

**Minutes of the meeting of Monmouthshire County Council held  
at County Hall, Usk on Thursday 15<sup>th</sup> May 2014 at 2.00 p.m.**

**PRESENT:** County Councillor J. Prosser (Chairman)  
County Councillor B. Strong (Vice Chairman)

County Councillors: D. Batrouni, Mrs. D. Blakebrough, G.C. Burrows, R.F. Chapman, P.R. Clarke, D.L.S. Dovey, G.L. Down, A. Easson, D.L. Edwards, Mrs R.M. Edwards, D.J. Evans, P.S. Farley, P.A. Fox, R. J. W. Greenland, Mrs. L. Guppy, Mrs. E. J. Hackett Pain, R.G. Harris, R.J.C. Hayward, M. Hickman, R.J.Higginson, P.A.D. Hobson, G. Howard, S.G.M. Howarth, D.W.H. Jones, Mrs. P. Jones, Ms. S. Jones, S.B. Jones, R.P. Jordan, J.I. Marshall, P. Murphy, Mrs. M. Powell, Mrs. V.E. Smith, B. Strong, Mrs. F. Taylor, A.C. Watts, Mrs. P.A. Watts, Mrs. A.E. Webb, Mrs S. White and A.M. Wintle.

**OFFICERS IN ATTENDANCE:**

Mr P. Matthews	Chief Executive
Mr S.M.W. Andrews	Monitoring Officer
Ms K. Beirne	Chief Officer Regeneration and Culture.
Ms G. Cox	Service Manager, Children's Services.
Mrs. T. Harry	Head of Democracy and Regulatory Services
Ms S. McGuinness	Chief Officer, Children & Young People.
Mr W. Mclean	Head of Policy and Engagement.
Mrs J. Robson	Head of Finance/Section 151 Officer
Mrs E. Tapper	Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from County Councillor J.E. Crook, J. George and K.G. Williams.

Apologies for absence were also received from Mr S. Burch, Chief Officer, Social Care and Health.

**2. CHAIRMAN'S ANNOUNCEMENTS AND PETITIONS**

- The Chairman informed the Council that an invitation would be extended to a Monmouthshire cadet to attend future Council meetings as his guest.
- The Cabinet Member for Highways informed the Council that a deck abutment on bridge 898 on the R136, Caerwent to Dewstow Road had been severely scoured on 14<sup>th</sup> May 2014, leaving the bridge deck unsupported and dangerous on one side. We heard that an engineer was due to meet with a contractor to arrange temporary repair works to enable the bridge to reopen to light traffic. Following completion of the temporary remedial works a further assessment would be undertaken to establish the long term stability of the structure and the permanent repair required.

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**3. DECLARATIONS OF INTEREST**

County Councillor P.R. Clarke declared a personal interest pursuant to the Members Code of Conduct, Local Government Act 2000, as personal acquaintance of applicant. Minute item 16: Standards Committee Appointment of Community Committee Member

County Councillor D.L.S. Dovey declared a personal, non – prejudicial interest pursuant to the Members Code of Conduct Local Government Act 2000, within the capacity of governor at Mounton House School. Minute item 23: Annual Report Chief Officer Children and Young People – Additional Learning Needs.

County Councillor P.A. Fox declared a personal, non – prejudicial interest pursuant to the Members Code of Conduct Local Government Act 2000, with regard to Mounton House School. Minute item 23: Annual Report Chief Officer Children and Young People.

County Councillor A. Easson declared a personal, non – prejudicial interest pursuant to the Members Code of Conduct Local Government Act 2000 within the capacity of governor at Ysgol Y Ffin. Minute item 23: Annual Report Chief Officer Children and Young People – School Budgets.

**4. MINUTES**

We resolved that the minutes of the meeting of the County Council held on 10<sup>th</sup> April 2014 be approved as a correct record and signed by the Chairman, subject to the following amendments:

• **Present (page 1):**

Request to add County Councillor Peter Clarke to the list of Members present.

• **Item 4 Minutes (page 2):**

Amend “*Page 8 - County Councillor L Guppy declaration of interest. Delete Monmouthshire Comprehensive School change to Ysgol Y Fin*” to read:

Page 8 – County Councillor L. Guppy declaration of interest. Delete **Monmouth Comprehensive School change to Ysgol Gyfun Gwynllyw.**

• **Item 7 Notice of Motion (page 4):**

Amend “*Council were asked to endorse motion and call on Welsh Government to implement marine litter strategy*” to read:

“Council was asked to endorse **the** motion and call on Welsh Government to implement **the** marine litter strategy. **The motion was carried unanimously.**”

County Councillor G.L. Down requested confirmation that the Minister had been contacted regarding progress against the pilot scheme for coast care officers, tidy towns and the action plan. The Democratic Services Officer agreed to clarify.

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Amend *“It was highlighted that the motion related to the implementation of a marine strategy and it was hoped that sensitive habitat and funding issues would be addressed”* to read:

“It was highlighted that the motion related to the implementation of a marine **litter** strategy and it was hoped that sensitive habitats and funding issues would be addressed”

**Item 8 Recommendation from Cabinet: Caldicot 3G Pitch Project (page 8):**

*“In response to member concerns, we were informed that infrastructure support was acceptable use of S106 monies. The course of action for Magor/Undy related to community developed scheme with MUSLA and bids had been submitted to the big lottery fund. Whole place plan and mechanisms were in place to progress the issues”*

“In response to member concerns, we were informed that infrastructure support was acceptable use of S106 monies. The course of action for Magor/Undy related to community developed schemes with MUSLA and bids had been submitted to the big lottery fund. Whole place **planning and mechanisms are currently not in place but need to be implemented”**

County Councillor R.F. Chapman requested an update regarding concerns expressed by CAIR at the lack of service provision for profoundly disabled children and young adults within Monmouthshire. Councillor Chapman expressed concern that unless the issue was addressed the quality of life vulnerable people would continue to deteriorate. The responsible Cabinet member noted the comments and would seek to provide a response.

County Councillor F. Taylor expressed concern that previous requests for the inclusion of an action sheet with Council agendas had yet to be implemented.

County Councillor D. Blakebrough requested that the page numbering on hard copy Council agendas corresponded with the electronic versions.

**6. ELECTION OF LEADER AND NOTIFICATION OF LEADER DELEGATIONS  
(CABINET APPOINTMENTS)**

County Councillor R.J.W.Greenland moved that County Councillor P.A.Fox be elected as Leader of the Council. This was duly seconded by County Councillor P.Murphy.

County Councillor R.J.W. commended the work of Councillor P. A. Fox, stating that he possessed the attributes of a successful, committed and compassionate Leader and was well respected by officers, staff and elected members.

On being put to the vote, the following votes were cast:

For County Councillor P.A.Fox: 23 votes

Abstentions: 17

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We resolved that County Councillor P.A.Fox be elected as Leader of the Council. Councillor Fox expressed thanks to the Council for his re – election stating that it was a privilege to lead Monmouthshire County Council.

The Leader referred to the need to be innovative and to adapt to change and opportunity in order to meet the challenges facing the Authority and its citizens.

The Leader announced that Cabinet portfolios and personnel would remain unchanged until further notice:

R.J.W. Greenland: Innovation and Enterprise  
(Deputy Leader)

P.A.D Hobson: Community Development and Total Place  
(Deputy Leader)

E.J. Hacket Pain Schools and Learning

G. Howard Environment, Public Services and Housing

G. Burrows Social Care, Health and Leisure

P. Murphy Resources and Performance

S.B. Jones County Operations

The Leader expressed sincere thanks to his Deputy Leaders and Cabinet for their support and dedication. The Leader commended officers and staff and stated that the coalition administration had proved positive.

The Council supported the Leader in offering deepest condolences to County Councillor S. Howarth and his family following the passing of his mother.

County Councillor A. Easson also conveyed condolences to the family of the late Leader of Rhondda Cynon Taff County Borough Council. These were echoed by the Council.

The Leader and the Council wished County Councillor Kevin Williams a full and speedy recovery.

**8. REPRESENTATION OF POLITICAL GROUPS**

The Council was required to review at, or as soon as practicable following, the Annual Meeting, the representation of different political groups on the bodies to which the Council makes appointments.

The Monitoring Officer proposed that Council consider reducing the size of Select Committees.

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Option 1 (84 seats)

<b>Committee</b>	<b>Cons</b>	<b>Lab</b>	<b>Lib Dem</b>	<b>Ind</b>
Select (x4) (11)	20	11	3	10
Licensing & Regulatory (12)	5	3	1	3
Planning (16)	7	4	1	4
Democratic Services (12)	5	3	1	3
Aggregate Entitlement (76)	37	21	6	20

Option 2 (76 seats)

<b>Committee</b>	<b>Cons</b>	<b>Lab</b>	<b>Lib Dem</b>	<b>Ind</b>
Select (x4) (9)	17	9	2	8
Licensing & Regulatory (12)	5	3	1	3
Planning (16)	7	4	1	4
Democratic Services (12)	5	3	1	3
Aggregate Entitlement (76)	34	19	5	18

- Concern was expressed that a reduction in Select Committee representation would negatively impact the development of a robust scrutiny system. It was critical that scrutiny should hold the Executive to account.
- Members should demonstrate commitment to scrutiny.
- A reduction in the size of select committees should feature in a wider review of scrutiny and provision made for an increase in the number of Task and Finish groups to scrutinise specific issues in detail.
- Lack of attendance at Select Committees was a persistent problem a reduction from 11 members to 9 may help to resolve this issue. It would also reduce the number of members required for quorate meetings.
- A more flexible approach to the timing of committee meetings would maximise opportunity for attendance by students and working parents. The provision of an on – site child care facility would be welcomed.  
A change in culture was needed in order to enable elected members to balance outside body commitments with scrutiny committees.

The Chairman stated that within his capacity as Scrutiny Champion some of these issues would be raised during a meeting with the Scrutiny Manager.

County Councillor P.A. Fox moved to reduce the size of select committees from 11 members to 9. This was seconded by County Councillor R.J.W. Greenland.

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County Councillor A. E. Easson moved an amendment to the original motion, seconded by County Councillor V. E. Smith to retain the current size of select committees.

On being put to the vote the following votes were cast:  
In favour of County Councillor Eason's amendment: 11  
Against: 29

The Council proceeded to vote on the original motion to reduce the size of select committees from 11 to 9.

On being put to the vote the following votes were cast:  
In favour of the motion: 29  
Against: 8  
Abstentions: 1

The motion to reduce the size of select committees from 11 to 9 members was duly carried.

We resolved:

1. That the report and appendices be accepted as a review under Section 15 of the Local Government and Housing Act 1989.
2. That ordinary committees be appointed with the numbers and adjustments indicated in option 2.

## **9. APPOINTMENT OF SELECT COMMITTEES**

The report set out the terms of reference for Select Committees, which had been agreed by the previous Council.

We resolved:

(1) That the following Select Committees be appointed with the terms of reference set out below. Committee membership to be notified by the political groups:

### **Economy and Development Select Committee (9 members)**

#### **Terms of reference**

To undertake overview and scrutiny in line with statutory responsibilities on the following:

- Budget Scrutiny, performance scrutiny and risk monitoring
- To review, constructively challenge and hold the Council and other relevant public bodies and partner organisations to account in addressing key priorities through the planning and delivery of services to ensure that they are

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responsive to the needs of businesses, residents and visitors and promote economic activity, including:

- Scrutiny of the Management of Regeneration and Culture Directorate.
- Strategic economic development, place shaping and enterprise.
- Promoting and sustaining economic growth.
- Job creation and ensuring opportunities for skills and vocational training.
- Public Health, Environmental Health and Trading Standards.
- Public realm – Culture, libraries, museums and theatre.
- The Planning Function – Building Control, Development Control, Local Development Plans, Economic Development and Housing.
- Scrutiny of collaborative initiatives such as the Shared Resource Service (SRS) and CMC2 and any others as appropriate.
- Procurement.

**Strong Communities Select Committee (9 members)**

**Terms of reference**

To undertake overview and scrutiny in line with statutory responsibilities on the following:

- Budget Scrutiny, performance scrutiny and risk monitoring
- To review, constructively challenge and hold the Council and other relevant public bodies and partner organisations to account in addressing key priorities through the planning and delivery of services to ensure that they are responsive to the needs of residents and promote their safety and well-being.
- To ensure the Council supports the development of new and sustainable communities and supports the resilience of existing communities through Local area co-ordination.
- To review and improve the Council's links with the Voluntary Sector.
- To scrutinise the delivery of the Single Integrated Plan, allocating specific scrutiny areas to other select committees where appropriate.
- To scrutinise key services provided in partnership to local communities to ensure effective multi-agency action is delivered, including amongst others:
  - Infrastructure and networks.
  - Highways (including SWTRA), Transport and Traffic Management.
  - Street Lighting.

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- Waste Management.
- Community Safety.
- Estates and Sustainability.
- Facilities and Accommodation Management.
- Citizen Engagement.
- Community Safety.
- Chief Executive Function.
- Revenues, Council Tax, Non-Domestic Rates and Finance.
- Corporate Costs / Levies.
- Appropriations (including external debt costs from earmarked reserves, costs resulting from fixed asset disposal).
- Financing (including core funding from WG, council tax income).

**Children and Young People Select Committee (9 members)**

**Terms of reference**

To undertake overview and scrutiny in line with statutory responsibilities on the following:

- Budget Scrutiny, performance scrutiny and risk monitoring
- To review, constructively challenge and hold the Council and other relevant public bodies and partner organisations to account in addressing key priorities through the planning and delivery of services to ensure that services are relevant and responsive to the needs of young people and promote their health and well - being, including amongst others, the following relevant areas:
  - Safeguarding Children, including social care and health, services for vulnerable children and families, Child Protection, Children in Public Care, Home Finding, Family Centres and Aids & Adaptations for disabled children.
  - Youth Justice and youth offending service.
  - Youth clubs and leisure facilities for young people.
  - Special Support Services, Pupil Support Services.



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- Education, including School Performance Management, Resource Management, Management, Governor Support, Health & Safety, Financial and ICT Services, School Planning, Transport, Admissions, Student Grants and School Meals.
- Management of Individual Schools Budgets, Schools Delegated Budgets, the Authority's Schools Individually Managed Budgets.

**Adults Select Committee (9 members)**

**Terms of reference**

To undertake overview and scrutiny in line with statutory responsibilities on the following:

- Budget Scrutiny, performance scrutiny and risk monitoring
- To review, constructively challenge and hold the Council and other relevant public bodies and partner organisations to account in addressing key priorities through the planning and delivery of services to ensure that services are relevant and responsive to the needs of Adults and promote health and well – being including amongst others the following relevant areas:
  - Safeguarding Adults, including Mental Health services and Disability services.
  - Adult Social Care, including Domiciliary Care, Residential Care, Nursing Home Care, Community Care, Occupational Therapy, Re-ablement, Assistive Technology, Community Meals Service, Sensory Impairment Services.
  - Support to Families and Carers, including Respite and Short Breaks.
  - Adult Education, including Learning Disability Services.
  - Integrated Adults Services with Health Partners.
  - Joint Strategic Needs Assessment.
  - Protecting and supporting vulnerable Adults.
  - "Transition agenda" from young people to Adults.
  - Protecting vulnerable Adults (POVA) and Supporting People.
  - Homelessness prevention.
  - Domestic Violence Service, Drug and Alcohol Services.
  - Public health and wellbeing promotion through Single Integrated Plan.
  - Leisure services in terms of health outcomes.
  - Welfare Rights.
  - Community Legal Service.

(2) That the following members be co-opted onto the Children and Young People Select Committee:

**Voting on Education Issues only**

Revd. Dr. S. James (Church in Wales)  
Mrs A Lewis (Parent Governor Representative)  
Mrs S Ingle - Gillis (Parent Governor  
Representative)  
Vacancy (Catholic Church)

**Non-Voting**

Vacancy (ASCL)  
Mr. G. Murphy (NAHT)  
Vacancy (NASUWT)  
Vacancy (NUT)  
Vacancy (Free Church Federal Council)  
Mr K Plow (Association of School Governors)

(3) That two members of Action 50+, one from Abergavenny and one from Monmouth be co-opted onto the Adults Select Committee, for the term of this Council, subject to them agreeing to abide by the Council's Code of Conduct (note: the current co – opted members are Mr David Hill and Mrs Delia Hudson).

**11. APPOINTMENT OF REGULATORY AND OTHER COMMITTEES**

We resolved that the following committees, together with their terms of reference, be appointed, with membership to be notified by the political groups.

**(a) Planning (16 Members)**

With delegated powers:

- Planning and conservation

Functions relating to town and country planning and development control as specified in Schedule 1 to the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2001 ('the Functions Regulations') save in relation to footpaths and bridleways.

- Powers relating to the preservation of trees, the protection of important hedgerows and the power to make limestone pavement order.

**(b) Licensing and Regulatory (12 Members)**

With delegated powers:

- To determine traffic orders.
- To act as the Licensing Committee designated for the purpose of Section 6 of the Licensing Act 2003.
- To carry out all other functions and powers specified in Schedule 1 to the Functions Regulations, save in relation to the duty to approve

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the Authority's Statement of Accounts etc., the power to make Standing Orders, to appoint staff and to consider adverse reports from the Local Commissioner, all of which shall be reserved to Full Council.

- To carry out all other Licensing functions in accordance with Part 2 of the Licensing Act 2003.

**(c) Sub-Committees under the Licensing Act 2003**

- three sub-committees of three members to be established to meet on Monday, Wednesday and Friday.
- the Chairman, Vice Chairman and Opposition spokesman of the Licensing and Regulatory Committee to be appointed as Chairman of each sub-committee
- the nine remaining members be called to attend sub-committee meetings on a rota basis in discussion with the Chairman of the relevant sub-committee.

With delegated powers to discharge all functions relating to licensable activities as described in the Licensing Act 2003.

**(d) Appeals Committee (3 members to be nominated on an ad hoc basis)**

With delegated authority to determine appeals in accordance with the County Councils' constitution, e.g. School Transport Appeals, Discretionary Housing Payments Appeals.

**(e) Appointment of Local Authority Governors Committee (7 Members)**

With plenary powers to act in accordance with the Code of Practice set out below:

1. LEA Governors are appointed representatives of the LEA on a school's governing body. They are not delegates, but can be removed at the discretion of the LEA. Appointments are made on merit, irrespective of political persuasion and in the best interests of the children and school. Nominations of elected members will be viewed in exactly the same way as any other nominations.
2. They may represent the LEA view, but in all cases the interests of the school are paramount and all governors shall abide by the governing body's rules and code of conduct.
3. A governor appointed by the LEA must, like all governors be in a position to:
  - Offer time, commitment and energy to the role.
  - Become well informed about current educational thinking.
  - Know about the needs of the school, its staff and pupils.
  - Visit the school with purpose, sensitivity and understanding.
  - Undertake training as necessary.
  - Attend meetings regularly.

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- Conform to agreed procedures at meetings, including the need for confidentiality concerning certain matters discussed in Governing Body meetings especially in relation to individual staff, pupils and parents.
  - Undertake appropriate preparation and reading.
  - Work co-operatively as a member of a team, accepting collective responsibility for decisions made.
  - Share responsibilities including service on committees
  - Find out as much as possible about the community served by the school.
  - Understand that the position does not offer a personal or political platform.
  - Offer commitment to raising education standards to enable every child and young person to reach their full potential
4. When an LEA governor vacancy occurs, the school may advise the LEA of its needs in terms of balance of skills, gender or other considerations for the good of the school. It shall have the right to submit names for consideration.
  5. When an LEA Governor vacancy occurs, the County Councillor in whose electoral area the school is situated will be informed. (All other County Councillors will be advised of the vacancy for information.) They should consult the school's head teacher and chairman of governors as well as fellow Councillors in cases where pupils are drawn from beyond their electoral division. They may recommend names for consideration.
  6. The LEA will appoint the persons most suitable to be governors according to the criteria set out above. The appointment will be made as soon as possible after the vacancy arises, recognising the serious operational difficulties which may occur when governing bodies are incomplete.
  7. The LEA may remove governors which it has appointed. Any motion or request to remove, setting out reasons, will be considered by the appointing body. The Governor will have the opportunity to make written or oral representations but otherwise the procedure to be adopted will be at the absolute discretion of the appointing body. The LEA will only remove a governor for good reason and in the interests of the school and not because of the way the governor has voted or is likely to vote in governors' meetings. Any resolution to remove will be notified to the governor, with reasons within 7 days.

**(f) Standing Advisory Council on Religious Education (SACRE)  
(6 Members)**

Persons representing such Christian denominations and other religions and denominations in such religions as in the opinion of the County Council will approximately reflect the principal religious traditions in the area.

Persons to represent such associations representing teachers as in the opinion of the County Council ought to be represented, having regard to the circumstances of the area.

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(a) Monmouthshire County Council	6 members
(b) Christian denominations and other religions and denominations as set out below:	12 members
The Church in Wales	1 member
The Roman Catholic Church	1 member
Free Churches	4 members
Baha'i Faith	1 member
Buddhist Faith	1 member
Hindu Faith	1 member
Muslim Faith	1 member
Jewish Faith	1 member
Sikh Faith	1 member
Teachers' Associations	7 members
Co-opted	2 members

**SACRE-TERMS OF REFERENCE**

1. Function

- (a) To advise the Local Education Authority (LEA) upon matters connected with religious worship in county schools and religious education (RE) to be given in accordance with an agreed syllabus for the Authority.
- (b) It can require the LEA to review the RE agreed syllabus and establish an agreed syllabus at a formal meeting called an Agreed Syllabus Conference.
- (c) To consider any application made by a head teacher for their school to be released from the requirement that collective worship be wholly or mainly of a broadly Christian character for some or all of the pupils in that school (determination).

The main role, therefore, is to support effective provision of collective worship, and religious education in accordance with the Agreed Syllabus.

Each LEA should work with its SACRE to review the existing provision for RE and consider with the SACRE whether any changes need to be made in the Agreed Syllabus or in the support offered to schools.

Similarly it should work with its SACRE to monitor the provision of daily collective worship and to consider with it any action which might be taken to improve provision.

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It is for the LEA to decide what matters it wishes to refer to its SACRE, but these should include methods of teaching, the choice of teaching material and the provision of teacher training.

A SACRE is not confined to advising on matters referred to it by its LEA; it may offer advice on any matters related to its functions as it sees fit.

The advice offered by a SACRE carries no statutory force. However, the LEA or school should always give careful consideration to advice offered.

LEAs are encouraged to keep their SACRE fully informed on all matters relating to RE and collective worship in their schools. This should include, where appropriate, information on individual schools following inspection by Estyn.

2. Annual Reports

SACRE must publish an annual report on its work. This should:

1. specify any matters on which it has advised the LEA
2. broadly describe the nature on that advice; and
3. set out its reasons for offering advice on any matters which were not referred to it in the first place by the LEA.

A copy of the annual report must be sent to DCELLS (by 30<sup>th</sup> December). LEAs are encouraged to send copies of the annual report to schools and local teacher training institutions.

3. Composition

SACRE shall consist of representation from:

- Christian denominations and other religions and religious denominations, to broadly reflect the proportionate strength of the denomination in the area. It is recognised that there will be occasions when the interests of efficiency override the requirement for directly proportionate representation;
- Such associations representing teachers as, in the opinion of the authority, ought to be represented; and
- The local education authority.

It may also appoint co-opted members if required although these members have no voting rights.

It is for the LEA to appoint the members of the three groups.

Each group has a single vote on any matter to be decided by SACRE.

4. Chair

Legislation does not prescribe how the chair should be appointed. It is open to the authority to appoint the chairperson, or to allow a SACRE to appoint its own chair from its members.

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5. Meetings & Business

Monmouthshire SACRE normally meets each term (3 meetings per annum) but meetings can be arranged as required.

A member from each group must be present for SACRE to be quorate.

The LEAs duty to convene a SACRE implies a duty to fund this body satisfactorily. The LEA should provide a clerk and sufficient funds for it to perform its functions.

SACRE is required to provide an annual report of its work which must be submitted to DCELLS (by 30<sup>th</sup> December).

A review of the Agreed Syllabus must be carried within every five year period.

6. Attendance \*

Apologies should be made in advance if a member cannot attend a meeting.

Any member who has not attended three consecutive meetings without apology will lose the right to his/her place.

Supply cover will be paid for teachers' attendance at meetings.

Religious representatives may claim expenses from their respective organisations.

7. Membership of WASACRE

Monmouthshire SACRE is a member body of the Welsh Association of SACREs. Four SACRE representatives are nominated for attendance at WASACRE but these may be substituted as required.

The RE Adviser to SACRE shall act for the LEA at WASACRE meetings.\*

Supply cover and travel expenses will be paid to teacher representatives attending meetings.

Religious representatives may claim expenses from their respective organisations.

**(g) Collaboration Agreement with Community and Town Councils  
(3 members of the County Council - membership to be confirmed)**

To review and update the Collaboration Agreement

**(h) Appointment Committee (5 members)**

*Note: under the Council's Constitution, this Committee must include at least one member of the Executive but must not comprise a majority of members of the Executive.*

Appointed to take all decisions relevant to the recruitment of posts

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created as part of the management structure 2010. This Committee will appoint non – statutory Chief Officers and Deputy Chief Officers.

**(i) Coordinating Board**

Chairman of each Select Committee; the Leader and Deputy Leader; the Chairman of each Area Committee; the Scrutiny Champion; the Chief Executive. The Chairman of the County Council will also be invited to attend.

- To manage the business processes and the relationship between the constituent parts of the Council's business machinery.
- To review Council, Cabinet and Committee work programmes with a view to improving co-ordination and avoiding duplication.
- To enable Chairs to keep the Board informed of progress eg on Select Committee and other reviews.
- To share best practice across Committees and identify training and development needs
- To enable the Chief Executive to brief Chairs about forthcoming issues

**(j) Remuneration Committee (Chief Executive) (5 members)**

To make recommendations to the Council on pay and remuneration issues relating to the Chief Executive.

The Committee will meet at least annually.

**(k) Investigation Committee (3 members)**

Appointed pursuant to the Council's Officer Employment Procedure Rules relating to the Head of Paid Service, Chief Finance Officer and Monitoring Officer

**(l) Disciplinary Committee (3 members)**

Appointed pursuant to the Council's Officer Employment Procedure Rules relating to the Head of Paid Service, Chief Finance Officer and Monitoring Officer

**12. APPOINTMENT OF DEMOCRATIC SERVICES COMMITTEE &  
APPOINTMENT OF CHAIR OF THE COMMITTEE**

The Local Government (Wales) Measure 2011 requires the Council to appoint a Democratic Services Committee.

The Measure also states that the Council must appoint a Chair, who must not be a non – executive member.

The report recommended that:

1. A Democratic Services Committee be appointed with the following terms of reference;



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- (a) to exercise the function of the local authority under section 8(1)(a) (designation of head of democratic services),
  - (b) to review the adequacy of provision by the authority of staff, accommodation and other resources to discharge democratic services functions, and
  - (c) to make reports and recommendations to the authority in relation to such provision.
  - (d) To fully support the non-executive role of councillors.
  - (e) To undertake pieces of work aimed at improving the democratic function, in line with the ethos of the Local Government Measure 2011.
  - (f) To draw up a job description for elected members and improve clarity, transparency and public engagement.
  - (g) To review the ICT policy for members.
2. That the membership of the Committee comprise 11 members of the Council, politically balanced.
3. That the Chair of the Democratic Services Committee be appointed by the Council.

County Councillor G.L. Down proposed that the recommendations be accepted and that County Councillor D. Blakebrough be appointed as Chair of the Committee. This was duly seconded by County Councillor F. Taylor.

On being put to the vote the following votes were cast:  
In favour of County Councillor Down's proposal: 18  
Against: 21

The proposal was defeated.

The Monitoring Officer advised that Council was required by the Local Government (Wales) Measure 2011 to appoint a Democratic Services Committee and to appoint a Chairman of that Committee  
He recommended that the appointment of Chairman be considered separately to the appointment of a Democratic Services Committee. The Leader emphasised the need to appoint a Democratic Services Committee and expressed support for the continuation of County Councillor David Evans as Chairman. The Leader nominated County Councillor D. Evans to be re – appointed as Chairman. County Councillor D. Evans chose not to accept the nomination.

The Monitoring Officer advised that on the basis of the amalgamated proposal to appoint a Democratic Services Committee, chaired by County Councillor D. Blakebrough being defeated it would be necessary to take the Appointment of a Democratic Services Committee as an urgent item.

The Chairman of the Council, County Councillor J.L. Prosser agreed to accept this as an urgent item because of the statutory requirement to appoint a Democratic Services Committee and so moved. This was duly seconded by County Councillor R.J.W. Greenland.

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Following a debate the Monitoring Officer advised that Council considered the recommendations contained in the report individually:

In so doing we resolved that:

1. A Democratic Services Committee be appointed with the terms of reference as previously stated.
2. The Committee comprise 11 members of the Council, politically balanced.
3. The Chair of the Democratic Services Committee be appointed by the Council. County Councillor G.L. Down proposed that County Councillor D. Blakebrough be appointed as Chair of the Committee. This was duly seconded by County Councillor F.L. Taylor.

On being put to a vote the following votes were cast:  
In favour of County Councillor D. Blakebrough: 18 votes.  
Against County Councillor D. Blakebrough: None  
Abstentions: 18.

County Councillor D. Blakebrough was duly elected as Chairman of the Democratic Services Committee. The Chairman of the Council congratulated County Councillor D. Blakebrough on her appointment.

**14. APPOINTMENT OF AREA COMMITTEES**

We resolved that the following Area Committees, together with their membership and terms of reference, be appointed, and that the Cabinet Forward Work Plan be included on the agenda for Area Committees:

**Bryn y Cwm**

Councillor M. Powell	Castle
Councillor G. Howard	Llanelly Hill
Councillor D L Edwards	Grofield
Councillor J.L Prosser	Priory
Councillor J George	Lansdown
Councillor R G Harris	Croesonen
Councillor S. Jones	Llanover
Councillor S G M Howarth	Llanelly Hill
Councillor S B Jones	Goetre Fawr
Councillor K. Williams	Llanwenarth Ultra
Councillor R.F. Chapman	Mardy
Councillor M. Hickman	Llanfoist Fawr
Councillor D. Jones	Crucorney
Councillor R.P. Jordan	Cantref

**Central Monmouthshire**

Councillor G C Burrows	Mitchel Troy
Councillor P R Clarke	Llangybi Fawr
Councillor P. Jones	Raglan

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Councillor R Edwards	Llantilio Crossenny
Councillor R J C Hayward	Dixton with Osbaston
Councillor E J Hacket Pain	Wyesham
Councillor B. Strong	Usk
Councillor V E Smith	Llanbadoc
Councillor D. Blakebrough	Trellech United
Councillor S White	Overmonnow
Councillor A M Wintle	Drybridge

**Lower Wye**

Councillor D. Batrouni	St Christopher's
Councillor D.L.S. Dovey	St Kingsmark
Councillor G L Down	Shirenewton
Councillor R J W Greenland	Devauden
Councillor P.A.D.Hobson	Larkfield
Councillor P.Murphy	Caerwent
Councillor P. Farley	St Mary's
Councillor A C Watts	Thornwell
Councillor Mrs. A.E.Webb	St. Arvans

**Severnside**

Councillor A. Easson	Dewstow
Councillor D.J.Evans	West End
Councillor P A Fox	Portskewett
Councillor L. Guppy	Rogiet
Councillor J. Crook	The Elms
Councillor R J Higginson	Severn
Councillor F. Taylor	Mill
Councillor J. Marshall	Green Lane
Councillor P. Watts	Caldicot Castle

**Area Committees terms of reference:**

The Council may appoint area committees as it sees fit, if it is satisfied that to do so will ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making.

The Council has recognised the need to engage the community in Area Working which in its early stages has involved establishing 4 Area Committees with the following roles and functions:

- To help the Council shape major proposals affecting the area and to advise the Council about the implications for the area of its objectives, plans and policies.

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- To lead the development of the local community planning process and produce a Community Plan for each area in a way which promotes the council's overall policies as well as safeguarding local interest.
- To ensure properly co-ordinated services on a local level.
- To encourage effective collaboration with public, private and voluntary sector partners locally to help the Council meet the aspirations of local people.
- To provide a forum for views of local communities and to encourage discussions and debate on matters of particular relevance to the area including participating in the process of Best Value Reviews as a formal consultee.
- To make decisions on matters within the area that have been delegated by the Executive provided those decisions are within the Council's overall policies and budgetary allocations and do not adversely affect other areas of Monmouthshire.

**Additional Representation**

Each Area Committee may identify and agree 'communities of interest' within its area from which a representative may be invited to participate at meetings of the committee. Such invitees will not be co-opted members of the committee but may speak (not vote) on matters whenever the press and public are able to attend.

**15. APPOINTMENT OF STANDARDS COMMITTEE**

We resolved that the Standards Committee, together with membership and terms of reference set out below, be appointed:

**Membership**

Three members of the Authority other than the Leader, five voting co-optees and one community member.

<b>County Councillors:</b>	<b>Independent Members:</b>	<b>Term of Office</b>	<b>Community Member</b>
D.L.Edwards	Mr M Sutton	(July 2019)	Vacant
D.J Evans	Mr T.Auld	(Jan 2016)	
R P Jordan	Mr.G.Powell	(Jan 2016)	
	Mrs P.Reeves	(Jan 2016)	
	Mr.G.Preece	(June2015)	

**Terms of reference**

**Chairing the Committee.**

- Only an independent member of the standards committee may be the Chairman.
- The Chairman will be elected by the members of the standards committee for a period not exceeding one year. The Chairman is eligible for re-election.

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- iii. The election of a Chairman will be the first item of business for the standards committee at the commencement of each municipal year.

**Role and function (as set out in Part 9.03 of the constitution)**

The Standards Committee will have the following roles and functions:

- (a) promoting and maintaining high standards of conduct by councillors, co-opted members and church and parent governor representatives;
- (b) assisting the councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct;
- (c) advising the Council on the adoption or revision of the Members' Code of Conduct;
- (d) monitoring and from time to time reviewing the operation of the Members' Code of Conduct and protocols which apply to members of the Council, employees, contractors and other parties or organisations associated with Council activity;
- (e) advising, training or arranging to train councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct;
- (f) granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- (g) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter referred to that officer by the Local Commissioner in Wales.
- (h) mentoring and supporting the Council's Monitoring Officer in the discharge of his/her role
- (i) receiving and investigating (where statute permits) reports and complaints relating to the Members' Code of Conduct and protocols approved by the Council from time to time;
- (j) the exercise of (a) to (i) above in relation to the town and community councils wholly or mainly in its area and the members of those town and community councils.
- (k) ensuring the Council's whistle blowing procedures operate effectively
- (l) ensuring the Council's complaints procedures operate effectively and publishing an annual report on the operation of the system.

**Other functions as set out in Part 3 of the constitution**

Functions relating to standards of conduct of members under any relevant provision of, or regulations made under, the Local Government Act 2000. Other functions delegated to the Committee by the Council in accordance with section 54(3) of the Local Government Act 2000, in accordance with any regulations made under that Act.

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**16. STANDARDS COMMITTEE – APPOINTMENT OF COMMUNITY  
COMMITTEE MEMBER**

We resolved to appoint Ms Irene Cameron as Community Committee Member of the Standards Committee, to serve until the next ordinary local elections. We were advised that an appropriate recruitment process monitored by the Standards Committee had been followed and all applications received had been made available for Members inspection.

**17. APPOINTMENTS TO OUTSIDE BODIES**

We resolved that members be appointed to outside bodies, as set out in the schedule attached to these minutes, as an approved duty, with the exception of Joint Committees listed in category B, which are Cabinet appointments.

**18. MEMBERS' SALARIES AND PAYMENTS**

The report set out the determinations of the Independent Remuneration Panel for 2014/15 and invited the Council to determine the scope of senior salaries. The Council would be able to pay up to 17 senior salaries plus 2 civic salaries (to the Chairman and Vice-Chairman of Council).

During a debate some members expressed the view that a senior salary should not be paid to the Chairman of the Licensing and Regulatory Committee, given that the Committee had only met 3 times during the previous civic year. In response members were reminded that the post of Licensing Chair was identified by the Independent Remuneration Panel for which a senior salary could be paid. Some Members queried why the Leader of the Independent Group,, of more than 5 Members was not salaried.

County Councillor G.L. Down proposed that provision should be made for the opposition leader to be salaried. This was duly seconded by County Councillor F. Taylor.

The Chief Executive informed Members that such a payment was permissible. In response the Leader of the Council suggested that this payment was not appropriate given the budgetary position of the Authority.

On being put to the vote the following votes were cast:

In favour: 18

Against: 20

The proposal was defeated.

It was moved by the Leader of the Council and seconded that senior and civic salaries be paid at the levels determined by the IRP for Wales for 2014/15 in respect of the following posts:

Senior Salaries

Leader

Deputy Leaders(x2)

Cabinet Members (x5)

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Main Opposition Leader  
Select Chairs (x4)  
Planning and Licensing Chairs(x2)  
Democratic Services Chair(x1)

Civic Salaries

Chairman of Council  
Vice Chairman of Council

Maximum Senior and Civic Salaries:19

On being put to the vote the following votes were cast:

In favour: 21  
Against: 6  
Abstentions: 10

We resolved:

(1) That the determination of the IRP, that an annual basic salary of £13,300 be paid to all members with effect from 15<sup>th</sup> May 2014, be noted

(2) That senior salaries be paid at the levels determined by the IRP for 2014/15 in respect of the following posts:

<u>Post</u>	<u>Senior Salary as determined by IRP</u>
Leader	29,700.00
Deputy Leaders(x2)	16,700.00
Cabinet Members (x5)	12,700.00
Main Opposition Leader	8,700.00
Select Chairs (x4)	8,700.00
Planning & Licensing Chairs (x2)	8,700.00
Democratic Services Chair(x1)	8,700.00

(3) That civic salaries of £5,700 and £700 per annum be paid to the Chairman and Vice Chairman of the Authority respectively.

(4) That care allowance shall payable for actual and receipted costs up to a maximum of £403 per month.

(5) That daily fees of £256 (pro rata for ½ days) be paid to co-opted Chairs of Standards and Audit Committees.

(6) Daily fees of £198 (pro rata for ½ days) be paid to ordinary co-opted members of Standards, Education Scrutiny, Crime and Disorder Scrutiny and Audit committees.

(7) That travel and subsistence allowances be paid as set out below:

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**Reimbursement of travel and subsistence for “official business” (formerly approved duty)**

**Mileage**

All vehicle sizes up to 10,000 miles	45p per mile
Over 10,000 miles	25p
Passenger supplement	5p per passenger per mile
Private motor cycles	24p per mile
Bicycles	20p per mile

**Other travel**

All other claims for travel will only be reimbursed on production of a receipt showing the actual expense. Members and co-opted members should always be mindful of choosing the most cost-effective method of travel.

**Subsistence**

Max day allowance (with receipts)	£28 per day
Overnight	£95
(London)	£150
Overnight with friends	£25

The Panel have determined that “subsistence expenses for official business which takes place in county or authority shall not be reimbursed.”

The Panel has removed the particular rate for overnight stays in Cardiff, bringing payable rates in line with Welsh Government rates.

**19. MEMBER PROTOCOL FOR SELF REGULATION.**

We reviewed the operation of the protocol for self – regulation with particular regard to the Protocol Standard of Conduct Expected of Members as included in the review of Council’s Constitutions generally across Wales.

We noted that complaints before Council were minimal during the previous 18 month period.

We resolved to accept the protocol for Self - Regulation.

**20. PROTOCOL ON MEMBER/OFFICER RELATIONS**

We noted that this item had been withdrawn from the agenda.

*We resolved to adjourn the meeting at 16:05 for a comfort break.*

*The meeting reconvened at 16:15 hours.*

**21. FORMAL FEEDBACK FROM ESTYN MONITORING VISIT: FEBRUARY 2014**

We received an overview of progress against recommendations from Estyn following a monitoring visit in February 2014. In so doing the following points were noted:



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Substantive progress in the development of safeguarding policies and the provision of services had been made across the entire Authority. The evaluative practice required to sustain the progress was not as well developed however. This was identified by the following statement; "The local authority still does not have effective enough management information systems and processes to enable it to receive appropriate and evaluative information about safeguarding." The Council stated that it was imperative to embed the progress made and that data should be utilised to inform outcomes. The Head of Policy Engagement acknowledged that there was a need to stretch into a more sophisticated evaluation of data.

Staff within Social Care and Health and Children and Young People had developed their practices to capture a wider range of data sources relevant to safeguarding. We welcomed assurance that this work would be reported to the Internal Monitoring Board, Children and Young People Select Committee and full Council, as appropriate.

The Internal Monitoring Board would be simplified to maximise Member involvement. Some concern was expressed that at the meeting of the Internal Monitoring Board in March 2014 methods of scrutinising data were not robustly addressed.

In response to a Member question, we were informed that 6 schools were in a deficit position in 2013/14. It was anticipated that 5 – 7 schools would be in a deficit position in 2014/15.

The responsible Cabinet Member expressed a commitment to ensure that the Authority moved out of Special Measures.

Further Estyn visits would take place in June 2014 and Mr Jonathan Morgan Welsh Government's Recovery Board Chairman would provide a Member update on 20<sup>th</sup> June 2014.

We welcomed notice that Ms Barns – Vashell had joined the Recovery Board, whose past employment history includes the academy sector in Wales and the Department for Education.

We resolved unanimously to receive the letter.

## **22. SCHOOL STANDARDS AND ORGANISATION (WALES) ACT 2013**

We received a report from the Monitoring Officer inviting the Council to consider whether the determination of proposals under the School Standards and Organisation (Wales) Act 2013 should be a function of the Executive or of the Council.

We noted that the Act had significantly changed responsibilities for the determination of school organisation proposals published by way of statutory notice on or after 1st October 2013. It requires Welsh Ministers to issue a School Organisation Code which imposes requirements and provides guidelines in respect of school organisation.

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Previously, school organisation proposals which drew objections during the statutory consultation process had to be referred to the Welsh Ministers for determination. Under the new arrangements local authorities would be empowered to determine any proposal unless:

- it affected sixth form education;
- the proposer was not the relevant local authority and the relevant local authority had objected to the proposal;
- it had been referred to the Welsh Ministers (following approval or rejection by the council) within 28 days by
  - another local authority affected by the proposals;
  - the appropriate religious body for any school affected;
  - the governing body of a voluntary or foundation school subject to the proposals;
  - a trust holding property on behalf of a voluntary or foundation school subject to the proposals;
  - a further education institution affected by the proposals.

A streamlined procedure had also been introduced for schools with fewer than 10 registered pupils.

The Monitoring Officer advised that the majority of local authorities had resolved that the determination of school organisation proposals should be an Executive function.

The Leader of the Council proposed that Monmouthshire should also agree to this given that Cabinet are well placed to make prompt decisions. This was duly seconded by County Councillor P. Murphy.

County Councillor Hackett – Pain supported this in terms of the magnitude of the school closure process, its impact on parents, staff and pupils and the need of the Authority to respond promptly and flexibly.

County Councillor D. Batrouni felt that the determination of school organisation proposals should be a full Council function, with a politically balanced local decision making committee established to speed up any decisions. This was supported by County Councillors S.G. M Howarth and R.G. Harris.

On being put to the vote the following votes were cast:

In favour of the determination of school organisation proposals being an Executive function: 21

Against: 17.

The motion was carried and we resolved that the responsibility for determining school re – organisation proposals be placed with the Cabinet.

**23. ANNUAL REPORT CHIEF OFFICER CHILDREN AND YOUNG PEOPLE  
MAY 2014**

We received the first annual report from the Children and Young People's CYP Directorate in Monmouthshire from the Chief Officer.

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The report provided an overview of the work undertaken during 2013 – 14 following the Estyn Inspection of February 2013 and specified clear objectives for the year ahead and expected deliverables.

*Note: County Councillors A. C Watts and R.F. Chapman left the meeting at 17:03*

The report was constructed around four strategic themes: Strategic Focus; Leading Challenge; Partnerships and Collaborations, Educational Opportunity and Resilience.

- **Strategic Focus**

Strategic objectives were set.

Critical self - evaluation was and remains imperative. The CYP Directorate had been working to deliver the post Estyn Inspection Action Plan and the Directorate's capacity to self - evaluate was driven by the Self Evaluation Framework. The framework was utilised to manage performance. We noted that Educational outcomes at Foundation Phase and Key Stage 2 were amongst the highest in Wales but learning outcomes at Key Stage 3 and 4 required significant improvement.

Feedback had been received and acted upon from the Welsh Government appointed Recovery Board.

Accountability was achieved through regular scrutiny with Members.

*Note: County Councillor R.M. Edwards left the meeting at 17:10*

- **Leading Challenge**

The pace of challenge had increased and focused on educational outcomes to enable children and young people within Monmouthshire to access the best available opportunities to enhance their learning.

The policy for intervention in school was updated to reflect the new model for school improvement.

Support meetings were held with schools due for inspection to provide adequate challenge. 3 schools were removed from Estyn monitoring as a result.

Attendance levels in Primary and Secondary sectors had improved. Monmouthshire reported the highest level of attendance of all Welsh local authorities.

Internal challenge had enabled senior managers responsible for assessing performance to address problems at the earliest juncture.

- **Partnerships and Collaboration**

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The EAS had been commissioned to focus on School Improvement and Governor Services. The Authority held fortnightly intelligence meetings with EAS System Leaders to indicate critical areas for intervention.

CYP worked closely with the Safeguarding Unit in the Social Services Directorate to share and regularly examine data.

Flying Start was established to improve the life chances of the most vulnerable children aged 0 – 3 years. Children's progress would be tracked throughout Foundation Phase.

The Acorn Project offers support programmes for disadvantaged families with a view to improving parenting skills.

- **Educational Opportunity and Resilience.**

There has been a reduction of 8% in ALN statements. The number of pupils moving from mainstream into special educational settings had also reduced. County Councillor D. Batrouni requested that the Chief Officer, Children and Young People provide comparative data to demonstrate the educational achievement of ALN pupils in mainstream schools to that of pupils with ALN in specialist settings. The Chief Officer Children and Young People assured Members that this was not a cost cutting exercise and emphasised the need to increase ALN expertise within the Authority's mainstream schools to provide the correct support tailored to the needs of individual pupils. County Councillor F. Taylor emphasised the need of the Authority to consider the impact of different approaches to ALN on pupils and teachers.

County Councillor D.L.S. Dovey considered it inappropriate to accommodate pupils with behavioural difficulties in mainstream schools and expressed support for improvements to the valuable facility provided at Mounton House.

The Chief Officer Children and Young People assured the Council that Mounton House was being supported and challenged by the EAS and the Authority. The Chief Officer reiterated her commitment to improving standards across all county schools.

The Council requested a specific report regarding ALN provision within the Authority to include the results of the Monmouthshire Safeguarding Survey.

Welsh Government approval had been received for investment in two new secondary schools at Monmouth and Caldicot and their cluster primary schools. County Councillor F. Taylor requested clarification of the capacity of Caldicot School and the rationale behind its reduction.

The Read, Write Inc. Literacy programme would be rolled out across 24 primary schools.

The Youth Service was redesigned facilitating access to new funding streams for application to post 16 services and training. The Youth Service also achieved the Quality Assurance Kite Mark.

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The Student Information Management System was centralised.

The resilience of Welsh medium education at primary and secondary level was identified as a key priority.

Finance training and development had been provided to Head teachers and governors to reduce the likelihood of overspend.

Safeguarding was introduced into the service specifications for Early Education Providers.

We resolved to note the Annual Report and in so doing the Council expressed thanks to the Chief Officer Children and Young People for providing an honest appraisal of the Authority's position.

## **24. CORPORATE PARENTING STRATEGY**

We received the Corporate Parenting Strategy from County Councillor G. Burrows, Cabinet Member and Chair of the Corporate Parenting Panel. The strategy informs corporate parents of their shared priorities and aspirations for looked after children. The strategy includes an action plan to support the implementation of its priorities;

Priority 1: All elected members and officers understand and act on their responsibilities as corporate parents

Priority 2: All looked after children have a safe and stable home

Priority 3: Looked after children enjoy a range of educational and learning opportunities

Priority 4: Looked after children enjoy the best possible health

Priority 5: Looked after children enjoy a range of play, sport, leisure and cultural opportunities

Priority 6: Looked after children are listened to and treated with respect

Priority 7: Looked after children are supported and enabled to achieve independence

We welcomed notice that progress against these priorities would be monitored and evaluated by the Corporate Parenting Panel.

Welsh Government defined corporate parenting as:

“The collective responsibility across services and across local authorities, to safeguard and promote the life chances of looked after children” with “special responsibility” afforded to elected members. Members were referred to the Welsh Government publication “If this were my child” which outlines elected members’ responsibilities to looked after children.

We heard that a, Children in Care Council had been established and was due to meet in June 2014.

The Children in Care Council would enable looked after children to have access to a full and recognised voice of their own. Through this open dialogue a “to do

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list" would be created and the Authority would identify what was important to looked after children and how resources could be tuned to meet individual needs.

During discussion of the Corporate Parenting Panel we noted the following:

- Monmouthshire Council has 110 children and young people in care, the majority of who have experienced significant abuse or neglect.
- Multi agency understanding and working had improved.
- The number of looked after children being adopted had increased. The Authority aimed to reduce the court process from 26 weeks to 19 weeks. Adoption of sibling groups was encouraged.
- Consideration should be afforded to how debt affects looked after children particularly where foster carers are experiencing financial difficulties. We noted that the Welsh Government Looked After Children Strategy did not identify poverty as impacting upon looked after children.
- The number of special guardianships granted had increased, with many looked after children being cared for by extended family members.
- Looked after children had requested more time with dedicated social workers in order to establish meaningful relationships. The Authority was currently reviewing the working patterns of social workers to enable them to be involved in day to day activities with children.

We resolved that the report be noted.

## **25. NOTICE OF MOTION**

The following motion was moved by County Councillor Ms S. Jones and seconded by County Councillor G.L. Down:

*"This Council is committed to signing the Time to Change Wales Organisational pledge and, in doing so, becoming the first Council in Wales to have become a signatory. The Organisational Pledge will align Monmouthshire County Council with a major national movement for change and is a display of our drive to be active in tackling mental health stigma and discrimination in the workplace. Mental health problems affect 1 in 4 people, yet mental illness is surrounded by prejudice, ignorance and fear. Through signing the Time to Change Wales Organisation Pledge and adopting an action plan we will demonstrate our commitment to raising awareness and tackling stigma around mental health in the workplace amongst Officers and Elected Members."*

During discussion the following issues were raised:

- Debt can trigger mental health problems.
- Referral times re: depression and other mental health issues from GP's to specialists can be excessive.
- Staff suffering from stress had increased by 7%. Of the 4000 working days lost to stress, 23% was attributed to anxiety and 13% to depression.

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- Numerous members of the Council had either direct or indirect experience of mental health problems. The Council commended Councillor Jones for raising awareness and tackling the stigma of mental health problems.
- People should be encouraged to talk openly.

On being put to the vote we resolved unanimously that the motion be adopted. The Council emphasised the need to progress the issue and we welcomed assurance that mental health would be high on the agenda for the Equalities Board.

**26. MEMBERS' QUESTIONS**

**(a) From County Councillor D. Batrouni to County Councillor P. Murphy  
(deferred from meeting held on 10<sup>th</sup> April 2014)**

*"Could he confirm the amount the Council has spent on private consultants the previous financial year?"*

County Councillor P. Murphy thanked County Councillor Batrouni for the question. We noted that the Authority had spent £5.87 million on professional and consultancy fees during the previous financial year, £4.1 million related to capital projects. Budget constraints prevent in house service delivery in some cases.

**(b) From County Councillor J. Marshall to County Councillor S.B. Jones**

*'Will the Cabinet Member responsible for transport update members on the proposed axing of the 74 and X74 bus service from Chepstow to Newport via Caldicot? Will he advise members as to whether there will be a new operator/s taking over the service and whether the current service will essentially stay the same as it is now?'*

The Cabinet Member stated that he was unable to provide a full response given the Authority's current involvement in commercial negotiations, to procure a replacement service. We heard that the current service provider had not yet registered the cancellation of the bus service with the Traffic Commissioner. In response to a supplementary question from County Councillor J. I. Marshall regarding contingency planning should current negotiations fail, the Cabinet Member expressed confidence that the outcome of negotiations would be positive.

The Chairman expressed thanks to the Council and looked forward to the role of Chairman.

**The meeting ended at 18.40**

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**MONMOUTHSHIRE COUNTY COUNCIL**

**REPRESENTATION ON OUTSIDE BODIES (MAY 2013)**

**Appendix A**

**Category A - Regional/National**

<b>No.</b>	<b>Body</b>	<b>Term of Office</b>	<b>Source of Members Allowances / Expenses</b>	<b>No. of Reps</b>	<b>Name of Councillor Appointed</b>	<b>Appointed at Council on</b>
1	Brecon Beacons National Park Authority	Term of Council	National Park	2	Cllr. A.E. Webb Cllr. M. Hickman	17th May 2012 17th May 2012
2	Caldicot and Wentloog Levels Drainage Board	Term of Council	Drainage Board	2	Cllr. A. Easson Cllr. P. Murphy	16th May 2013 17th May 2012
3	Appointments Panel for East Wales Valuation Tribunal	Term of Council	Council	3	Cllr. R.J. Higginson Cllr. G.L. Down Cllr. R.P. Jordan	17th May 2012 17th May 2012 17th May 2012
4	Oldbury Power Station Stakeholder Group	Term of Council	Council	1	Cllr. D.L. Dovey	17th May 2012
5	Gwent Police and Crime Panel	Term of Council	Police & Crime Commissioner	2	Cllr P.R. Clarke Cllr Mrs F. Taylor	21 <sup>st</sup> June 2012 21 <sup>st</sup> June 2012
6	Joint Council For Wales (Previously Provincial Council for Wal	1 Year	Council	2 plus 1 Sub.	Cllr. P. Murphy Cllr. R.J.Higginson (Substitute: none appointed )	15th May 2014 27 <sup>th</sup> July 2012
7	Lower Wye Internal Drainage Board	4 Years	Drainage Board	9	Cllr. S. Jones Cllr. Mrs. R. Edwards Cllr. Mrs E.J. Hacket Pain Cllr. A.E. Webb Cllr. S. White Cllr. R.J.C. Hayward Cllr. A.M. Wintle Cllr. G.L. Down	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012

No.	Body	Term of Office	Source of Members Allowances / Expenses	No. of Reps	Name of Councillor Appointed	Appointed at Council on
					Cllr. A.E. Easson	17th May 2012
8	Local Government Association	1 Year	L.G.A.	2	Leader Deputy Leader	17th May 2012 17th May 2012
9	Local Government Association-Rural Commission	1 Year	L.G.A	2	Cllr. Mrs. R. Edwards Cllr Mrs. A.E. Webb	17th May 2012 17th May 2012
10	Local Government Association-Urban Commission	1 Year	L.G.A.	2	Cllr. P.A.D. Hobson Cllr. D.L.S. Dovey	17th May 2012 17th May 2012
11	South Wales Fire Authority	Term of Council	Council	2	Cllr. Mrs V.E. Smith Cllr. Mrs. M.E.Powell	17th May 2012 16th May 2013
12	WJEC/ CBAC Ltd	Term of Council	W.J.E.C.	1	Rep. Director - Cllr. Mrs.E.J.Hacket Pain	17th May 2012
13	Wye Valley Area of Outstanding Natural Beauty Joint Committee	Term of Council	Council	4	Cllr. D. Dovey Cllr. Mrs E. Hacket Pain Cllr. Mrs. A. Webb Cllr. D. Blakebrough	15th May 2014 17th May 2012 17th May 2012 17th May 2012
14	Welsh Local Government Association	Term of Council	W.L.G.A.	2	Leader Cllr. R. Greenland	17th May 2012 15th May 2014
15	W.L.G.A. Co-ordinating Committee	Term of Council	Council	1	Leader	17th May 2012
16	Flood Risk Mangt Committee Wales				See Category G-WLGA Appointments	
19	Welsh Centre for International Affairs	Term of Council	Council	1	Chairman of Council	17th May 2012
20	Institute of Welsh Affairs	Term of Council	Council	1	Chairman of Council	17th May 2012
21	S.E. Wales Transport Alliance	Term of Council	Council	2	Cabinet Member for Transport and Infrastructure (Cllr. S.B.Jones) Cllr. G. Howard	17th May 2012 17th May 2012
22	Reserve Forces and Cadets Association for Wales	Term of Council	The Association	1	Cllr. J. Prosser	17th May 2012
23	S.E. Wales Strategic Planning Group	Term of Council	Council	2	Cabinet Member for Environment, Public Services & Housing (Cllr G. Howard) and the Chairman of Planning(Cllr R Edwards)	16th May 2013 17th May 2012

No.	Body	Term of Office	Source of Members Allowances / Expenses	No. of Reps	Name of Councillor Appointed	Appointed at Council on
25	Welsh Books Council	Term of Council	Council	1	Cllr. R. Greenland	15th May 2014
26	South Wales Regional Aggregates Working Party	Term of Council	Council	1	Cllr B. Strong	17th May 2012
27	Welsh European Funding Office Objective 3 Monitoring Committee	Term of Council	Council	1	Cllr R.P. Jordan	17th May 2012
29	Scrutiny Champions Wales Network	Term of Council	Council	1	Cllr J. Prosser	15th May 2014
30	Monmouthshire Adoption Panel	Term of Council	Council	1	Cllr. P. Jones	17th May 2012
31	Monmouthshire Fostering Panel	Term of Council	Council	1	Cllr. R.G. Harris	17th May 2012

**Category 'B' – Joint Committees - Appointments made by the Cabinet**

<b>No.</b>	<b>Body</b>	<b>Term of Office</b>	<b>Source of Members Allowances</b>	<b>No. of Reps</b>	<b>Name of Councillor Appointed</b>	<b>Appointed at Cabinet</b>
1	Gwent Joint Records Committee	Term of Council	Council	2	Councillor D. Edwards Councillor R.J.Higginson	6 <sup>th</sup> June 2012 6 <sup>th</sup> June 2012
2	Gwent Joint Cremation Committee	Term of Council	Council	2	Councillor S.B.Jones Councillor K.G.Williams <i>Note: at least one Cabinet member necessary</i>	6 <sup>th</sup> June 2012 5 <sup>th</sup> June 2013
3	Wales Purchasing Consortium	Term of Council	Council	1	Councillor P.Murphy	6 <sup>th</sup> June 2012
4	Prosiect Gwyrdd Joint Committee	Term of Council	Council	2	Councillor S.B.Jones Councillor P.Murphy	6 <sup>th</sup> June 2012

**Category ‘C’ – Joint Committees and Local Authority Companies – Appointments Made By The Council**

<b>No.</b>	<b>Body</b>	<b>Term of Office</b>	<b>Source of Members Allowances</b>	<b>No. of Reprs</b>	<b>Name of Councillor Appointed</b>	<b>Date Appointed at Council</b>
1	Pension Fund Management Group (Joint Committee with Torfaen)	Term of Council	Council	3	Cllr. P. Hobson Cllr. P. Clarke Cllr. A.Easson	15th May 2014 15th May 2014 15th May 201
2	Monitor (The Board of the County Hall Joint Company)	Term of Council	Council	3	Cllr. P. Clarke Cllr. R. Edwards Cllr. A.E. Webb	17th May 2012 17th May 2012 17th May 2012
3	Capital Regional Tourism (previously known as Tourism South Wales Ltd )	Term of Council	Council	2	Cllr. R.J.W. Greenland 1 Officer	17th May 2012 17th May 2012
4	Aneurin Bevan Community Health Council	Term of Council	Council	3	Cllr. A.Easson Cllr. P. Hobson Cllr. V.E. Smith	16th May 2013 15th May 2014 17th May 2012
5	Aneurin Bevan Local Health Board-Stakeholder Reference Group	Term of Council	Council	1	Cllr. J.L. Prosser	17th May 2012
6	Board of Monmouthshire Housing Association	Term of Council		4	Cllr. P.R. Clarke Cllr Mrs S.White Cllr. A.E. Webb Cllr A Wintle	17th May 2012 17th May 2012 17th May 2012 16th May 2013
7	Education Achievement Service	Term of Council	Council	2	Cllr E.J. Hackett Pain (Cabinet Member for Schools and Learning-as representative member of the company. Cllr P.A.Fox-to Board of Directors	21 <sup>st</sup> June 2012
8	SRS Business Solutions Ltd	Term of Council	Council	2	County Councillor P. Murphy (Cabinet Member with portfolio responsibility for finance) appointed as the representative member to the company and County Councillor R.J.W. Greenland to the Company’s Board of Directors.	21 <sup>st</sup> June 2012

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
9	CMC <sup>2</sup>	Term of Council	Council	2	County Councillor P.A. Fox (Leader) as the representative member to the company and County Councillor R.J.W. Greenland to the Company's Board of Directors.	21st June 2012
				1	One opposition member as observer: Councillor A.C.Watts  (Board suggest that this can be done on a rotating basis so CMC2's messages can be circulated wider. )	16 <sup>th</sup> May 2013

### Category 'D' - Voluntary Organisations

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	Borough Theatre Voluntary Management Committee	Term of Council	Council	1	Cllr R. Greenland	15th May 2014
2	Monmouthshire and Brecon Canal Working Party	Term of Council	Council	1	Cllr. D.Edwards	16th May 2013
3	Wales Council for the Blind	Term of Council	Council	2	Cllr. R.J.C. Hayward Cllr. R.P. Jordan	17th May 2012 17th May 2012
4	Disability Wales (previously known as Wales Council for the Disabled )	Term of Council	Council	2	Cllr. S. Jones Mr. A. James	17th May 2012 17th May 2012
5	ASERA (Association of Severnside Relevant Authorities)	Term of Council	Council	2	Cllr. P.R. Clarke Cllr. A.E. Webb	17th May 2012 17th May 2012
6	Severn Estuary Partnership	Term of Council	Council	2	Note: should have the same two members as ASERA(see above) Cllr. P.R. Clarke Cllr. A.E. Webb	17th May 2012 17th May 2012
7	Coleg Gwent Corporation	Term of Council	Council	1	Cllr.P.R.Clarke (Note: the College prefer appointments to be made for a 4 year period)	16th May 2013

Category 'E' Local Interest

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	<i>Abergavenny, Crickhowell and District CAB Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	3	<i>Cllr. R.F. Chapman Cllr. M. Hickman Cllr. J. George</i>	<b><i>New appointments created on Monmouthshire County Citizens Advice Bureau, following merge Abergavenny, Caldicot and Chepstow Offices</i></b>
2	<i>Monmouthshire Association of Citizens' Advice Bureaux</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr. P. Murphy Cllr. P. Farley Two trustees required to act as Board members.</i>	
3	<i>Caldicot Citizens Advice Bureau Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr. Mrs. P.Watts One vacancy</i>	
4	<i>Chepstow and District CAB Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. D. Dovey</i>	
5	<i>Monmouthshire County Citizens Advice Bureau</i>	<i>Term of Council</i>	<i>Council</i>	2	<i>Cllr P. Murphy Cllr P. Farley Two observers at trustee board meetings</i>	<i>15<sup>th</sup> May 2014</i>
6	<i>Chepstow Senior Citizens Centre Management Committee</i>	<i>Term of Council</i>	<i>Council</i>	3	<i>Cllr.P.Farley Cllr D. Dovey</i>	<i>16th May 2013 15<sup>th</sup> May 2013</i>
7	<i>Llandogo Village Hall Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. D. Blakebrough</i>	<i>17th May 2012</i>
8	<i>Llanellen Village Hall Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. M. Hickman</i>	<i>17th May 2012</i>
9	<i>Llanfoist Villagers Association</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. M. Hickman</i>	<i>17th May 2012</i>
10	<i>Monmouth CAB Trustee Board</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. A.M. Wintle</i>	<i>21<sup>st</sup> June 2012</i>
11	<i>Raglan Community Centre Committee</i>	<i>Term of Council</i>	<i>Council</i>	1	<i>Cllr. P. Jones</i>	<i>17th May 2012</i>



No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
12	Monmouth School and Haberdashers' Monmouth School for Girls	Term of Council	Council	1	Cllr. S. White	17th May 2012
13	Abergavenny Educational Foundation of King Henry VIII- Governors	Term of Council	Council	5	Mr. C.D. Woodhouse Mr. R. Hill Cllr.M. Hickman Cllr.R.P. Jordan Cllr. M. Powell	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012
14	Wye Navigation Advisory Committee	Term of Council	Council	1	Cllr. A Webb	17th May 2012
15	Pratts Charity, Mathern	4 years from appointment	Council	2	Cllr G.L. Down Cllr P. Murphy	21 <sup>st</sup> June 2012 16 <sup>th</sup> November 2011
16	Gwent Police Animal Welfare Committee	Term of Council	Council	1	Cllr. D. Blakebrough	17th May 2012
17	Monmouthshire Local Access Forum	Term of Council	Council	1	Cllr. A. Webb	15th May 2014
18	Clydach Ebenezer Chapel Fund Committee	Term of Council	Council	1	Cllr. G. Howard	17th May 2012

**Category 'F' - Other**

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Date Appointed at Council
1	Best Kept Village Competition	Term of Council	Council	6	Cllr. P.R. Clarke Cllr. D. Evans Cllr. B. Strong Cllr. S. White Mr.. J. Major Cllr J Crook	17th May 2012 17th May 2012 17th May 2012 17th May 2012 17th May 2012 16 <sup>th</sup> May 2013
2	Wales Home Safety Council now known as "Home Accident Prevention Wales"	Term of Council	Council	2	Cllr. V.E. Smith 1 Officer <i>(enquiries into status of this body are continuing)</i>	17th May 2012
3	Gwent Association of Voluntary Organisations	Term of Council	Council	1	Cllr. A. Wintle	17th May 2012
4	Monmouthshire Sportlot Community Chest Committee	2 years	Council	3	Cllr. S. Jones Cllr. S. Howarth Cllr. B. Strong	17th May 2012 15th May 2014 17th May 2012
5	Local Government Flood Forum	Term of Council	Council	1	Cllr. P.R. Clarke	17th May 2012

**Category 'G' - Appointments Determined by W.L.G.A**

No.	Body	Term of Office	Source of Members Allowances	No. of Reps	Name of Councillor Appointed	Nominated at Council
1	Flood Risk Management Committee Wales (in rotation with Powys and Torfaen)	Term of Council	WLGA	1	Councillor S.B.Jones	16th May 2013





<p><b>12. APPOINTMENT TO DEMOCRATIC SERVICES COMMITTEE</b></p>	<ul style="list-style-type: none"> <li>Request from Councillor S. Howarth to view view the recording of the Council meeting to ascertain whether the process for the creation of a Democratic Services Committee and election of Chairman was in accordance with constitutional procedure.</li> <li>Amend Chair of Democratic Services Committee to Councillor Blakebrough.</li> </ul>	<p>Democratic Services Officer</p>	<ul style="list-style-type: none"> <li>Link to recording emailed to Councillor Howarth.</li> <li>Chair amended.</li> </ul>
<p><b>16. APPOINTMENT TO OUTSIDE BODIES</b></p>	<ul style="list-style-type: none"> <li>Request to resolve the discrepancy between the recorded list and the secretaries list for representation on Chepstow Senior Citizens Centre.</li> <li>Confirmation sought whether appointees to the Abergavenny Educational Foundation of King Henry VIII should be LEA Governors or trustees.</li> <li>Members agreed to provide mutual feedback regarding matters of note from outside body representation.</li> </ul>	<p>Democratic Services Officer</p> <p>Elected Councillors</p>	<ul style="list-style-type: none"> <li>Chepstow Senior Citizens Centre contacted.</li> <li>Educational Foundation contacted.</li> <li>Members to feedback on work of outside bodies.</li> </ul>
<p><b>SCHOOL BUDGETS</b></p>	<p>Councillor A.C. Watts requested information regarding the budget</p>	<p>Cabinet Member, Children and Young People, to</p>	<ul style="list-style-type: none"> <li>To be completed.</li> </ul>

	position of the Authority schools.	respond by email	
<b>ANNUAL REPORT, CHILDREN AND YOUNG PEOPLE</b>	<ul style="list-style-type: none"> <li>• Request to provide results of Monmouthshire Safeguarding Survey</li> <li>• Request to prepare a report for Members regarding the review of ALN.</li> </ul>	Chief Officer Children and Young People	<ul style="list-style-type: none"> <li>• To be completed.</li> </ul>
<b>CORPORATE PARENTING</b>	Request to contact Property Service regarding missing paving slabs on Hilston Park terrace.	Democratic Services Officer	<ul style="list-style-type: none"> <li>• Request sent to Head of Property Services and response circulated to members.</li> </ul>