

# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

Dydd Mercher, 21 Ebrill 2021

## Hysbysiad o gyfarfod

### Pwyllgor Craffu Cymunedau Cryf

Dydd Iau, 29ain Ebrill, 2021 at 10.00 am  
Remote Meeting

*Nodwch y cynhelir rhag-gyfarfod 30 munud cyn dechrau'r cyfarfod ar gyfer aelodau'r pwyllgor*

## AGENDA

Rhif yr Eitem	Eitem	Tudalennau
<b>RHAN A: MATERION CRAFFU A THROSEDD AC ANHREFN</b>		
Dim materion l'w trafod.		
<b>RHAN B – PWLLGOR DETHOL CYMUNEDAU CRYF</b>		
1.	Ymddiheuriadau am absenoldeb.	
2.	Datganiadau o Fuddiant.	
3.	Fforwm Agored Cyhoeddus.	
4.	<b>Craffu ar y cynnydd o ran gweithredu Strategaeth Toiledau Lleol Sir Fynwy cyn diweddaru Llywodraeth Cymru (adroddiad i ddilyn).</b>  Gweler y ddolen isod i adroddiad Penderfyniad Aelod Cabinet Unigol sy'n ymwneud â Strategaeth Toiledau Lleol Sir Fynwy dyddiedig 12 Mehefin 2019.  <a href="https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=147&amp;MIId=3900">https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=147&amp;MIId=3900</a>	
5.	Ystyried adroddiad a gynhyrchwyd gan y Cyngorydd Sirol V. Smith mewn perthynas â chladdedigau ac amlosgiadau.	1 - 6
6.	Blaenraglen Waith y Pwyllgor Dethol Cymunedau Cryf.	7 - 8
7.	Blaenraglen Waith y Cabinet a'r Cyngor.	9 - 18

<b>8.</b>	<b>Cadarnhau cofnodion y cyfarfod blaenorol.</b>	<b>19 - 26</b>
<b>9.</b>	<b>Cadarnhau dyddiad ac amser y cyfarfod nesaf.</b>	

**Paul Matthews**

**Prif Weithredwr**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

MAE CYFANSODDIAD Y PWYLLGOR FEL A GANLYN:

Y Cyngorwyr Sirol:

L.Dymock  
D. Batrouni  
P. Clarke  
A. Easson  
L. Guppy  
V. Smith  
J.Treharne  
A. Webb

## Gwybodaeth I'r Cyhoedd

### **Mynediad i gopiâu papur o agendâu ac adroddiadau**

Gellir darparu copi o'r agenda hwn ac adroddiadau perthnasol i aelodau'r cyhoedd sy'n mynychu cyfarfod drwy ofyn am gopi gan Gwasanaethau Democrataidd ar 01633 644219. Dylid nodi fod yn rhaid i ni dderbyn 24 awr o hysbysiad cyn y cyfarfod er mwyn darparu copi caled o'r agenda hwn i chi.

### **Edrych ar y cyfarfod ar-lein**

Gellir gweld y cyfarfod ar-lein yn fyw neu'n dilyn y cyfarfod drwy fynd i [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk) neu drwy ymweld â'n tudalen Youtube drwy chwilio am MonmouthshireCC. Drwy fynd i mewn i'r ystafell gyfarfod, fel aelod o'r cyhoedd neu i gymryd rhan yn y cyfarfod, rydych yn caniatáu i gael eich ffilmio ac i ddefnydd posibl y delweddau a'r recordiadau sain hynny gan y Cyngor.

**Y Gymraeg** Mae'r Cyngor yn croesawu cyfraniadau gan aelodau'r cyhoedd drwy gyfrwng y Gymraeg neu'r Saesneg. Gofynnwn gyda dyledus barch i chi roi 5 diwrnod o hysbysiad cyn y cyfarfod os dymunwch siarad yn Gymraeg fel y gallwn ddarparu ar gyfer eich anghenion.

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

- Gall pobl hŷn fyw bywyd da
- Pobl â mynediad i dai addas a fforddiadwy
- Pobl â mynediad a symudedd da

#### Pobl yn hyderus, galluog ac yn cymryd rhan

- Camddefnyddio alcohol a chyffuriau ddim yn effeithio ar fywydau pobl
- Teuluoedd yn cael eu cefnogi
- Pobl yn teimlo'n ddiogel

#### Ein sir yn ffynnu

- Busnes a menter
- Pobl â mynediad i ddysgu ymarferol a hyblyg
- Pobl yn diogelu ac yn cyfoethogi'r amgylchedd

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- Cynnal gwasanaethau sy'n hygyrch yn lleol

### Ein gwerthoedd

- **Bod yn agored:** anelwn fod yn agored ac onest i ddatblygu perthnasoedd ymddiriedus
- **Tegwch:** anelwn ddarparu dewis teg, cyfleoedd a phrofiadau a dod yn sefydliad a adeiladwyd ar barch un at y llall.
- **Hyblygrwydd:** anelwn fod yn hyblyg yn ein syniadau a'n gweithredoedd i ddod yn sefydliad effeithlon ac effeithiol.
- **Gwaith tîm:** anelwn gydweithio i rannu ein llwyddiannau a'n methiannau drwy adeiladu ar ein cryfderau a chefnogi ein gilydd i gyflawni ein nodau.

## Canllawiau Pwyllgorau Craffu Sir Fynwy

### Rôl y Rhag-gyfarfod

1. Pam mae'r Pwyllgor yn craffu ar hyn? (cefndir, materion allweddol)
2. Beth yw rôl y Pwyllgor a pha ganlyniad y mae Aelodau am eu cyflawni?
3. A oes digon o wybodaeth i gyflawni hyn? Os na, pwy allai ddarparu hyn?
  - Cytuno ar y drefn holi a pha Aelodau fydd yn arwain
  - Cytuno ar gwestiynau i swyddogion a chwestiynau i'r Aelod Cabinet

### Cwestiynau ar gyfer y Cyfarfod

#### Craffu ar Berfformiad

1. Sut mae perfformiad yn cymharu â blynyddoedd blaenorol? A yw'n well neu'n waeth? Pam?
2. Sut mae perfformiad yn cymharu â pherfformiad cynghorau eraill/darparwyr gwasanaethau eraill? A yw'n well neu'n waeth? Pam?
3. Sut mae perfformiad yn cymharu â thargedau penodol? A yw'n well neu'n waeth? Pam?
4. Sut y pennwyd targedau perfformiad? Ydyn nhw'n ddigon heriol/realistig?
5. Sut mae defnyddwyr gwasanaeth/y cyhoedd/partneriaid yn gweld perfformiad y gwasanaeth?
6. A fu unrhyw archwiliadau ac arolygiadau diweddar? Beth oedd y canfyddiadau?
7. Sut mae'r gwasanaeth yn cyfrannu at gyflawni amcanion corfforaethol?
8. A yw'r gwelliant/dirywiad o ran perfformiad yn gysylltiedig â chynnydd/gostyngiad mewn adnoddau? Pa gapasiti sydd i wella?

#### Craffu ar Bolisiau

1. Ar bwy mae'r polisi'n effeithio ~ yn uniongyrchol ac yn anuniongyrchol? Pwy fydd yn elwa fwyaf/lleiaf?
2. Beth yw barn defnyddwyr gwasanaeth/rhanddeiliaid? A ydynt yn credu y bydd yn cyflawni'r canlyniad a ddymunir?
3. Beth yw barn y gymuned gyfan - safbwynt y 'trethdalwr'?
4. Pa ddulliau a ddefnyddiwyd i ymgynghori â rhanddeiliaid? A wnaeth y broses alluogi pawb sydd â buddiant i ddweud eu dweud?
5. Pa arferion a dewisiadau a ystyriwyd wrth ddatblygu/adolygu'r polisi hwn? Pa dystiolaeth sydd ar gael i lywio'r hyn sy'n gweithio?
6. A yw'r polisi hwn yn cyd-fynd â'n hamcanion corfforaethol, fel y'u diffinnir yn ein cynllun corfforaethol?
7. A ystyriwyd yr holl oblygiadau datblygu cynaliadwy, cydraddoldeb a diogelu perthnasol? Er enghraifft, beth yw'r *gweithdrefnau y mae angen eu rhoi ar waith i amddiffyn plant*?
8. Faint fydd y gost hon i'w gweithredu a pha ffynhonnell ariannu sydd wedi'i nodi?
9. Sut bydd perfformiad y polisi'n cael ei fesur a'r effaith yn cael ei gwerthuso.

### Cwestiynau i'r Pwyllgor, i orffen ...

A oes gennym y wybodaeth angenrheidiol i ffurfio casgliadau/gwneud argymhellion i'r weithrediaeth, y Cyngor, partneriaid eraill? Os nac oes, a oes angen i ni:

- (i) Ymchwilio i'r mater yn fanylach?
- (ii) Cael rhagor o wybodaeth oddi wrth dystion eraill – Aelod Gweithredol, arbenigwr annibynnol, aelodau o'r gymuned leol, defnyddwyr gwasanaethau, cyrff rheoleiddio ...
- (iii) Cytuno ar gamau pellach i'w cymryd o fewn amserlen/adroddiad monitro yn y dyfodol...



## Report of Councillor Smith on Burials and Cremations

### Foreword

My interest in these issues began 9 or 10 years ago, when I became aware of neglected and unused chapels of rest in Monmouthshire cemeteries, leading me to wonder whether Monmouthshire County Council could provide a total bereavement service for residents.<sup>i</sup> Funerals can be expensive and it is a very trying time for the organisers. Some of those little chapels have since been renovated and are in use. My comments have been compiled from well over 100 articles which have appeared in The Times, The Abergavenny Chronicle, South Wales Argus, APSE (Association for Public Service Excellence) reports, and the BBC, over approximately 8 years.

### Background to the Inquiry and Terms of Reference

In 2016, an APSE report identified 60% of UK adults don't have a valid will, and 37% die having made no plans to pay for their funeral. APSE established an advisory group of staff, elected members and unions, to consider the commercial opportunities in bereavement services for councils. They concluded that councils were well placed to make a strong business case.<sup>ii</sup> Funerals are often a 'crisis' purchase: quick decisions about substantial expenditure are made at an incredibly emotional time. Funeral poverty is increasing: people unable to meet the costs involved are borrowing (including payday loans), taking on debt to pay. People have been known to sell possessions to cover funeral costs. It is a sad reflection on us all.

### Key Findings

#### Fees

- KF1)** In a decade (to 2016), Funeral directors increased fees over two thirds, cremation fees increased by 84%, inflation was 25%.<sup>iii</sup>
- KF2)** A 2016 report by MPs revealed that fees had increased by 300% in 20 years.
- KF3)** In 2018, funeral business was calculated as worth over £2bn in Britain, dominated by a handful of chains.<sup>iv</sup>
- KF4)** The Competition Marketing Authority's preliminary investigation wrote that "low-income households are disproportionately affected by high funeral prices," shelved plans for price control because of disruption to the funeral industry caused by the pandemic.<sup>v</sup>
- KF5)** The outcome of the CMA's investigations is due in 2021. Following a review of Pre-paid funerals by the Treasury, the Financial Conduct Authority will probably regulate the Industry in mid-2022.

## Report of Councillor Smith on Burials and Cremations

- KF6)** There is a big difference in prices between regions: Dignity offers a ‘Dignity Traditional Funeral’ which costs £5300 in Glasgow, £2600 in a Cheshire village, £4850 in Newcastle, and £3050 in south Wales.<sup>vi</sup>
- KF7)** The insurer Sun Life said average funeral prices have risen by £146 to £4,417 in the past year.
- KF8)** In February 2019, the National Association of Funeral directors required all of its members to publish full fees on the site [www.funerary.directory.co.uk](http://www.funerary.directory.co.uk), or their own websites, because of “shameful sales tactics.”<sup>vii</sup>
- KF9)** In 2018, approximately 15,000 public health funerals were held by local authorities for families who couldn’t afford to bury or cremate their deceased.
- KF10)** For mourners on benefits the government provides funeral grants capped in 2003 at £700, now approximately 17% of a funeral bill.
- KF11)** On the lowest income, funeral costs amount to 40% of a family’s annual outgoings – more than food, energy and clothing – leading to debt, credit cards, payday loans, individuals sometimes selling belongings.<sup>viii</sup>
- KF12)** There is a shortage of crematoria, approximately 315 in total in the UK.<sup>ix</sup>

### Councils

- KF13)** In 2019, councils were estimated to profit by £95m from funeral fees, with cremation, burial and mortuary services operating on an average profit margin of 43%.<sup>x</sup> Local authorities operate around two-thirds of Britain’s crematoria.<sup>xi</sup>
- KF14)** Many authorities, including Monmouthshire, are severely challenged over space for burials.<sup>xii</sup>
- KF15)** In 2013, a BBC study found that a quarter of cemeteries run by local authorities would be full by 2023.<sup>xiii</sup>
- KF16)** Many authorities and cemeteries are looking at how space can be re-used, and what is legally permissible. Highgate Cemetery in London is applying for an act of Parliament to cancel burial rights bought in the 19<sup>th</sup> century and never used, and to finance the upkeep of the cemetery.<sup>xiv</sup>

### Positive Exemplars

- KF17)** In 2017, Kettering Borough Council was the winner of the APSE ‘Best Cemetery and Crematorium Service’ award. Kettering has a crematorium, 8 cemeteries and 9 closed churchyards. The council carries out approximately 2000 cremations and 180 burials per annum. They took the initiative to do things themselves, and



## Report of Councillor Smith on Burials and Cremations

have now expanded into licensing for weddings to be operated at their establishments.

- KF18)** Cardiff Bereavement Service is an innovative total service, income-generating, customer-focussed, with a 99% customer satisfaction rating. It consists of a small team committed to assisting the bereaved, and meeting the needs of the community. They are the only south Wales holders of the Gold Standard for the Charter Of The Bereaved. In 2018, the service achieved the Heritage Green Flag for Cathays cemetery.<sup>xv</sup>
- KF19)** Wigan Council saved residents more than £500,000 in one year by working with local funeral directors to offer affordable funerals. Wigan Council saved £115m over 6 years by transforming services, rather than cutting them.

### New Services

- KF20)** 'Recompose' will open in the U.S.A. in 2021. It will accept bodies from anywhere in the world, and the family will receive back potting compost. Saving carbon, there are no embalming chemicals.<sup>xvi</sup> There has even been the suggestion to line roads with trees grown from interments.<sup>xvii</sup>
- KF21)** In 2018, a company in San Francisco, 'Tulip', started offering low cost, online, 'no frills' cremation services, at a cost of \$700; the average funeral cost in the US is \$6000.<sup>xviii</sup> Ashes are returned by post or personal delivery. In the UK, cremated remains cannot be posted legally, due to insurance restrictions.
- KF22)** Direct cremations average a cost of £1500, while average funeral costs are £3300-4300. Interestingly, as of 11<sup>th</sup> April 2020, enquiries for direct cremations were 50% higher than any other kind of cremation or funeral plan in the two weeks prior to that date (probably an impact from Covid-19.)
- KF23)** A Natural Undertaking is a service that can be tailored to each customer, for unique funerals.<sup>xix</sup>

### Administration

- KF24)** There are no standards for conduct or training to become a Funeral director: essentially, anyone can open their own funeral service.<sup>xx</sup>
- KF25)** The two biggest providers of funeral services are Co-Operative Funeral Care and Dignity (a listed company.)<sup>xxi</sup> Since the Shipman episode, there has been greater scrutiny of records before cremation takes place.<sup>xxii</sup>
- KF26)** A lot of red tape is associated with death. A good service that is offered by HM Revenue and Customs is 'Tell Us Once', an example of the public sector being more efficient than the private sector. It cuts out multiple calls to utilities, banks,

## Report of Councillor Smith on Burials and Cremations

etc. Banks offer a similar service – a Death Notification Service – which 18 banks and building societies are due to sign up to.

### Recommendations

- R1)** Identify what services MCC provides, as well as Registrar, Cemetery, Crematorium.
- R2)** Reconcile the Council's profits from crematoria with the Social Justice Agenda.
- R3)** The Competition and Markets Authority needs to make funeral costs transparent. The recommendation is for the Cabinet Member to write to them to request greater transparency around funeral costs, in order that the public can make informed decisions. The CMA is to resume enquiries.
- R4)** There is a need for greater awareness that everyone should make a will to avoid the additional distress families experience in the absence of a will. The public needs to be aware of the role which banks play: up to 1.5m families could be tied into wills written by banks, which is an unregulated service.<sup>xxiii</sup> The Council could lead a communications exercise to encourage the public to consider making an independent will.
- R5)** There is a need for cremation and burial planning to feature in the council's Local Development Plan and the council's Green Spaces strategies. The Local Development Plan is currently being renewed, which provides a timely opportunity to consider forward planning for burial services.
- R6)** Campaigners are pushing for reducing the distress placed on bereaved people through making repeated telephone calls to notify public service providers of a death. The government's 'Tell Us Once' initiative has made extraordinary progress and the awareness of this scheme should be communicated to the public by the Council.<sup>xxiv</sup>
- R7)** Organising a funeral is part of life's journey, however, we need to make it as easy and stress-free for the public as we can. This report provides examples of local authorities who have adopted the service and are providing a highly efficient service to its public which is self-sustaining and profit generating. This recommendation is for the Council to consider whether it can provide a better service to the public than existing providers by operating the service in-house.

---

<sup>i</sup> Abergavenny Chronicle, 9<sup>th</sup> October 2014

<sup>ii</sup> APSE February/March 2016

<sup>iii</sup> The Times, 30<sup>th</sup> November 2018

<sup>iv</sup> The Times, 1<sup>st</sup> April 2019

## Report of Councillor Smith on Burials and Cremations

---

- v The Times, 7<sup>th</sup> April 2019
- vi The Times, 12<sup>th</sup> March 2018
- vii The Times, 4<sup>th</sup> June 2019
- viii The Times, 25<sup>th</sup> February 2019
- ix The Times, 17<sup>th</sup> March 2016
- x The Times, 19<sup>th</sup> January 2019
- xi The Times, 19<sup>th</sup> January 2019
- xii Abergavenny Chronicle, 15<sup>th</sup> March 2018
- xiii The Times, 22<sup>nd</sup> May 2019
- xiv The Times, 29<sup>th</sup> September 2018
- xv APSE September 2019
- xvi The Times, 16<sup>th</sup> February 2020; 31<sup>st</sup> December 2018
- xvii The Times, 5<sup>th</sup> July 2019
- xviii The Times, 12<sup>th</sup> January 2020
- xix The Times, 4<sup>th</sup> September 2017
- xx The Times, 31<sup>st</sup> March 2016
- xxi The Times, 12<sup>th</sup> March 2018
- xxii The Times, 1<sup>st</sup> August 2012
- xxiii The Times, 20<sup>th</sup> June 2018
- xxiv The Times, 2<sup>nd</sup> May 2020

This page is intentionally left blank

## Monmouthshire's Scrutiny Forward Work Programme 2021

Strong Communities Select Committee				
Meeting Date	Subject	Purpose of Scrutiny	Responsibility	Type of Scrutiny
29 <sup>th</sup> April 2021	Monmouthshire's Local Toilet Strategy	To scrutinise progress on implementing Monmouthshire's Local Toilet Strategy prior to updating Welsh Government.	David Jones	Performance Monitoring
	Burials and Cremations Member Report	To consider a report produced by Councillor Val Smith in relation to burials and cremations.	Councillor Val Smith	Member Report
17 <sup>th</sup> June 2021	Welsh Language	To consider the annual report of the council's performance in embedding Welsh language.	Alan Burkitt	Performance Monitoring
29 <sup>th</sup> July 2021				
30 <sup>th</sup> September 2021				
18 <sup>th</sup> November 2021				
6 <sup>th</sup> January 2022				
10 <sup>th</sup> February 2022				
24 <sup>th</sup> March 2022				
19 <sup>th</sup> May 2022				

## ***Monmouthshire's Scrutiny Forward Work Programme 2021***

### **Future Agreed Work Programme Items: Dates to be determined**

- × Annual monitoring of Public Protection in May, a half year exception report, highlighting any gaps in service delivery, to be scheduled in November of each year.
- × Registrars Service ~ annual monitoring in May
- × Air Pollution Monitoring Report
- × Social Justice Policy
- × Open Space Review
- × Cremations and Burials

**Emerging issues/topics to be raised with the committee before inclusion ~ some reports to be received by email for comment rather than in-depth scrutiny**

## Cabinet, Council and Individual Cabinet Member Decisions (ICMD) Forward Plan

Monmouthshire County Council is required to publish a forward plan of all key decisions to be taken. Council and Cabinet items will only be considered for decision if they have been included on the planner no later than the month preceding the meeting, unless the item is considered urgent.

Committee / Decision Maker	Meeting date / Decision due	Subject	Purpose	Author	Date item added to the planner	Date item originally scheduled for decision
Council	01/10/23	LDP for Adoption		Mark Hand	23/01/20	
Council	01/02/23	LDP submission for examination		Mark Hand	23/01/20	
Council	01/07/22	LDP Deposit Plan endorsement for consultation	Endorsement of Deposit Plan	Mark Hand	23/01/20	
Cabinet	01/12/21	Review of Monmouthshire's Destination Management Plan 2017-2020	Purpose: to approve the revised Destination Development Plan	Matthew Lewis	22/09/20	
Cabinet	01/09/21	LDP Preferred Strategy endorsement post consultation		Mark Hand	20/05/20	
Cabinet	07/07/21	Active Travel Network Maps		Paul Sullivan	13/11/20	
Council	24/06/21	LDP Preferred Strategy endorsement for consultation		Mark Hand	21/09/20	
Cabinet	09/06/21	Budget Monitoring outturn report	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 2020/21 financial year	Peter Davies/Jon Davies	02/04/20	

Cabinet	09/06/21	Gilwern Site Developments		Marie Bartlett	23/05/21	
Cabinet	09/06/21	Shire Hall / Monmouth Museum – to consider the outcome of the feasibility study	To seek approval for Monmouthshire to play its part in accommodating and supporting a small number of asylum seekers as part of the vision for Wales as a nation of sanctuary	Matthew Lewis/Ian Saunders	05/02/21	
Cabinet	09/06/21	Abergavenny CRC (Racecourse Farm)	CM	Mike Moran	14/10/20	
Council	13/05/21	Climate and Decarbonisation Strategy and Action Plan		Hazel Clatworthy	14/04/21	
ICMD	12/05/21	A Nation of Sanctuary - Asylum Dispersal Scheme	To provide Council with an progress update on the Climate and Decarbonisation Strategy and Action Plan which was developed following the passing of a motion to declare a climate emergency.	Matt Gatehouse	19/04/21	
ICMD	12/05/21	Play Action Plan	Cabinet Member Richard John Report originally on Cabi	Matthew Lewis/Mike Moran/Ian Saun	16/03/21	
Cabinet	14/04/21	Leisure Centre Investments		Marie Bartlett	22/03/21	
Cabinet	14/04/21	Statutory Consultation to establish 4-19 school in Abergavenny		Cath Saunders	03/03/21	
Cabinet	14/04/21	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 6 held on 11th March 2021	Dave Jarrett	02/04/20	
Cabinet	14/04/21	Whole Authority Strategic Risk Assessment		Richard Jones	02/03/21	



ICMD	07/04/21	Strategic Procurement		Cath Fallon/P Murphy	09/03/21	
ICMD	24/03/21	SPG S106 Supplementary Planning Guidance	To Clarify how S106 contributions are calculated/ <b>deferred from 13/1/21 and 24/02/21</b> <b>deferred UFN</b>	Phil Thomas/Mark Hand	01/05/19	
Council	11/03/21	Appointments to outside bodies	To appoint a representative to the Wye Navigation Advisory Committee	Matt Gatehouse	08/02/21	
Council	11/03/21	Council Tax Resolution Report		Ruth Donovan	02/04/20	
Council	11/03/21	Treasury Strategy report		Jon Davies	15/12/20	
Council	11/03/21	Constitution Review		Matt Phillips	14/08/19	
Council	11/03/21	The Annual Pay Policy		Sally Thomas	11/02/21	
ICMD	10/03/21	disposal of land for consideration	Awaiting notification re inclusion DEFERRED UFN	by Cllr Murphy/ Ben Thorpe	09/02/21	
ICMD	10/03/21	Wye Valley AONB Management Plan 2021-26		Matthew Lewis/Richard John	10/02/21	
Cabinet	03/03/21	•EAS Business Plan		Sharon Randall Smith	21/09/20	

Cabinet	03/03/21	Final revenue and capital budget proposals		Peter Davies	21/09/20	
Cabinet	03/03/21	Social Justice Strategy Update		Cath Fallon	17/09/20	
Cabinet	03/02/21	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 5 held on 14th January 2021	Dave Jarrett	02/04/20	
Cabinet	03/02/21	Apprenticeship Pay Rates		Gareth James	08/01/21	
Cabinet	03/02/21	Outdoor Adventure Provision at Gilwern		Marie Bartlett	30/11/20	30/11/20
Cabinet	03/02/21	Proposed Disposal of MCC Cottages		Nicola Howells	15/12/20	
ICMD	27/01/21	Approval on Local Government (Wales) Act 1994 - The Local Authorities (Precepts) (Wales) Regulations 1995	Deferred from 13/1 to 27/1	Jon Davies		
Cabinet	20/01/21	•Draft revenue and capital budget proposals for consultation		Peter Davies	21/09/20	
Cabinet	20/01/21	Chippenham Mead Play Area, Monmouth		Mike Moran	15/12/20	
Cabinet	20/01/21	Play Area Assessments and Future Play Area Policy	to advise members of play area assessments carried out last year and suggest a rationalisation of provision	Matthew Lewis	22/09/20	

Cabinet	20/01/21	BUS EMERGENCY SCHEME (BES) – REQUEST TO ALL COUNCILS TO SIGN UP TO THE BES2 SCHEME		Roger Hoggins	24/12/20	
Council	14/01/21	Council Diary 2021/22		Nicola Perry		
Council	14/01/21	Council Tax Reduction Scheme		Ruth Donovan	07/04/20	
Council	14/01/21	Annual Safeguarding Report		Jane Rodgers	21/09/20	
ICMD	13/01/21	Minerals Regional Technical Statement Second Revision (RTS2)		Rachel Lewis	17/12/20	
ICMD	13/01/21	Museum Service Collection Review	To propose the deaccessioning of and disposal actions for the proposed items in line with Section 4 of the Museums Association Disposal Toolkit	Matthew Lewis/Rachael Rogers	22/09/20	
ICMD	13/01/21	Minimum Energy Efficiency Standards in the Private Rented Sector		Gareth Walters	15/12/21	
ICMD	13/01/21	Staffing Changes: Business Support	To seek approval for the voluntary redundancy of the Chief Executive's Personal Assistant, reducing the cost of administrative support arrangements for the senior management team and contribute to budget savings during the 2021-22 financial year./Paul Jordan	Matt Gatehouse	15/12/21	
Cabinet	06/01/21	Budget Monitoring Report - month 7 (period 2)	The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2020/21 financial year.	Peter Davies/Jon Davies	02/04/20	
Cabinet	06/01/21	RIPA Policy		Matt Phillips	21/10/20	

Cabinet	06/01/21	Gypsy Traveller Accommodation Assessment 2020		Mark Hand	23/06/20	
ICMD	23/12/20	Wye Valley AONB Management Plan 2020-2025	To approve the review of the Wye Valley AONB Management Plan 2020-2025 <b>Deferred awaiting new date</b>	Matthew Lewis	22/09/2020/	
Cabinet	16/12/20	Welsh Church Fund Working Group meeting	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 7 held on 3rd December 2020	Dave Jarrett	02/04/20	
Cabinet	16/12/20	Proposal to pause work on a proposed Development Company		Deb Hill Howells	21/10/20	
Cabinet	16/12/20	Local Housing Market Assessment Update		Mark Hand	04/11/20	
Cabinet	16/12/20	Growth Options to Cabinet for endorsement for non-statutory consultation		Mark Hand	21/09/20	
Cabinet	16/12/20	Review of school places in Caldicot town		Matthew Jones	21/10/20	
ICMD	09/12/20	Shire Hall/Monmouth Museum	Paul Jordan	Matthew Lewis	deferred from 11/11	
IMCD	09/12/20	Consultation on Local Government (Wales) Act 1994 - The Local Authorities (Precepts) (Wales) Regulations 1995	To seek Member approval of the proposals for consultation purposes regarding payments to precepting authorities during the 2021/22 financial year as required by statute.	Jon Davies		
IMCD	09/12/20	Council Tax base 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 2021/22 and to make other necessary related statutory decisions	Ruth Donovan	02/04/20	

Council	03/12/20	Corporate Joint Committee: Consultation Response'	To discuss and endorse a council response to consultation about draft regulations which will create four regional Corporate Joint Committees. These are a statutory mechanism for regional collaboration by local government.	Matt Gatehouse	16/10/20	
Council	03/12/20	Updated Asset Investment Policy		Peter Davies	21/09/20	
Council	03/12/20	Statutory Director of Social Services annual report		Julie Boothroyd	14/08/20	
Cabinet	02/12/20	InFuSe		Cath Fallon	10/11/20	
Cabinet	02/12/20	Clydach Ironworks Enhancement Scheme Revision/S106 Funding, Cae Meldon		Matthew Lewis	22/09/20	
ICMD	25/11/20	Homeseach Allocations Policy and Amendments	INCLUDED ON 11/11 AGENDA	Louise Corbett	22/10/20	
ICMD	11/11/20	WELSH LANGUAGE COMMISSIONER'S MONITORING WORK 2019-20		Matt Gatehouse		
ICMD	11/11/20	LDP Annual Monitoring Report/ and Annual Performance Report for Planning Service		Rachel Lewis/Phil Thomas	19/10/20	
ICMD	11/11/20	Housing Register Review		Mark Hand	23/06/20	
Cabinet	04/11/20	Outdoor Adventure Service		Marie Bartlett/Ian Saunders	13/10/20	

Cabinet	04/11/20	Public Service Ombudsman's annual letter	To provide Cabinet with a copy of the Public Service Ombudsman's annual letter to inform understanding of the council's performance in handling complaints	Matt Gatehouse	09/09/20	
Cabinet	04/11/20	Welsh Church Fund working group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 4 held on 22nd October 2020	Dave Jarrett	02/04/20	
Cabinet	04/11/20	Three Fields Site Magor – Lease Arrangements		Mike Moran	14/10/20	
Cabinet	04/11/20	Coronavirus Strategic Aims: Progress and Next Steps	To provide an overview of progress against the strategic aims set by Cabinet in July, and communicate an updated version of the plan on a page	Matt Gatehouse	26/08/20	
Cabinet	04/11/20	Section 106 Funding – The Hill, Abergavenny		Mike Moran	20/02/19	
Council	22/10/20	Corporate Plan Annual Report 2019/20		Richard Jones	25/08/20	
Council	22/10/20	MCC Audited Accounts (formal approval)	To notify Council of completed Audit process and resultant accounts - To go to Audit Committee	Peter Davies/Jon Davies	02/04/20	
Council	22/10/20	ISA 260 report - MCC Accounts - attachment above	Deferred from september	Peter Davies/Jon Davies	02/04/20	
Council	22/10/20	Future Data Hall and Data Hosting Arrangements		Peter Davies	16/09/20	
Council	22/10/20	LDP revised Delivery Agreement including LDP timetable and community involvement strategy		Craig O'Connor	03/07/20	

Cabinet	21/10/20	Revenue and Capital Monitoring 2020/21 Forecast Outturn Statement – Month 5		Peter Davies	16/09/20	
Cabinet	21/10/20	MTEP and Budget Process 2021/22 to 2024/25		Peter Davies	16/09/20	
Cabinet	21/10/20	Review of Garden Waste Service		Laura Carter	23/07/20	
ICMD	14/10/20	PUBLIC TOILET PROVISION - GRANTS TO LOCAL COUNCILS AND FUTURE PROVISION IN ABERGAVENNY	DEFERRED	Roger Hoggins	25/09/20	
ICMD	14/10/20	Closure of Capita Gwent Consultancy and distribution of Reserves		Roger Hoggins	25/09/20	
ICMD	14/10/20	Extension of PSPO	To seek approval to extend three Public Spaces Protection Orders (PSPO) in respect of Bailey Park,	Andrew Mason	23/09/20	
Cabinet	07/10/20	Future Data Hall and Data Hosting Arrangements		Peter Davies	16/09/20	
Cabinet	07/10/20	Welsh Church Fund Working Group	The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2020/21 - meeting 2 held on 28th July 2020 and meeting 3 held on 10th September 2020.	Dave Jarrett	02/04/20	
Cabinet	07/10/20	Future Provision of HWRCs including the closure of Usk recycling centre		Carl Touhig	14/09/20	
ICMD	23/09/20	SCM Collaboration with TCBC Heritage Services		Amy Longford	24/08/20	

ICMD	23/09/20	SCM Collaboration with TCBC Heritage Services		Amy Longford	24/08/20	
Council	10/09/20	Audit Committee Annual Report		Philip White	11/08/20	



## Monmouthshire Select Committee Minutes

Meeting of Strong Communities Select Committee held at Remote Meeting on Thursday, 4th March, 2021 at 10.00 am

### Councillors Present

County Councillor L.Dymock (Chairman)

County Councillors: D. Batrouni, V. Smith, R. Edwards, M.Groucutt, M. Powell

Also in attendance County Councillors: J.Pratt, Cabinet Member for Infrastructure and Neighbourhood Services

### Officers in Attendance

Hazel Ilett, Scrutiny Manager  
Robert McGowan, Policy and Scrutiny Officer  
Alan Burkitt, Policy Officer Equalities and Welsh Language  
Carl Touhig, Head of Neighbourhood Services  
Mark Hand, Head of Place-making, Housing, Highways and Flood  
Paul Keeble, Group Engineer (Highways and Flood Management)  
Steve Lane, County Highways Operations Manager  
Sueanne Sandford, Project Engineer - Strategy

**APOLOGIES:** County Councillors A. Easson, J.Treharne and A. Webb

### 1. Declarations of Interest.

Councillor Batrouni declared an interest as the Senior Analyst on European Legislation for the Ministry of Justice, and the Citizen's Rights organisation attached to it.

### 2. Open Public Forum.

No members of the public were present.

### 3. Scrutiny of the Strategic Equality Plan (SEP) Annual Report 2019-20.

Alan Burkitt presented the report and answered the members' questions.

#### **Challenge:**

*This strategy is linked to 8 others – should they all be condensed and more focussed? Is this plan the overarching one, or is it the Social Justice Strategy? In what way do the two plans 'dovetail'?*

Under the Equality Act 2010, we have a responsibility to produce this strategy. A lot of good work is taking place on this agenda, but it is indeed difficult for the work to 'dovetail'; 'overlapping' would be a better description. They could possibly gel more, yes. But we talk together as groups, so there is positive interaction, and the work is discrete. We could work more on linking together, and we should bear that in mind. Perhaps the work isn't structured quite as neatly as it could be, but that reflects how keen we are to do so much work.

*The work on Poverty and Inequality seems to happen after finances have been thought through. To what extent does this Strategic Equality Plan, or the Social Justice Strategy, influence the budget-setting process in the beginning?*

The assessment document looks at protected characteristics, ensuring that when we make decisions, people with those characteristics aren't disadvantaged. We tend to produce these documents when a report is going to Cabinet or Council, rather than using them to shape the process early on. It shouldn't be that way, as the assessment is then tailored to the decision i.e. at the end of the process, when it is less effective. In terms of the SEP, it's not the plan itself, it's the safeguards within the Equality Act. The EQIA should be the process by which we seek not to disadvantage people. As an organisation, we need to start looking at that document at an earlier stage.

*Page 19 refers to the European Union Settlement Scheme. It's become clear that children in care and elderly EU citizens are over-reliant on local authorities to apply for them. How many EU national children are in our care and how many elderly EU nationals are in our care homes?*

I don't know. It's a very good question but I don't work closely enough in that level of detail. Shaz Miah (Community Cohesion Officer) might have answers, or would be the person to carry out the necessary work.

*Potential overlap is actually important, as most things do overlap and almost nothing can be separated into different compartments.*

Yes, it is difficult to separate matters. A lot of good work is happening, with a high level of commitment, and the different groups engage with each other in order to cross over but not double up. The most important thing is for us not to miss anything.

*We need to think more about how we present reports – the use of coloured prints is difficult for some people to cope with.*

Yes, this is something the Accessibility survey is going to look at. The RNIB says that Arial font, size 12 should be used, and to ensure there are contrasting colours. We will mention this in the upcoming meeting with the website designers.

*The Access For All forum initially had a good take-off – what is its current state?*

Yes, the late Jenny Barnes' CAIR (Contact, Action, Inform, Represent) was the driving force – this morphed into Access For All because we wanted to get greater engagement. The forum hasn't met for a while but is due to meet shortly, chaired by Tony Crowhurst. There was a well-attended meeting in Torfaen recently. Many members retired from CAIR after Jenny died but there is still a very active disability group in Abergavenny. It is important to have such external scrutiny and input of what we are doing. Online meetings will be beneficial and should encourage attendance.

### **Chair's Summary:**

Councillor Batrouni questioned whether 8 objectives are the most efficient way of working, and how do they fit around the Social Justice strategy, and if plans overlap, whether work is duplicated. He also has concerns around finance, feeling that it might have been an

afterthought, and stated that the budget doesn't reflect our strategic plan. He questioned at what point the Equality and Social Justice plan affects the budget from the start. He also asked a question about the European Settlement Status, and wanted to know how many EU Nationals suffering from cognitive problems are in care homes – the Chair will email Shaz Miah with this question following the meeting.

Councillors Powell and Edwards stated that sometimes overlapping in work can't be avoided. Councillor Smith highlighted some typos in the report and noted that the coloured prints in reports can be difficult for some users. She also requested an update on the status of Access for All. On that point, Councillor Pratt informed members that she attended the meeting chaired by Torfaen yesterday, with Officer Burkitt. She stated that it is very valuable and she would like to engage more, to hear the issues faced by the disabled community. She is keen to build strong communication, and wishes to give it her full support.

#### **4. Update on issues the Highways Maintenance Department has faced during the Covid-19 pandemic and the forward direction for this service (report to follow).**

Carl Touhig presented the report and answered the members' questions with Steve Lane and Mark Hand.

##### **Challenge:**

*The reverse of budget cuts in this area is welcome. Is the problem of people parking on greens and loosening the soil and mud a general one, and how can we stop it?*

Yes, parking on verges was a problem in Magor, with mud then pushed across the top of the drains. It is a general problem across the county. Also, larger vehicles use the lanes, pushing mud into the drains – so the problem is both urban and rural. We will speak to Parking Enforcement to see if we can stop parking on the verges, though it is also a matter for police. Parking is becoming increasingly difficult for residents, as the roads weren't designed with so many cars in mind. We need to do more work on education and raising awareness of the problems caused by incorrect parking.

*When we cut grass, it goes everywhere – will we now collect it?*

Last year, we started 'Cut and Collect' in some areas, to take the goodness out of the grass and support wildflower growth. Historically, we have done 'Cut and Fly' i.e. cutting the grass and leaving it in situ – we recognise that the grass then blows around. The idea with 'C&C' would be that the sweeper would work closely with the gully-sucker and some of our other maintenance issues. So whether we're cutting hedges back or cutting grass, the sweeper could be in the same area to clear it up. We would hope to collect sooner than a week later.

*It is good to hear that the drains in Whitehall Lane are being addressed – both sides have been blocked for years, undermining the road surface.*

We try to be proactive and focus our work, ensuring that we are keeping the road safe. Any material left on the road can end up in the gully. The drains are designed to have a sump so, technically, each drain has a sump at the bottom. The heavy material falls into that sump, and the water goes out of the pipes. The problem is that if we don't empty the sumps quickly and

often enough then the heavy debris gets into the pipes and into the outflows. Highways doesn't put any mud or clippings on the road – that is third parties. The responsibility is on the third party leaving the debris to clear it, though we can help and support by programming our work. Enforcement is a long way off, unfortunately. With this project, after 4 years, we will have a network with which we can target our maintenance i.e. empty the gully at Whitehall Lane more regularly than one in, say, a town centre.

*The workforce doesn't seem to be there to address all of these problems – do we take on apprenticeships?*

Last year, we took on five new workers with engineering backgrounds, who are all inputting to the work being discussed. It is a financial tightrope: we have to support those staff members by bringing in income from outside e.g. for every pound spent to fill a pothole, we have to bring in a pound of income to pay for that tarmac. 18 months ago, we took on 2 cadets who are going through a 2-year training regime. They are very capable and enthusiastic; we hope to bring them on into the team.

*Many problems are on the trunk roads, which are the responsibility of Welsh Government. Do we have any powers to push them to get something done?*

We work closely with SWTRA, managing some of the maintenance contracts for them in this area. We will raise these concerns with their officers when we next speak to them. There has been a lot of flooding on the Llanellen bridge and other roads that they maintain, so we know it's an issue, and we hope to do something on those main routes. As we do the maintenance for SWTRA, we have some input to the priority list though, equally, they are struggling as much as we are in financial terms, and they are trying to cover the whole network in Wales, which includes even bigger priority roads. They are looking at a similar programme now of monitoring all of their assets for the same code – perhaps we could trial something between the both of us.

*The report attempts to undo the damage done by austerity, returning to the previous position. It says that position is inadequate given climate change etc. Are we planning for the future, and drains that in the longer term are fit for purpose?*

It is partly due to a lack of funding and trying to work to the new code of practice and a risk-based assessment. We know that we have had dis-investment in Highways operations and we have had to make savings. At some point, we do need to re-invest in service delivery. I'm not sure we're inadequate in what we deliver but there is now the challenge with increased rainfalls adding to the problems, and making things more difficult for us to keep the network free flowing. The reactive/proactive scheme works very well, but with 3 or 4 storms back-to-back, it is very hard to get on top of this work with the two vehicles that we have. We are asking for additional investment, therefore.

Regarding future planning of drains and flooding, the requirement for all new developments to incorporate sustainable urban drainage schemes (SUDS) is in place. As things come through, you will see some of those things being implemented. It will require something of a culture change because a lot of that is about surface water being dealt with on site, rather than draining off into drains. So gullies, roadside drains and lagoon features will start to appear on development sites. During adverse weather, they will be full of water, which might alarm some

residents, but they will be doing exactly what they are designed to. Those regulations apply to lots of schemes: town centre regeneration, highways, etc. So we are planning for drainage that will work in the longer term.

*Is the current drainage system, which can't deal with increasingly bad weather, therefore being written off?*

The system is designed to deal with 1-in-10 year floods. We have seen 5 such floods in the last 18 months. Providing we keep on top of the drainage system's maintenance, the system will manage reasonable amounts of rain. I'm not sure that the rivers will cope with the increased rain during larger events – if that's the case, it is unlikely that a culvert or road drain will do so. I'm not sure about dredging the rivers either. What we want to do is to ensure that the systems are working to their optimum, all the time. That should keep the rainwater off the roads in normal events, and when there is a strong rain event, at least we will know that the system is taking everything it can at that point, before possibly overflowing.

If investigations of flood events reveal a problem with a gully or pipe being ineffective, then that would be picked up in the study and recommendations for those improvements to be made. That hasn't been the case so far. One investigation looking at an outfall system is due to be published in a few weeks' time, but the problems up until now have mainly been about the volume of rainfall, and ground being saturated. We do have areas of our settlements and road networks that lie in flood plains, and part of a flood plain's purpose is to flood, so we would have to ensure that any works put in don't prevent the flood plain from operating.

*Infrastructure is the most important service, and we have let it go for years. It is correct to prioritise the priority routes but there is the rest of the infrastructure to consider.*

The additional machine would be for priority routes, freeing up the other 2 machines for the other routes. The town centres generally do the town centres and more urban areas; the larger machine would do the main roads. We have suggested withdrawing one of the small town sweepers in the south of the county. One of the rationales for this is that we are seeing a reduction in litter complaints, though that litter could in fact be going down the drains. So we need to look at that again, in light of this report.

*Will you work with town and community councils to identify where problems are?*

We are more than happy to attend Town and Community councils to discuss matters. We know where the 25,000 drains are across the county; plotting them with the machinery allows us to pinpoint everything, and which works need to be done in the future. The code of practice is about scheduling works for the future on a risk-based assessment. By plotting the drains, we can overlap them with flooding detail, and other information.

*Can we use mulching machines?*

We bought 2 additional mulchers in the grounds maintenance section to mulch the grass back in, along with 2 additional collection mowers to take out grass and encourage wild flower growth.

*When we look at potholes, do we double task i.e. the report comes in, then someone goes out to assess it, before dealing with it?*

We try to keep on top of all the potholes and drains but it is a difficult challenge with our resources. Currently, unless there has been an accident, we react by sending a team to deal with the issue and are able to repair the pothole. If the team is concerned about the overall condition of the road, they report that back and we go out to make that more general assessment. So we react first, then step back and consider what else we can do. If the work will be too expensive or take too long, we speak to Strategy for them to programme and identify the need in greater detail.

*We currently have a lot of advertisements for road closures in the local paper – are these always necessary, and what do they cost?*

We have to advertise traffic regulation orders, such as road closures, in the press, bilingually. Welsh Government has waived that if we have to do emergency actions, but overall we are required to do those notices. We will have to check on the exact cost to us of placing the adverts.

*Litter is a big problem. What is the answer to it?*

We have a big education programme now running for litter that came through this committee around 18 months ago. We have joined with the campaign being run by Keep Wales Tidy to tackle vergeside litter – this is now recognised across the UK as being one of the main problems. Hopefully some additional legislation can come in for us to fine drivers who litter. It is a big problem for drains, as it doesn't take a lot of litter to cause a blockage. The additional sweeper will make a difference, though it shouldn't have to be the case that it is used to deal with litter.

*There are many upset residents in Undy, regarding the closure of Elms Lane. Do road closure permits always have to be for 18 months?*

The Highways team would be better placed to answer this.

*What is the fuel for the proposed new vehicles?*

We have trialled electric on the larger vehicles but they haven't been quite at the standard required. We are also continuing work into hydrogen. It is likely that the next fleet we have will be diesel-powered but for smaller vehicles like vans, we are bringing in a lot of electric. We are about to procure Welsh Government funding for electric refuse vehicles – they seem to be on the market more than sweepers and gully-suckers. We have looked at electric vehicles for the Jetter: at the moment, everything is focussed on cityscapes, where a Jetter can empty a lot of gullies in a small radius from the depot. We greatly exceed the current limit of these machines of 17 miles for 7 hours.

### **Chair's Summary:**

Councillor Batrouni agreed with the report. He questioned whether parking on greens, and the resultant loosening of mud, contributes to blocked drains, and how we could stop it. He has received a number of complaints that we do not collect grass cuttings in spring and summer.

Councillor Edwards also raised concerns about long grass in drains and recommended that grass be cut more often. She also highlighted that improved programming of hedge cutting and

road-sweeping scheduling would be a huge benefit, especially in the countryside. She highlighted issues in Whitehall Lane and questioned whether we recruit apprentices to the team; Carl Touhig confirmed that there are 5 new starters with engineering backgrounds. The Councillor noted that it would be good to encourage women into this area. She raised concerns about out-of-county people littering the countryside with excessive signage.

Councillor Powell asked if we have any power to encourage Welsh Government to carry out maintenance on trunk roads. Councillor Groucott suggested that the previous systems were inadequate and asked if we are planning adequate ones for the future.

Councillor Smith, with regard to Recommendation 2.4 (identifying drainage), suggested that we work with town and community councils, including contacting local councils directly with a map, asking for problem drains to be located. She also questioned why we don't use mulching machines and asked, regarding potholes, whether we double-task with inspections and executing the work. She raised a point about better communication with landowners regarding hedge removals, and questioned the cost of notices in the papers informing the public about road closures; officers will come back to the committee with precise costs. She also asked about the fuel for the new vehicles, and suggested that a note be put in the report explaining why, so the public knows we are still considering the climate.

**5. To confirm the minutes of the previous meeting.**

The minutes for 28<sup>th</sup> January 2021 were confirmed and signed as an accurate record.

**6. Strong Communities Select Committee Forward Work Programme.**

Public Toilet Strategy will be considered at the next meeting in April.

**7. Cabinet & Council Forward Work Programme.**

**8. Next Meeting: Thursday 29th April 2021 at 10.00am.**

The meeting ended at **11.43 am**

This page is intentionally left blank