

County Hall
Rhadyr
Usk
NP15 1GA

21st April 2015

Notice of Meeting:

Strong Communities Select Committee

Thursday 30th April 2015 at 10.00am
The Council Chamber, County Hall, Rhadyr, Usk, NP15 1GA

*** There will be a pre-meeting for Select Committee Members in the Council Chamber at 9.30am**

AGENDA

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Item No	Item
<p>PART A – SCRUTINY OF CRIME AND DISORDER MATTERS</p> <p>No matters to discuss.</p>	
<p>PART B – STRONG COMMUNITIES SELECT COMMITTEE</p>	
<p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p>	<p>Apologies for absence.</p> <p>Declarations of Interest.</p> <p>Public Open Forum.</p> <p>To confirm and sign the minutes of the following Strong Communities Select Committee (copies attached):</p> <ul style="list-style-type: none"> i) 18th November 2014 - Special ii) 20th November 2014 iii) 29th January 2015 iv) 12th March 2015

5.	Pre-decision scrutiny 'Modernising Trade Waste – Introduction of Charge for Dry Recycling & Realignment of Commercial Waste Activity within Monmouthshire (copy attached).
6.	<p>Work Programming (copies attached):</p> <ul style="list-style-type: none"> i. For information only: Community Safety Partnership Report (Fire Authority Contribution) - to agree future attendees ii. Strong Communities Select Committee Work Programme 2014–15 iii. Cabinet Forward Work Planner.
7.	<p>To consider whether to exclude the press and public during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 14 of schedule 12A Local Government Act 1972, and therefore will require the exclusion of the press and public.</p>
8.	Pre-decision scrutiny of Anaerobic Digestion Project (copy attached).

Paul Matthews

Chief Executive

Strong Communities Select Committee Membership

Councillors: D.L.S. Dovey
R. Edwards
A. Easson
S.G.M. Howarth
S. Jones
R.P. Jordan
V.E. Smith
K. Williams
S. White

Aims and Values of Monmouthshire County Council

Building Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

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

People Are Confident, Capable and Involved

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

Our County Thrives

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

Our priorities

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

Our Values

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

**Minutes of the Special Meeting of the Strong Communities Select Committee
held at County Hall, Usk on Tuesday 18th November 2014 at 1.30 p.m.**

PRESENT: County Councillor S.G.M. Howarth (Chairman)

County Councillors: D.L.S. Dovey, A. Easson, R. Edwards, S. Jones,
V.E. Smith, S. White and K. Williams

County Councillors D.L. Edwards, R. Greenland, R.G. Harris, P. Murphy
and P. Hobson attended the meeting by invitation of the Chairman.

OFFICERS IN ATTENDANCE:

Ms. K. Beirne	- Chief Officer, Enterprise
Mr. R. Hoggins	- Head of Operations
Mrs. D. Hill-Howells	- Head of Community Lead Delivery
Ms. R. Jowitt	- Head of Waste and Street Services
Ms. A. Bowen	- Senior Policy and Performance Officer
Mr. N. Leaworthy	- Commercial & Operations Manager, Waste & Street Services
Miss H. Ilett	- Scrutiny Manager
Mr. R. Williams	- Democratic Services Officer

ALSO IN ATTENDANCE:

Mr. O. Griffiths - Waste Resources Action Programme (WRAP)

APOLOGIES FOR ABSENCE

1. Apologies for absence were received from County Councillor R.P. Jordan.

DECLARATIONS OF INTEREST

2. There were no declarations of interest.

RECYCLING REVIEW

3. We scrutinised a report regarding the recycling review prior to submission to Cabinet on 3rd December 2014 on the progress made to the strategic recycling review since the review was last brought to the Select Committee on 17th October 2013.

Having received the report, the following points were noted:

- The bullet point recommendations were cross cutting and could be reduced by merging some of them.
- In response to a Select Committee Member's question, it was noted that nappy collections were still being collected. However, a trial was being undertaken in some areas to see if it would be possible to increase the number of rounds.

Minutes of the Special Meeting of the Strong Communities Select Committee held at County Hall, Usk on Tuesday 18th November 2014 at 1.30 p.m.

- A market assessment has been undertaken with no nappy recycler coming forward. Therefore, collections have continued.
- One Stop Shops were now asking members of the public for identification before issuing food waste bags in order to ensure that only residents of Monmouthshire were eligible to receive them.
- Tiger bags were available for a limited period with stocks only available for one year.
- There was an increase in the use of Monmouthshire's waste disposal sites from residents outside of Monmouthshire. The sites were not heavily staffed but this matter needed to be monitored.
- Efficiencies were being made on the Operational side.
- Upgrading of the Transfer Station was being undertaken. Funding was being received by the Welsh Government and Waste Resources Action Programme (WRAP) in order to review changing to waste collection method.
- Anaerobic Digestion (AD) – Monmouthshire County Council collects around 3000 tonnes of food waste per year. This was not of sufficient scale to build a County Council only AD plant. Having met with the Welsh Government a more cost effective way for Monmouthshire would be to sign a Memorandum of Understanding with three other local Authorities with a view to joining a regional Anaerobic Digestion hub. If value for money could be obtained, a report would be presented to the Select Committee before being received by Cabinet.
- Green Waste – The Welsh Government was funding a piece of work to determine whether green waste recycling could be provided in County.

We resolved to support the following recommendations which will be presented to Cabinet for consideration:

- That the existing method kerbside collection of dry recycling materials be continued subject to further Review.
- That gaps have been identified in the evidence available and data on the "necessity" to change i.e. a stronger evidence base is needed than currently exists on whether MCC ought to change. That further data needs thorough analysis before any final decision can be brought before Members and therefore it is recommended that an update report be brought to the Select Committee and Cabinet in 2015.
- Food and garden waste kerbside collections should be split, due to both the financial and environmental benefit of doing so.

Minutes of the Special Meeting of the Strong Communities Select Committee held at County Hall, Usk on Tuesday 18th November 2014 at 1.30 p.m.

- Work should progress in terms of Monmouthshire County Council joining a regional Anaerobic Digestion hub.
- The timing of the food and green collection split will dovetail with the move to Anaerobic Digestion (AD), and could be aligned to a dry recycling change, but is not dependent on it;.
- Monmouthshire County Council should progress with studies looking at the business case for an open windrow site in Monmouthshire.
- Monmouthshire County Council should look into the potential provision of a reuse shop at the CA Sites.
- Monmouthshire County Council should also progress with the community composting initiative.

PROVISION OF COMMUNITY HUBS AND A CENTRALISED TELEPHONY SERVICE

- 4.- We scrutinised a report regarding the provision of Community Hubs and a centralised telephony service. The proposal would create community hubs in Abergavenny, Caldicot, Chepstow and Monmouth through the combining of the library service and One Stop Shop front desk service into a single venue. Also, improving the telephony, email and social media responses by centralising available resources into a single Contact Team.

Having received the report, the following points were noted:

- This was one of the Council's budget mandates.
- There would be a reduction in staff from 43 Full Time Equivalent (FTE) to 30 FTE staff creating a revenue saving in the sum of £300,000. Staff at risk were being made aware of their position and were being consulted.
- The Hub concept has been established in other local Authorities and was working well.
- Chepstow Hub – The existing building could be used with some minor changes as it currently houses the One Stop Shop and the library.
- Monmouth Hub – various options were available for the venue. A consultation process would be undertaken.
- Caldicot Hub – Locate the Hub in the pedestrianised area for the long term. However, temporarily locate the Hub within the library.
- Abergavenny Hub – Numerous options for consideration. A report was being prepared to be considered by Cabinet.
- Usk Hub – The scheme was ready and awaiting funding.

Minutes of the Special Meeting of the Strong Communities Select Committee held at County Hall, Usk on Tuesday 18th November 2014 at 1.30 p.m.

- The Mandate report would be presented to the Select Committee for scrutiny before being presented to Cabinet. Further information would be required such as costings and capital assets.
- In response to a Select Committee Member's question regarding One Stop Shop Staff, the Head of Operations informed the Select Committee that staff have been emailing their views regarding the creation of the Hubs. Staff consider that the creation of the Hubs required them to have new job descriptions and person specifications in order for the broader function being provided by the staff was recognised.
- The Hub Model already existed throughout Wales. It was about having the right people with the right skill sets in the right location.
- In response to a Select Committee Member's question regarding opening hours of the Community Hubs, the Head of Operations stated that there was a need to identify the best use of resources to offer a service available for longer hours.
- In response to a Select Committee Member's question regarding the need for further data, the Head of Operations stated that he could provide this information to the Select Committee. All initial findings would be available at the Select Committee Meeting in December 2014.
- The Shared Resource Centre (SRS) was looking to amalgamate the telephony system, to be used by the Hubs, into Monmouthshire's system.

We resolved:

- (i) to receive the report and noted its content:
- (ii) that the Select Committee would scrutinise the mandate further at its meeting in December 2014.

COUNTRYSIDE ACCESS

- 5.- We resolved to defer consideration of this item to the next meeting of the Strong Communities Select Committee on 20th November 2014.

The meeting terminated at 4.30pm.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

PRESENT: County Councillor S.G.M. Howarth (Chairman)

County Councillors: D.L.S. Dovey, A. Easson, R. Edwards, S. Jones and V.E. Smith.

Also in attendance: County Councillor R.G. Harris and G. Howard

OFFICERS IN ATTENDANCE:

Mr. D. Jones	- Head of Regulatory Services
Mr. G. Ashworth	- Head of Planning
Mr. M. Davies	- Development Plans Manager
Ms. S. Wiggam	- Senior Strategy & Policy Officer
Mr. G. Perry	- Public Protection Manager
Mr. M. Lewis	- Countryside Manager
Ms. R. Rourke	- Principal Countryside Access Officer
Miss H. Ilett	- Scrutiny Manager
Mr. R. Williams	- Democratic Services Officer

1. REVIEW OF SERVICE DELIVERY IN THE PUBLIC PROTECTION DEPARTMENT

We scrutinised the report regarding the review of service delivery in the Public Protection Department, noting the budget reduction implemented since April 2014.

Having received the report, the following points were noted:

- Trading Standards was currently standing alone but was liaising with other local Authorities regarding partnership working. Investigations were being undertaken regarding the provision of a Gwent Trading Standards Service.
- Foot and Mouth funding has been reducing year on year since the outbreak in 2001.
- In response to a Select Committee Member's question regarding the Department's ability to cope with a public protection issue, it was noted that the Department had the capacity to react in most situations. Should an emergency be of a larger scale, the department would utilise support from other nearby local authorities, together with other relevant agencies, for example Public Health Wales.
- The report referred to concerns regarding the Authority's capacity to progress its Contaminated Land Strategy. It was noted developers

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

must have due regard to former use of brownfield sites, and Environmental Health check developer's land surveys. Although potential sites had been identified, further clarity is sought from Welsh Government regarding funding. This would warrant a future report to cabinet for decision on how this Authority progresses this issue.

- A number of successful prosecutions were noted in the report. However, it was acknowledged that budget pressures could impact on the Department's performance in future.
- Demands on the Department's services were increasing putting pressure on staff, so managers would need to manage their teams effectively and provide support.
- Public Health Bill - Future issues for the department included the increase in the use of E cigarettes and proposed minimum unit pricing for alcohol.
- In 2015 the Landlord Accreditation Scheme will be introduced.
- The Select Committee will receive the next report regarding the review of Service Delivery in the Public Protection Department in six months' time.

We resolved to receive the report and noted its content.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors R.P. Jordan, S. White and K. Williams.

3. DECLARATIONS OF INTEREST

County Councillor V.E. Smith declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of minutes 7 and 8, as she is a member of Monmouthshire Housing Association Melin Housing.

4. PUBLIC OPEN FORUM

The Select Committee welcomed Mary Barker who informed the Committee that she was concerned regarding the proposed changes to the library service in Abergavenny with the potential for a contraction in the service being provided.

The Chairman stated that there were no proposals to close libraries within Monmouthshire but the Authority was investigating ways to deliver its services more effectively. A Cabinet report entitled 'Building the Establishment and Capacity for Enterprise' has been called in which makes reference to library

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

provision. This report will be scrutinised by the Strong Communities Select Committee at a special meeting on 24th November 2014.

5. CONFIRMATION OF MINUTES

The minutes of the Strong Communities Select Committee meeting held on Thursday 16th October 2014 were confirmed as an accurate record and signed by the Chairman, subject to the following amendment:

Page 8, change sub heading to – **Fly Posting Policy**

In considering the minutes, the following points were noted:

- A response had been received from the Assistant Head of Finance regarding budget issues. The Scrutiny Manager would email the response to the Select Committee.
- Public toilets would be added to the Select Committee Work programme.

6. COUNTRYSIDE ACCESS - ITEM DEFERRED FROM PREVIOUS MEETING

We scrutinised the report regarding Countryside Access.

Having received the report, the following points were noted:

- The replacement of Llangula Bridge was estimated to cost in the region of £250,000 to £500,000. Removal of the bridge will cost in the region of £10,000 to £15,000.
- Community Councils were being contacted informing them that there was a volunteer toolkit on line whereby anyone interested in rights of ways could use this tool to share skills with a view to engaging with the community. Maps were available on line for surveying / walking.
- The Authority was beginning to request Section 106 funding regarding bridge repair / removal. However, these bridges were located in remote places far from any development. It was noted that funding could also be obtained for bridge repair / removal via Community Infrastructure Levy (CIL).
- Officers were also looking into Section 106 funding for solar parks within the authority.
- There was a backlog of maintenance work which was being prioritised due to lack of resources to undertake this work.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

- The total number of volunteers has increased which were covered by the Council's insurance policy.
- The Definitive Map was being digitised but work was required to bring the records up to date.
- In response to a Select Committee Member's question regarding Nethern Bridge, it was noted that the bridge did not currently require repair / maintenance. However, it will require some work in due course.
- It was considered that the volunteer sector was important. The retention of the post of part time Volunteer Coordinator will be known in December 2014. The retention of this post was key to maintaining the link with the volunteer sector. If funding was not available for this post it was considered that options needed to be investigated to identify a way of funding the post as a priority matter.

We resolved to receive the report and noted its content.

7. MONMOUTHSHIRE LOCAL DEVELOPMENT PLAN AFFORDABLE HOUSING SUPPLEMENTARY PLANNING GUIDANCE

We scrutinised the draft Supplementary Planning Guidance (SPG) on Affordable Housing to support the policies of the Monmouthshire Local Development Plan (LDP).

Having received the report, the following points were noted:

- In response to a question regarding Monmouthshire's LDP, if the Authority merges with another Authority in the future, it was noted that Monmouthshire was a rural County and it was hoped that the rural aspect would be retained should such a merger occur in the coming years.
- The Welsh Government was investigating the prospect of creating a regional policy with the first review being undertaken in October 2015.
- The Draft Affordable Housing Supplementary Planning Guidance was also being presented to Planning Committee and Cabinet. If approved a period of consultation would be established.

We resolved to receive the report and noted its content.

8. AFFORDABLE HOUSING COMMUNITED SUMS

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

We scrutinised the report regarding Affordable Housing Commuted Sums in which Select Committee Members were provided with information in respect of the proposed mechanism for the utilisation of any commuted sums received for affordable housing from Section 106 Agreements attached to planning consents.

We resolved to agree the recommendation in the report that the proposed mechanism for the utilisation of commuted sums received in lieu of affordable housing and for the final decision on allocation of the monies to be delegated to the Head of Housing & Communities in consultation with the Cabinet Member for Environment, Public Services and Housing.

9. QUARTER 2 PERFORMANCE REPORT: IMPROVEMENT OBJECTIVE AND OUTCOME AGREEMENT

We resolved to defer consideration of the Quarter 2 Performance Report: Improvement Objective and Outcome Agreement to the next meeting of the Strong Communities Select Committee on 24th November 2014.

10. STRONG COMMUNITIES SELECT COMMITTEE WORK PROGRAMME 2014 – 15

We received the Work Programme for the Strong Communities Select Committee. In doing so, the following points were noted:

- Public toilets would be added to the work programme.
- Special Meeting - 11th December 2014 to discuss the Mandates / savings proposals and the Whole Authority Risk Log.
- Ordinary Meeting - 29th January 2015 to scrutinise the Risk Management report.

We resolved to receive the work programme and noted its content.

11. CABINET FORWARD WORK PLANNER

We resolved to receive the Cabinet Forward Work Planner and noted its content.

12. NEXT MEETINGS

We noted future meetings of Strong Communities Select Committee as:

- Special Meeting – 11th December 2014 at 10.00am.
- Ordinary Meeting – 29th January 2015 at 10.00am.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 20th November 2014 at 2.00 p.m.**

The meeting terminated at 4.36pm.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

PRESENT: County Councillor S.G.M. Howarth (Chairman)

County Councillors: D.L.S. Dovey, A. Easson, S. Jones R.P Jordan, V.E. Smith and S. White

Also in attendance: County Councillors D.L. Edwards, R.J.W. Greenland and S.B. Jones

OFFICERS IN ATTENDANCE:

Ms. K. Beirne	- Chief Officer, Enterprise
Mr. R. Hoggins	- Head of Operations
Mr. P. Davies	- Head of Commercial & People Development
Mr. W. McLean	- Head of Policy and Partnerships
Mrs. D. Hill-Howells	- Head of Community Lead Delivery
Mr. P. Keeble	- Traffic and Network Manager
Mr. R. Jones	- Policy and Performance
Miss H. Ilett	- Scrutiny Manager
Mr. R. Williams	- Democratic Services Officer

SCRUTINY OF CRIME AND DISORDER MATTERS

1. There were no matters to discuss.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors R. Edwards, J. Prosser K. Williams and A. Wintle.

3. DECLARATIONS OF INTEREST

County Councillor A. Easson declared a personal, non-prejudicial interest, pursuant to the Members' Code of Conduct, in respect of minute 7 – Wales Audit Review of Whole Place, reference to Y Prentis, as his grandson is sponsored by Y Prentis.

4. PUBLIC OPEN FORUM

The local Member for Llanbadoc made reference to a request for the County Council to take on the legal responsibility for the provision of a cycleway / footpath along the old railway line. A local cycling group had written to the Chief Executive requesting support for the creation of the route with a view to the Authority putting together such an initiative. The Principal of Coleg Gwent was in support of this proposal. It was hoped that the cycleway would be established before the Velothon in June 2015.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

The Traffic and Network Manager stated that the Welsh Government had established an active travel initiative which mapped all existing and future cycling routes. Work was also being undertaken with Sustrans with potential funding being available.

We resolved that this matter be added to the Strong Communities Select Committee Work Programme with a view to a report being brought to a future Select Committee meeting.

5. CONFIRMATION OF MINUTES

The minutes of the Strong Communities Select Committee meeting held on Thursday 11th December 2014 were confirmed as an accurate record and signed by the Chairman.

In doing so the following points were noted:

- The Select Committee would keep the Highways Mandate on the Select Committee Work Programme in order to review any potential issues that might arise.
- Concern was expressed regarding the use of zero hour's contracts.

6. CALL IN REQUEST – PROPOSED 50MPH MAXIMUM SPEED LIMIT B4598 – PENPERGWM – USK AND R64 LLANVIHANGEL GOBION - RAGLAN

We received a call in request in respect of the decision taken by Cabinet on 7th January 2015 regarding the Proposed 50mph Maximum Speed Limit B4598 – Penpergwm – Usk and R64 Llanvihangel Gobion – Raglan.

The purpose of the meeting was to consider the appropriateness of the decision that had already been taken by the Council's Executive.

The reasons for the call in were noted, as follows:

'Concerned with objections. Local Member feels that one of the orders is not sufficient. Not been through the Select and also not placed on the work Planner in advance for Select to even consider'.

The Chairman outlined the reasons for the call in and noted that the item had not been placed on the Select Committee Work Programme and it had been difficult to find on the Cabinet Forward Work Planner. Officers had been requested in April 2014 to undertake a piece of work in respect of this matter with a view to a report being presented to the Select Committee for scrutiny. However, the Select Committee had not received a report.

In response to a Select Committee Member's question regarding timescales, the Traffic and Network Manager stated that by introducing a slower speed limit this would create a dis-benefit in timescales for motorists but would be

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

better for residents in terms of safety. Speed limits were based on Welsh Government guidelines.

The Chairman invited Members of the Committee to ask questions. We noted the following:

- The local Member for Llanover stated that residents had been campaigning for many years for a reduction in the speed limit along this stretch of road. However, she did not want to jeopardise the progress that had been made via the Cabinet decision. It would be better to accept the decision with a view to addressing the other highways issues in the future.
- The local Member for Llanbadoc stated that her comments regarding the Chainbridge to Weir Cottage section had not been included in the report that she had made during the consultation period. The Traffic and Network Manager apologised for the omission of the Member's comments.
- It was considered that the Craft Renaissance and local Golf Club should have been consulted. However, it was noted that notices had been posted and the community councils had been notified of the proposed orders.
- The Head of Operations stated that after the order has been implemented it would be possible to re-visit it in due course and review if required.
- In response to a Select Committee Member's question, the Traffic and Network Manager stated that there were no specific accident 'black spots' along the route but accidents had occurred along this route.
- The Head of Operations stated that it was the intention to bring the report to the Select Committee for scrutiny and apologised for not doing so. The Chairman stated that the Cabinet Planner and the Select Committee Work Programme needed to be kept up to date in order to keep Members up to date on proposed work for the Council year.
- Councillor G. Thomas, a community councillor representing Llanfair Kilgeddin, stated that it had taken 15 years to obtain this order and would prefer to see it approved with a view to exploring the other highways issues at a later date.
- Appropriate signing would be required.

The Chairman informed Select Committee Members that in terms of the call in procedure, three options were available:

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

1. Accept the Cabinet's Decision.
2. Refer the matter back to Cabinet for re-consideration (with reasons).
3. Refer the matter to Council for consideration.

Having considered the views expressed, it was proposed that the Select Committee accepts the Cabinet decision.

Upon being put to the vote the proposition was carried unanimously.

We resolved to accept the Cabinet's decision.

7. WALES AUDIT OFFICE REVIEW OF WHOLE PLACE

We scrutinised a report on progress of the Whole Place agenda following the Wales Audit Office (WAO) review reported to Strong Communities Select Committee on 10th July 2014. In doing so, the Select Committee received a presentation on progress to date. The Economy and Development Select Committee had been invited to attend the meeting to scrutinise the report with the Strong Communities Select Committee.

Having received the report and the presentation, the following points were noted:

- The Town Team and Abergavenny Town Council were keen to work together and discussions were progressing.
- The Market Hall could be used as the venue for the Community Hub. However, other options were being considered.
- In response to a Select Committee Member's question regarding calculating the return on investment, it was noted that there had been 40,000 visitors for the National Road Race generating income in the sum of £715,000 for one day.
- Vibrant and Viable Places funding – A bid had been submitted to the Welsh Government. Officers had expressed disappointment as it had been felt that the Authority had met the requirements with community strength being a key aspect of the bid. A change in ministerial portfolios had occurred during the bid process. Now, successful schemes needed to be identified that will work via loan funding. A report would be presented to Cabinet in February 2015 regarding loan funding with a view to commence engagement with some local businesses.
- The Welsh Government had offered a £1.25M loan which the Authority needed to agree to accept by the end of February 2015. Therefore, due to tight timescales this matter had been presented straight to

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

Cabinet for consideration and had not been presented for scrutiny via the Select Committee.

- The Abergavenny Business Club had been re-launched which was a key component of the Town Team.
- Business Improvement Development (BID) – The BID could bring on-going revenue into Abergavenny Town.
- Eisteddfod 2016 – Whole Place Officers were trying to ensure £300,000 was available. Meetings were being held. Also fund raising was being undertaken led by the community developing investments programme.
- The Abergavenny Fund Raising Committee has been established and had recently met for the first time.
- A Members' briefing session outlining progress will be held in due course.
- Whole Place was being established in two pilot areas. Progress in these areas was being evaluated before moving on to the other two areas, in order to ensure that it was working.
- There will be no additional costs as a result of the creation of the Whole Place Team. It was a retention on investment.
- The Council's financial investment into the Whole Place agenda has been small.
- The Town Councils (Abergavenny and Caldicot) were becoming involved in their respective Whole Place activities, e.g., Abergavenny Town Council had been involved in the development of the Town Team. There were two Town Council representatives serving on the Town Team and the Clerk to the Town Council was providing clerking services.
- The support of the community councils within the Bryn y Cwm area was being sought.
- A report on Community Led Plans should be added to the Work Programme later in the year and that the Economy and Development Select Committee would be invited to attend the meeting when that matter is to be scrutinised.

We resolved to receive the report and noted its content.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

8. STRATEGIC RISK ASSESSMENT

We scrutinised a report in which Select Committee Members were provided with an overview of the current strategic risks facing the Authority.

Having received the report, the following points were noted:

- The decision not to pursue the early voluntary merger following the Williams Commission recommendation could impact on some funding opportunities. It was noted that the merger offers had been turned down.
- There was clear uncertainty regarding core funding. Therefore, balancing future budgets will become increasingly difficult.
- Reference 3a – Potential that the authority is unable to deliver its new schools capital programme due to capital receipts not generating the required income – Risk level to remain as medium but the Select Committee would continue to review it.
- Reference 3b – Pressure on capital budget from 21st Century Schools Programme will impact on other areas requiring capital investment – Risk Level to remain as medium but the Select Committee would monitor the risk.
- Waste / recycling needed to be included in the Corporate Risk Assessment in future.

We resolved to receive the report and noted its content.

9. STRONG COMMUNITIES SELECT COMMITTEE WORK PROGRAMME 2014 – 15

We received the Work Programme for the Strong Communities Select Committee. In doing so, the following points were noted:

- The Community Safety Report to be added to the Select Committee Work Programme for April 2015.
- Postpone the Special Strong Communities Select Committee Meeting dated 10th February 2015.
- Raglan Toilets to be added to the Select Committee Work Programme for the meeting being held on 12th March 2015.
- A report regarding the provision of a cycleway / footpath along the old railway line be added to the Select Committee Work Programme.

**Minutes of the Strong Communities Select Committee meeting
held in the Steve Greenslade Conference Room, County Hall, Usk on
Thursday 29th January 2015 at 10.00 a.m.**

We resolved to receive the work programme and noted its content.

10. CABINET FORWARD WORK PLANNER

It was noted that a number of items had been added to the Cabinet Forward Work Planner since the agenda for this meeting had been despatched.

The Chairman informed the Select Committee that he would contact the Senior Democratic Services Officer to discuss this matter further.

We resolved to receive the Cabinet Forward Work Planner and noted its content.

11. NEXT MEETING

The next meeting of the Strong Communities Select Committee will be held on 12th March 2015 at 10.00am.

The meeting ended at 2.55pm.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

PRESENT: County Councillor S.G.M. Howarth (Chairman)

County Councillors: D.L.S. Dovey, A. Easson, R. Edwards, V.E. Smith and K. Williams

OFFICERS IN ATTENDANCE:

Ms. K. Beirne	- Chief Officer, Enterprise
Mr. M. Howcroft	- Assistant Head of Finance
Mr. R. O'Dwyer	- Head of Property Services & Facilities Management
Mr. R. Nancarrow	- Shared Facilities Manager
Mr. J. McConnachie	- Training Lead
Mrs. L. Knight-Davies	- Senior Innovation Officer
Miss H. Ilett	- Scrutiny Manager
Mr. R. Williams	- Democratic Services Officer

SCRUTINY OF CRIME AND DISORDER MATTERS

1. There were no matters to discuss.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors S. Jones and S. White.

3. DECLARATIONS OF INTEREST

Declarations of interest are identified under the relevant minute.

4. PUBLIC OPEN FORUM

There were no members of the public present.

5. CONFIRMATION OF MINUTES

The minutes of the Strong Communities Select Committee meeting held on Thursday 18th September 2014 were confirmed as an accurate record and signed by the Chairman.

In doing so, the following points were noted:

- The Scrutiny Manager read out to the Select Committee a letter that had been addressed to the Chairman of the Select Committee from a resident of Osbaston, Monmouth regarding planning application DC/2013/01071 and made reference to the number of objections to the application. The resident asked that the Select Committee investigates this matter.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

We resolved to receive the letter and that the Chairman would write back to the resident informing him that an officer would respond to his letter in due course.

- The local Member for Llanbadoc asked that a list of all Council meetings be forwarded to her in order that she might inform local residents of upcoming meetings within the Council. The local Member for St. Kingsmark also requested this information. The Chairman considered that the Select Committee needed to discuss ways in which the Select Committee could engage with the local community and the Town and Community Councils with help from the Communications Team.

6. DRAFT PEOPLE AND ORGANISATIONAL DEVELOPMENT STRATEGY – UPDATE REPORT

We scrutinised an update report regarding the draft People and Organisational Development Strategy. The Select Committee was also provided with a presentation which outlined the detail of the staff conference survey.

A draft strategy was approved by Cabinet in October 2014 to allow engagement and feedback before it is presented to Cabinet for approval.

Having received the report and presentation, the following points were noted:

- The final draft of the report will be presented to Cabinet in April / May 2015.
- Having an open day for members of the public for them to see what the Council is doing would be beneficial. This could be incorporated into the Strategy. It was noted that some services were already doing this, e.g., Leisure Services.
- In response to a Select Committee Member's question regarding I.T. provision for school based staff, the Chief Officer, Enterprise stated that a Teacher and Head Teacher Conference would shortly be held in which sessions on I.T. provision would be discussed. Investment in the I.T. infrastructure will be undertaken. It was noted that clear plans were being put in place to ensure that all schools' I.T. provision would be provided via the network. This would include access to the Hub.
- Reference was made to the Williams Report and white paper and whether the public had been consulted regarding Local Government Re-organisation. It was noted that the process was in its early stages of development and that staff were being updated as and when required. The Council will respond to the White Paper in due course.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

- It was pleasing to see that the Authority was providing appropriate training with a view to developing staff.
- In response to questions raised by a Select Committee Member, the Chief Officer, Enterprise stated that the benefits of agile working were evident, i.e., capital receipts generated, staff feedback has been positive, benefits to the public / customers has been identified.
- Check in, Check out (CICO) was proving beneficial to managers and staff.
- Staff were feeling valued.
- Talent Lab – Has been developed over the previous two years.
- The Hub identified the types of training being provided via Talent Lab. Training was focussed on achieving outcomes.
- Monmouthshire has developed its own coaching model. Managers trained in coaching generally performed 22% higher than managers that had been trained via more traditional methods.
- Agile working was about working with the customers.
- Private companies can help the Authority develop its internal talent by working in collaboration with companies.
- The training plan has been on-going for a number of years. There will be enough data available to be presented to Cabinet in April / May 2015.

We resolved:

- (i) to receive the report and presentation and noted their content;
- (ii) that the final draft of the report be emailed to Select Committee Members as part of the consultation process, before the report is presented to Cabinet.

7. FUTURE PROVISION OF PUBLIC CONVENIENCES

County Councillor A. Easson declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct as he is a member of Caldicot Town Council.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

County Councillor D.L.S. Dovey declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct as he is a member of Chepstow Town Council.

We scrutinised an update report on the provision of public conveniences at various sites within the County.

Select Committee Members were provided with a list of toilets where Monmouthshire County Council retains an interest and approved proposals for their future provision. The Select Committee outlined the following issues:

Tintern Car Park

- Total costs equated to £24,935.
- There was a revenue stream there for Tintern Community Council, Cadw and the local public house if the running of the toilets were taken over by them.
- The local Member for St. Arvans had been involved in discussions regarding the future provision of the toilet and should be included in future discussions.
- Cadw had its own toilets located within the Abbey. Consultation could be investigated with Cadw with view to opening up these toilets to the public.

TIC Chepstow

The management and cleaning of this toilet was in the process of being transferred to Chepstow Town Council.

Welsh Street / Bank Street, Chepstow

This toilet was in the process of being transferred to Chepstow Town Council.

Jubilee Way, Caldicot

This toilet was in the process of being transferred to Caldicot Town Council.

Maryport Street, Usk

Discussions are being held with Usk Town Council regarding the potential transfer of this toilet.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

Cattle Market, Monmouth

Monmouthshire County Council was currently responsible for this toilet and will retain responsibility until 2016/17. It will then transfer to Monmouth Town Council.

Agincourt Street, Monmouth

Funded by Monmouth Town Council. Transfer of asset being arranged.

Toilets within Abergavenny

We resolved:

- (i) that a report be presented to a future Select Committee meeting regarding these toilets and provide details of potential capital receipts;
- (ii) that the Head of Property Services & Facilities Management identifies who was currently paying for the up keep of the two toilets located within the Market Hall.

Caldicot Castle

The future of toilet provision at this location was linked to the future development of the Castle which would be funded via the Countryside Division's budget.

A449 Toilet provision

These were the responsibility of Welsh Government and were currently in a poor condition. However, the County Council had a cleansing contract with Welsh Government. The Welsh Government was currently reviewing its toilet provision.

Raglan Toilets

We resolved that Ben Winstanley, Sustainability Surveyor, be invited to a future Select Committee meeting to provide the Committee with an update on Raglan toilets.

Toilets at Woodside ,Usk

We resolved that a report on the running costs of this toilet be presented to a future Select Committee meeting.

We resolved to receive the report and noted its content.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

8. CAPITAL BUDGET MONITORING 2014/15 MONTH 9 OUTTURN FORECAST STATEMENT

County Councillor V.E. Smith declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of information relating to Usk School and Coleg Gwent.

We scrutinised the report in which Select Committee Members were provided with information on the capital forecast outturn position of the Authority at the end of month 9 for the 2014/15 financial year.

Having received the report, the following points were noted:

- Reference was made to the levels of slippage and that the authority needed to look for a different format in which budget holders needed to be more accountable to their managers regarding slippage. If that was not the case then the Authority should be looking to remove that from the programme. It was noted that capital schemes tended to take longer than revenue schemes. Therefore, slipping capital funds did not seem to be the right way forward in the current climate.
- Schemes needed to be more robust before being presented to the Select Committee. Slippage of capital funds needed to be considered as a priority and not carried over without proper reasoning.
- The Scrutiny Manager stated that a report by the Community Infrastructure Coordinator regarding the 3g pitch at Caldicot will be subject to an individual Cabinet Member's decision. The report had been emailed to Members for comment but no responses had been received by the officer. Concern had been expressed regarding the cost of this scheme and it was considered that Caldicot School should be funding this project. It was noted that the project had exceeded its budget and additional resources had been requested.
- Cattle Market Capital Funding – about £150,000 to £200,000 slippage. There were some issues relating to water that needed to be addressed.

We resolved:

- (i) to receive the report and noted its content;
- (ii) to support the recommendations for Cabinet, as follows:
 - That Members consider the position concerning 3rd quarter capital monitoring with a revised budget of £16.1 million, month 9 spending of £8.2 million and forecast spend of a further £7.7million in the last 3 months of the financial year, to derive an outturn underspend of £187,000.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

- That, in light of previous concerns about the level of progress with capital projects, Cabinet considers the slippage levels of £9.1 million identified in Appendix 1, and

- accepts slippage proposals totalling £8,159,000 subject to final outturn position being confirmed.
- de-prioritises schemes totalling £771,000 whose funding is of a general nature subject to the final outturn position being confirmed:

Property Maintenance Schemes	£185,000
Infrastructure Schemes	£218,000
ESR Access for All	£136,000
General Access for All	£200,000
RDP	£ 16,000
Cemeteries	£ 15,000

- Refers ICT schemes totalling £195,000 whose funding is from the IT transformation reserve to the Digital Board for them to consider whether the scheme should be decommitted or slipped as appropriate in the light of other pressures on the IT transformation Reserve
- That Cabinet seeks confirmation that practice designed to mitigate the level of slippage going forward in future years will be improved such as:
 - Ensuring that capital schemes are planned before the beginning of the financial year so that spend can take place in the better weather rather than risk being deferred due to inclement weather later in the year.
 - Ensuring that there is clear agreement of interested parties as to what is being delivered, that any other funding streams brought to the project by third parties is confirmed, and that the project can progress significantly in the year the budget is requested to be profiled.
 - Ensuring that project managers more carefully consider the plans to complete their schemes and estimate realistic timescales for completion so that budgets can be more accurately profiled.
 - Utilises in part the £771,000 scheme decommitment above to fund the £395,000 new capital priorities of the 2015-16 budget report as and unfinanced additional expenditure of £87,000 manifest at month 9 subject to final outturn position.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

9. REVENUE MONITORING 2014/15 MONTH 9 OUTTURN FORECAST STATEMENT

County Councillor V.E. Smith declared a personal, non-prejudicial interest pursuant to the Members' Code of Conduct in respect of information relating to Usk School and Coleg Gwent.

We scrutinised the report in which Select Committee Members were provided with information on the forecast revenue outturn position of the Authority at the end of month 9 for the 2014/15 financial year.

Having received the report, the following points were noted:

- Outdoor Education Centres – Monmouthshire County Council, Torfaen County Borough Council and Blaenau Gwent County Borough Council have formed a partnership. Newport County Borough Council was considering other options.

We resolved:

- (i) to receive the report and noted its content;
- (ii) to support a caveated use of reserves in relation to redundancy costs incurred by services this year totalling £545,000, whilst services will continue to find compensatory savings additional to the mandates to mitigate the net cost pressure by the end of the financial year.

10. STRONG COMMUNITIES SELECT COMMITTEE WORK PROGRAMME 2014 – 15

We received the Work Programme for the Strong Communities Select Committee. In doing so, the following points were noted:

- A special Meeting of the Strong Communities Select Committee will be held on 23rd April 2015 at 2.00pm to scrutinise two reports regarding issues relating to waste.
- that a report regarding toilets within Abergavenny be added to the Work programme to be presented to a future Select Committee meeting and to provide details of potential capital receipts.
- that Ben Winstanley, Estates Manager, be invited to a future Select Committee meeting to provide the Committee with an update on Raglan toilets.

We resolved to receive the work programme and noted its content.

**Minutes of the Strong Communities Select Committee meeting
held in the Council Chamber, County Hall, Usk on
Thursday 12th March 2015 at 10.00 a.m.**

11. CABINET FORWARD WORK PLANNER

We resolved to receive the Cabinet Forward Work Planner and noted its content.

The meeting ended at 1.34pm.

SUBJECT: Modernising Trade Waste – Introduction of Charge for Dry Recycling & Re-alignment of Commercial Waste Activity within Monmouthshire

DIRECTORATE: Operations / Waste & Street Services

MEETING: Strong Communities Select Committee

DATE: 30th April 2015

DIVISION/WARDS AFFECTED: All

PURPOSE:

For the Strong Communities Select Committee to review the purpose and the recommendations detailed below and comment accordingly prior to submission to the Cabinet member for approval:

1. To seek agreement for:
 - a) The implementation of Budget Mandate no.37(b) which proposed introducing a charge for trade recycling
 - b) The proposed policy to support the introduction of the charge (Appendix 1)
 - c) The proposed charging mechanism contained in the policy and the insertion in future years of price reviews within the Fees and Charges process of the Council
 - d) Changes to the Trade Refuse charging schedule due to legislative changes on what can and cannot be charged for
 - e) Invest to Save funding to support the creation of a fit for purpose electronic, online system for the charging process
 - f) Delegation given to the Head of Operations, in consultation with the Cabinet Member to make amendments to the detail of the scheme/policy with the principle that the proposed pricing mechanism does not change

RECOMMENDATIONS ON PROPOSED WAY FORWARD:

2. The recommendations are:
 - a) To approve the policy and charging scheme for Trade Waste Dry Recycling
 - b) To approve the changes to the charging mechanism for Trade Waste Refuse
 - c) To approve Invest to Save Funding of £20k for the creation of an electronic online chargeable scheme
 - d) To approve the requested delegation (f above) for scheme implementation outlined above.

3. KEY ISSUES – THE BUSINESS CASE FOR CHANGE

Producer Responsibility & Legislative Compliance

- 3.1 Under the Environmental Protection Act (1990, 45 (1b)) Councils have a duty to collect or arrange for the collection of commercial waste if the occupier of the business makes a request. The Council may then recover a reasonable charge from the person who made the request (45 (3b)).

- 3.2 The Councils chargeable trade waste service is well established with over 400 customers registered. This represents approximately 18% share of the market with the vast majority of other trade premises using commercial waste companies (eg Biffa, Sita, Thomas Waste) to collect their waste. The Recycling Team has to date focussed attentions on domestic recycling and the trade waste service has been primarily a collection and disposal (which was landfill and is now energy from waste) service.
- 3.3 Under the Waste Framework Directive and the transposed Waste Regulations (England and Wales 2012 as amended) there is a legislative duty on local authorities and waste collection companies to provide services that enable business customers to meet their own duty to treat waste arisings in accordance with the principles of the Waste Hierarchy – Reduce, Reuse, Recycle, Recover, and finally Disposal to Landfill. To ensure the council and its customers are compliant we need to formalise waste collection procedures *including* making a reasonable charge for recycling. In addition Welsh Government are developing proposals to make recycling a more prominent feature in business activity with the introduction of the Environment Act which was consulted on over 2014-15 which will impose statutory requirements for the sorting of recyclates by businesses themselves.
- 3.4 Unlike household waste where the Council acts on behalf of the resident a business is fully responsible for its waste. MCC when dealing with its 400 customers ensure that all the necessary documentation and support is provided for them to be compliant. However as demonstrated by Natural Resources Wales & Environment Agency prosecutions some businesses do not correctly manage their waste. Reasons include being unaware of responsibilities, there is sometimes a mistaken assumption that Business Rates pay for the waste/recycling service and unfortunately at times there are those who are aware of their duties but continue to flout the law. Some businesses use the domestic rubbish and recycling collection services while others use the domestic household waste recycling centres (HWRCs) such as Mitchell Troy or Five Lanes. However under the Polluter Pays principle businesses should not be using these facilities for free as they are meant to be for domestic residents only.
- 3.5 A full trade waste review and consultation in late 2012/13 (which surveyed all businesses in MCC with a 30% response rate) highlighted that nearly all our 400 customers are using the domestic recycling collection service free of charge or using the HWRCs to dispose of their waste and recycling. Whilst this has benefitted MCC's recycling rates, with an ever restricting budget and the Council needing to respond fully to legislative changes it is now an appropriate time to ensure our businesses are fully compliant with their legal requirements and the domestic tax payer is not subsidising commercial activity.

Covering the Cost of the Service

- 3.6 Under the principles of Producer Responsibility the waste producer i.e. the business must be charged a representative cost for the service. Under the EPA (1990) LAs are allowed to make a *reasonable* charge and this is usually deemed to be that costs are covered. Up until 2013-14 the trade waste service did not fully recover costs. This was mainly due to the major increases in landfill tax which pushed the cost of

the service up faster than the rate of inflation that was being charged the customer. This meant that in 2014-15 a 30% increase on trade refuse prices was instigated which has ensured that the service now covers cost.

- 3.7 It is difficult to measure the cost to the Council of collecting and managing trade waste recycling as the material is collected on the same rounds as the household collections. However the 2013 survey estimated that businesses were presenting almost 150,000 bags for recycling per annum. With each bag weighing approximately 4.5kg this is equivalent to 675 tonnes of recycling per year or 6.7% of the total recycling kerbside collections. In 2013-14 dry recycling collections cost MCC £797k, 6.7% equates to £53,442. It is very likely that in 2016 and beyond MCC will incur a gate fee cost for dry recycling and based on current market assessments the cost of treating 675 tonnes could be approx. £34,000. Therefore making the total cost of the trade recycling service to MCC as a minimum (excl. administration) of c.£87k.

Developing a Modern Fit for Purpose IT Based Chargeable Scheme

- 3.8 The current trade waste service is based on an Access Database which requires officer to duplicate entries and does not integrate with the Debtors system for the raising of quarterly invoices. It is proposed that with this change that an on-line system for managing trade waste is developed which will seamlessly link to the finance system of the Council (via Civica (the payments system) to Agresso (the finance management system) as well as give the Recycling & Waste service the details that it needs to ensure a quality service is provided, and importantly only those who have paid for the service receive one.
- 3.9 Mapping and development work has been undertaken in partnership with SRS to determine the most appropriate system for the service needs. Initial estimations of costs came to £20k and this was excluded from the budget mandate projections of an income of £40,000 from the introduction of a dry recycling scheme. Therefore it is requested that £20k be provided to Waste & Street Services from the Invest to Save Fund for the development of a suitable system to manage this service in the future (recommendation e).

THE PROPOSED CHANGES

THE POLICY & CHARGE FOR TRADE DRY RECYCLING (RECOMMENDATIONS A, B & C)

How will trade dry recycling be collected?

- 3.10 It is proposed that for the time being, until the long term Recycling Review is completed (due to go back through political processes Autumn 2015) that the trade dry recycling service will remain as is – with red and purple bags being the main form for trade recycling. However the bags will be clearly labelled Trade Recycling so that the crews are able to identify that the right bags are being used by the businesses.

What will the charge be?

- 3.11 It is proposed that the dry recycling bags will be 50% of the cost of trade refuse sacks. This is to demonstrate that MCC fully supports and promotes recycling over use of the refuse service. It is being recommended that bags are sold in rolls with a minimum of 2 rolls purchased at a time 1 red and 1 purple initially. Therefore the cost will be:
- .60p per bag, (there will be a need to purchase red and purple bags so the initial purchase will need both colours £1.20)
 - £15.60 per roll (26 bags per roll)
 - **£31.20** – minimum purchase
- 3.12 To put this into context the trade bags are currently £2.40 each. This charge is for dry recycling only – paper, card, glass, plastics, cans etc. Due to the current fleet and infrastructure it is not possible to introduce a trade waste service for food waste at this time. However this will be considered in light of the longer term Recycling Review and if possible officers will try to determine the economic and operational feasibility of a trade waste food scheme for introduction in 2016-17.

How will businesses pay for the service and get the bags?

- 3.13 All businesses receiving either the full trade waste service (refuse and recycling) or any part of the service will need to be registered with the council to purchase trade bags. They will receive a unique Trade Customer Number for future reference. This will ensure that the business receives its annual Duty of Care/Waste Transfer Note and remains compliant with the legislation. The Council charges £25 for producing the DoC/WTN so capturing all businesses that use our services increases revenue.
- 3.14 When businesses are registered they will be able to purchase trade bags from the One Stop Shops and some of the existing independent stores where they are able to check the unique Trade Customer Number.
- 3.15 Any new businesses wishing to receive these services can register at the OSS, over the telephone and ultimately we hope to allow on-line registration services.

Guidance and Rules

The draft policy at Appendix 1 contains the detail, but a summary of key rules/guidance is provided below:

- From **September** all businesses must be registered for trade services and buy trade bags for recycling collections.
- Recycling presented in domestic recycling bags for collection by businesses will not be collected.
- This has been communicated to all existing trade waste customers with the 2015/16 annual DoC/WTN and will be communicated to all users of the service as they are identified going forward.

- If a business is suspected of not using appropriate bags (i.e. still using domestic bags) then the Council's Officers will investigate to determine the source of the waste. If it is determined by the Council that it is business waste being presented as domestic waste then the Council will not collect waste from that business until it is presented appropriately.
- There will be an annual registration which will be initiated with the first payment which will trigger the generation of a Waste Transfer Note which indicates that the business has appropriately managed its waste in accordance with the waste hierarchy
- The Waste Transfer Note will cost £25 which was a price agreed at full Council for budget mandate 37 (b) in January 2015.

CHANGES TO THE TRADE REFUSE CHARGING SCHEDULE DUE TO LEGISLATIVE CHANGES ON WHAT CAN AND CANNOT BE CHARGED FOR (RECOMMENDATION D)

3.16 MCC's is currently working to a historic charging mechanism for collections and disposal for trade waste. The original Controlled Waste Regulations were amended in 2012 and allowed some premises to move from a collection only to a collection and disposal charge. The table below indicates the changes.

<u>Type of Premises</u>	<u>Classification of waste</u>	<u>Charge for Collection</u>	<u>Charge for Disposal?</u>	<u>Is this different from 1992 regs?</u>
Camp sites or tents pitched on land other than a camp site (apart from domestic premises on camp sites which = household waste).	Commercial waste	Yes	Yes	Yes
Caravans/tents used as PERMANENT homes.	Household waste	No	No	No
Caravans / mobile homes used by travellers or gypsies.	Household waste	No	No	Not covered in 1992 regs.
Charity SHOPS (ie: which sell goods donated from houses).	Household waste	Yes	Yes (but only waste that did not originate in a domestic property)	No (not significantly changed)
Charity premises, used wholly or mainly for charitable purposes (except where it is from a place of worship or premises used mainly/wholly for public meetings), or a community interest company.	Commercial waste	Yes	Yes (but only waste that did not originate in a domestic property)	No (not significantly changed)
A place of worship (e.g churches, mosques, Buddha temples)*	Household waste	No	No	No

Educational establishments, e.g school etc (sched 1 (4)(8)(15) 'waste from premises forming part of...').	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Hospitals (CWR 2012, sch 1(4)(8)(16) "waste from premises forming part of a hospital or nursing home except for waste from a residential hostel forming such part which provides accommodation only to persons with no other permanent address"**)	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Nursing Homes*** (legislation is as per hospitals)	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Residential homes*** or land belonging to or wholly or mainly used in connection with a residential home.	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Residential Hostels (which provides accommodation only to people without another permanent address, or who are unable to live at their permanent address).	Household waste.	Yes	No	No
Penal institutions (eg Usk borstal and prison).	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Public meetings (waste arising from these, wherever the location).	Household waste	Yes	No	Yes - previously mentioned meetings in village halls etc, now no longer

				relevant.
<p>Self catering accommodation (used in course of a business): eg holiday cottages, caravans (which don't have a license/planning permission to be inhabited year round), vehicles or vessels (which aren't used wholly for purpose of living accommodation)</p> <ul style="list-style-type: none"> Note: Defra proposals (p.18) state that with regards to holiday cottages, the legislation change will only affect properties rented out for more than 140 days per year (ie those not eligible for council tax payments). However, the CWR 2012 does not mention this aspect – so may need to clarify. 	Commercial waste	Yes	Yes	Yes

3.17 Given the priority of Education to the Council and the already pressured situation of budgets it is proposed that Schools remain as now – collection only and the Council does not introduce a charge for disposal on top. However for all the other amended business types e.g. caravans parks etc. a full cost of collection and disposal will be charged.

3.18 It is proposed that this change be initiated from 1st September 2015 with businesses being given 3 months notice from July.

3.19 All existing trade waste customers will be contacted again (individually) to fully explain the changes to the registration process, trade recycling charges and changes to the charging schedules for non-domestic properties.

REASONS

- By introducing a charge we fully implement the principles of polluter pays
- By developing the software to accurately record registered customers we can deliver a more efficient and customer focussed service. We will be able to monitor the services we provide to our customers and ensure they meet their legislative duties.
- By consulting with the traders and businesses in Monmouthshire we will raise awareness of their legislative duties and establish a chargeable recycling service that is fair and reasonable in conjunction with our customers.

4. FINANCIAL IMPLICATIONS:

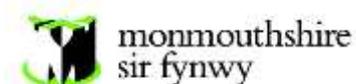
4.1 There will be an initial cost for developing the accounts management database and we are currently looking at several options including building a bespoke database

through CMC2 and SRS or purchasing the add-on, off the shelf, Trade Waste Package through the Highways Mayrise system.

- 4.2 It is unlikely that MCC will secure a comparable contract to the one that currently exists for the treatment and processing of its domestic recyclate. The instability and fluctuation in the recycling markets could increase treatment costs to £50 per tonne in 2015/16. The Trade Waste survey in 2013 showed that almost 150,000 domestic red and purple bags were used by trade premises to dispose of business waste as domestic recyclables. With each bag weighing approximately 4.5kg this is equivalent to 675 tonnes per year. This could be putting an additional burden on the council budget of £33,750 in treatment costs.

(A further piece of work will look at HWRC and trade waste throughput. With an estimated 15% of waste at the HWRCs being generated by traders this would equate to a further 980 tonnes of residual business waste being disposed of as domestic waste costing a further £100,000 with bulking, transport and treatment. When these costs are coupled to lost revenue potential it could easily be equivalent to £200,000 per annum.)

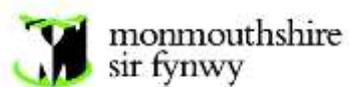
- 4.3 The current charge for trade waste residual bags is £2.40 and the bins vary in prices dependant on capacity and collections schedule
- A charge of 25p per recycling bag (50p for a set of red and purple), similar to domestic red and purple but clearly marked trade, sold in rolls of 2x52 (£26 for a years supply) could generate £37,500 towards the MTRP target of £40,000.
 - A charge of 50p per bag could generate £80,000 this would generate the full £40,000 MTRP and cover the costs of treatment of the waste.
 - By setting the cost of a set of recycling bags at half the price of residual waste bags, 60p per bag (£1.20 per set) this could generate £90,000 covering the MTRP, treatment and paying towards the collection costs of this material.
- 4.4 All the above charges for recycling bags would still allow for businesses complying with their legislative duty to save against the current cost of the collection and disposal service.



5. EQUALITY AND SUSTAINABILITY IMPACT ASSESSMENT:

5.1 The “Equality Initial Challenge”

Name: Rachel Jowitt Service area: Waste & Street Services Date completed: 17 th October 2014		Please give a brief description of what you are aiming to do. Modernise the trade waste service through the introduction of a collection charge for recycling, charge for the administration of transfer notes & realign Council policy to new WG regulations	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age	There is no impact on protected characteristics due to the changes being applied to businesses in Monmouthshire not individuals.		
Disability	As above		
Marriage + Civil Partnership	As above		
Pregnancy and maternity	As above		
Race	As above		
Religion or Belief	As above		
Sex (was Gender)	As above		
Sexual Orientation	As above		
Transgender	As above		
Welsh Language	As above		



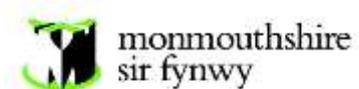
Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
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Signed *L. Jovitt*

Designation head of Waste & Street Services

Dated 17th October 2014

DRAFT



CONSULTEES

Cabinet
Senior Leadership Team
Head of Service
Chief Internal Auditor
Head of Finance
Head of Legal Services
Strong Communities Select Committee (meeting of)

REPORT AUTHORS

Carl Touhig - Recycling and Business Manager

CONTACT DETAILS:

carltouhig@monmouthshire.gov.uk Work - 01633 644135 Mobile 07580 362 121

Appendix 1

Policy and guidance

1. All businesses have, under Environmental Protection Act 1990, a Duty of Care to ensure the waste they produce is stored, transported, treated and disposed of correctly.
2. Under the same legislation the local authority can make a reasonable charge for the above services.
3. All businesses using trade waste services provided by MCC will need to register to receive these services.
4. Registration will generate the annual Duty of Care document and Waste Transfer Note that ensures compliance with current legislation. There will be an administration fee for providing the DoC, £25 annually
5. Registered businesses will be able to purchase bags for residual and recycling through a number of pre-determined outlets and will be able to place bags out for collection on the designated days.
6. Where businesses produce large amounts of residual waste a containerized collection service is also offered.

Fees as of 2015/16

Bin size	Cost per collection
1100 ltrs	£22.00
660 ltrs	£16.70
360 ltrs	£14.00
240 ltrs	£11.10
Bags for residual	£2.40
Recycling service bags	£1.20 for set (proposed)

7. Future increases to fees and charges will be in line with the Councils Fees and Charges Policy.
8. Businesses who have not registered for trade waste collections or who are using domestic bags for residual and or recycling will not receive collections. They will be visited and given information on Duty of Care and offered a contract for the collection, treatment and disposal of waste through the local authority.
9. Where businesses continue place waste out for collection in the wrong receptacle the Waste Services Department will pass the details onto Environmental Health or may themselves issue those businesses with a S.47 EPA 1990 notice and may prosecute the business for non-compliance with the Duty of Care Legislation.
10. The provision of Civic Amenity Sites is to facilitate the disposal of domestic waste, brought by and generated from an individuals' home within Monmouthshire. Trade and commercial waste, waste from outside MCC boundary and waste not of a domestic nature can be charged for. Facilities at Llanfoist and Five Lanes allow for the charging of non-domestic waste on site.

Monmouthshire's Scrutiny Forward Work Programme 2015

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
REPORT	Pollinator Policy Update	Report on response to community concerns.	Alison Howard	Performance Monitoring
30th April 2015	Anaerobic Digestion Project	Early pre-decision scrutiny of a confidential report due to the commercial aspects of the project and the outcomes of the soft market testing.	Rachel Jowitt/ Carl Touhig	Pre-decision scrutiny
	Modernising Trade Waste Services	Pre-decision scrutiny of the report.	Rachel Jowitt/ Carl Touhig	Pre-decision scrutiny
11th June 2015	Whole Place	Progress on WAO Recommendations. Community Plans	Deb Hill Howells	Performance Monitoring
	Improvement Plan 2014-2017	Full year 2014-15 scrutiny of performance against the Improvement Objectives and the statutory 'all Wales performance indicators'.	Richard Jones	Performance Monitoring
	Fire Authority Report	Discussion with the Fire Authority on their annual report ~ Crime and Disorder Remit.	Invitees TBC	External Scrutiny
	Revenue and Capital Budget Monitoring - Outturn Reports	To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends).	Mark Howcroft	Budget Monitoring
Special Meeting	Local Flood Risk Management Strategy	Strategic Environmental Assessment and Habitats Risk Assessment to return to the committee.	Dave Harris Tim England (NRW)	Performance Monitoring
Late June 2015	Public Protection	6-monthly performance report based on themes: Trading Standards and Licensing	Dave Jones	Performance Monitoring
	Annual Complaints Report	Discussion on the annual complaints report in respect of regeneration and culture directorate.	Annette Evans	Statutory Reporting
Special meeting early July Adults Select	Joint Housing Option Team	Ongoing scrutiny of the performance of the Joint Housing Option Team (collaboration with Torfaen).	Ian Bakewell	Performance Monitoring

Monmouthshire's Scrutiny Forward Work Programme 2015

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
	Homelessness and Discretionary Housing Payments Policy	Homelessness remains a risk which both Adults Select and Strong Communities Select are jointly responsible for scrutinising. The Committees agreed to scrutinise homelessness in conjunction with welfare reform.	Ian Bakewell	Policy/Performance Update
	Monmouthshire Housing Association	Invite Monmouthshire Housing Association: Discussion on the following and links to our corporate priorities: → Housing Register → Community development → Welfare Reform	MHA	Policy/Performance Update
16th July 2015	Affordable Housing	Progress on Committee's Recommendations.	Kellie Beirne Shirley Wiggam	Performance Monitoring
	Affordable Housing	Pre-decision Scrutiny of report under consultation.	Martin Davies	Pre-decision Scrutiny
10th Sep 2015	TBC			
5th Nov 2015	TBC			
10th Dec 2015	TBC			

Meeting Dates to be confirmed for:

- × GAVO - Discussion on progress in line with Service Level Agreement
- × Safer Monmouthshire Plan - approx. September/October
- × Burial Provision



Council and Cabinet Business – Forward Plan

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

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

Subject	Purpose	Consultees	Author
26TH MARCH 2015 – COUNCIL			
Corporate Strategy		SLT Cabinet	Matt Gatehouse/ Will McLean
Self Evaluation Draft		Cabinet SLT	Sarah McGuinness
Engagement framework evaluation report		Cabinet SLT	Will McLean
Senior Officer Pay award and corporate pay policy		SLT Cabinet	Sally Thomas Peter Davies
Monmouthshire engages		Cabinet SLT	Will McLean / Abby Barton
Council diary		Cabinet SLT	Tracey Harry
Presentation from Jonathon Morgan IMB			Will McLean/IMB
8TH APRIL 2015 – INDIVIDUAL CABINET MEMBER DECISION			
Extension to the 30mph speed limit Chepstow			Paul Keeble

Subject	Purpose	Consultees	Agenda Item 6iii Author
15TH APRIL 2015 – CABINET			
Taking Forward Service Transformation in Adult Social Care and Health	A review of Community Coordination and Small Local Enterprise		Nicola Needle
Invest to redesign funding			Kellie Beirne
S106 Chepstow Area			Cath Sheen
MOU Housing Solutions			Ian Bakewell
Schools disciplinary policy		Cabinet SLT	Sally Thomas
Education performance framework			Matt Gatehouse
ALN report			Stephanie Hawkins / Sharon Randall Smith
Strategic Equality Plan	3 rd annual monitoring report		Alan Burkitt
22nd APRIL 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Funding of Major Play area and open space maintenance		SLT Cabinet	Tim Bradfield
Recreational and public open space developer contributions			Tim Bradfield
23RD APRIL 2015 – SPECIAL COUNCIL			
White paper – power to local people	Response to the white paper		Paul Matthews
Improvement Plan 2015/16 and feedback from Wales Audit Office	To approve the improvement plan for 2015/16		Matt Gatehouse
Official inspection letter			Paul Matthews
People and Organisational Development Strategy (Final)			Peter Davies

Subject	Purpose	Consultees	Agenda Item 6iii Author
6th MAY 2015 – CABINET			
Y Prentis			Cath Fallon
Developing a Business Improvement District in Abergavenny	To seek endorsement of a new BID in Abergavenny town centre	SLT Cabinet	Deb Hill Howells
CMC ² Strategic Review and Year 4 Business Plan	To endorse the review of CMC ² and future business strategy and approve year ahead business plan	Cabinet SLT	Peter Davies Sian Hayward
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2014/15, meeting 7 held on the 26 th March 2015		Dave Jarrett
Schools Pay Policy		Cabinet SLT	Sally Thomas
Children services update			Tracey Jelfs
Adoption of LA policy on use of reasonable force			Richard Austin
Caldicot Town Team Funding requests			Colin Phillips
14th MAY 2015 – COUNCIL			
WAO Stage 2 Improvement Plan		Cabinet SLT	Will McLean/ Matt Gatehouse
Partnership Agreement		Cabinet SLT	
Chief Officer Report			Simon Burch
Chief Officer Report			Kellie Beirne
20th MAY 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Draft supplementary planning guidance (SPG) Primary Retail Frontages	To endorse draft SPG to issue for consultation	SLT Planning Cabinet	Jane Coppock
Vibrant and viable places loan applications	To determine applications as they are received (ongoing ICMD)		Ian Bakewell
Vibrant and viable places			Rachel Rawlings

Subject	Purpose	Consultees	Agenda Item 6iii Author
loan scheme			
Modernising trade waste services			Rachel Jowitt
Proposed waiting restrictions Magor			Paul Keeble
Leasing of land at Burnt Barn Road, Bulwark to Chepstow			Gareth King
Establishment of LA nursery at Ysgol Gymraeg y fenni			Sue Hall
3rd JUNE 2015 – CABINET			
Council Tax Reduction Fraud Prosecution Policy	To provide Monmouthshire with a policy that will prevent, deter and/or detect Benefit Fraud		Ruth Donovan
MTFP and Budget Process 2016/17	To highlight the context within which the Medium Term Financial Plan (MTFP) will be developed for 2016/17 to 2019/20.		Joy Robson
Revenue Outturn report	To provide Members with information on the revenue outturn position of the Authority at the end of the 2014/15 financial year.		Mark Howcroft
Capital Outturn report	To present the draft capital outturn expenditure for 2014/15 compared to the total budget for the year.		Mark Howcroft
Local development strategy RDP			Cath Fallon
Major Events Strategy	To set out a Major Events Strategy through which to co-ordinate all local community and organised events in the county	SLT Cabinet	Ian Saunders
Raglan – Proposed Community Hall	To inform members of the progress that the Raglan Village Hall Association has made in developing plans for a new village hall within the Raglan Community	Cabinet SLT	Deb Hill Howells
Play sufficiency audit report			Nicola Bowen / Ian Saunders

Subject	Purpose	Consultees	Agenda Item 6iii Author
Programme board update			Kellie Beirne
Merton Green, Caerwent S106 Funding			Mike Moran
Croesonen S106 funding			Mike Moran
ICT in schools			Peter Davies
Supporting Monmouthshire Businesses' competitiveness	To assist Monmouthshire businesses to improve their competitiveness and online trade	SLT Cabinet	Peter Davies
10th JUNE 2015 – INDIVIUDAL CABINET MEMBER DECISIONS			
Draft supplementary planning guidance (SPG) Landscape	To endorse draft SPG to issue for consultation	SLT Planning Cabinet	Jane Coppock
Access fund for music	To set up a fund to support pupils within our schools to have access to music provision via the Gwent Music Service		Nikki Wellington
24th JUNE 2015 – INDIVIUDAL CABINET MEMBER DECISIONS			
25th JUNE 2015 – COUNCIL			
Chief Officer Report			Sarah McGuinness
Monmouth Pool			Kellie Beirne / Simon Kneafsey
Safeguarding report			Jane Rodgers
Solar Farm Business Case	To secure financial approval for the construction of an Authority owned solar farm at Oak Grove Farm, Crick		Ben Winstanley / Ian Hoccom
The Future Food Waste Treatment Strategy: Outline Business Case & Inter Authority Agreement	for the Council to consider the inclusion of MCC in the Heads of the Valleys Anaerobic Digestion Procurement. To agree the Outline Business Case and the Inter Authority Agreement which commits the Council to the procurement and partnership and a 15-20 year contract.	SLT Cabinet	Rachel Jowitt
8th JULY 2015 – INDIVIUDAL CABINET MEMBER DECISIONS			

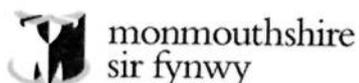
Subject	Purpose	Consultees	Agenda Item 6iii Author
15th JULY 2015 – CABINET			
Effectiveness of Council Services: quarterly update			Matt Gatehouse
Income Generation Strategy	To provide a strategy for maximising the income opportunities available to the Council		Joy Robson
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 1 on the 25 th June 2015.		Dave Jarrett
MTFP and Budget Proposals for 2016/17	To provide Cabinet with revenue budget proposals for 2016/17 for consultation purposes		Joy Robson
Budget Monitoring report – month 2	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2015/16 financial year.		Joy Robson/ Mark Howcroft
Evaluation of community Coordination			Matt Gatehouse
Monmouthshire Crowdfunding platform	To seek approval for the development of a crowdfunding platform that together with Authority loan finance will support business growth and job creation	Cabinet SLT Member Seminar Pre-scrutiny	Peter Davies
22nd JULY 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
SPG Programme annual review	To endorse draft SPG programme for 2015/16	SLT Planning Cabinet	Jane Coppock
30th JULY 2015 – COUNCIL			
Cultural Service Review			Ian Saunders
26th AUGUST 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
2nd SEPTEMBER 2015 – CABINET			
Local Development Plan – annual monitoring report	To seek approval to submit the first AMR on the LDP to the Welsh Government	SLT Planning Cabinet	Jane Coppock
Capital Budget Proposals	To outline the proposed capital budget for		Joy Robson

Subject	Purpose	Consultees	Agenda Item 6iii Author
	2016/17 and indicative capital budgets for the 3 years 2017/18 to 2019/20		
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 2 held on 30 th July 2015		Dave Jarrett
Review of allocation policy		Cabinet Members Leadership Team Appropriate Officers	Ian Bakewell
9th SEPTEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
SPG Programme annual review	To endorse draft SPG programme for 2015/16	SLT Planning Cabinet	Jane Coppock
23rd SEPTEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
SPG Programme annual review	To endorse draft SPG programme for 2015/16	SLT Planning Cabinet	Jane Coppock
24th SEPTEMBER 2015 - COUNCIL			
MCC Audited Accounts 2015/16 (formal approval)	To present the audited Statement of Accounts for 2014/15 for approval by Council		Joy Robson
ISA 260 report – MCC Accounts	To provide external audits report on the Statement of Accounts 2015/16		WAO
Local Development Plan – annual monitoring report	To seek approval to submit the first AMR on the LDP to the Welsh Government	SLT Planning Cabinet	Jane Coppock
7th OCTOBER 2015 – CABINET			
14th OCTOBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
28th OCTOBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
4TH NOVEMBER 2015 – CABINET			

Subject	Purpose	Consultees	Agenda Item 6iii Author
Budget Monitoring Report – Month 6	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2015/16 financial year.		Joy Robson/ Mark Howcroft
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 3 held on 24 th September 2015		Dave Jarrett
Effectiveness of Council Services: quarterly update			Matt Gatehouse
11th NOVEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
25th NOVEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
2nd DECEMBER 2015 – CABINET			
Council Tax Base 2016/17 and associated matters	To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2016/17 and to make other necessary related statutory decisions.		Sue Deacy/ Ruth Donovan
Reviews of Fees and Charges	To review all fees and charges made for services across the Council and identify proposals for increasing them in 2016/17		Joy Robson
Revenue & Capital Budget final proposals after public consultation	To present revenue and capital budget proposals following receipt of final settlement		Joy Robson
23RD DECEMBER 2015 – INDIVIDUAL CABINET MEMBER DECISIONS			
Local Government (Wales) Act 1994 The Local Authorities (Precepts)(Wales) Regulations 1995	To seek approval of the proposals for consultation purposes regarding payments to precepting Authorities during 2016/17 financial year as required by statute.		Joy Robson

Subject	Purpose	Consultees	Agenda Item 6iii Author
6TH JANUARY 2016 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 4 held on 19 th November 2015.		Dave Jarrett
21ST JANUARY 2016 - COUNCIL			
Final Budget Proposals			Joy Robson
27TH JANUARY 2016 – INDIVIDUAL CABINET MEMBER DECISIONS			
Local Government (Wales) Act 1994 The Local Authorities (Precepts) (Wales) Regulations 1995	To seek Members approval of the results of the consultation process regarding payments to precepting Authorities for 2016/17 as required by statute		Joy Robson
3RD FEBRUARY 2016 - CABINET			
Budget Monitoring report – month 9	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2015/16 financial year.		Joy Robson/Mark Howcroft
Welsh Church Funding Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 5 held on the 17 th December 2015.		Dave Jarrett
25TH FEBRUARY 2016 - COUNCIL			
Final Composite Council Tax Resolution	To set budget and council tax for 2016/17		Joy Robson
Treasury Management Strategy 2016/17	To accept the annual treasury management strategy		Joy Robson

Subject	Purpose	Consultees	Agenda Item 6iii Author
2ND MARCH 2016 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16 meeting 6 held on the 21 st January 2016		Dave Jarrett
2015/16 Education & Welsh Church Trust Funds Investment & Fund Strategy	The purpose of this report is to present to Cabinet for approval the 2016/17 Investment and Fund strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2015/16 grant allocation to Local Authority beneficiaries of the Welsh Church Fund.		Dave Jarrett
13TH APRIL 2016 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 7 held on the 25 th February 2016		Dave Jarrett
4TH MAY 2016 - CABINET			
Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2015/16, meeting 8 held on the 24 th March 2016		Dave Jarrett



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

**MEETING AND DATE OF MEETING:
Strong Communities**

**TITLE OF REPORT:
Anaerobic Digestion Heads of Valley**

**AUTHOR:
Carl Touhig**

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

**EXEMPTIONS APPLYING TO THE REPORT:
The Outline Business Case contains financial information regarding contractual position and financial envelope of four authorities.**

**FACTORS IN FAVOUR OF DISCLOSURE:
Financial information regarding market position pre-tender.**

**PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:
Market may bid towards top end costs and worst case scenario.**

**MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:
This report is not in the public interest as it discusses the contractual position pre-tender.**

**RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:
As above**

Date: 21/04/2015

A handwritten signature in blue ink, appearing to read 'Carl Touhig', with a circular stamp or mark below it.

Signed:

Post: Recycling Strategy and Business Manager

I accept/do not accept the recommendation made above

Proper Officer:

Tami Matchaw

Date:

21/4/15