b>Policy author / service lead</b>	<b>Name of assessor and date</b>
Joy Robson	Joy Robson 12/12/14

### 1. What are you proposing to do?

Present final capital budget proposals subject to final consultation in early January

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

3. Please give details of the negative impact

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

The changes to the programme are relatively minor and do not change the overall shape of the programme

**Signed**...Joy Robson.....**Designation**...**Head of Finance**.....**Dated**...12/12/14.....

## The “Sustainability Challenge”

<b>Name of the Officer</b> completing “the Sustainability challenge”  <b>Joy Robson</b>	Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration  Capital budget proposals		
<b>Name</b> of the Division or service area  Finance	<b>Date</b> “Challenge” form completed  12/12/14		
Aspect of sustainability affected	<b>Negative impact</b>  <b>Please give details</b>	Neutral impact  <b>Please give details</b>	<b>Positive Impact</b>  <b>Please give details</b>
<b>PEOPLE</b>			
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and		x	

voluntary work			
Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training		X	
Have a positive impact on people and places in other countries		X	
<b>PLANET</b>		X	
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
<b>PROFIT</b>			
Protect local shops and		x	

services			
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people		X	
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		X	
Increase and improve access to leisure, recreation or cultural facilities		X	

What are the potential negative Impacts	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments)
➤	➤
➤	➤
➤	➤

➤	➤
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## The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

**Signed Joy Robson**

**Dated 12/12/14**