



**Neudd y Cyngor  
Y Rhadyr  
Brynbuga  
NP15 1GA**

**County Hall  
Rhadyr  
Usk  
NP15 1GA**

**18 Mawrth 2015**

**18<sup>th</sup> March 2015**

**Notice of meeting:  
Monmouthshire County Council**

***Hysbysiad o gyfarfod:  
Cyngor Sir Fynwy***

**Thursday 26<sup>th</sup> March 2015, at 2.00pm  
Council Chamber, County Hall, Rhadyr, Usk**

***Dydd Iau 26 Mawrth 2015, am 2.00yp  
Siambr y Cyngor, Neuadd y Cyngor, Y Rhadyr, Brynbuga,***

**AGENDA**

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

<b>Item No</b>	<b>Item</b>
1.	<b>Apologies for absence.</b>
2.	<b>Chairman's report and receipt of petitions.</b>
3.	<b>To receive declarations of interest.</b>
4.	<b>To confirm and sign the minutes of the Council meeting dated 26<sup>th</sup> February 2015.</b>
5.	<b>Public Forum items (none received).</b>
6.	<b>Notices of motion: None received</b>
7.	<b>To receive the minutes of the following meetings: (a) Internal Monitoring Board 15<sup>th</sup> January 2015 (b) Democratic Services Committee 9<sup>th</sup> February 2015</b>

<b>8.</b>	<b>Report of the Chief Officer, Enterprise:</b> a) Publication of Pay Policy Statement as required by the localism act
<b>9.</b>	<b>Reports of the Head of Strategic Partnerships:</b> a) January 2015 Monmouthshire Engagement
<b>10.</b>	<b>Reports of the Head of Democracy and Regulatory Services:</b> a) Timing of Council Meetings b) Diary of meetings 2015/16
<b>11.</b>	<b>Members' questions:</b> <b>a) From County Councillor K. Williams to County Councillor P. Murphy:</b> <i>"How many meetings have cabinet members had with Welsh Government to specifically address the lower funding that this council receives as a block grant to run its services in comparison to other authorities during the term of this administration?"</i>

**Paul Matthews**

**Chief Executive**  
***Prif Weithredwr***

## **Aims and Values of Monmouthshire County Council**

### **Sustainable and Resilient Communities**

#### **Outcomes we are working towards**

##### **Nobody Is Left Behind**

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

##### **People Are Confident, Capable and Involved**

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

##### **Our County Thrives**

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

##### **Our priorities**

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation

##### **Our Values**

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

# 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

#### **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.

## CHAIRMAN'S REPORT 19<sup>th</sup> Feb – 19<sup>th</sup> March

Agenda Item 4

Thursday 19 <sup>th</sup> February 7 p.m.	Abergavenny Pantomime Company production of 'Cinderella' Borough Theatre, Abergavenny
Friday 20 <sup>th</sup> February 10.30 am	MOD Community Covenant Scheme Awards Grant to Chepstow Museum for Army Apprentice' College Photo Project Chepstow Museum
Saturday 21 <sup>st</sup> February Course opening 11.15 a.m.	The Rifles Raceday in aid of 'Care for Casualties' Chepstow Racecourse
Saturday 21 <sup>st</sup> February 7 p.m.	Mayor's Community Volunteers 'Thank You Event' Caldicot Choir Hall, Mill Lane NP26 5DD
Sunday 22 <sup>nd</sup> February 5.30 p.m	The Greater Gwent Youth Strings in Concert The Augusta Suite, Celtic Manor
Thursday 26 <sup>th</sup> February 6 p.m.	Reception to celebrate the Latvian European Union Presidency Pierhead, Cardiff Bay
Saturday 28 <sup>th</sup> February 7 p.m.	Charity 'Pop up' Dining Event The Mansion House, Ffynone, Swansea
Sunday 1 <sup>st</sup> March 3 p.m.	Lord Mayor's St. David's Civic Service The City Parish Church of St John the Baptist, Cardiff
Thursday 5 <sup>th</sup> March	Citizenship Ceremony Registry Office, Usk
Friday 6 <sup>th</sup> March 12.45 for 1 p.m.	Lunch with the Lord Lieutenant for Gwent Penpergwm Lodge, Abergavenny (Consort only)
Saturday 14 <sup>th</sup> March 7 p.m.	The Mayor of Torfaen's Command Performance Blaenavon Workmen's Hall
Monday 16 <sup>th</sup> March 7 p.m.	Torfaen Spring Showcase Concert Coleg Gwent, Pontypool Campus, Pontypool
Tuesday 17 <sup>th</sup> March 7 for 7.30 p.m.	Carmarthenshire Civic Dinner The Stardy Park Hotel, Furnace, Llanelli
Wednesday 18 <sup>th</sup> March 6.30 p.m.	Young Consumer of the Year Dinner and Competition Draw Cardiff City Stadium
Thursday 19 <sup>th</sup> March 10 a.m.	Young Consumer of the Year Competition Welsh Finals Cardiff City Stadium
Thursday 19 <sup>th</sup> March 7.30 p.m.	The Mayor 'Variety Spectacular' The Savoy Theatre, Church Street, Monmouth

## MONMOUTHSHIRE COUNTY COUNCIL

### Minutes of the meeting of Monmouthshire County Council held at County Hall, Usk on Thursday 26<sup>th</sup> February 2015 at 2.00 p.m.

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

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

#### **OFFICERS IN ATTENDANCE:**

Mr P. Matthews	Chief Executive
Mrs K. Beirne	Chief Officer, Enterprise
Mr S. Burch	Chief Officer, Health and Social Care
Mrs J. Robson	Head of Finance/Section 151 Officer
Mr M. Howcroft	Assistant Head of Finance
Mr R. Hoggins	Head of Operations
Mrs D. Hill Howells	Head of Community Led Delivery
Mr R. Tranter	Head of Legal/Monitoring Officer
Mrs S. King	Senior Democratic Services Officer

#### **1. WELCOME AND APOLOGIES FOR ABSENCE**

The Chairman opened the meeting and advised that there were exempt items included on the agenda, which required consideration of press and public to be excluded.

We resolved that the report of the Chief Officer, Social Care and Health – Delegated Chief Executive Decision to approve a foster carer loan, would be deferred to the end of the meeting, due to the sensitive nature of reports included within the item.

Apologies for absence were received from County Councillors J. George, R.J. Higginson, J. Marshall, A. Watts, A. Webb.

#### **2. CHAIRMAN'S REPORT AND RECEIPT OF PETITIONS**

We received and noted the Chairman's report.

The Chairman advised that he had been presented with a plaque on behalf of Monmouthshire County Council for the award to Monmouthshire for White Ribbon Status.

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In addition, the Chairman had been presented with a silver award which recognised Monmouthshire County Council with regard to the Armed Forces Covenant.

There were no petitions presented.

**3. DECLARATIONS OF INTEREST**

Declarations of interest were noted under the relevant agenda item.

**4. MINUTES****a) Council Meeting 22<sup>nd</sup> January 2015 – 10am**

The minutes of the meeting held on 22<sup>nd</sup> January 2015 at 10.00am, were confirmed as a correct record and signed by the Chairman, subject to the following amendment:

*Addition:*

**APOLOGIES... Councillors A. Easson and K. Williams.**

A member requested that an action sheet was included with the minutes on future agendas.

During consideration of the minutes, Councillor Burrows advised that as a result of the motion raised by Councillor Batrouni regarding deprivation, a letter had been sent to the minister however, an acknowledgement or reply had not been received.

**b) Council Meeting 22<sup>nd</sup> January 2015 – 2pm**

The minutes of the meeting held on 22<sup>nd</sup> January 2015 at 2.00pm, were confirmed as a correct record and signed by the Chairman.

We noted that an action point had been requested, following discussion of index of multiple deprivation and the motion raised by Councillor Batrouni, that a report of actions and outcomes was provided by the Leader (with portfolio which included narrowing the gap).

A member queried that a comment made had not been included in the minutes, following discussion of the ALN mandate. Council were reminded that minutes were not a verbatim record of the meeting. Officers confirmed that the meeting had been recorded and content would be checked for accuracy.

**5. PUBLIC FORUM ITEMS**

There were no public forum items received.

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### 6. NOTICES OF MOTION

#### **(a) Submitted by County Councillor D. Batrouni**

*'The Council welcomes Labour's commitment to devolve licensing powers relating to the extraction and exploitation of onshore shale gas and supports Welsh Labour's plan for an immediate moratorium on fracking in Wales. This Council notes that a small part of South West Monmouthshire has a Petroleum Exploration and Development Licences (PEDLS) on it and the 14th license round covers a large part of Monmouthshire. By supporting a moratorium, the Council sends a clear message that we do not want fracking in Monmouthshire.'*

We noted the following points:

- In presenting the motion Councillor Batrouni expressed great concern regarding fracking in Monmouthshire.
- Council presented varied views in relation to fracking and forms of energy.
- We discussed the requirement for energy and alternatives to oil. There was a need to ensure that safe technology was used.
- Members generally supported the principle of the motion.

County Councillor R. Greenland proposed an amendment which was duly seconded:

*'This Council supports an immediate moratorium on fracking in Wales. We note that a small part of South West Monmouthshire has Petroleum Exploration and Development Licences (PEDLS) on it and the 14th licence round covers a large part of Monmouthshire. By supporting a moratorium, the Council sends a clear message that we wish to pause which will allow the impact on our environment and homes to be properly assessed and understood.'*

We debated the amendment:

- Support was expressed for a moratorium and we identified a need to understand the implications of fracking.
- Members recognised the importance of considering how future generations would be affected by proposed renewable energy methods. We expressed environmental and public health concerns.
- We agreed that the issue could be considered further, once additional details were obtained.
- A member supported fracking as an alternative energy source, as it would not damage the aesthetic aspects of the Countryside.
- We recognised that the issue was being progressed nationally, however, we highlighted the importance of this being decided in Wales, particularly as areas of Monmouthshire were affected.
- We agreed that further information was required regarding the process and implications of fracking.



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Upon being put to the vote the amendment was carried and became the substantive motion.

Upon being put to the vote the substantive motion was carried.

*'This Council supports an immediate moratorium on fracking in Wales. We note that a small part of South West Monmouthshire has Petroleum Exploration and Development Licences (PEDLS) on it and the 14th licence round covers a large part of Monmouthshire. By supporting a moratorium, the Council sends a clear message that we wish to pause which will allow the impact on our environment and homes to be properly assessed and understood.'*

## 7. COMMITTEE MINUTES

We resolved that the following minutes be received:

### **(a) Democratic Services Committee 13<sup>th</sup> October 2014**

The Chair of Democratic Services advised that the action sheet was regularly updated for Democratic Services Committee.

We agreed that this would be included on future Democratic Services minutes for Council meetings.

We resolved that the minutes be received.

### **(b) Democratic Services Committee 24<sup>th</sup> November 2014**

The Chair of Democratic Services thanked the leader for attending the recent meeting, held in February 2015.

The committee had discussed the white paper and members welcomed the seminar that was to be held.

We resolved that the minutes be received.

## 7. HEAD OF FINANCE REPORTS

### **a) COUNCIL TAX RESOLUTION 2015/16**

Council were presented with the Council Tax Resolution 2015/16, the purpose of which was identified as:

1. The Council is bound by Statute to specific timescales for Council Tax setting and is also required to make certain defined resolutions. The

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recommendations that form the major part of this report are designed to comply with those Statutory Provisions.

2. The recommended resolutions also draw together the Council Tax implications of precepts notified by the Office of Police and Crime Commissioner for Gwent and Town and Community Councils, thereby enabling the County Council to establish its Headline Council Tax levels at the various property bands within each Town or Community area.

We resolved:

That the following be approved:

1. It is recommended it be noted that, at its meeting on 22<sup>nd</sup> January 2015, Council calculated the amounts set out below for the year 2015/16 in accordance with sections 32 and 33 of the [Local Government Finance Act 1992](#) ("the Act").

For information, sections 32 and 33 of the 1992 Act have been extensively amended by Schedule 12 to the Local Government (Wales) Act 1994. Both are further amended by the Local Authorities (Alteration of Requisite Calculations) (Wales) Regulations 2002 (the "2002 regulations") and The Local Authorities (Alteration of Requisite Calculations) (Wales) Regulations 2013. Section 33 is further amended by the Local Government Reorganisation (Calculation of Basic Amount of Council Tax) (Wales) Order 1996. All necessary legislative and statutory amendments have been taken into account in calculating the following amounts: -

(a) 44,561.34 being the amount calculated by the Council, in accordance with Section 33 of the Act and The Regulations (as amended by Regulations 1999 no. 2935), as its Council Tax base for the year;

(b) Part of the Council's Area, being the amounts calculated by the Council, in accordance with Section 34 of the Act, as the amounts of its Council Tax base for the year for dwellings in those parts of the area to which one or more special items relate:

Community	Council Tax Base for 2015/16	Community	Council Tax Base for 2015/16
Abergavenny	4,767.73	Llanhennock	282.38
Caerwent	1,081.43	Llanover	802.59
Caldicot	3,956.07	Llantillio Croesenny	452.11
Chepstow	5,367.76	Llantillio Pertholey	1,584.17

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<b>Community</b>	<b>Council Tax Base for 2015/16</b>	<b>Community</b>	<b>Council Tax Base for 2015/16</b>
Crucorney	733.07	Llantrissant Fawr	258.31
Devauden	631.72	Magor with Undy	2,866.20
Goetre Fawr	1,184.11	Mathern	608.58
Grosmont	493.70	Mitchell Troy	734.70
Gwehelog Fawr	287.77	Monmouth	4,964.57
Llanarth	485.78	Portskewett	1,016.94
Llanbadoc	462.56	Raglan	1,065.48
Llanelly Hill	1,865.81	Rogiet	708.00
Llanfoist Fawr	1,785.61	Shirenewton	726.51
Llangattock Vibon Abel	652.33	St.Arvals	453.41
Llangwm	268.30	Tintern	491.33
Llangybi	531.38	Trellech	1,630.04
		Usk	1,360.89
		<b>Total</b>	<b>44,561.34</b>

2. That the following amounts be now calculated by the Council for the year 2015/16 in accordance with Sections 32 to 36 of the Act and sections 47 and 49 of the [Local Government Finance Act 1988](#) (as amended):

- (a) £144,214,168 being the aggregate of the amounts the Council estimates for the items set out in Section 32(2) (a) to (d) of the Act less the aggregate of the amounts the Council estimates for the items set out in Section 32 (3) (a) and (c) of the Act calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year
- (b) £93,556,716 being the aggregate of the sums which the Council estimates will be payable for the year into its Council fund in respect of redistributed non-domestic rates and revenue support grant in accordance with Section 33 (3)
- (c) £6,000 being the cost to the authority of discretionary non-domestic rate relief anticipated to be granted (under sections 47 and 49 of the [Local Government Finance Act 1988](#) , as amended)

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- (d) £ 1,136.94 being the amount at 2.2(a) and 2.2(c) above less the amount at 2.2(b) above, all divided by the amount at 2.1(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year
- (e) £1,869,891 being the aggregate amount of all special items referred to in Section 34 of the Act (Town and Community Precepts)
- (f) £1,094.98 being the amount at 2.2(d) above less the result given by dividing the amount at 2.2(e) above by the amount at 2.1(a) above calculated by the Council in accordance with Section 34(2) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of the area to which no special item relates.
- (g) Part of the Council's Area, being the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amounts at 2.1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of the area to which one or more special items relate:

<b>Community Council</b>	<b>Precept Band D Equivalent £'s</b>	<b>Community Council</b>	<b>Precept Band D Equivalent £'s</b>
Abergavenny	53.70	Llanover	13.08
Caerwent	38.84	Llantillio Croesenny	11.94
Caldicot	64.82	Llantillio Pertholey	25.44
Chepstow	72.56	Llantrissant Fawr	17.42
Crucorney	10.91	Magor with Undy	52.04
Devauden	12.66	Mathern	26.42
Goetre Fawr	23.65	Mitchell Troy	10.55
Grosmont	12.15	Monmouth	47.61
Gwehelog Fawr	15.64	Portskewett	20.16
Llanarth	13.38	Raglan	29.70
Llanbadoc	23.50	Rogiet	47.20
Llanelly Hill	35.62	Shirenewton	23.33
Llanfoist Fawr	31.92	St.Arvals	22.69

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Llangattock Vibon Abel	13.80	Tintern	33.93
Llangwm	10.06	Trellech	15.34
Llangybi	16.84	Usk	59.52
Llanhennock	15.58		
Llanhennock	15.58		

- (h) The County Council Area, being the amounts given by multiplying the amount at 2.2(f) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

<b>Council Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
Proportion	6	7	8	9	11	13	15	18	21
Council Tax Charge	729.99	851.65	973.32	1094.98	1338.31	1581.64	1824.97	2189.96	2554.95

- (i) Part of the Council's Area, being the amounts given by multiplying the amounts at 2.2(g) and 2.2(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands: -

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**County Council plus Town/Community Council**

<b>Council Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
Abergavenny	765.79	893.42	1021.05	1148.68	1403.94	1659.21	1914.47	2297.36	2680.25
Caerwent	755.88	881.86	1007.84	1133.82	1385.78	1637.74	1889.70	2267.64	2645.58
Caldicot	773.20	902.07	1030.94	1159.80	1417.53	1675.27	1933.00	2319.60	2706.20
Chepstow	778.36	908.09	1037.82	1167.54	1426.99	1686.45	1945.90	2335.08	2724.26
Crucorney	737.26	860.14	983.02	1105.89	1351.64	1597.40	1843.15	2211.78	2580.41
Devauden	738.43	861.50	984.57	1107.64	1353.78	1599.93	1846.07	2215.28	2584.49
Goetre	745.76	870.04	994.34	1118.63	1367.22	1615.80	1864.39	2237.26	2610.13
Grosmont	738.09	861.10	984.12	1107.13	1353.16	1599.19	1845.22	2214.26	2583.30
Gwehelog	740.42	863.81	987.22	1110.62	1357.43	1604.23	1851.04	2221.24	2591.44
Llanarth	738.91	862.06	985.21	1108.36	1354.66	1600.97	1847.27	2216.72	2586.17
Llanbadock	745.66	869.93	994.21	1118.48	1367.03	1615.58	1864.14	2236.96	2609.78
Llanelly Hill	753.74	879.35	1004.98	1130.60	1381.85	1633.09	1884.34	2261.20	2638.06
Llanfoist	751.27	876.48	1001.69	1126.90	1377.32	1627.75	1878.17	2253.80	2629.43
Llangattock V A	739.19	862.38	985.59	1108.78	1355.18	1601.57	1847.97	2217.56	2587.15
Llangwm	736.70	859.47	982.26	1105.04	1350.61	1596.17	1841.74	2210.08	2578.42
Llangybi	741.22	864.75	988.29	1111.82	1358.89	1605.96	1853.04	2223.64	2594.24
Llanhennock	740.38	863.77	987.17	1110.56	1357.35	1604.14	1850.94	2221.12	2591.30
Llanover	738.71	861.82	984.95	1108.06	1354.30	1600.53	1846.77	2216.12	2585.47
Llantillio Croess	737.95	860.94	983.93	1106.92	1352.90	1598.89	1844.87	2213.84	2582.81
Llantillio Pertholey	746.95	871.44	995.93	1120.42	1369.40	1618.39	1867.37	2240.84	2614.31
Llantrissant	741.60	865.20	988.80	1112.40	1359.60	1606.80	1854.00	2224.80	2595.60

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Magor with Undy	764.68	892.13	1019.58	1147.02	1401.91	1656.81	1911.70	2294.04	2676.38
Mathern	747.60	872.20	996.80	1121.40	1370.60	1619.80	1869.00	2242.80	2616.60
Mitchell Troy	737.02	859.86	982.70	1105.53	1351.20	1596.88	1842.55	2211.06	2579.57
Monmouth	761.73	888.68	1015.64	1142.59	1396.50	1650.41	1904.32	2285.18	2666.04
Portskewett	743.43	867.33	991.24	1115.14	1362.95	1610.76	1858.57	2230.28	2601.99
Raglan	749.79	874.75	999.72	1124.68	1374.61	1624.54	1874.47	2249.36	2624.25
Rogiet	761.46	888.36	1015.28	1142.18	1396.00	1649.82	1903.64	2284.36	2665.08
Shirenewton	745.54	869.80	994.06	1118.31	1366.82	1615.34	1863.85	2236.62	2609.39
St. Arvans	745.12	869.30	993.49	1117.67	1366.04	1614.41	1862.79	2235.34	2607.89
Tintern	752.61	878.04	1003.48	1128.91	1379.78	1630.65	1881.52	2257.82	2634.12
Trellech	740.22	863.58	986.96	1110.32	1357.06	1603.80	1850.54	2220.64	2590.74
Usk	769.67	897.94	1026.23	1154.50	1411.06	1667.61	1924.17	2309.00	2693.83



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3. That it be noted for the year 2015/16 that the Office of Police and Crime Commissioner for Gwent has notified the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the dwellings shown above: -

<b>Council Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
Proportion	6	7	8	9	11	13	15	18	21
Council Tax Charge	141.08	164.59	188.11	211.62	258.65	305.67	352.70	423.24	493.78

4. That, having calculated the aggregate in each case of the amounts at 2.2(i) and 2.3 above, the Council, in accordance with Section 30(2) of the Act, hereby sets the following amounts as the amounts of Council Tax for the year 2015/16 for each of the categories of dwellings shown below: -

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**County Council plus Town/Community Council plus Police and Crime Commissioner**

	A	B	C	D	E	F	G	H	I
Abergavenny	906.87	1058.01	1209.16	1360.30	1662.59	1964.88	2267.17	2720.60	3174.03
Caerwent	896.96	1046.45	1195.95	1345.44	1644.43	1943.41	2242.40	2690.88	3139.36
Caldicot	914.28	1066.66	1219.05	1371.42	1676.18	1980.94	2285.70	2742.84	3199.98
Chepstow	919.44	1072.68	1225.93	1379.16	1685.64	1992.12	2298.60	2758.32	3218.04
Crucorney	878.34	1024.73	1171.13	1317.51	1610.29	1903.07	2195.85	2635.02	3074.19
Devauden	879.51	1026.09	1172.68	1319.26	1612.43	1905.60	2198.77	2638.52	3078.27
Goetre	886.84	1034.63	1182.45	1330.25	1625.87	1921.47	2217.09	2660.50	3103.91
Grosmont	879.17	1025.69	1172.23	1318.75	1611.81	1904.86	2197.92	2637.50	3077.08
Gwehelog	881.50	1028.40	1175.33	1322.24	1616.08	1909.90	2203.74	2644.48	3085.22
Llanarth	879.99	1026.65	1173.32	1319.98	1613.31	1906.64	2199.97	2639.96	3079.95
Llanbadock	886.74	1034.52	1182.32	1330.10	1625.68	1921.25	2216.84	2660.20	3103.56
Llanelly Hill	894.82	1043.94	1193.09	1342.22	1640.50	1938.76	2237.04	2684.44	3131.84
Llanfoist	892.35	1041.07	1189.80	1338.52	1635.97	1933.42	2230.87	2677.04	3123.21
Llangattock V A	880.27	1026.97	1173.70	1320.40	1613.83	1907.24	2200.67	2640.80	3080.93
Llangwm	877.78	1024.06	1170.37	1316.66	1609.26	1901.84	2194.44	2633.32	3072.20
Llangybi	882.30	1029.34	1176.40	1323.44	1617.54	1911.63	2205.74	2646.88	3088.02
Llanhennock	881.46	1028.36	1175.28	1322.18	1616.00	1909.81	2203.64	2644.36	3085.08
Llanover	879.79	1026.41	1173.06	1319.68	1612.95	1906.20	2199.47	2639.36	3079.25
Llantillio Croess	879.03	1025.53	1172.04	1318.54	1611.55	1904.56	2197.57	2637.08	3076.59
Llantillio Pertholey	888.03	1036.03	1184.04	1332.04	1628.05	1924.06	2220.07	2664.08	3108.09
Llantrissant	882.68	1029.79	1176.91	1324.02	1618.25	1912.47	2206.70	2648.04	3089.38
Magor with Undy	905.76	1056.72	1207.69	1358.64	1660.56	1962.48	2264.40	2717.28	3170.16
Mathern	888.68	1036.79	1184.91	1333.02	1629.25	1925.47	2221.70	2666.04	3110.38

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Mitchell Troy	878.10	1024.45	1170.81	1317.15	1609.85	1902.55	2195.25	2634.30	3073.35
Monmouth	902.81	1053.27	1203.75	1354.21	1655.15	1956.08	2257.02	2708.42	3159.82
Portskewett	884.51	1031.92	1179.35	1326.76	1621.60	1916.43	2211.27	2653.52	3095.77
Raglan	890.87	1039.34	1187.83	1336.30	1633.26	1930.21	2227.17	2672.60	3118.03
Rogiet	902.54	1052.95	1203.39	1353.80	1654.65	1955.49	2256.34	2707.60	3158.86
Shirenewton	886.62	1034.39	1182.17	1329.93	1625.47	1921.01	2216.55	2659.86	3103.17
St. Arvans	886.20	1033.89	1181.60	1329.29	1624.69	1920.08	2215.49	2658.58	3101.67
Tintern	893.69	1042.63	1191.59	1340.53	1638.43	1936.32	2234.22	2681.06	3127.90
Trellech	881.30	1028.17	1175.07	1321.94	1615.71	1909.47	2203.24	2643.88	3084.52
Usk	910.75	1062.53	1214.34	1366.12	1669.71	1973.28	2276.87	2732.24	3187.61

5. That Mrs J. Robson, Mr M. Howcroft, Miss R. Donovan, Mrs. S. Deacy, Mrs. W. Woods and Mrs. S. Knight be authorised under Section 223 of the Local Government Act 1972 to prosecute and appear on behalf of Monmouthshire County Council in proceedings before a Magistrates Court for the purpose of applying for Liability Orders in respect of Council Tax and Non-Domestic Rates.

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### **b) TREASURY MANAGEMENT POLICY STATEMENT AND STRATEGY STATEMENT, MRP POLICY STATEMENT AND INVESTMENT STRATEGY 2015/16**

We were presented with the Treasury Management Policy Statement and Strategy Statement, MRP Policy Statement and Investment Strategy 2015/16. Council were asked to adopt the annual Treasury Management Policy Statement and the Treasury Management Strategy Statement and Investment Strategy for 2015/16 to 2018/19 incorporating the Minimum Revenue Provision (MRP) Statement for 2015/16.

During debate, the following issues were highlighted:

- We thanked officers for the informative report.
- Figures were requested regarding the receipts from the Cattle Market. We were informed that the figures could be provided, however, were not part of the treasury management strategy.
- A member queried whether a change to recommendations could be proposed. Officers clarified that change in recommendations would result in a change to the priorities of the strategy.
- Further detail would be provided regarding estimates and actual, comparative data.
- Officers clarified that pool funds related to investments in a variety of assets. Additional information would be provided.

We resolved:

That the following be approved:

It is recommended that the proposed Treasury Management Policy Statement for 2015/16 (appendix 2) and proposed Treasury Management Strategy and Investment Strategy 2015/16 to 2018/19 (appendix 1), including the Minimum Revenue Provision (MRP) Statement for 2015/16, be approved together with the Treasury Limits as required by section 3 of the Local Government Act 2003.

### **8. ABERGAVENNY: VIBRANT & VIABLE PLACES TOWN CENTRE LOAN FUND**

We received a report which sought Council's approval of the Cabinet decision to accept Welsh Government repayable funding award of £1,250,000 to establish a fund to improve redundant and underutilised sites and premises in Abergavenny Town Centre.

We debated the report:

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- In presenting the report the Cabinet member advised that repayable funding must be drawn down by 31<sup>st</sup> March 2015. Monmouthshire County Council had been successful in its application for £1,250,000.00 of repayable funding under the Welsh Governments Vibrant and Viable Places initiative.
- The award would enable the authority to establish a fund that could provide interest free town centre loans for a period of 5 years to enable the redevelopment of redundant sites and premises in Abergavenny Town Centre.
- Repayable funding would need to be repaid in full by March 31<sup>st</sup> 2030. If the funding repayable is less than the award (i.e. loan default) then the Welsh Government will share 50% of the reduction to a maximum amount of 2.5% of the funding awarded.
- The programme board in Bryn y Cwm would bring forward proposals and recommendations. However, decisions would be made by the Cabinet appointed Place Programme Board.
- Council accepted the report and welcomed similar initiatives in other areas.
- The fund would be used for town centre regeneration in Abergavenny and boundaries of the town.
- Members welcomed the opportunity to rejuvenate areas of Abergavenny and supported proposals for regeneration.
- We agreed that a clear process was required in terms of how the fund was allocated and how decisions were made.
- We were informed that the loan was an opportunity for end responsibility to be retained by the authority.

We resolved that recommendations be approved:

Full Council agree the Cabinet decision to accept repayable funding of £1,250,000 from Welsh Government to establish a Fund to improve redundant and underutilised sites and premises in Abergavenny Town Centre.

## 9. REPORTS FROM THE HEAD OF OPERATIONS

### a) WITHDRAWAL OF DECISION TO BUILD NEW LIBRARY IN ABERGAVENNY

We were presented with a report which informed Council of the decision to rescind the decision taken by Council to build a new library on the old cattle market site, Abergavenny and adjust the capital budget accordingly.

A considerable amount of work had been undertaken by officers and we had listened to community suggestions. A number of options were being considered, which included the possibility of moving to the town hall.

During debate we noted:

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- Members were supportive of the recommendations within the report and welcomed the central hub idea. We agreed that costs of a new build could not be justified.
- The recommendation was understandable and widely accepted, however, further debate on the future of the library was required.
- It was suggested that money should be used on the outskirts of Bryn y Cwm and not just within Abergavenny.
- Some concerns were expressed regarding the process, which had started in 2010. However, it was accepted that the decision was correct.
- Members were reminded that officers were working on options appraisals for a number of buildings for community hubs and the most viable option would be considered.
- Considerable amount of work had been undertaken with the town team and programme board. The decision would bring forward wider priorities plus opportunity for business improvement district.

We resolved that recommendations be approved:

1. That members rescind the decision taken in 2010 to build a new library on the old cattle market site, Abergavenny, thereby releasing funding of £3.433m.
2. That Cabinet recommend to Council specific capital budgets to develop a Community Hub along with projects to improve the public realm that supports regeneration of the town centre (the Better Bryn Y Cwm Plan) from the funding released in 2.1

#### **b) LOCAL TRANSPORT PLAN**

Council were presented with the Review of Monmouthshire Local Transport Plan, which reviewed the Monmouthshire Local Transport Plan (LTP) as provided to Welsh Government and agree any further comments that members wished to make.

During debate we noted:

- Rogiet and Severn Tunnel were omitted from the report, we requested that these were included.
- We recognised the invaluable contribution that had been given by the external members of the Strategic Transport Group and thanked the chair of the group for the work that had been undertaken.
- In building the transport plan the authority had been required to adhere to Welsh Government guidelines. Trunk roads and rail were devolved to Welsh Government and schemes could not be included. However, an appendix would be added so that issues were acknowledged.
- 

We resolved that recommendations be approved:

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That members review the LTP and approve any further comments for submission to Welsh Government.

**10. MOBILE HOME WALES ACT**

We were presented with the Mobile Homes (Wales) Act 2013, which considered the Council's approach to discharging its responsibilities under the Mobile Homes (Wales) Act 2013.

During debate we requested clarification regarding whether the authority fees could only be raised in accordance with CPI.

We resolved that recommendations were approved:

1. Delegate the authority to issue and vary Caravan Site licenses, and set conditions, as set out in Appendix One.
2. Delegate authority and enforcement powers to officers as set out in Appendix One.
3. Delegate responsibility for determining a fit and proper person policy to the Licensing and Regulatory Committee.
4. Adopt the fees policy set out in Appendix Three and delegate authority to the Licensing and Regulatory Committee to set future fees following annual reviews.
5. Agree the schedule of enforcement charges set out in Appendix Three, delegating authority to the Licensing and Regulatory committee to review charges in the future.

**11. COUNCIL DIARY 2015/16**

We were presented with the 2015/16 Council Diary and recognised that it provided the framework of meetings for the year, at times there may be a need to alter dates and set up additional special meetings.

An amendment was proposed and duly seconded:

- Standards committee to consider timing of meetings.
- Political Leadership Group clashes were avoided, where possible.
- Only one Individual Cabinet Member Decision was held during August 2015.

We noted the following during debate:

- It was requested that in accordance with equalities work that had been undertaken, Council considered changing time of Council meetings from 2pm to 5pm.
- We debated the pros and cons of alternative Council times.
- Reasons in favour of 5pm meetings, included, flexibility to accommodate working life/working members, increasing diversity,

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- Reasons against changing the time of meetings, included, clash with other bodies that members represented (school governors and town/community councils),
- We resolved that the Democratic Services committee would be tasked with gathering evidence and considering effects of changing the time of Council meetings.

The Chairman apologised as he had to leave the meeting and invited Councillor Strong, as vice Chair to take the meeting.

*Councillor Prosser left at 5.00pm.*

We resolved that the time of planning site visits should be decided by the Planning Committee.

*Councillor Greenland left at 5.15pm.*

We resolved that the diary be agreed, with the appropriate amendments and subject to the time of Council meetings being reviewed by the Democratic Services Committee.

We agreed that the diary would be included on the agenda for the next meeting.

## 12. MEMBERS' QUESTIONS

### (a) From County Councillor D. Batrouni to County Councillor P. Murphy:

*"What is his view on the future financial stability of Monmouthshire's Youth Service?"*

In response:

*'There is no doubt that the severity of funding reductions will have an impact on the ongoing operation of the Youth Service – a position no different to that of other Council services. However as you would expect, there is a strong ambition and commitment to sustain and improve such a vital service. In the approved budget mandate for 15/16 there is a requirement to find some £200k. Whilst plans are being progressed to develop the projects and solutions that will help close this gap – it is clear that these will take time to develop and bed in. The Youth Service could take the easy option and simply cut the cloth accordingly – shrinking structures and service levels. The desire instead is to professionally market and grow the offer and promote our uniqueness in delivering the only dedicated Youth Service of its kind in Wales. As things stand currently, we await confirmation of additional grant funding for 15/16 and it could be that in the short-term, securing external funds helps sustain the service whilst the plans and projects are put in place to evolve and adapt it. Building service resilience is important and there are many options and opportunities through which to achieve this. This is likely to mean the service will look and feel different in the future. The Youth Service embraces this and accepts*



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*the need to change and redesign – not just because of the financial situation - but because it needs to stay relevant and meaningful to young people. Should it be the case that the external grant income provides additional unbudgeted income in 15/16, affording a longer lead-in time to develop the initiatives stated in the budget mandate, changes will be reported through cabinet and progress captured through rigorous quarterly financial monitoring.'*

**(b) From County Councillor D. Batrouni to County Councillor G. Howard:**

*“How many complaints have the Council received about the Mark Group?”*

In response:

*‘Thank you for the question Dimitri. It might be helpful to give members some background information so they understand the context of the question.*

*We saw from Will’s presentation at the last Council how significant levels of deprivation exist in pockets around the County and that this can be missed by traditional funding formulae; so we recognise the great effort of the housing team in their work to bring this £2.7million project to Monmouthshire.*

*As a result and over the last year and a half, the Mark Group has been installing External Wall Insulation across Monmouthshire, particularly in Thornwell, using ECO energy efficiency funding. This has been provided through the utility companies’ obligation to central government.*

*During that time, the homes of 243 social housing tenants and 80 private households, have benefited from the installation of external wall insulation, and a further 26 private properties are just being finished off. These works should have a long term benefit to the residents in making their homes sustainably warm, reducing bills and carbon emissions, and ultimately contributing to better health. The properties also look smart once completed.*

*The programme would have been larger but the Mark Group’s funding was reduced by the Government’s 2013/14 ‘Autumn statement’ which reduced the level of ECO funding, albeit that the ECO scheme has been extended for a further two years to 2017.*

*The funding change was after the Mark Group had surveyed in excess of 100 properties in batches, which unfortunately led to some uncertainty and delay whilst funding arrangements were clarified. During this time, some customers contacted the Mark Group for updates, and the Chief Officer for Enterprise wrote to the Mark Groups CEO who in his reply acknowledged that some of the communications were not always handled as they should have been and some customers were inconvenienced.*

*Correspondingly the Council received approximately 30 contacts, mostly during spring of last year. Most of these sought clarity about when works would start and*

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*a number expressed dissatisfaction about Mark Group's customer liaison arrangements.*

*Obviously, negative feedback is extremely disappointing, but responding to and resolving these issues was a priority for officers.*

*Nonetheless, we have direct feedback from a number of individual residents who have been delighted and very complimentary about both the quality of the work and the manner in which it's been conducted. However, as with all projects of this nature we will learn from the experience for future such projects.*

*County Councillor Hickman left at 5.20pm*

**13. CONSIDERATION TO EXCLUDE PRESS AND PUBLIC**

**We resolved to exclude the press and public from the meeting during consideration of the following item of business.**

**14. DELEGATED CHIEF EXECUTIVE DECISION TO APPROVE A FOSTER CARER LOAN**

We received a report which informed Council of the delegated Chief Executive decision to approve a foster carer loan.

We resolved to note recommendations within the report.

**The meeting ended at 5.30 p.m**

**ACTION LIST**  
**MEETING OF MONMOUTHSHIRE COUNTY COUNCIL**  
**26<sup>th</sup> FEBRUARY 2014**

<b>MINUTE NUMBER AND SUBJECT</b>	<b>ACTION TO BE TAKEN</b>	<b>TO BE ACTIONED BY</b>	<b>PROGRESS</b>
4a. <b>MINUTES 22<sup>ND</sup> JANUARY 2015 (10am)</b>	<ul style="list-style-type: none"> <li>• During discussions on Welsh Index Multiple Deprivation and motion from Councillor Batrouni, members requested that, as the leader had portfolio of 'narrowing the gap', a report was received of actions and outcomes.</li> </ul>	Leader Office	<ul style="list-style-type: none"> <li>• TBC</li> </ul>
4b. <b>MINUTES 22<sup>ND</sup> JANUARY 2015 (2pm)</b>	<ul style="list-style-type: none"> <li>• Clarification required regarding what had been said by the Leader in relation to the ALN mandate.</li> <li>• Recording of meeting to be checked for accuracy.</li> </ul>	Democratic Services	<ul style="list-style-type: none"> <li>• Completed – confirmed accurate minutes.</li> <li>• Recording showed a member reading quote that leader had said at start of budget process.</li> </ul>
7a. <b>DEMOCRATIC SERVICES MINUTES</b>	<ul style="list-style-type: none"> <li>• Democratic Services Action sheet to be included with minutes to Council</li> </ul>	Democratic Services	<ul style="list-style-type: none"> <li>• Completed</li> </ul>
8b. <b>TREASURY MANAGEMENT POLICY STATEMENT</b>	<ul style="list-style-type: none"> <li>• Additional information requested regarding receipts from Cattle Market.</li> <li>• Detail required in relation to estimates and actual comparative data.</li> <li>• Information regarding pool funds.</li> </ul>	Finance Officers	<ul style="list-style-type: none"> <li>• TBC</li> </ul>
9b. <b>LOCAL TRANSPORT PLAN</b>	<ul style="list-style-type: none"> <li>• Report to be changed to reflect member comments.</li> </ul>	Transport Officer	<ul style="list-style-type: none"> <li>• TBC</li> </ul>

<p><b>11. COUNCIL DIARY</b> “</p>	<ul style="list-style-type: none"> <li>• Standards Committee to consider timing of meetings</li> <li>• Political Leadership Group clashes to be avoided</li> <li>• One individual cabinet member decision to be held in August</li> <li>• Democratic Services committee to consider effects of Council meetings being held at 5pm instead of 2pm</li> </ul>	<p>Democratic Services</p>	<ul style="list-style-type: none"> <li>• Standards committee met on Monday 9<sup>th</sup> March, agreed meetings to be held 10.30am on Monday mornings</li> <li>• Changes to diary completed.</li> <li>• Report from Democratic Services committee included on Council agenda</li> </ul>

**MONMOUTHSHIRE COUNTY COUNCIL**  
**Minutes of the meeting of the Internal Monitoring Board**  
**held at County Hall, Usk on Thursday 15<sup>th</sup> January 2015 at 10.00am**

**PRESENT:** County Councillor P. Fox (Chairman)  
County Councillors: D. Batrouni, E.J. Hacket Pain and P. Jones

**OFFICERS IN ATTENDANCE:**

Mr. P. Matthews: Chief Executive  
Mrs. D. Mountfield: Head of Resources, Children & Young People Directorate  
Ms. S. Randall-Smith: Children & Young People Directorate  
Mr. R. Williams: Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

County Councillors D. Blakebrough, L. Guppy and F. Taylor. Ms. S. McGuinness.

**2. MINUTES**

We received and noted the minutes of the Internal Monitoring Board dated 5<sup>th</sup> December 2014.

**3. DECLARATIONS OF INTEREST**

None.

**4. DRAFT SELF EVALUATION REPORT**

We received an update on the draft self-evaluation report. In doing so, Members were provided with the following information:

- In preparation for the Estyn visit in March 2015 the focus was on Recommendation 6, Performance Management.
- Improvements made to date have been positive with staff working more as a team.
- Check in Check out has been undertaken by Managers with the Children and Young People Directorate being the first directorate to fully implement it. Improvements have been considerable.
- Performance Management should be the same across the Authority.
- Evidence to indicate Performance Management is working would be reflected in the self-evaluation report.
- In response to a question, it was noted that Estyn would determine the case study, i.e., about four weeks before Estyn are due to re-visit the Authority.

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- What Next / Future Actions column – Officers would amend the column to make it more explicit.
- Post Inspection Action Plan Annex B – Officers have reviewed the Estyn recommendations in detail and have put these into groups / themes. However, it was noted that the correlations were not obvious, but this matter was being addressed.
- A clear position statement was required to ascertain where the Authority was in respect of the Post Inspection Action Plan.

We resolved to receive the update and noted its content.

## **5. CATEGORISATION OF MONMOUTHSHIRE SCHOOLS AND INTERVENTIONS FOR SCHOOLS CAUSING CONCERN**

We received a report on the National Model School Categorisation.

In doing so, it was noted that in September 2014, the Welsh Government had implemented the three stage school categorisation model. The model is based on the use of data and professional judgement to:

- Determine the level and support, challenge and intervention an individual school should receive.
- Help identify priorities for action and brokerage where appropriate.

The stages are as follows:

- Standards Categorisation (Stage 1).
- Capacity – Leadership, Teaching and Learning (Stage 2).
- Overall Categorisation (Stage 3).

Once Stages 1 and 2 are complete, the challenge Adviser based on evidence from Stages 1 and 2 proposes an overall categorisation (green, yellow, amber and red) which determines the category of support for the school. The local Authority then agrees the category of support for the school and the Welsh Government publishes the outcome.

Schools categorised as orange will agree a support plan with the Education Achievement Service (EAS). Schools categorised as red will agree an intervention plan with the local Authority. Every Intervention Plan will be monitored regularly in line with the South East Wales Consortium (SEWC) Schools Causing Concern Policy.

Having considered the report the following points were noted:

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- The Authority holds the EAS to account by working in partnership with the EAS and challenging it. However, there are times when the Authority needs to become directly involved with a school, e.g., intervention plans.
- The Cabinet Member for Schools and Learning indicated that she undertakes visits to schools from time to time to ensure that progress is being made.
- There is a good robust team available to challenge schools.
- Levels of confidence were high regarding the resources supplied by the EAS.
- It was noted that further training could improve the service being provided to schools via the EAS.
- With regard to training courses run via the EAS, it was noted that the standard of courses was good but there were issues of duplication and lack of clarity.
- It was noted that some schools felt compelled to buy training courses from the EAS. However, schools could choose to undertake training courses outside of the EAS.
- Clarity and value for money of the training portfolio provided was needed from the EAS.
- Challenge Advisers schedule the amount of time they spend in a school which is determined by the 'colour' of the school.
- Support was being provided to 'red schools' via an intervention plan. Timescales to bring the schools out of the 'red' were being set with schools / school governors being fully aware of these timescales.
- If all goes well, by the end of March 2014, it is anticipated that there will be no Monmouthshire schools located within a category.

We resolved to receive the report and noted its content.

## **6. NEXT STEPS**

The following information was noted:

- The next meeting would be arranged for early February 2015 in which progress regarding Additional Learning Needs (ALN) since the Post Inspection Action Plan (PIAP) would be discussed.
- Review Cabinet / Children and Young People Select Committee progress in respect of the PIAP and assess what was still required to be undertaken.

**The meeting ended at 12.15pm.**

## **MONMOUTHSHIRE COUNTY COUNCIL**

### **Minutes of the meeting of the Democratic Services Committee held at Caldicot Comprehensive School, on 9<sup>th</sup> February 2015 at 2.00 p.m.**

**PRESENT:** County Councillor D. Blakebrough (Chairman)

County Councillors: D.L. Edwards, R.G. Harris, J. Higginson, P.Jones, S. Jones, J.L. Prosser, V.E. Smith and A. Webb.

Also in attendance County Councillors A. Easson and P.A. Fox.

Representatives of Caldicot Comprehensive School.

#### **OFFICERS IN ATTENDANCE:**

Mrs T. Harry	-	Head of Democracy and Regulatory Services
Mr M. Gatehouse	-	Policy and Performance Manager
Mrs A. Barton	-	Communication and Engagement Manager
Mr J. Pearson	-	Local Democracy Manager
Mrs S. King	-	Senior Democratic Services Officer

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from County Councillors P. Clarke, D. Evans and S. Howarth.

The Chairman welcomed all in attendance and introductions were provided.

#### **2. PUBLIC OPEN FORUM**

There were no questions raised during the public open forum.

#### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **4. CONFIRMATION OF MINUTES**

We resolved that the minutes of the meeting of the Committee held on 24<sup>th</sup> November 2014.

We noted that actions would be discussed within an item at the end of the meeting.

#### **5. LEADER OF MONMOUTHSHIRE COUNTY COUNCIL**

We welcomed the Leader of Monmouthshire County Council and we discussed various issues, which included challenge by Councillors, the recent government white paper and scrutiny.



**Minutes of the Democratic Services Committee  
Dated 9<sup>th</sup> February 2015 - continued**

We were provided with an overview of the Council, Cabinet structure and political representation. The Leader highlighted that the Council had changed and there was a need to deliver services with reduced resource base.

During discussion we noted the following points:

- A member asked whether any developments could be made in the area of scrutiny. In response, there had been a consistency of strength across the organisation and governance required a strong scrutiny function. The checks and balances were in place, the strong and credible scrutiny aspect added value. The maturity of the relationship had developed and improved. Policies had been developed through effective scrutiny, however, it was recognised that time and resource was an issue.
- The Scrutiny Champion outlined that scrutiny was the challenge and ensuring value for money in making the right decisions. Scrutiny inquiries would be undertaken through effective challenge, appropriate witnesses, training and end results.
- The Democratic Services Committee were responsible for ensuring that appropriate democratic process was in place and that there was openness and transparency in decision making.
- Scrutiny members would undertake their roles in an impartial and non-political manner. We recognised the importance of scrutiny and the process was enhanced through recommendations made by committees to Cabinet.
- We discussed the white paper and noted that the authority would be affected by reduced funding and cuts to the WLGA. Training had been provided by the WLGA and the grant would no longer be available. However, we were reminded that there were still opportunities for development for members.
- We discussed opportunities for new members and increased diversity amongst the Council.
- The Head of Democracy and Regulatory Services informed the committee that a training programme could be developed and information would need to be submitted by members by the end of the financial year. It was suggested that role descriptions could be considered as part of the development.
- We recognised the Hub as a key tool for information to be obtained.
- The committee reaffirmed that full Council debate was required in relation to the white paper. We agreed that a seminar would be arranged and the issue would be discussed at full Council.

## **6. ACTION PLAN FEEDBACK**

We noted updates on actions from the last meeting, as follows:

- We discussed SRS 7 day support, which would be at a cost of £30,000 and agreed that the Chair would contact members with preliminary questions regarding problems that had occurred with IT.
- The name would be obtained of a database management software system used.
- We requested that details of meetings could be displayed in reception at County Hall, Usk.

**Minutes of the Democratic Services Committee  
Dated 9<sup>th</sup> February 2015 - continued**

- Updates had been provided on issues within the chamber and we recognised that issues relating to heating were ongoing.
- Development of the telephone directory was ongoing.
- Dates for members promoting democracy had been agreed.

**7. Q & A – COMMUNICATIONS AND ENGAGEMENT MANAGER**

We welcomed the Communications and Engagement Manager who advised that there were three key objectives to the communication and engagement role, which consisted of:

- Target audiences – driving advocacy and celebrating Monmouthshire County Council as a whole.
- Income generation – challenges through budget pressures.
- Making colleagues feel part of it – Members and Officers

The website had been updated and a study had been commissioned to compare current and previous websites of the authority. Focus groups would be held and officers welcomed member feedback.

Member pages had been updated and members were invited to advise Democratic Services, to add/update further details. A template for member details would be compiled by the Communications and Democratic Services team.

We recognised that there was a protocol required when press releases were issued on behalf of Monmouthshire County Council.

Members requested that training sessions were provided in relation to use of the Hub.

We requested further information and updates on the Royal Welsh Show and Eisteddfod plans.

**8. DEMONSTRATION OF PERFORMANCE INFORMATION (THE HUB)**

We welcomed the Policy and Performance Manager and received a presentation on policy and performance data on the Hub.

The demonstration provided guidance for members to access the data hub, performance information, service plans, pyramid of plans and risk assessments. Each key service area would have its own dashboard, indicators and strategic documents would be displayed.

During discussion we noted the following points:

- We recognised that the Hub would be a useful tool in enabling access to information for members.
- It was suggested that training sessions or a seminar was held regarding the Hub.

**Minutes of the Democratic Services Committee  
Dated 9<sup>th</sup> February 2015 - continued**

**9. WLGA CONTINUING PROFESSIONAL DEVELOPMENT**

We received the WLGA Continuing Professional Development for Councillors 2015.

It was noted that the report was draft for consultation and we agreed that the item would be deferred to the next meeting, where responses would be presented by members.

**10. VENUE FOR THE NEXT MEETING**

We agreed that the next meeting would be held in County Hall, Usk.

**11. DATE AND TIME OF NEXT MEETING**

It was noted that the next meeting of the Committee would be held at County Hall, Usk on **Monday 16<sup>th</sup> March 2015 at 2.00pm.**

**The meeting ended at 4.25 p.m.**

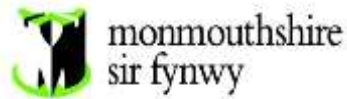
**Agenda Item: 5**

**Democratic Services Actions  
February 2015**

<b>Minute Item:</b>	<b>Subject</b>	<b>Officer</b>	<b>Outcome</b>
<b>4. Minutes</b>	<ul style="list-style-type: none"> <li>• Ascertain support required for Cabinet members</li> <li>• Discussion to be held with Management regarding 7 day support from SRS</li> <li>• Investigate database management software for members</li> <li>• Investigate how best to display meeting information, e.g. screen in reception or on first floor</li> </ul>	<p align="center">T. Harry</p> <p align="center">D. Blakebrough</p> <p align="center">T. Harry</p> <p align="center">J. Pearson</p>	<p><b>Meeting with Cabinet members (ongoing)</b></p> <p><b>Out of hours could be provided at cost of £30k. Preliminary questions (from Chair) to members regarding IT issues</b></p> <p><b>'Casework Manager' used by one group</b></p> <p><b>Meeting information displayed on stand in reception</b></p>
<b>6. Update on issues</b>	<ul style="list-style-type: none"> <li>• Update on issues with chamber and group offices</li> <li>• Telephone directory update</li> <li>• Dates for councillors/members promoting democracy in towns.</li> </ul>	<p align="center">M. Long</p> <p align="center">J. Pearson</p> <p align="center">D. Blakebrough</p>	<p><b>Heating issues ongoing</b></p> <p><b>Ongoing</b></p> <p><b>Caldicot/Usk completed</b>  <b>Monmouth 18<sup>th</sup> March</b>  <b>Chepstow 11<sup>th</sup> March</b>  <b>Abergavenny to be arranged</b></p>

**Agenda Item: 5**

<b>7. Improvement Team</b>	<ul style="list-style-type: none"><li>• Further training required on the HUB</li></ul>	M. Gatehouse / E. Jackson	<b>Seminar/drop in sessions arranged – March 2015</b>
<b>8. Q&amp;A with Head of Communications</b>	<ul style="list-style-type: none"><li>• Member website pages</li></ul>	Democratic Services / Communications	<b>Democratic Services and Communications to create standard template for member information</b>



**SUBJECT: PUBLICATION OF PAY POLICY STATEMENT AS REQUIRED BY THE LOCALISM ACT**  
**MEETING: FULL COUNCIL**  
**DATE: 26 MARCH 2015**  
**DIVISION/WARDS AFFECTED: ALL**

## **1 PURPOSE:**

To approve the publication of Monmouthshire County Council's Pay Policy, in compliance with the Localism Act.

## **2. RECOMMENDATIONS:**

- 2.1 That Full Council approves the Pay Policy for the year 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016.
- 2.2 That Full Council approves that the salaries of Heads of Service and Chief Officers are no longer based on a percentage of the Chief Executive Officer's salary, and to note that associated contractual changes are to be made.  
 Chief Executive Officer terms and conditions and pay are prescribed by the Joint National Council (JNC) for Local Authority Chief Executive Officers. To date, no agreement on a pay offer for 2015 has been reached.
- 2.3 That Full Council approves to pay the nationally negotiated and agreed 2.0% pay award for those employees who come under Joint National Council (JNC) Chief Officers' terms and conditions, with effect from 1 January 2015 to cover the period to 31 March 2016.
- 2.4 In light of the issues outlined in this report, Full Council resolves to amend the Pay Policy Statement to include the following paragraph:
- 2.5 The Council employs Chief Officers under JNC terms and conditions which are incorporated in their contracts. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC determined pay rises and this council will therefore pay these as and when determined in accordance with contractual requirements.

### 3. KEY ISSUES:

Monmouthshire County Council recognises the need to have a clear written policy on pay and reward for employees, and that having a policy provides a framework to ensure that employees are rewarded fairly, objectively and without discrimination.

The policy is underpinned by the Single Status Agreement signed as a collective agreement with the Trades Unions on 2nd December, 2010 and other nationally agreed terms and conditions for employees of the Council.

Guidance has been issued to show the type of information that 'must' be included and 'should' be included and this recommended policy has been drafted to include both the 'must' and the 'should'.

This recommendation will not impact on staff across the Council as it merely outlines the existing and agreed (single status) arrangements for pay and reward of employees in a single policy. The Trades Unions have been consulted on the proposed policy and understand the need for such arrangements to be in place.

This is the fourth publication of the policy.

Recent Welsh Government amendments to the Local Authorities (Standing Orders) (Wales) Regulations 2006 effective from 1<sup>st</sup> July 2014 introduced a new requirement that:

*"The relevant authority must determine the level, and any change in the level, of the remuneration to be paid to a chief officer"*

The impact of this amendment is that *all* changes to chief officer pay must be voted on by full council, not just those which are determined locally. This includes any pay rises which have been nationally negotiated by the JNC for Chief Officers and these now cannot be paid, unless and until, they have been agreed by full council.

As the Chief Officers of this authority are employed under JNC terms and conditions which are incorporated into their contracts of employment, they will be contractually entitled to any JNC pay rises and a decision to withhold payment (unless preceded by action to effect appropriate changes to contracts) could result in claims against the authority of 'unlawful deduction from wages' or 'breach of contract'.

Clearly seeking full council's determination to pay JNC nationally agreed pay rises at the time they are agreed is likely to cause delay in their payment. The WLGA has therefore pursued this matter with Welsh Government on behalf of councils in order to seek a pragmatic solution. As a result it has been agreed that the requirement that full council must determine nationally agreed contractually entitled pay rises for Chief Officers can be met by full council voting on an appropriate resolution to insert a suitable clause in their Pay Policy Statements to cover this issue.

This report is therefore presented to enable this authority to meet this new requirement as outlined.

Should the Council at any time decide that it does not wish to implement nationally negotiated NJC pay increases then that would need to be a decision of Full Council, and the Pay Policy Statement would need to be amended again to reflect that decision.

**4. REASONS:**

The Council has a statutory requirement under the Localism Act 2011 to prepare a pay policy statement on an annual basis. Each statement needs to be in place by 31st March each year. The Pay Policy will ensure compliance with this legislation.

**5. RESOURCE IMPLICATIONS:**

The Council's budget includes the cost of its employees while the pay details for Chief Officer posts is published on an annual basis as part of the Statement of Accounts.

As a result of the decision to separate the Chief Executive Officer and Chief Officers pay, those paid through chief officer terms and conditions of employment will now receive the national pay awards, irrespective of the pay awards for the Chief Executive Officer. This year the pay award for Chief Officers is 2%. There is no pay award as yet for Chief Executive Officers.

**6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

None arising from this report.

**7. CONSULTEES:**

Chief Executive  
 Head of Finance/Section 151 Officer  
 Monitoring Officer  
 Unison  
 GMB

**8. BACKGROUND PAPERS:**

None.

**9. AUTHOR:**

Sally Thomas Interim HR Lead

**10. CONTACT DETAILS:**

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## **MONMOUTHSHIRE COUNTY COUNCIL PAY POLICY 2014/2015**

### **1. INTRODUCTION**

Monmouthshire County Council recognises that in the context of managing scarce public resources remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to the service of the public, but at the same time needs to avoid being unnecessarily generous or excessive.

The production of a Pay Policy supports Monmouthshire County Council's values of openness and fairness. This policy aims to ensure that all staff are rewarded fairly and without discrimination for the work that they do. It will reflect fairness and equality of opportunity, the need to encourage and enable staff to perform to the best of their ability and the desire to operate a transparent pay and grading structure.

Monmouthshire County Council recognises that pay is not the only means of rewarding and supporting staff and offers a wider range of benefits, e.g. flexible working, access to learning and a wide range of family friendly policies and procedures.

It is important that local authorities are able to determine their own pay structures in order to address local priorities and to compete in the local labour market.

In particular, it is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often national and local pressures conflict.

Monmouthshire County Council's ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during these times of financial challenge is crucial.

### **2. LEGISLATION**

Under Section 112 of the Local government Act 1972 the council has the 'power to appoint officers on such reasonable terms and conditions as the authority thinks fit'. This Pay policy statement sets out the councils approach to pay policy in accordance with the requirements of section 38 of the Localism Act 2011.

The Act requires authorities to develop and make public their pay policy on all aspects of Chief Officers remuneration (including when they cease to hold office), and that of the 'lowest paid' in the authority. It also explains the relationship between the remuneration for Chief Officer and other groups. The Act and supporting guidance provides details of matters that must be included in this statutory pay policy, but also emphasises that each local authority has the autonomy to take its own decisions on pay.

The Pay Policy must be approved formally by the full Council by the end of March each year, can be amended in year, must be published on the Monmouthshire County Council's website and must be complied with when setting the terms and conditions of Chief Officer and employees.

In determining the pay and remuneration of all its employees, Monmouthshire County Council will comply with all relevant legislation. This includes the Equalities Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Agency Workers Regulations 2010 and where relevant the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the council ensures that all arrangements can be objectively justified through the use of job evaluation methods.

### 3. SCOPE AND DEFINITIONS

This Pay Policy includes-

- The level of remuneration for Chief Officers
- The remuneration of the lowest paid employees
- The relationship between the remuneration of Chief Officers and other officers
- Other specific aspects of Chief Officers' remuneration, fees and charges, and other discretionary payments.

The Localism Act 2011 defines '**Chief Officers**' as being -

**The Head of Paid Service.** This is the Chief Executive

**Statutory Chief Officers.** In Monmouthshire County Council these are the-

- Chief Officer, Children and Young People
- Chief Officer, Social Care and Health
- Head of Finance / S151 Officer.
- Head of Democracy and Regulatory Services
- Monitoring Officer

**Non-statutory Chief Officers** – These are non-statutory posts that report directly to the Head of Paid Service. In Monmouthshire County Council these are the-

- Chief Officer – Enterprise
- Head of Operations

The following post is also a member of the senior leadership and reports to the Head of Paid Service

- Head of Policy and Partnerships.

**Deputy Chief Officers** – These are officers that report directly to statutory or non-statutory Chief Officers. In Monmouthshire County Council, posts on Chief Officers’ terms and conditions are -

- 21<sup>st</sup> Century Schools Programme Manager
- Head of Tourism Leisure & Culture
- Head of Community Delivery
- Head of Planning
- Head of Property and Facilities Management
- Head of Commercial and People Development
- Head of Regulatory Services
- Head of Attainment and Learning Infrastructure
- Head of Attainment and Extended Services
- Head of Integrated Services
- Head of Children’s Services
- Head of Waste & Street Services
- Head of Highways & Flood Management

The Localism Act 2011 requires the Council to define its ‘lowest paid employee’ within our pay policy statement. Within Monmouthshire County Council our lowest paid employees are those paid in accordance with the Living Wage.

The Localism Act 2011 defines remuneration as ‘salary, bonuses, charges, fees or allowances payable, any benefits in kind, increase or enhancement of pension entitlement. This definition is adopted for the term “pay” used in this policy.

#### **4. PAY INFORMATION – PAY RANGES/NJC GREEN BOOK STAFF**

All National Joint Council (NJC) ‘Green Book’ positions within Monmouthshire County Council have been subject to a job evaluation (JE) process using the Greater London Provincial Council (GLPC) scheme back dated to 1st April 2009 following the signing of a collective agreement with UNISON and GMB on 2nd December, 2010.

Monmouthshire County Council has linked the scores from the job evaluation results directly to the NJC pay structure and we have expanded the range from Spinal Column Point 49 up to SCP 57.

Monmouthshire County Council’s grading structure has 13 grades with 5 increments in each grade that span across SCP’s 5 - 57 with associated salaries from £13,500 (SCP 5) to £50,615 (SCP 57). More information about the GLPC and the grades can be found in the Council’s Single Status Collective Agreement.

When negotiating the Single Status Collective Agreement it was agreed that within Monmouthshire County Council we would not use the lowest point of SCP4 and so we have deleted that from our pay range. This has had a positive impact on the lowest paid staff of the Council.

Monmouthshire County Council introduced the Living Wage in April 2014. Monmouthshire County Council isn't accredited for the Living Wage, and it is optional for it to apply any Living Wage pay increases when they arise. We will be increasing the Living Wage in April 2015 to the national level.

#### **5. PAY INFORMATION – CHIEF EXECUTIVE**

The salary for the Chief Executive Officer has been established as a fixed salary point of £110K. This is a local grade established following an analysis of the degree of responsibility in the role and market rates at the time the post was last advertised (2009).

This salary was approved by full Council. There are no additional bonus, performance, honoraria or ex gratia payments. The Chief Executive Officer has not sought or requested a pay rise since appointment.

Chief Executive Officer terms and conditions and pay are prescribed by the Joint National Council (JNC) for Local Authority Chief Executive Officers. To date, no agreement on a pay offer for 2015 has been reached.

#### **6. PAY INFORMATION – CHIEF OFFICERS & HEADS OF SERVICE ON CHIEF OFFICER TERMS AND CONDITIONS**

Monmouthshire County Council employs Chief Officers under JNC terms and conditions which are incorporated in their contracts. The JNC for Chief Officers negotiates on national (UK) annual cost of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and conditions are contractually entitled to any national JNC determined pay rises and this council will therefore pay these as and when determined in accordance with contractual requirements.

All salaries within this range are as follows:

POST	RANGE	SALARY
Chief Officer, CYP Chief Officer SCH Chief Officer, Enterprise 21 <sup>st</sup> Century Programme Manager	Band A: Points 1 – 4	£77,418 £78,540 £79,662 £80,784
Head of Finance/Section 151 Head of Operations	Band B: Points 1 - 4	£67,320 £68,442 £69,564 £70,686
Head of Children’s Services Head of Democracy & Regulatory Services Head of Integrated Services Head of Regulatory Services Head of Achievement and Resources Head of Achievement & Extended Services	Band C: Points 1 - 4	£57,783 £60,027 £62,271 £64,515
Head of Commercial and People Development Head of Policy & Partnerships	Band D: Spot salary	£60,027
Head of Tourism, Leisure & Culture Head of Community Delivery Head of Planning	Band E:	£56,100 £60,027
Head of Property & Facilities Management Head of Highways & Flood Management Head of Waste & Street Services	Band E Spot salary	£56,100

There are no other additional elements of remuneration in respect of overtime, flexi-time, bank holiday working, stand-by payments etc., paid to these senior staff, as they are

expected to undertake duties outside their contractual hours and working patterns without additional payments. There is no performance related pay and no bonuses.

Posts at Chief Officer and Heads of Service level are employed on JNC Chief Officer terms and conditions. Chief Officers and Heads of Service whose grades offer incremental progression must achieve at least a 'satisfactory' judgement in their annual appraisal process to advance to the next incremental point within grade.

Monmouthshire County Council publishes pay details for Chief Officers on the website. The information can be found in the 'Statement of Accounts.'

## **7. PAY INFORMATION – STAFF ON 'GREEN BOOK' TERMS AND CONDITIONS REFERRED TO AS "OPERATIONAL MANAGERS"**

Operational Managers are those who fall within the definition of Deputy Chief Officer but who are paid on NJC terms and conditions and not Chief Officers' terms and conditions. Their salaries span from Grades I – M, with the lowest being SCP 37 (£31,846) and the highest being SCP 57 (£50,615).

## **8. PAY INFORMATION – STAFF OTHER THAN 'GREEN BOOK' AND CHIEF OFFICERS**

Monmouthshire county Council also has staff on other national terms and conditions, i.e. JNC Youth and Community, Soulbury and Teacher terms and conditions. Pay for these is based on the relevant nationally agreed rates of pay.

## **9. INCREMENTAL PROGRESSION – ALL STAFF**

For 'green book' staff incremental progression is automatic. Increments are normally awarded on 1st April each year. Where Chief Officers and Heads of Service have incremental pay grades, progression is dependent upon satisfactory performance appraisal.

## **10. SALARY ON APPOINTMENT – ALL STAFF**

Posts are advertised on the agreed grade/range for that particular post. Information regarding the minimum and maximum pay is provided in the advert. In practice most appointments are made at the bottom of the range. However, there is discretion to appoint at a higher point on the range. This would normally only apply if there is a need to match a candidate's current level of pay.

## **11. PAY REVIEW – ALL STAFF**

All pay is reviewed in line with the national pay awards negotiated for the cost of living increases when these occur.

## **12. MARKET SUPPLEMENTS – ALL STAFF**

It is recognised that there will be exceptional occasions where the market rate for certain key jobs is higher than that provided for by the new pay and grading structure. In these circumstances, the grading of the post will be reviewed in accordance with the Market Forces Policy.

## **13. ADDITIONAL PAYMENTS – NJC GREEN BOOK STAFF**

Additional payments are made to this staff group as detailed in Monmouthshire County Council's single status package. The types of additional payments made include-

- Weekend Working payments are made for Saturday (Time and a Quarter) and Sunday (Time and a half).
- Bank Holiday – Paid at double time or plain time plus a day off in lieu.
- Night Workers – Employees who work night shifts between the hours of 10.00 pm and 6.00 am are paid time and a third.
- Overtime can be paid for employees who are requested to work in excess of 37 hours and who are paid on NJC Bands A to E.

Other payments that could be made are first aid allowance, relocation payment and payment for professional subscriptions.

## **14. ADDITIONAL PAYMENTS – CHIEF OFFICERS & HEADS OF SERVICE**

- Business mileage incurred by the employee is refunded at the HMRC rate.
- Professional subscriptions – these will be paid by Monmouthshire County Council where it is an essential part of the post e.g. for the Statutory Chief Officer posts.
- Relocation – Monmouthshire County Council may provide financial assistance to new recruits as part of the employment package under the terms of our Relocation Scheme.
- Returning Officer Fees – the appointment of Electoral Registration Officer is required by S8 of the Representation of the People Act 1983 and the appointment of Returning officer by S35 of the Representation of the People Act 1983.

In Monmouthshire County Council, the role of the Electoral Registration Officer and Returning Officer is held by the Chief Executive Officer.

The fee for parliamentary, European Union, Welsh Government, Police and Crime Commissioner Elections and all referenda are set by legislation. Local authorities have the discretion to set the fee for local elections. In the Council the fee for local elections is set in line with the fee agreed for the Welsh Government elections.

- Honorarium is paid to officers when carrying out duties in another authority.

## 15. HONORARIA AND ACTING UP SCHEME

Monmouthshire County Council has a scheme for an additional payment to be made where an employee acts up into a post at a higher level of pay or where they undertake additional duties at a higher level of responsibility. This scheme is applicable for all employees.

## 16. MULTIPLIERS

The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010).

The Hutton report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Local Authority's workforce.

The multiples of pay for Monmouthshire County Council are as follows-

- Multiple between lowest paid FTE employee and CEO is 8:1
- Multiple between lowest paid FTE employee and average chief officer is 5:1
- Multiple between the median FTE and CEO is 4:1
- Multiple between the median FTE and average chief officer is 2:1

## 17. PAYMENTS/CHARGES AND CONTRIBUTIONS

All Monmouthshire County Council employees (except teachers) are entitled to join the local government pension scheme (LGPS) which is offered by the Local Government Employers. If staff are eligible they will automatically become a member of the scheme under the auto enrolment provisions (to join they must have a contract for at least 3 months duration and be under the age of 75).

Employees can decide to opt out of the scheme within one month of auto enrolment. The benefits and contributions payable under the pension fund are set out in the LGPS regulations.

All employees who are members of the Local Government Pension Scheme make individual contributions to the scheme in accordance with the following table:



<b>Employee Pay</b>	<b>% Contribution</b>
Up to £13,600	5.5
£13,601 to £21,200	5.8
£21,201 to £34,400	6.5
£34,401 to £43,500	6.8
£43,501 to £60,700	8.5
£60,701 to £86,000	9.9
£86,001 to £101,200	10.5
£101,201 to £151,800	11.4
Over £151,800	12.5

*(The contribution bands with effect from 1 April 2015)*

## **18. DISCRETIONARY PAYMENTS**

The policy for the award of any discretionary payments is the same for all staff regardless of their pay level. The following arrangement applies for redundancy payments under regulation 5 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006.

- Payment of an overall lump sum of 1.7 times the statutory redundancy payment multiplier based on actual weeks' pay up to a limit of Spinal Column Point 49. This is payable to employees made redundant with 2 or more years local government service regardless of their age, subject to them being eligible to join the pension scheme.
- Monmouthshire County Council introduced the Living Wage in April 2014. Monmouthshire County Council isn't accredited for the Living Wage, and it is optional for it to apply any Living Wage pay increases when they arise. We will be increasing the Living Wage in April 2015 to the national level. Payment for the Living Wage is paid as an additional amount to an employee's grade

## **19. DECISION MAKING**

In accordance with the Constitution of the Council the Executive are responsible for decision making in terms of pay, terms and conditions and severance arrangements in relation to employees of Monmouthshire County Council.

## **20. REVIEW OF THE POLICY**

This Policy will be kept under review and developments considered in the light of external best practice and legislation. Monmouthshire County Council will ensure the policy is updated on an annual basis in line with the requirement of the Localism Act 2011.

Sally Thomas, Interim HR Lead  
March 2015

### The “Equality Challenge” (Screening document)

<b>Name of the Officer</b> completing “the Equality challenge” Sally Thomas		Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration  The Policy is a statutory one that needs to be published by March 2015	
<b>Name</b> of the Division or service area Enterprise		<b>Date</b> “Challenge” form completed 11 March 2015	
Protected characteristic affected	<b>Negative impact</b> Please give details	Neutral impact Please give details	<b>Positive Impact</b> Please give details
Age		This document states the pay policy which has been agreed through Single Status and also through National terms and conditions. It has a neutral effect on all protected characteristics as it was designed to ensure equality.	
Disability		X	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	
Religion or Belief		X	

Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language		X	

What are the potential negative Impacts.	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments or engagement with affected parties).
➤ <i>None</i>	➤
➤	➤

### The next steps

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

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

**Signed Sally Thomas**  
**Dated 11 March 2015**

**Designation Interim HR Lead**



## **Equality Impact Assessment Form**

**and**

## **Sustainable Development Checklist**

## EQUALITY IMPACT ASSESSMENT FORM

<b>Name of policy or change to service (Proposal)</b>	<b>Directorate:</b>	<b>Department:</b>
PAY POLICY	ENTERPRISE	
<b>Policy author / service lead</b>	<b>Name of assessor</b>	<b>Date of assessment:</b>
SALLY THOMAS		11.3.15

1. Have you completed the Equality Challenge form? **Yes / No.** If **No** please explain why

YES

2. What is the **Aim/s** of the Policy or the proposed change to the policy or service (the proposal)

IT'S A STATUTORY POLICY TO STATE MCC PAY TERMS AND CONDITIONS

3. From your findings from the “Equality Challenge” form did you identify any people or groups of people with protected characteristics that this proposal was likely to affect in a **negative** way? Please tick appropriate boxes below.

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

4. Please give details of any consultation(s) or engagement carried out in the development /re-development of this proposal.

NONE NEEDED

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

NONE NEEDED

6. As a result did you take any actions to mitigate your proposal? Please give details below.

NONE NEEDED

7. Final stage – What was decided?

•No change made to proposal/s – please give details

NO CHANGE

•Slight changes made to proposal/s – please give details

• Major changes made to the proposal/s to mitigate any significant negative impact – please give details

Signed...S THOMAS Designation.....INTERIM HR LEAD.....Dated.....11/3/15.....

### The “Sustainability Challenge”

<b>Name of the Officer</b> completing “the Sustainability challenge” <b>S THOMAS</b>		Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration <b>PAY POLICY STATEMENT</b>	
<b>Name</b> of the Division or service area  ENTERPRISE		<b>Date</b> “Challenge” form completed 11/03/15	
Aspect of sustainability affected	<b>Negative impact</b>  <b>Please give details</b>	Neutral impact  <b>Please give details</b>	<b>Positive Impact</b>  <b>Please give details</b>
<b>PEOPLE</b>		Y	
Ensure that more people have access to healthy food		Y	
Improve housing quality and provision		Y	
Reduce ill health and improve healthcare provision		Y	
Promote independence		Y	
Encourage community participation/action and voluntary work		Y	
Targets socially excluded		Y	



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

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

What are the potential negative Impacts	Ideas as to how we can look to <b>MITIGATE</b> the <b>negative impacts</b> (include any reasonable adjustments)
➤ <i>NONE</i>	➤
➤	➤
➤	➤
➤	➤

## The next steps

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

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

**Signed**

**S THOMAS**

**Dated:** 11/03/15



**SUBJECT: January 2015 Monmouthshire engagement, learnings and future recommendations**

**MEETING: COUNTY COUNCIL**

**DATE: March 2015**

**DIVISION/WARDS AFFECTED: All**

## 1. PURPOSE:

The purpose of this report is to provide an evaluation and feedback to Council of the recent Monmouthshire Engages events. The paper will identify the future strategies to ensure that future engagement and consultations are effective in meeting both their legal requirements and Monmouthshire's aspiration of being a listening organisation that will work with communities to become sustainable and resilient.

## 2. RECOMMENDATIONS:

It is recommended that Council:

- i) Receives the feedback from the Monmouthshire Engages events;
- ii) Considers the appropriateness of future engagement and consultation activity;
- iii) Builds on the engagement process to focus on on-going engagement during the consultation and into the delivery of the budget.

## 3. BACKGROUND:

### Autumn Engagement (September and October 2014)

The 2015 / 2016 budget engagement process began in September 2014, and sought to ensure that a wide range of people had an opportunity to hear our ideas and provide their thoughts about what is important to them. The engagement process took place prior to our settlement being released from Welsh Government. The engagement had distinct elements: roadshows, public meetings and social media presence. This early engagement ensured the public were aware of the budget challenges Monmouthshire County Council is facing from an early stage.

Following these sessions, some key issues were identified:

- **Attendance levels** were disappointing given the severity of the message that had to be shared and the range of channels that had been used to publicise the events.
- **Accepting public attitudes** - during roadshows it was noticeable that there was a much more accepting public attitude to the prospect of future budgets reductions to the local council and consequently the service that communities use.
- **Timing of the engagement process** – there is an inevitable tension between conducting our engagement events without budget ideas to share 'i.e. entirely blank sheet' as set against sharing early ideas which communities can perceive as predetermined and could lead to us being accused of sharing recommendations that are, in essence, a fait a compli.

#### 4. ENGAGEMENT STRATEGY & APPROACH

The December 2014 / January 2015 Monmouthshire Engages contact strategy was developed and informed by the Monmouthshire Engagement Framework (which adheres to Participation Cymru's National Principles of Engagement). This, coupled with learning from previous engagement activity and directive feedback from full Council determined the most appropriate engagement approach for us to adopt (i.e. various scenarios were presented and Council's preferred route was delivered).

The Cabinet meeting of November 5<sup>th</sup> 2014 saw the agreement of 42 mandates for budgetary savings or efficiency measures, this also marked the beginning of the second round of Monmouthshire Engages Budget 15/16. The consultation process ended January 14<sup>th</sup> 2015

- **Objective** - To create on-going dialogue, engagement and community participation (including targeted opportunities for discussion as well as open meetings) with our community around our financial challenges and budget proposals.
- **Communications strategy** – a range of media channels were utilised to attract people to the events. The frequency of messages were increased to constantly remind members of the public about the various engagement opportunities and raise awareness:
  - **Press briefing held and press releases** sent to all key local titles
  - **Leaflets and posters** displayed in leisure centres, one stop shops, libraries, town display boards and handed out in towns
  - **Website** – updated to feature information about all events
  - **All staff email and hub updates** – ensuring all staff were engaged and invited to get involved and encouraged to spread the word
  - **Town councils, schools and community groups** – wide range of groups attracted to events via email
  - **Full social media presence** – inc. countdown throughout December and early January, tailored messaging produced tailored to each town, utilising Facebook, YouTube and Twitter for maximum reach. A YouTube interview was held with Phil Murphy (388 views) to illustrate key elements of the mandates, a further YouTube video was produced featuring Phil Murphy talking through the engagement presentation for anyone who was unable to attend (62 views).
- **Contact strategy** - a mixture of sessions were held at different times of day, in varying locations to ensure a broad mixture of people had an opportunity to get involved.
  - **Targeted meetings with key groups** – e.g. CAIR – Monmouthshire Disablement Organisation group (this group incorporates people from Carers MAGIC ( Parents of children with disabilities), Building Bridges Transition Project, SEWREC, People First Monmouth, MENCAP, Disability Advice Project), Access for All Forum, Monmouthshire Equality and Diversity Group, Young people (150 Pupils from Caldicot School and King Henry VIII School were provided information about the challenges we are facing as an authority), Friends of Chepstow Library, Monmouthshire Older Peoples Network.

- **Open public meetings** – held in the evenings in Abergavenny, Monmouth, Caldicot and Chepstow.
- **Minibus roadshows** – which were held in the daytime in Abergavenny, Caldicot, Monmouth, Chepstow, Tintern, Magor, Devauden, Raglan, Usk and Gilwern.
- **Live Twitter Q&A** – to engage with people who have a preference for online channels or struggle to travel.

## 5. KEY LEARNINGS

Our engagement approach attracted 10% more people to engage with us face to face than in the past, for example:

Venue November 2014	Attendance Estimate	Venue January 2015	Attendance Estimate
Abergavenny Leisure Centre	45	Kind Henry School	50
Monmouth Leisure Centre	20	Monmouth Leisure Centre	30
Caldicot Leisure Centre	30	Caldicot School	20
Chepstow Leisure Centre	50	Chepstow School	60

- The approach we took to our public meetings in January 2015 was different to previous sessions. In January, Cllr Phil Murphy and the Leader provided the public with a presentation and an opportunity to ask questions.
- The room was set up in theatre style opposed to cabaret style which allowed the public to sit and take in the information that was provided, the Q+A session was a positive approach and allowed everyone to have an opportunity to find out more and ask the officers responsible for the mandates about the issues that care about.
- This approach was effective and should be utilised again in the future.

**What did our communities tell us?** (source: feedback questionnaires at the events and roadshows, and social media comments)

- *Residents are happy to buy their own black bags* – which supports the waste mandate around the removal of grey bags.
- *People agreed that council tax needed to rise* – this is encouraging and helps support our priority around continuing services.
- *People are concerned about community hubs' lack of privacy and questioned where they will be-situated* – this will be captured and addressed as part of on-going engagement when the hubs are designed and developed.
- *People raised concerns about yellow nappy waste collection* - any residents with concerns have been engaged with on a one to one basis. All affected residents have been provided with leaflets, the website has been updated and press releases have been issued.

## 6. LESSONS LEARNT

Our approaches to engagement are continuously developing and this paper seeks to identify those areas where we have made progress but also, and perhaps more importantly, seeks to identify those areas where further work is required to ensure that we maximise our reach into our communities and enable their views to shape future policy aims and service provision.

**What went well?**

- **Attracting people to get involved**

- **Broad media mix** – different people engaged with us through different media channels, suggesting that our approach of attracting some people via online and others through offline channels worked well and should continue.
- **Countdown to the events** – a continual ‘drip feed’ of communications with reminder messages ensured the maximum reach of communications.
- **Creative approaches to finding people**
  - Targeted meetings with distinct groups enabled focussed discussions around key issues.
  - Reaching out to people in diverse locations e.g. during a Magor coffee morning provided us with an opportunity to reach out to people who may not have proactively contacted us

#### **It would be even better if.....**

- **We could provide a wider-range of options for engagement**
  - A broader mix of engagement approaches would ensure that a diverse range of people are engaged.
  - Whilst positive progress was made to engage with those groups representing those with ‘protected characteristics’ [as defined under the Equality Act] there remains further work to ensure that all individuals’ views are heard.
  - The ‘hidden populations’ in Monmouthshire are relatively small but we need to ensure that we do all we can to engage these groups
  - Many in our communities may wish to participate in future engagement processes but time pressures of ‘ordinary’ family lives; working hours, child care etc. prohibit attendance at meetings etc. we need to work hard to find better ways to engage these communities too. We are currently attempting to mitigate this risk through optimising our social media channels, so people can engage with us at different times.
  - We could look at going into smaller communities utilising or village halls and community centres. In some ways we may be isolating those communities most affected by our changes to services.
  - We could work more closely with our Town and Community Councils and start the conversation much earlier. This might help build our knowledge of community venues and help identify the best places to engage.

## **7. OTHER ISSUES:**



- **Seasonality** – Due to the decision to bring our budget setting meeting forward to January a key challenge was to engage with our communities within the Christmas and New Year period. Engagement events were held during the late December 2014 and early January 2015, and this busy time of year may have impacted on numbers of people involved in engagement events. However, those who attended participated and provided meaningful ideas. In the future our aim must be to ensure that engagement is an on-going process; this will reduce the reliance that's currently placed on specific stanzas of work. .

#### 4. **FUTURE PLANS:**

Public consultation, engagement and involvement are critical aspects of the Council's approach to both setting a balanced budget and to meeting its broader community leadership aspirations of creating a county of 'sustainable and resilient communities'. The feedback contained within this report as to the benefits of the first stage of Monmouthshire Engages 2015 is important for Council to consider as it consults on its budgetary proposals and also, critically, as the select function prepares to undertake an informed scrutiny of those proposals and their delivery.

Members of the Communication and Engagement Team are currently ensuring that our communities are kept up to date with the on-going delivery of the mandates. We have prioritised our resources in those areas where there was the greatest level of public interest. Work will include support for the following areas:

- Council tax – enhancing council tax increase communications
- Waste – providing communications support for the planned changes including posters, leaflets and drop in sessions to enable people to become informed and ready for the changes to the Nappy and Hygiene waste collection and the cessation of grey bags.
- Plans will commence to support the delivery of the mandates for libraries, one stop shops and school transport to enable those people affected to feel informed and able to deal with the changes in a positive way.

#### 5. **RESOURCE IMPLICATIONS:**

The resource requirements to ensure that the next stages of MonmouthshireEngages and the necessary consultative activities around the budget process are conducted appropriately are within existing budgets.

#### 6. **SUSTAINABILITY AND EQUALITIES:**

TBC

#### 8. **CONSULTEES:**

Senior Leadership Team  
Cabinet

#### 9. **AUTHOR:**

Will McLean, Head of Policy and Partnerships

**10. CONTACT DETAILS:**

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**SUBJECT: TIMING OF COUNCIL MEETINGS**

**MEETING : COUNCIL**

**DATE: 26th MARCH 2015**

**DIVISIONS/WARD AFFECTED: All**

**1. PURPOSE:**

- 1.1 The purpose of this report is to make recommendations to Council regarding the findings discussed by Democratic Services Committee at its meeting of 16<sup>th</sup> March relating to the timing of council meetings.

**2. RECOMMENDATION:**

- 2.1 Democratic Services considered the information outlined in the attached appendices and following debate agreed to recommend to Council, on the evidence presented, Democratic Services Committee cannot find any substantial reason to change the time of Council meetings at this stage, but would be open to further debate as and when required.

**3. KEY ISSUES**

Full council considered the council diary at the 26<sup>th</sup> February meeting and during the debate the following points were raised:

- *It was requested that in accordance with equalities work that had been undertaken, Council considered changing time of Council meetings from 2pm to 5pm.*
- *We debated the pros and cons of alternative Council times.*
- *Reasons in favour of 5pm meetings, included, flexibility to accommodate working life/working members, increasing diversity,*
- *Reasons against changing the time of meetings, included, clash with other bodies that members represented (school governors and town/community councils),*
- *We resolved that the Democratic Services committee would be tasked with gathering evidence and considering effects of changing the time of Council meetings.*

A questionnaire was sent to all members seeking their views on the issue; via the council website members of the public were asked to comment on the issue of timings of council meetings and in addition a survey of other Welsh councils was undertaken to ascertain the timing of their council meetings and also details regarding the gender and age profile of their members.

The attached appendices outlines the findings and the following bullet points provides a summary of the main conclusions:-

- A significant majority of the Monmouthshire members who responded to the questionnaire were in favour of retaining the current 2pm timing of council meetings
- A significant number of members indicated that a 5 o'clock start time would clash with existing member commitments
- An equal proportion of members were prepared and not prepared to trial a 5 o'clock start time.
- 10/15 members of the public favoured a 5 o'clock start time
- 8/21 councils had a council start time of later than 4.30 and the ratio of female to male councillors in these councils were no greater than those with a 2pm start, suggesting that members with other work or family commitments were able to attend meetings that started at 2pm.

#### **4. REASONS**

Members of Democratic Services Committee were tasked by Council to examine the issue of timing of council meetings and to report back to the next council meeting on the 26<sup>th</sup> March 2015 with their findings.

#### **5. RESOURCE IMPLICATIONS**

There are no resource implications associated with the recommendation.

#### **6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

The issue of equality and diversity has been considered when determining the recommendation and at this current time the start time of council meetings at 2 pm is considered appropriate, however if further issues of equality and diversity are highlighted the timings of council meetings will be reconsidered.

#### **7. CONSULTEES:**

Democratic Services Committee

#### **8. BACKGROUND PAPERS:**

None

#### **9. AUTHOR:**

Tracey Harry, Head of Democracy and Regulatory Services

#### **10. CONTACT DETAILS**

Tel. 07796610435

e-mail: Traceyharry@Monmouthshire.gov.uk

### Do you support changing the start time of Council from 2pm to 5pm?

Yes	4	No	17
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Comments:

- If it means that more people would find It easier to attend while fitting it around employment commitments and or more residents able to attend or watch live streaming of the council then...yes
- Support a trial period
- I am not opposed to trying this out, personally I prefer the earlier start but I am more than prepared to acknowledge the needs of colleagues if it assists with attendance for those in particular with other commitments

### What do you believe are the benefits of changing the start time to 5pm?

- More people would be able to access the council meeting following work. Long term, could promote a more diverse range of councillors being able to fit commitments around employment. Good timing around child care, i.e. pick up from school at 3.30 and arrange child care.
- Working people will be more able to attend x4
- None x 14
- There could be a benefit to those who have job`s but almost certainly a detriment to those with families.
- Increased participation by residents, Encourage people of working age to get involved in local politics - allowing them to be an elected member alongside work commitments
- NONE, WHATSOEVER, THAT IS MY TIME FOR TOWN COUNCIL, VOLUNTARY BODIES OR A BIT OF HOME LIFE!!!
- It may help some members who find it difficult to attend at 2.00pm
- It might help working colleagues

### What do you believe are the benefits of retaining a 2pm start?

- During long meetings be more alert!
- None x2
- Yes in the Summer Months
- More recognition of officers time/work life balance. Members are also less likely to be tired.
- Those who have to attend evening council & governors meetings will find it easier .
- No time restraints on the length of the meeting. More convenient for officers.
- Easier for officers and some members
- Consistency, Officers work patterns are consistent with a 2PM start, if debate runs over what would happen, would we stay to the Bitter end?.
- Help us all serve a “Working Day” not a night shift. We must also think of the officers, who are serving more than one role.
- In other places a 5 pm meeting has been tried as have evening meetings but with no increased attendance. Also we would need Officers to attend, sometimes 10, who would need to be paid or time off instead
- More officers available senior officers wont need to take time back as they are not paid overtime. If you have older children easier to finish by 6pm to meet there needs. Much

harder to get support for older relatives if they need support. In the past people leave Council meetings for other meetings early so what effect will this have on late meetings

- YOU ARE PAID TO WORK 2 DAYS A WEEK, THEN YOU SHOULD BE ABLE TO FIT THIS INTO YOUR DIARY!
- It helps members who may find it difficult to attend at 5.00pm. Outside bodies already agreed so difficult to change.
- Get home in the light. Option to attend other meetings.
- We can still continue with our other meetings.
- Easier for childcare

**Would a 5pm start clash with existing commitments?**

<b>Yes</b>	15	<b>No</b>	6
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Comments:

- Council would prioritised
- Quite often.
- I do have regular and frequent evening meetings in my ward. 2 of these are in the last week of the month and 2 are on Thursday evenings.
- My only reservation is trying to secure childcare. I do not know of any providers who run past 6pm and this may make it more difficult if one has dependent children. I do not have any local family and so this might be awkward in the longer term.

**Would you want a trial period and for how many meetings?**

<b>Yes</b>	10	<b>No</b>	10
<b>Number of Meetings</b>	3	1	

Comments:

- Number of meetings would depend on what and how we measure success of the trial. Long term diversity issues will not be addressed through a trial. Impact on present councillors and viewing figures could be measured in a 3 month trial period.
- Yes for 3 meetings
- Yes, every other but must be in the winter
- Yes, 3 meetings in the light evenings
- I would prefer a trial that does alternate starting times.
- I am happy to trial it subject to consideration. I would suggest for 3 meetings?

**Any other comments:**

- I am happy to adopt a time that is helpful to the minority that may have issues at 2.00.
- The motion was for a total change not every now a again which i would support .you wont please everyone i would sooner be at home in the evenings but may to september i would support afternoon meetings
- It sounds like a good idea ,but Lower Wye Area Committee tried it and it had no benefit in that the idea was to get more public there .It didn't work.

- When we became County Councillors we knew the structure of the meetings , so we should adjust our lives accordingly. The officers have been working all day and should be able to go home at the proper time.
- I do not believe that many if any people would be able to get to County Hall in time for a 5pm start. Residents can already see what is going on with the live streaming from the comfort of their own homes.
- We have changed meeting times through Democratic Services 2 years ago and it made very little difference to attendance. The majority preferred earlier starting times as a result.
- The problem with only asking existing elected members is that you are unlikely to get change. To be truly representative this council needs to be flexible, not maintain the status quo. We need to look at our future democratic structure and appreciate that, without change, we will continue to attract only those who can afford not to work into such positions.
- We would need to ensure strict time management for our business and possibly will need to have modest refreshments available in some way.
- Those Members in employment can register for time off to attend in the day time, and those with families need to be at home to look after their family at 5pm
- NO, NOT AT ALL, I WOULD NOT ATTEND
- Members are well aware of the diary requirements that being a Councillor entail before they seek election.
- It means Councillors will have a 15 hour day with council matters, pre meeting and council meeting
- A time of 5.00pm is the most difficult for me as personally as I cannot get any child care help at that particular time.
- My husband is ill and I would need to look after him in the evenings.
- I am also a carer and need to look after my mother in the evenings – food wise.

Council	Time of Council Meeting	Total Councillors	Male	%	Female	%	% over 50	% under 50
Blaenau Gwent	9:30:00 AM	42	35	83%	7	17%	76%	24%
Camarthenshire	10:00:00 AM	74	53	72%	21	28%	87%	13%
Ceredigion	10:00:00 AM	42	36	86%	6	14%	72%	28%
Conwy	10:00:00 AM	59	43	73%	16	27%	76%	24%
Denbighshire	10:00:00 AM	46	35	76%	11	24%	85%	15%
Pembrokeshire	10:00:00 AM	60	51	85%	9	15%	83%	17%
Torfaen	10:00:00 AM	44	33	75%	11	25%	73%	27%
Powys	10:30:00 AM	73	52	71%	21	29%	81%	19%
Gwynedd	1:00:00 PM		n/a		n/a		n/a	n/a
Anglesey	2:00:00 PM	30	27	90%	3	10%	83%	17%
Flintshire	2:00:00 PM	69	50	72%	19	28%	84%	16%
Neath	2:30:00 PM	63	46	73%	17	27%	79%	21%
Bridgend	3:00:00 PM	54	38	70%	16	30%	76%	24%
Cardiff	4:30:00 PM	75	47	63%	28	37%	61%	39%
Caerphilly	5:00:00 PM	73	53	73%	20	27%	74%	26%
Newport	5:00:00 PM	50	37	74%	13	26%	72%	28%
RCT	5:00:00 PM	75	46	61%	29	39%	79%	21%
Swansea	5:00:00 PM	72	45	63%	27	38%	86%	14%
Merthyr	5:30:00 PM	32	27	84%	5	16%	82%	18%
Vale of Glamorgan	6:05:00 PM	52	39	75%	13	25%	83%	17%
Wrexham	6:30:00 PM	52	45	87%	7	13%	87%	13%

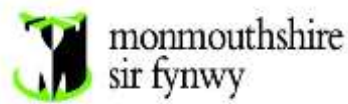


Please let us know  
the best time for  
council meetings to  
start

Do you have any  
other comments?  
after 7pm is better  
for those that work  
6pm ideally  
Pram friendly  
environment

Unless you will  
allow staff time in  
work to come then

	Timestamp	Last Updated	Created By	Updated By
5pm	06/03/2015 16:15	06/03/2015 16:15		
5pm	06/03/2015 16:27	06/03/2015 16:27		
10am	06/03/2015 16:53	06/03/2015 16:53		
5pm	06/03/2015 17:12	06/03/2015 17:12		
5pm	06/03/2015 17:37	06/03/2015 17:37		
5pm	06/03/2015 17:45	06/03/2015 17:45		
5pm	06/03/2015 19:08	06/03/2015 19:08		
5pm	06/03/2015 19:31	06/03/2015 19:31		
2pm	07/03/2015 11:55	07/03/2015 11:55		
2pm	07/03/2015 12:50	07/03/2015 12:50		
5pm	07/03/2015 17:14	07/03/2015 17:14		
5pm	08/03/2015 03:14	08/03/2015 03:14		
10am	08/03/2015 22:40	08/03/2015 22:40		
2pm	09/03/2015 08:04	09/03/2015 08:04		
5pm	09/03/2015 22:48	09/03/2015 22:48		



<b>SUBJECT:</b>	<b>DIARY OF MEETINGS FOR 2015/16</b>
<b>MEETING:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>26<sup>TH</sup> FEBRUARY 2015</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>N/A</b>

1. **PURPOSE:**  
To approve the diary of meetings for 2015/16.
  
2. **RECOMMENDATIONS:**  
That the diary of meetings for 2015/16, as attached, be approved.
  
3. **KEY ISSUES:**
  - 3.1 Each Committee has reviewed the timing of their meetings and the diary has been drawn up to reflect each Committee's preferences.
  - 3.2 Some Committees set their own dates during the year eg SACRE, Appointment of LEA Governors Committee.
  - 3.3 Times of planning site visits to be confirmed by the Planning Committee.
  
4. **REASONS:**  
The Council calendar needs to be approved annually to ensure appropriate governance arrangements are in place for the year and enables Members and officers to forward plan effectively.
  
5. **RESOURCE IMPLICATIONS:**  
None as a direct result of this report.
  
6. **SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**  
None arising from this report.
  
7. **CORPORATE PARENTING AND SAFEGUARDING IMPLICATIONS:**  
None arising from this report.

**8. CONSULTEES:**

Senior Leadership Team  
Monitoring Officer  
Cabinet  
Political Group Leaders  
Select Committee Chairs  
Democratic Services Committee Chair  
Chair and Vice Chair of Council

**9. BACKGROUND PAPERS:**

None.

**10. AUTHOR:**

Tracey Harry, Head of Democracy and Regulatory Services.

**11. CONTACT DETAILS:**

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**MONMOUTHSHIRE COUNTY COUNCIL  
DRAFT DIARY OF MEETINGS 2015-15**

DAY	DATE	MEETING	TIME
Monday	18 <sup>th</sup> May 2015	Political Leadership Group	2.00 pm
Tuesday	19 <sup>th</sup> May 2015	Adults Select Committee	10.00 am
Wednesday	20 <sup>th</sup> May 2015	Individual Cabinet Member Decisions Monmouthshire Housing Board Meeting	2.00 pm
Thursday	21 <sup>st</sup> May 2015	Children & Young People Select Committee	2.00 pm
Friday	22 <sup>nd</sup> May 2015		

Monday	25 <sup>th</sup> May 2015	SPRING BANK HOLIDAY	
Tuesday	26 <sup>th</sup> May 2015		
Wednesday	27 <sup>th</sup> May 2015		
Thursday	28 <sup>th</sup> May 2015		
Friday	29 <sup>th</sup> May 2015		

Monday	1 <sup>st</sup> June 2015	Planning site inspection	TBC
Tuesday	2 <sup>nd</sup> June 2015	Brecon Beacons National Park Planning Planning Committee	10.00 am 2.00 pm
Wednesday	3 <sup>rd</sup> June 2015	Cabinet	2.00 pm
Thursday	4 <sup>th</sup> June 2015	Economy & Development Select Committee	10.00 am
Friday	5 <sup>th</sup> June 2015		

Monday	8 <sup>th</sup> June 2015	Standards	10.30 am
Tuesday	9 <sup>th</sup> June 2015	Licensing & Regulatory Committee	10.00 am
Wednesday	10 <sup>th</sup> June 2015	Individual Cabinet Member Decision Central Monmouth Area Committee	2.00 pm
Thursday	11 <sup>th</sup> June 2015	Strong Communities Select Committee	10.00 am
Friday	12 <sup>th</sup> June 2015		

Monday	15 <sup>th</sup> June 2015	Joint Advisory Group	10.00 am
Tuesday	16 <sup>th</sup> June 2015	Co-ordinating Board	10.00 am
Wednesday	17 <sup>th</sup> June 2015	Lower Wye Area Committee	10.00 am
Thursday	18 <sup>th</sup> June 2015	Audit Committee	10.00 am
Friday	19 <sup>th</sup> June 2015	Gwent Police & Crime Panel	10.00 am

Monday	22 <sup>nd</sup> June 2015	Council pre meeting	12.30 pm
Tuesday	23 <sup>rd</sup> June 2015	Digital Programme Board	10.00 am
Wednesday	24 <sup>th</sup> June 2015	Individual Cabinet Member Decision Corporate Parenting Meeting	10.00 am
Thursday	25 <sup>th</sup> June 2015	Welsh Church Fund Council	12.00 pm 2.00 pm
Friday	26 <sup>th</sup> June 2015	Brecon Beacons Park Authority (AGM)	10.00 am

Monday	29 <sup>th</sup> June 2015	Democratic Services Committee	2.00 pm
Tuesday	30 <sup>th</sup> June 2015	Adults Select Committee	10.00 am
Wednesday	1 <sup>st</sup> July 2015		
Thursday	2 <sup>nd</sup> July 2015	Place Programme Board	10.00 am
Friday	3 <sup>rd</sup> July 2015	People Board	10.00 am

Monday	6 <sup>th</sup> July 2015	Planning site inspections Wye Valley AONB JAC	TBC 2.00 pm
Tuesday	7 <sup>th</sup> July 2015	Planning Committee	2.00 pm
Wednesday	8 <sup>th</sup> July 2015	Individual Cabinet Member Decision Sevenside Area Committee	10.00 am

DAY	DATE	MEETING	TIME
		Bryn-y-Cwm Area Committee	2.00 pm
Thursday	9 <sup>th</sup> July 2015	Children & Young People Select Committee	4.00 pm
Friday	10 <sup>th</sup> July 2015	Brecon Beacons National Park Authority	10.00 am

Monday	13 <sup>th</sup> July 2015	Mon Farm School Endowment Trust	11.00am
Tuesday	14 <sup>th</sup> July 2015	Brecon Beacons National Park Planning	10.00 am
Wednesday	15 <sup>th</sup> July 2015	Cabinet	2.00 pm
Thursday	16 <sup>th</sup> July 2015	Strong Communities Select Committee Audit Committee	10.00 am 2.00 pm
Friday	17 <sup>th</sup> July 2015		

Monday	20 <sup>th</sup> July 2015		
Tuesday	21 <sup>st</sup> July 2015	Licensing & Regulatory Committee	10.00 am
Wednesday	22 <sup>nd</sup> July 2015	Individual Cabinet Member Decision Monmouthshire Housing Board Meeting	2.00 pm
Thursday	23 <sup>rd</sup> July 2015	Economy & Development Select Committee	10.00 am
Friday	24 <sup>th</sup> July 2015		

Monday	27 <sup>th</sup> July 2015	<i>Council pre meeting</i>	12.30 pm
Tuesday	28 <sup>th</sup> July 2015	Strategic Transport Board	10.00am
Wednesday	29 <sup>th</sup> July 2015		
Thursday	30 <sup>th</sup> July 2015	Welsh Church Fund Council	12.00 pm 2.00 pm
Friday	31 <sup>st</sup> July 2015		

Monday	3 <sup>rd</sup> August 2015	Planning site inspections	TBC
Tuesday	4 <sup>th</sup> August 2015	Planning Committee	2.00 pm
Wednesday	5 <sup>th</sup> August 2015		2.00 pm
Thursday	6 <sup>th</sup> August 2015		
Friday	7 <sup>th</sup> August 2015		

Monday	10 <sup>th</sup> August 2015		
Tuesday	11 <sup>th</sup> August 2015		
Wednesday	12 <sup>th</sup> August 2015		
Thursday	13 <sup>th</sup> August 2015		
Friday	14 <sup>th</sup> August 2015		

Monday	17 <sup>th</sup> August 2015		
Tuesday	18 <sup>th</sup> August 2015		
Wednesday	19 <sup>th</sup> August 2015		
Thursday	20 <sup>th</sup> August 2015		
Friday	21 <sup>st</sup> August 2015		

Monday	24 <sup>th</sup> August 2015		
Tuesday	25 <sup>th</sup> August 2015	Brecon Beacons National Park Planning	10.00 am
Wednesday	26 <sup>th</sup> August 2015	Individual Cabinet Member Decision	
Thursday	27 <sup>th</sup> August 2015		
Friday	28 <sup>th</sup> August 2015		

Monday	31 <sup>st</sup> August 2015	SUMMER BANK HOLIDAY	
Tuesday	1 <sup>st</sup> September 2015	Adults Select Committee	10.00 am
Wednesday	2 <sup>nd</sup> September 2015	Cabinet	2.00 pm
Thursday	3 <sup>rd</sup> September 2015	Economy & Development Select Committee	10.00 am
Friday	4 <sup>th</sup> September 2015		

Monday	7 <sup>th</sup> September 2015	Planning site inspections Democratic Services Committee	TBC 2.00 pm
Tuesday	8 <sup>th</sup> September 2015	Planning Committee	2.00 pm
Wednesday	9 <sup>th</sup> September 2015	Individual Cabinet Member Decision Lower Wye Area Committee	10.00 am
Thursday	10 <sup>th</sup> September 2015	Strong Communities Select Committee	10.00 am
Friday	11 <sup>th</sup> September 2015	Gwent Police and Crime Panel	10.00 am
Monday	14 <sup>th</sup> September 2015	Standards	10.30 am
Tuesday	15 <sup>th</sup> September 2015	Licensing & Regulatory Committee	10.00 am
Wednesday	16 <sup>th</sup> September 2015	Central Monmouth Area Committee	2.00 pm
Thursday	17 <sup>th</sup> September 2015	Children & Young People Select Committee	10.00 am
Friday	18 <sup>th</sup> September 2015		

Monday	21 <sup>st</sup> September 2015	Council pre meeting	12.30 pm
Tuesday	22 <sup>nd</sup> September 2015	Strategic Transport Board	10.00 am
Wednesday	23 <sup>rd</sup> September 2015	Individual Cabinet Member Decision Audit Committee Monmouthshire Housing Board AGM	2.00 pm 2.00 pm
Thursday	24 <sup>th</sup> September 2015	Welsh Church Fund Council	12.00 pm 2.00 pm
Friday	25 <sup>th</sup> September 2015	Brecon Beacons National Park Authority	10.00 am

Monday	28 <sup>th</sup> September 2015	Joint Advisory Group	10.00 am
Tuesday	29 <sup>th</sup> September 2015	Corporate Parenting meeting	10.00 am
Wednesday	30 <sup>th</sup> September 2015	Digital Programme Board	10.00 am
Thursday	1 <sup>st</sup> October 2015	People Board	10.00 am
Friday	2 <sup>nd</sup> October 2015	Place Programme Board	10.00 am
Monday	5 <sup>th</sup> October 2015	Planning site inspections	TBC
Tuesday	6 <sup>th</sup> October 2015	Brecon Beacons National Park Planning Planning committee	10.00 am 2.00 pm
Wednesday	7 <sup>th</sup> October 2015	Cabinet	2.00 pm
Thursday	8 <sup>th</sup> October 2015		
Friday	9 <sup>th</sup> October 2015		
Monday	12 <sup>th</sup> October 2015	Political Leadership Group	2.00 pm
Tuesday	13 <sup>th</sup> October 2015	Adults Select Committee	10.00 am
Wednesday	14 <sup>th</sup> October 2015	Individual Cabinet Member Decision Bryn-y-Cwm Area Committee	2.00 pm
Thursday	15 <sup>th</sup> October 2015	Economy & Development Select Committee	10.00 am
Friday	16 <sup>th</sup> October 2015		
Monday	19 <sup>th</sup> October 2015	Mon Farm School Endowment Trust Democratic Services Committee	11.00 am 2.00 pm
Tuesday	20 <sup>th</sup> October 2015	Coordinating Board	10.00 am
Wednesday	21 <sup>st</sup> October 2015	Sevenside Area Committee	10.00 am
Thursday	22 <sup>nd</sup> October 2015	Audit Committee	2.00 pm
Friday	23 <sup>rd</sup> October 2015		
Monday	26 <sup>th</sup> October 2015		

Tuesday	27 <sup>th</sup> October 2015		
Wednesday	28 <sup>th</sup> October 2015	Individual Cabinet Member Decision	
Thursday	29 <sup>th</sup> October 2015		
Friday	30 <sup>th</sup> October 2015		
Monday	2 <sup>nd</sup> November 2015	Planning site inspections Wye Valley AONB JAC	TBC 2.00 pm
Tuesday	3 <sup>rd</sup> November 2015	Planning Committee	2.00 pm
Wednesday	4 <sup>th</sup> November 2015	Cabinet	2.00 pm
Thursday	5 <sup>th</sup> November 2015	Strong Communities Select	10.00 am
Friday	6 <sup>th</sup> November 2015		
Monday	9 <sup>th</sup> November 2015		
Tuesday	10 <sup>th</sup> November 2015	Licensing & Regulatory	10.00 am
Wednesday	11 <sup>th</sup> November 2015	ARMISTICE DAY Individual Cabinet Member Decision	
Thursday	12 <sup>th</sup> November 2015	Children & Young People Select Committee	2.00 pm
Friday	13 <sup>th</sup> November 2015		
Monday	16 <sup>th</sup> November 2015	<i>Council pre meeting</i>	12.30 pm
Tuesday	17 <sup>th</sup> November 2015	Brecon Beacons National Park Planning	10.00 am
Wednesday	18 <sup>th</sup> November 2015		
Thursday	19 <sup>th</sup> November 2015	Welsh Church Fund Council	2.00 pm
Friday	20 <sup>th</sup> November 2015		
Monday	23 <sup>th</sup> November 2015	Democratic Services Committee	2.00 pm
Tuesday	24 <sup>th</sup> November 2015		
Wednesday	25 <sup>th</sup> November 2015	Individual Cabinet Member Decision Monmouthshire Housing Board Meeting	2.00 pm
Thursday	26 <sup>th</sup> November 2015	Economy & Development Select Committee	10.00 am
Friday	27 <sup>th</sup> November 2015		
Monday	30 <sup>th</sup> November 2015	Planning site inspections	TBC
Tuesday	1 <sup>st</sup> December 2015	Planning Committee	2.00 pm
Wednesday	2 <sup>nd</sup> December 2015	Cabinet	2.00 pm
Thursday	3 <sup>rd</sup> December 2015	Audit Committee	2.00pm
Friday	4 <sup>th</sup> December 2015	Brecon Beacons National Park	10.00 am
Monday	7 <sup>th</sup> December 2015	Standards	10.30 am
Tuesday	8 <sup>th</sup> December 2015	Adults Select Committee	10.00 am
Wednesday	9 <sup>th</sup> December 2015	Individual Cabinet Member Decision Monmouthshire Housing Board meeting	12.30 pm
Thursday	10 <sup>th</sup> December 2015	Strong Communities Area Committee	10.00 am
Friday	11 <sup>th</sup> December 2015	Gwent Police & Crime Panel	10.00 am
Monday	14 <sup>th</sup> December 2015	<i>Council pre meeting</i>	12.30 pm
Tuesday	15 <sup>th</sup> December 2015	Licensing & Regulatory	10.00 am
Wednesday	16 <sup>th</sup> December 2015		
Thursday	17 <sup>th</sup> December 2015	Welsh Church Fund Council	12.00 pm 2.00 pm
Friday	18 <sup>th</sup> December 2015		

Monday	21 <sup>st</sup> December 2015		
Tuesday	22 <sup>nd</sup> December 2015		
Wednesday	23 <sup>rd</sup> December 2015	Individual Cabinet Member Decision	
Thursday	24 <sup>th</sup> December 2015		
Friday	25 <sup>th</sup> December 2015	CHRISTMAS DAY	
Monday	28 <sup>th</sup> December 2015	BOXING DAY	
Tuesday	29 <sup>th</sup> December 2015	EXTRA STATUTORY HOLIDAY	
Wednesday	30 <sup>th</sup> December 2015		
Thursday	31 <sup>st</sup> December 2015		
Friday	1 <sup>st</sup> January 2016	NEW YEAR'S DAY	
Monday	4 <sup>th</sup> January 2016	Planning site inspections Democratic Services Committee	TBC 2.00 pm
Tuesday	5 <sup>th</sup> January 2016	Planning Committee	2.00 pm
Wednesday	6 <sup>th</sup> January 2016	Cabinet	2.00 pm
Thursday	7 <sup>th</sup> January 2016	Economy & Development Select Committee	10.00 am
Friday	8 <sup>th</sup> January 2016		
Monday	11 <sup>th</sup> January 2016	Political Leadership Group	2.00 pm
Tuesday	12 <sup>th</sup> January 2016	Strategic Transport Board	10.00 am
Wednesday	13 <sup>th</sup> January 2016	Individual Cabinet Member Decision Lower Wye Area Committee	10.00am
Thursday	14 <sup>th</sup> January 2016	Audit Committee Children & Young People Select Committee	2.00 pm 4.00 pm
Friday	15 <sup>th</sup> January 2016		
Monday	18 <sup>th</sup> January 2016	<i>Council pre meeting</i>	12.30 pm
Tuesday	19 <sup>th</sup> January 2016	Adults Select Committee	10.00 am
Wednesday	20 <sup>th</sup> January 2016	Corporate Parenting meeting	10.00 am
Thursday	21 <sup>st</sup> January 2016	Welsh Church Fund Council	12.00 pm 2.00 pm
Friday	22 <sup>nd</sup> January 2016	Digital Programme Board	10.00 am
Monday	25 <sup>th</sup> January 2016	Joint Advisory Group	10.00 am
Tuesday	26 <sup>th</sup> January 2016	Coordinating Board	10.00 am
Wednesday	27 <sup>th</sup> January 2016	Individual Cabinet Member Decision Central Monmouth Area Committee	2.00 pm
Thursday	28 <sup>th</sup> January 2016	Strong Communities Area Committee	10.00 am
Friday	29 <sup>th</sup> January 2016		
Monday	1 <sup>st</sup> February 2016	Planning site inspections	TBC
Tuesday	2 <sup>nd</sup> February 2016	Planning Committee	2.00 pm
Wednesday	3 <sup>rd</sup> February 2016	Cabinet	2.00 pm
Thursday	4 <sup>th</sup> February 2016	Place Programme Board	10.00 am
Friday	5 <sup>th</sup> February 2016	People Board	10.00 am
Monday	8 <sup>th</sup> February 2016	Democratic Services Committee	2.00 pm
Tuesday	9 <sup>th</sup> February 2016	Licensing & Regulatory Committee	10.00 am
Wednesday	10 <sup>th</sup> February 2016	Individual Cabinet Member Decision Bryn-y-Cwm Area Committee	2.00 pm
Thursday	11 <sup>th</sup> February 2016	Children & Young People Select Committee	10.00 am
Friday	12 <sup>th</sup> February 2016		
Monday	15 <sup>th</sup> February 2016		



Tuesday	16 <sup>th</sup> February 2016		
Wednesday	17 <sup>th</sup> February 2016		
Thursday	18 <sup>th</sup> February 2016		
Friday	19 <sup>th</sup> February 2016		
Monday	22 <sup>nd</sup> February 2016	Mon Farm School Endowment Trust	11.00 am
Tuesday	23 <sup>rd</sup> February 2016		
Wednesday	24 <sup>th</sup> February 2016	Individual Cabinet Member Decision Sevenside Area Committee	10.00 am
Thursday	25 <sup>th</sup> February 2016	Welsh Church Fund County Council	12.00 pm 2.00 pm
Friday	27 <sup>th</sup> February 2016		
Monday	29 February 2016	Planning site inspections	TBC
Tuesday	1 <sup>st</sup> March 2016	Planning Committee	2.00 pm
Wednesday	2 <sup>nd</sup> March 2016	Cabinet	2.00 pm
Thursday	3 <sup>rd</sup> March 2016	Economy & Development Select Committee Audit Committee	10.00 am 2.00 pm
Friday	4 <sup>th</sup> March 2016		
Monday	7 <sup>th</sup> March 2016	Wye Valley AONB JAC	2.00 pm
Tuesday	8 <sup>th</sup> March 2016	Adults Select Committee	10.00 am
Wednesday	9 <sup>th</sup> March 2016	Individual Cabinet Member Decision	
Thursday	10 <sup>th</sup> March 2016	Strong Communities Committee	10.00 am
Friday	11 <sup>th</sup> March 2016		
Monday	14 <sup>th</sup> March 2016	Standards	10.30 am
Tuesday	15 <sup>th</sup> March 2016		
Wednesday	16 <sup>th</sup> March 2016	Lower Wye Area Committee	10.00 am
Thursday	17 <sup>th</sup> March 2016	Children & Young People Select Committee	2.00 pm
Friday	18 <sup>th</sup> March 2016		
Monday	21 <sup>st</sup> March 2016	Council pre-meeting Democratic Services Committee	12.30 pm 2.00 pm
Tuesday	22 <sup>nd</sup> March 2016	Licensing & Regulatory Committee	10.00 am
Wednesday	23 <sup>rd</sup> March 2016	Individual Cabinet Member Decision Central Monmouth Area Committee	2.00 pm
Thursday	24 <sup>th</sup> March 2016	Welsh Church Fund County Council	12.00 pm 2.00 pm
Friday	25 <sup>th</sup> March 2016	GOOD FRIDAY	
Monday	28 <sup>th</sup> March 2016	EASTER MONDAY	
Tuesday	29 <sup>th</sup> March 2016	EXTRA STATUTORY HOLIDAY	
Wednesday	30 <sup>th</sup> March 2016		
Thursday	31 <sup>st</sup> March 2016		
Friday	1 <sup>st</sup> April 2016		
Monday	4 <sup>th</sup> April 2016		
Tuesday	5 <sup>th</sup> April 2016		
Wednesday	6 <sup>th</sup> April 2016		
Thursday	7 <sup>th</sup> April 2016		
Friday	8 <sup>th</sup> April 2016		

Monday	11 <sup>th</sup> April 2016	Planning site inspections	TBC
Tuesday	12 <sup>th</sup> April 2016	Digital Programme Board Planning committee	10.00 am 2.00 pm
Wednesday	13 <sup>th</sup> April 2016	Strategic Transport Board Cabinet	10.00 am 2.00 pm
Thursday	14 <sup>th</sup> April 2016	Economy & Development Select Committee	10.00 am
Friday	15 <sup>th</sup> April 2016	Place Programme Board	10.00 am
Monday	18 <sup>th</sup> April 2016	Political Leadership Group	10.00 am
Tuesday	19 <sup>th</sup> April 2016	Coordinating Board Digital Programme Board	10.00 am 2.00 pm
Wednesday	20 <sup>th</sup> April 2016	Bryn-y-Cwm Area Committee	2.00 pm
Thursday	21 <sup>st</sup> April 2016	Audit Committee Children & Young People Select Committee	2.00 pm 4.00 pm
Friday	22 <sup>nd</sup> April 2016	People Board	10.00 am
Monday	25 <sup>th</sup> April 2016	Joint Advisory Group	10.00 am
Tuesday	26 <sup>th</sup> April 2016	Adults Select Committee	10.00 am
Wednesday	27 <sup>th</sup> April 2016	Individual Cabinet Member Decision Sevenside Area Committee	10.00 am
Thursday	28 <sup>th</sup> April 2016	Strong Communities Committee	10.00 am
Friday	29 <sup>th</sup> April 2016	Corporate Parenting meeting	10.00 am
Monday	2 <sup>nd</sup> May 2016	EARLY MAY BANK HOLIDAY	
Tuesday	3 <sup>rd</sup> May 2016	Licensing & Regulatory committee	10.00 am
Wednesday	4 <sup>th</sup> May 2016	Cabinet	2.00 pm
Thursday	5 <sup>th</sup> May 2016	<b>WELSH ASSEMBLY ELECTIONS</b>	
Friday	6 <sup>th</sup> May 2016		
Monday	9 <sup>th</sup> May 2016	Democratic Services Committee	2.00 pm
Tuesday	10 <sup>th</sup> May 2016	Annual Meeting	5.00 pm
Wednesday	11 <sup>th</sup> May 2016	Individual Cabinet Member Decision	
Thursday	12 <sup>th</sup> May 2016	Council Meeting (deferred items)	2.00 pm
Friday	13 <sup>th</sup> May 2016		
Monday	16 <sup>th</sup> May 2016		
Tuesday	17 <sup>th</sup> May 2016		
Wednesday	18 <sup>th</sup> May 2016		
Thursday	19 <sup>th</sup> May 2016		
Friday	20 <sup>th</sup> May 2016		
Monday	23 <sup>rd</sup> May 2016		
Tuesday	24 <sup>th</sup> May 2016		
Wednesday	25 <sup>th</sup> May 2016	Individual Cabinet Member Decision	
Thursday	26 <sup>th</sup> May 2016		
Friday	27 <sup>th</sup> May 2016		
Monday	30 <sup>th</sup> May 2016	<b>SPRING BANK HOLIDAY</b>	
Tuesday	31 <sup>st</sup> May 2016		
Wednesday	1 <sup>st</sup> June 2016		
Thursday	2 <sup>nd</sup> June 2016		
Friday	3 <sup>rd</sup> June 2016		
