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County Hall
Rhadyr
Usk
NP15 1GA

Thursday, 24 May 2018

Notice of meeting

Democratic Services Committee

Monday, 4th June, 2018 at 2.00 pm,
Council Chamber - Council Chamber

AGENDA

ALL MEMBERS WELCOME FOR DISCUSSION ON ITEM 5

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| 1. | Apologies for absence | |
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| 5. | Council response to WG Consultation - 'Strengthening Local Government, Delivery for People' - ALL MEMBERS WELCOME | 5 - 18 |
| 6. | Engagement of the Democratic Services Committee around the Alternative Delivery Model Management Agreement | To Follow |
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| 8. | Coordination: | |
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| 8.2. | Other items coming forward | |
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| 12. | To note the forward workplans | |
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| 13. | Confirm the date of next meeting as 16th July 2018 | |

Paul Matthews

Chief Executive / Prif Weithredwr

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

D. Evans
T.Thomas
D. Dovey
L.Dymock
M.Groucutt
G. Howard
L.Jones
J.Treharne
S. Woodhouse
P. Clarke
F. Taylor
J.Watkins

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Welsh Language

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Aims and Values of Monmouthshire County Council

Our purpose

Building Sustainable and Resilient Communities

Objectives we are working towards

- Giving people the best possible start in life
- A thriving and connected county
- Maximise the Potential of the natural and built environment
- Lifelong well-being
- A future focused council

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

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Public Document Pack Agenda Item 4

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Democratic Services Committee held
on Monday, 23rd April, 2018 at 2.00 pm**

PRESENT: County Councillor D. Evans (Chairman)
County Councillor T. Thomas (Vice Chairman)

County Councillors: D. Dovey, L. Dymock, L. Jones, J. Treharne,
S. Woodhouse, F. Taylor and J. Watkins

OFFICERS IN ATTENDANCE:

| | |
|-------------------|-------------------------------|
| John Pearson | Local Democracy Manager |
| Nicola Perry | Senior Democracy Officer |
| Matthew Gatehouse | Head of Policy and Governance |
| Kyle Brown | Digital Programme Coordinator |
| Hazel Ilett | Scrutiny Manager |

APOLOGIES:

Councillors G. Howard

1. Declarations of interest

There were no declarations of interest.

2. Public Open Forum

County Councillor A. Eason was in attendance and addressed the Committee with concerns regarding the conduct of Members at the SACRE Committee, particularly following the meeting held on 9th June 2017.

Councillor Woodhouse referred to GDPR and advised that there had been enquiries from voluntary organisations. She asked if there was some way to provide these organisations with access to information. The Local Democracy Manager agreed to look into this further.

Councillor Dymock requested clarity on dealing with unpleasant or aggressive behaviours from certain members of the public. Members agreed this to be a significant matter, and were advised that WLGA have issued safety documents which would be distributed. Personal safety training sessions are to be arranged.

3. To receive the minutes of the meeting held on 12th March 2018

The minutes were approved and signed by the chair.

4. Demonstration of Remote Working Security / Members IT issues

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Democratic Services Committee held on Monday, 23rd April, 2018 at 2.00 pm

The Digital Programme Coordinator presented members with a demonstration on the next steps in remote working. Further changes will take place week commencing 14th May 2018, and further guidance will be issued closer to the time.

5. Process of democratic oversight of Evaluation

The Head of Policy and Governance explained that Democratic Services Committee have a remit to review the adequacy of the arrangements in place to discharge democratic services functions.

In September 2017 the Council report template was amended to include a section on evaluation, in response to feedback received from Wales Audit Office. It was explained that presently Democratic Services colleagues, alongside Business Support Officers have started to keep a log of the decisions going through and those decisions when the evaluation is to come through. It was proposed that those reports should be made available to the meeting that made the initial decision, and that Democratic Services Committee Members have access to a log of the decisions made that require an evaluation. This would enable us to keep an overview of that log in terms of forming a view of the effectiveness of decision making arrangements. Before a firm proposal was to be put in place Members' opinions were welcome.

Members commented on what was considered a sensible proposal, recognising the importance of being able to reflect on whether decisions made have been effective.

6. Summary reports and Future Generations Evaluation

Following a discussion at Full Council the Head of Policy and Governance presented a verbal report on Future Generation Evaluations, and the suggested introduction of summary reports. He questioned if officers are providing Members enough information to get a sense of what is going on around the organisation?

Members recognised that a brief upfront summary would be useful, and lead to greater clarity.

An officer panel is in place to look at after the event quality assurance, and to ensure mitigating proposals are in place rather than being an afterthought.

Training for officers around report writing, and for members around challenging is necessary.

The Head of Policy and Governance welcomed comments from Members away from the meeting environment.

7. Scrutiny Forward Work Plan

We received the Scrutiny Forward Workplan for information.

Members were made aware of an initial officer meeting around City Deal which proposed to establish a formal joint overview and scrutiny committee of City Deal which would require a representative of this Council to sit on the committee. This will be taken through the scrutiny process via Economy and Development Select, and then to Council.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Democratic Services Committee held on Monday, 23rd April, 2018 at 2.00 pm

8. Scrutiny Self-Evaluation

The Scrutiny Manager presented the Scrutiny Self-Evaluation completed in November 2017 to ensure Members have an awareness of the findings of the report, specifically any issues identified which may relate to the responsibilities of this committee.

Following the presentation comments were welcomed.

A Member suggested an area of focus in relation to this Committee was public engagement in scrutiny and democracy, recognising we had previously discussed ways of getting the public involved. There was enthusiasm to find more ways to involve public engagement. The Scrutiny Manager did not necessarily think that scrutiny meetings were the best forum for public engagement, but other ways of engagement should be considered.

The Council Chamber in Usk, was not considered a good environment to encourage public engagement.

The Head of Policy and Democracy referred to the setting up of a working group, as previously discussed.

9. Engagement of the Democratic Services Committee around ADM Management Agreement

Item deferred.

10. Coordinating Role

We understood coordination had been covered through previous items.

Automation is a future focus, we agreed to invite the Chair of Economy and Development Select to the next meeting.

11. Council and Cabinet Work Plan

We noted the Council and Cabinet Workplan.

12. To note the date of next meeting as 4th June 2018 at 14:00pm

We noted the date of the next meeting.

The meeting ended at 4:20pm

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| <p>SUBJECT: Local Government Reform</p> <p>MEETING: Democratic Services Committee</p> <p>DATE: 4th June 2018</p> <p>DIVISIONS/WARDS AFFECTED: All</p> |
|--|

1 PURPOSE

- 1.1 To provide the committee with the opportunity to debate the Welsh Government's Green Paper "Strengthening Local Government: Delivering for People"
- 1.2 To seek views of members on a draft response to be submitted on behalf of the council as there is no opportunity for a full council debate prior to the consultation closing on 12th June.

2 BACKGROUND

- 2.1 The Welsh Government published the 'Delivering for People: Strengthening Local Government' Green Paper on 20th March 2018. The consultation closes on 12th June.
- 2.2 This is the latest in a series of papers on local government reform that have been developed. The Welsh Government has actively explored different variants of local government reform since 2004. Successive positions have been predicated on the proposition that the structure of local government in Wales is not sustainable.
- 2.3 A merger programme was rejected by the Welsh Government following the 2016 Assembly elections and there then followed an assurance that there would no structural change for a decade while councils pursued a regional approach perhaps best encapsulated by the ten council City Deal.
- 2.4 The leader responded to a question on this issue at Council in April. With no time for a full council debate it was subsequently suggested, and agreed with the chair, that Democratic Services Committee host a debate on the issue to which all members would be invited.

3 RECOMMENDATIONS

- 3.1 Members are invited to consider the draft response attached as appendix one and suggest additions or deletions where consensus can be reached. This is positioned as a discussion piece to shape discussion.
- 3.2 Subject to amendments agreed during the meeting, to approve a draft response to the consultation be submitted on behalf of the council by the deadline and that this be endorsed by council and opened for further debate, if deemed necessary, at the next council meeting after the deadline.

4 KEY ISSUES

- 4.1 The Green Paper calls for stronger, larger, more powerful local authorities and proposes merging the current 22 local authorities into 10 new authorities. This would see Monmouthshire merge with Torfaen and Blaenau Gwent. The paper proposed three options based on this footprint. These are:
- Option 1 - Voluntary mergers
 - Option 2 – A phased approach with early adopters merging first followed by other authorities by 2026
 - Option 3 – A single comprehensive merger programme by 2022.
- 4.2 The options are broadly a return to the Welsh Government’s proposals from 2015-16 and a change in direction to the regional agenda which had been put forward by the previous Cabinet Secretary. These were widely supported being progressed by Monmouthshire along with other councils.
- 4.3 The Cabinet Secretary for Local Government outlined his proposed reforms at the WLGA Council in March. At that time leaders overwhelmingly rejected the approach to mergers and questioned the rationale for reform which was identified in lacking in evidence and costings.
- 4.4 A draft response is appended to this report. It does not follow or respond to every question posed within the consultation. It is proposed that only those points on which there is clear agreement amongst members be included within the council’s response. Individual members or groups who wish to put forward additional detail may do so within individual or group responses to the consultation. A full list of consultation questions posed by Welsh Government is included as appendix 2.

4. REASONS

- 4.1 To ensure that the voice of Monmouthshire’s elected councillors is heard within the debate on local government reform.

5 RESOURCE IMPLICATIONS

- 5.1 None at this stage

6. FUTURE GENERATIONS ASSESSEMENT INCLUDING SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

- 6.1 This report does not propose any change in policy or service and so no assessment has been completed.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

None

8. BACKGROUND PAPERS

Green Paper - Strengthening Local Government: Delivering for People
<https://beta.gov.wales/sites/default/files/consultations/2018-03/180320-strengthening-local-government-consultation-v1.pdf>

9. AUTHOR

Matthew Gatehouse, Head of Policy and Governance
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matthewgatehouse@monmouthshire.gov.uk

Our Response

We have chosen not to respond to your specific questions. We have determined the areas in the Green Paper that we believe require our input and have included reference to paragraph numbering where appropriate.

The Case for Change (Chapter 2)

There has been much that is positive the papers that have been put forward by Welsh Government over the future of local government in Wales in recent year. We welcome the Cabinet Secretary's call for more powers and greater flexibilities for local authorities. However the Green Paper lacks sufficient detail on what these might be.

Pursuing mergers now would create new organisations setting back the progress that has been on regionalisation where we have been making great strides. At the forefront of our concern is moving forward with Cardiff Capital Region City Deal. There is no guarantee that the new organisations would sign up for the deal which would jeopardise up to £4B in investment and the significant progress that is being made such as the investment in an industry-leading compound semi-conductor foundry in Newport.

Options for Strengthening Local Government (Chapter 3)

There seems to be a pre-occupation with putting the debate about form before function. Re-organising existing service models into new boundaries will not bring about the sorts of reform that will solve the complex societal challenges that councils in Wales are grappling with.

In 2016 Welsh Government assured councils that there would no structural change for a decade. Less than two years on we have returned to the same debate.

Monmouthshire is proof that smaller authorities can deliver and can do well, creating a culture and operating model which encourages innovation and efficiency while continuing to deliver quality services.

We cannot solve these problems with yesterday's thinking. Bigger is not always better, we need new ways of meeting needs, creating public value and delivering better outcomes for local people. Delivering the exactly the same service models on different footprint will not deliver this. There will be some minimal economies of scale but these will be set against significant financial and non-financial costs of mergers. Paramount is the opportunity cost of inactivity in the years' leading-up-to mergers. We our public servants focused on meeting needs and making great leaps forward rather than spending hours seeking marginal gains.

There is insufficient detail on the arrangements for transition, council tax harmonisation, pensions and how potential redundancy costs could be met.

The foreword to the Green Paper argues that more money would not solve the problem and yet seems focused on financial gains as a result of economies of scale rather than addressing bigger questions about the purpose of local government, the need for innovation, opportunities for prevention and the allocation of resources to different parts of the public sector.

Finding agreement for a future footprint for local government (Chapter 4)

There is little evidence put forward that these proposals would deliver better outcomes or lower cost services than the current configurations. Indeed The Williams Commission Report in 2013 recognised that based on academic research there was no discernible relationship between scale and performance anywhere in the world. Subsequent evidence has confirmed this conclusion.

We believe that the Green Paper does not bring forward any new evidence to suggest that larger councils would deliver better services. The case for reform is not sufficiently clear to justify the costs and risks associated with pursuing a programme of mergers.

We believe that service provision in Wales should be based on the principle that decisions must be taken as closely as possible to the citizen and welcome the commitment to empower local government and to champion local accountability and local democracy. However the Green Paper is largely silent about the functions and powers that would be transferring to councils.

If we were to follow a path of voluntary mergers the potential partners for any such agreement should be a matter for local democratic discretion and negotiation rather than in accordance with a pre-determined option.

We are required to set balanced budget and have continued to do so against a backdrop of budgets real terms funding reductions. We are the lowest funded council in Wales and have achieved this by being innovative and efficient, looking to prevent problems arising rather than solving them when things go wrong, developing collaborative ventures, by working closely with local people and by focusing on the things that matter most to communities and by transforming services rather than closing them.

The debate should not be about the shape of lines on a map, it should be about the shape of services, how council's should be resourced and what powers they should exercise. We recognise that this is a challenging time for local government. We are up for that challenge providing we are given the space, flexibilities and powers to work with local communities and partners from all sectors on our own terms to tackle it head on.

A clear and democratically-led process (Chapter 5)

The numbers of councillors and areas represented will need to change as a result of these proposals. The number of electoral divisions would also vary. These issues would need to be factored in to any transition arrangements, with the work and timescales of the Local Democracy and Boundary Commission for Wales (LDBCW) being a key consideration. The early mergers date could make this very difficult to achieve.

We would want to be involved in this discussion to ensure that issues of rurality etc. are appropriately considered when determining ward boundaries and constituent / councillor ratios.

We do not have any evidence on costs, benefits and savings of each of the options described by Welsh Government and would expect this to have been produced by Welsh Government itself prior to the Green Paper being published.

We are concerned about the implications of council tax harmonisation. Monmouthshire residents pay considerably lower council tax than one of the authorities we are proposed to merge with and the Green Paper on not sufficient clear on the implications of this for organisations or residents.

Strengthening local government and support through the process of change (Chapter 6)

We welcome the positive comments about the role of elected members in chapter 6. Elected members work hard for their community and under incredible pressure to balance their role with careers and the other responsibilities they have such as parents and carers.

The elected members and paid officers of Monmouthshire County Council will always be passionate about our county. We identify with this place and we serve its people and communities with pride and integrity.

We aspire to deliver the strategic direction set by Welsh Government where this is set legitimately, alongside meeting the needs of the local people who elected us. We recognise the role of Welsh Government but do not see ourselves as subservient to it. Councils are democratically elected bodies responsible to local people at the ballot box and thought the ward role of councillors.

We would welcome sight of any proposals to help councils make more effective use of their elected members knowledge of, and connections in, their communities. This could include the development of digital tools to help members gather and process the wide range of statistical and qualitative evidence about their wards and to gather ideas from their local communities.

Conclusion

The Green Paper is silent on the core issues which are at the heart of the debate. When developing solutions we must understand the problem we are trying to solve. In this case the problem is not clearly understood. Whether or not 22 councils is systems that would be designed now is not the right starting point. We need to understand what it is that we want local government to achieve, how we want to work with communities and local people, the conditions needed for this to happen and the outcomes we expect. It is only when we understand these that we should consider pursuing the costly and distracting task of merging local authorities.

Full List of Welsh Government Consultation Questions

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| Chapter 3 |
| <u>Consultation Question 1</u> In Chapter 2, we restated our commitment to regional working in key areas but recognised the need for this to be supported by further change. In chapter 3, we set out the broad options for moving toward fewer, larger local authorities and summarise features of the process which would be common to each option. |
| a) What practical steps could the Welsh Government take to make current regional working easier and more effective, for example in relation to education consortia, social services and the City Regions and City and Growth Deals? |
| |
| b) What are your views on the common elements to the process of mergers we outline in this section? |
| |
| c) What are your views on the options for creating fewer, larger authorities which we have set out? |
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| d) Are there other options for creating fewer, larger authorities we should consider? |
| |
| e) Do you have evidence on costs, benefits and savings of each option which can inform decision-making? If so, please provide details. |
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| Chapter 4 |
| <u>Consultation Question 2</u> Chapter 4 has explained the need for clarity on the future footprint for local government and the range of factors which should be taken into account to determine a new |

configuration. It sets out a suggested future footprint for local government, which could be reached via each of the options set out in the previous chapter.

a) Do you agree that providing clarity on the future footprint of local government is important?

Yes. In 2016 Welsh Government assured councils that there would no structural change for a decade. Less than two years on we have returned to the same debate.

b) Do you agree with the factors we have identified to inform our thinking? Would you change or add any?

c) What are your views on the new areas suggested in this section?

d) Do you have alternative suggestions and, if so, what is the evidence to support these as an alternative?

e) In the context of these proposals, are there other ways we should simplify and streamline joint working arrangements at regional level and among public bodies within the new authority areas? If so, what are they?

Chapter 5

Consultation Question 3

Chapter 5 sets out the proposed approach to transition and implications for establishing Transition Committees and elections to Shadow Authorities under each option.

a) Do you agree with the proposed process of transition: namely establishing Transition Committees and ensuring elections to Shadow Authorities can be held ahead of vesting day for the new authorities?

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b) Do you agree that, if option 1 were pursued, we should set a date by which voluntary merger proposals should come forward in each electoral cycle?

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c) Do you have any other thoughts on the proposed process?

Numbers of Councillors and areas represented will change. The number of electoral divisions would also vary. These issues would need to be factored in to any transition arrangements, with the work and timescales of the Local Democracy and Boundary Commission for Wales (LDBCW) being a key consideration. The early mergers date could present problems here.

Consultation Question 4

The consultation suggests holding any local government elections in June 2021.

Are there any reasons why June 2021 would not be a suitable date? If so, please suggest an alternative date with the reasons why that would be more suitable.

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Consultation Question 5

The Welsh Government recognises that there are some plans or assessments, for example the preparation of assessments of wellbeing by Public Service Boards, which are linked to electoral cycles. We will make provision to make sure these tie into any new electoral cycles going forward. Are there any other plans or matters which might be tied into the electoral cycle which we need to consider?

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Consultation Question 6

What are your views on the approach which should be taken to determining the parameters of electoral reviews?

Chapter 6

Consultation Question 7

a) How can councils make more effective use of their elected members knowledge of, and connections in, their communities?

b) How could we better recognise the level of responsibility involved in being a local councillor? What changes to the remuneration and support councillors receive would enable a wider range of people to become involved in local democratic representation?

Consultation Question 8

a) Are there other powers which local government should have? If so, what are they?

b) Are there other freedoms or flexibilities which local government should have? If so, what are they?

Consultation Question 9

a) Which areas offer the greatest scope for shared transactional services?

b) How might such arrangements be best developed?

Consultation Question 10

a) In ensuring we deliver a consistent approach across Wales, where consistency is important, how do you think the advice and support on each of these matters could be best provided?

c) Are there any other challenges or opportunities from structural change or providing additional powers and flexibilities that have not been identified above? If these areas require support, what form should this support take?

d) Which of the issues identified above or in your response should be prioritised for early resolution?

Consultation Question 11.

We would like to know your views on the effects that the proposals within this consultation would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English.

a) What effects do you think there would be?

b) How could positive effects be increased, or negative effects be mitigated?

Consultation Question 12

Please also explain how you believe the proposed policy within this consultation could be formulated or changed (if required) so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.

Consultation Question 13

The Children's Rights Impact Assessment published alongside the consultation outlines the Welsh Government's view of the effect of the proposals contained in the consultation on children and young people. The Welsh Government seeks views on that assessment.

a) Are there any positive or adverse effects not identified in the assessment?

b) Could the proposals be reformulated so as to increase the positive effects or reduce any possible adverse effects?

Consultation Question 14

The Equalities Impact Assessment published alongside the consultation outlines the Welsh Government's view of the effect of the proposals contained in the consultation on protected groups under the Equality Act 2010. The Welsh Government seeks views on that assessment.

a) Are there any other positive or adverse effects not identified in the assessment?

b) Could the proposals be reformulated so as to increase the positive or reduce any possible adverse effects?

Consultation Question 15

Please provide any other comments you wish to make on the content of this consultation.

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REPORT ON THE OUTCOME OF THE PANEL'S VISITS TO WELSH PRINCIPAL COUNCILS 2017

1. Introduction

Members of the Panel visited each of the 22 principal councils following the Local Government elections in May 2017. These visits, undertaken over the summer/early autumn provided the Panel:

With feedback on the Panel's Remuneration Framework;

With qualitative information about the current role and workload of members and how it has developed since previous visits in 2013.

To give members the opportunity to obtain greater understanding of the Panel's function and how decisions are arrived at.

Each visit was attended by 2 or 3 Panel Members and detailed notes were recorded. In total we met: 142 members of executives; 280 other councillors; 59 co-opted members and 90 chief officers.

2. Main Findings

- **The basic salary is not adequate remuneration for the hours worked: in many cases members are working for less than the minimum wage.**
- **Senior salaries are not adequate remuneration for the skills and qualities required especially compared with other public sector posts.**
- **The workload and role of members has changed: hours have increased and the role now demands a more strategic outlook and ability to work with partners.**
- **Representing constituents is now only part of the role.**
- **The quality of support provided for members is an issue in some councils.**
- **The diversity of membership is slowly improving but several factors have the potential to militate against a greater diversity among people standing for election. These include the reluctance of existing members to take the full salary and to**

claim costs and expenses properly due because of the fear of adverse public reaction.

3. Background

The basic salary originally set by the Panel was based on the all Wales average earnings and pro-rated to three fifths. At that time the accepted view was that a backbench member would spend 23 to 25 hours a week on council and constituency business. Any excess time was regarded as “public service discount” If the same alignment was used currently the basic salary would be well in excess of £15000 rather than the current salary of £13,600. Senior salaries were determined using multiples of the basic.

4. Commentary on the visits

a) 2017 election

Almost all councils reported a significant turnover of membership; the overall average was in excess of 30%. It was notable that there was a number of younger members of both genders in the new intake.

We observed a distinct and developing direction toward greater professionalism of the role of a councillor.

b) Workload

The overwhelming majority of members we met stated that their workload had increase exponentially. The common theme was this was a consequence of public sector austerity and increasing expectation from their constituents. The latter fuelled by the use of social media and the presumption that members should provide an immediate response. Many stated that they were “the first port of call” for any issue irrespective whether or not it was a matter for the council

Very few indicated that the workload could be contained within the notional 23 /25 hours. There was an emerging view that to be an effective member required skills in advocacy as well as in governance.

c) Remuneration – Basic

Although recognising the context of the financial position of local authorities the members we met, from all political persuasions felt that they were underpaid by some margin. Many commented that for the hours that they had to devote to the role the amount they received was less than the minimum wage. They acknowledged and understood that the Panel has a statutory obligation to take account of affordability in reaching its decisions and that in current circumstances limited the level of increases to the basic salary.

d) Remuneration – Senior Members

The Panel's Framework recognises that members who take on additional responsibility should be rewarded.

Leaders/Executive members: Based on the evidence of previous visits and discussion with senior members, the Panel has consistently taken the view that to undertake the role of a member of a member of cabinet effectively required input equivalent to full time (but not necessarily normal office hours). We found no evidence to suggest that this was not still valid; in fact those executive members we met indicated that they put in many more hours beyond that which would be regarded as full time. This view was generally supported by officers. This did not preclude some who were in employment but they usually had jobs that allowed flexibility. Several councils had appointed newly elected members to cabinet roles as they had recognised skills to undertake a particular portfolio. We were made aware of examples of executive members who had taken a sabbatical from their jobs but to do so had to accept a significant reduction in earnings as a consequence.

The general view of executive members was that they were underpaid but acknowledged the affordability issue.

The leaders we met did not raise the quantum of their payments but colleagues were forceful in commenting that payments to leaders was not commensurate with the responsibility attached to the role and compared unfavourably with other public sector roles. We consider that there is validity to this view but in current financial circumstances has to be an issue for the longer term.

Chairs of Committees: As each council will have different structures and priorities for its governance we will retain the present arrangements for individual councils to decide which and how many chairs are remunerated.

Payments of senior salaries must be contained within the maximum number that we have set for each council.

e) Member Support

The Panel's framework emphasises that members should be provided with access to IT and other support to enable them to carry out their duties. At a minimum, this should include the ready use of email and electronic access to information and adherence to the principle that members should not be out of pocket in order to fulfil their duties.

The Panel has observed that the quality of member support varies across Wales and more than once members have appealed to the Panel to rule on if a particular system for example broadband access requiring a contribution from the member falls within this principle.

The Panel is of the view that should not be the arbiter between local authorities and members of what is fair and reasonable to support members in carrying out their role but the visits offered the opportunity to note that it is still the case that some authorities provide minimum support to members, for example IT access only within office hours.

The inadequacy of member support in terms of lack of IT, lack of phones was raised together with many backbench members noting that there was insufficient officer support and research support which impacted on their ability to study and comment on policy proposals from the executive.

f) Governance

A few issues relating to governance emerged:

Scrutiny – several councils mentioned that some of their members had refused to sit on scrutiny committees. The reasons varied including “lack of time” and “they were pointless and had no effect”. A further complaint was that officer support for the scrutiny committees had been severely reduced (because of cuts) which hindered the quality of the work.

Smaller authorities appeared to struggle to find individuals from their membership with skills to meet specific needs because of limited numbers of councillors. This might have been exacerbated in the short term because of the new intake of elected members.

g) Diversity

There are encouraging signs that local authority membership is becoming more diverse with younger and more females entering local government. However, they are still in the minority. There is evidence that payment of salaries has been a factor in improving diversity. To quote responses from a few individuals “I am not doing this because it is paid but I couldn’t do so if it wasn’t”.

Reimbursement of the costs of care should be another factor to encourage diversity but the take up continues to be disappointing and many members who would be eligible and probably have the need are self-precluded because of perceived criticism from the public that they would be subjected to when claims are published. We have given the options to councils to publish these costs as a total without naming the individual members.

h) Members forgoing payments

Our determinations have always recognised that individuals have the right not to take all or part of any payment but we have been clear that to do so they must formally advise the appropriate officer of their decision in writing. This is to overcome potential coercion of members to take less than the prescribed salary for political benefit and so we can ensure compliance, and would undermine the principle of an independent organisation prescribing payments. Councils were unanimous that we should prescribe specific payments when the 2011 Wales Measure gave the Panel the power to do so. If members are under pressure to take less than the prescribed salary it will potentially result in a “race to the bottom” and undermine the worth of a councillor. Regrettably there are a few instances where it appears that group decisions have been made and pressure applied to forgo increases. In one case we found that new members were informed of their salary at a level below the prescribed amount, unaware that it was £100 more. In that same authority members were telling us that the role was significantly underpaid and to quote one cabinet member “to me £100 means 3 pairs of shoes for my children”.

i) Regional working and the impact on governance

This was raised by most councils as an issue that could have implications for remuneration. We will be assessing this over the next few months following discussions with leaders involved in current projects.

j) Case Studies

We are considering, producing case studies of specific members to demonstrate a variety of backgrounds of current members and their journey to becoming local councillors. The idea behind this is to show the commitment that individuals bring to serving their communities and to counter the myth that councillors are only there to serve their own purposes.

5. Other Issues

There were other matters raised that are beyond our remit but these are included as matters for Welsh Government to consider.

Redundancy/parachute payments: a number of councillors raised what they considered an inequity of treatment when they lose their seats or stand down compared with Members of Parliament or Members of the National Assembly.

The position of local authority employees who wish to stand for election for their council: They have to resign when they put their name forward whereas this does not apply to elections for the Assembly or Parliament.

Member Abuse: Several members raised concerns about the level of abuse that they were subjected to. There have been a number of serious incidents which are matters for the police but it seems that social media is also a factor in the ability for individuals to attack members if they believe that they have failed to respond positively to complaints/issues. The members who raised this believe that some form of protection and training in security measures should be provided without cost to themselves.

John Bader

**Chair of the Independent Remuneration Panel for Wales December
2017**

SUBJECT: Public Involvement in Democracy: Working Group Update
MEETING: Democratic Services Committee
DATE: 4th June 2018
DIVISIONS/WARDS AFFECTED: All

1 PURPOSE

- 1.1 To provide the committee with an update on the work of the working-group tasked with considering public involvement in local democracy.

2 BACKGROUND

- 2.1 The Committee has previously begun to explore how the authority can engage the public more meaningfully in the democratic process, creating opportunities to engage with the authority in new ways, work collaboratively and involve people in building sustainable and resilient communities. This is part of a broader desire to understand new perspectives and ideas in democratic development.
- 2.2 The Committee have received papers titled 'New Directions in Democracy', 'Issues emerging from Public Engagement' and the 'Monmouthshire Made Open Platform'.
- 2.3 Several members of the committee agreed to form a working group to consider how these recommendations could be taken forward.

3 RECOMMENDATIONS

- 3.1 That minutes and action lists for all council meetings be placed at the close of the agenda rather than the beginning, in conjunction with forward work programming.
- 3.2 That the Democratic Services Committee agrees to broaden its role to promote democracy and public involvement through;
- Overseeing a new element of the council's website that will pilot a new approach to public engagement
 - Taking ownership of a forward plan of topics that will be discussed in the next six/nine/twelve months which are likely to be of interest to the public.
- 3.3 That subject to agreeing 3.2, the Democratic Services Committee identifies a number of issues drawn from appendix 1 that could be used to test the new approach.

4 KEY ISSUES

- 4.1 Local government has a key role in helping communities to define the futures to which they aspire and helping the public to understand how decisions are made and also

how they can participate in the democratic process. Monmouthshire has a huge amount of social capital but only 21% of people feel they can influence local decisions.

- 4.2 Our current arrangements are felt to be ineffective in engaging people in democracy. Whilst there are some simple things we can take forward such as tabling routine business (agreeing minutes and future actions) towards the close of the meeting, there is a need for more fundamental change in how we attract the public in debating major issues. The fifteen minute public open forum provides an opportunity for the public to offer a view on the agenda subject matter or to suggest items for future scrutiny. However, it cannot serve as the only mechanism to engage people in democratic debate. The sub-group identified the need to proactively targeting of people to obtain their views and to and encourage participation.
- 4.3 The group is seeking to improve the information put into the public realm by highlighting forthcoming items that will be of greatest interest to the public or where involvement should be encouraged to ensure community views are reflected. This could be achieved by providing a simple list of topics that will be discussed in the next six/nine/twelve months which are likely to be of interest to the public. It will necessitate closer working between Democratic Services Officers and Business Support Teams to ensure an understanding of the issues emerging from directorate management teams. It is proposed that the Democratic Services Committee oversees this new part of the website, expanding its role from its statutory remit to one of promoting democracy and public involvement, hence in line with the coordinating role that it has agreed to lead on following the disbanding of the Coordinating Board. The Democratic Services Committee would play a key role in overseeing that decisions taken are informed by appropriate levels of involvement and that the public are informed of opportunities to have their say on major issues.
- 4.4 The new section of the website will clearly signpost the public how to get involved – for example, topics could be placed on the Made Open platform to invite input or policy issues or key decisions may be scheduled for public meetings, with local issues being directed to the Area Committees. The website would need to reflect outcomes, for example, feedback/results of the consultation. The working group also recommended capitalising on the high number of users of the ‘My Monmouthshire App’ to highlight these opportunities to the community (within the confines of the General data Protection Regulations).
- 4.5 The Democratic Services Committee would need to consider when and how people should be involved, differentiating issues where the public has expertise and experience from ones where specialised knowledge is needed to make decisions. There would be a need for the committee to think carefully about topics and make a distinction between those where engagement is practical and pragmatic and those where there may be polarised/strongly held views that would be unlikely to inform an evidence-led debate.
- 4.6 Reducing budgets in the years to come will inevitably mean the council will take harder and potentially more contentious decisions. Earlier involvement and better evaluations will increase the public’s understanding and ownership of the proposals developed and the decisions made, reducing dissatisfaction and minimising the risk of challenge through a lack of engagement. Most importantly, it will create greater opportunities to harness the social capital and knowledge within our communities in order to shape better solutions to the challenges that public services will face in the years ahead.
- 4.7 The approval of a Corporate Plan setting out an ambitious programme of work means that members and officers have clarity on the areas that the organisation will be

focusing on over the next four-and-a-half years. It also includes some specific references to how this will be done which are central to the work of the Democratic Services Committee, such as:

- Strengthening decision making and accountability;
- Re-shaping our governance arrangements (including more detailed options appraisals);
- Identifying ways to increase public involvement in local democracy and scrutiny to enhance local decision-making
- Ensuring meaningful community engagement, extending the reach of the 'Monmouthshire Made Open' platform

A list of potential topics that could be used to pilot this new way of working is included as appendix 1 for the committee's consideration.

- 4.8 These proposals represent a small step of the 'ladder of participation'. Any move towards a more participatory form of democracy may not be welcomed by all members and consideration will need to be given to a full council discussion at some stage.

5. REASONS

- 4.1 To create opportunities to work more collaboratively with communities to understand the issues that matter and work in new ways with people to develop solutions and promote engagement in local democratic processes.

5 RESOURCE IMPLICATIONS

- 5.1 None at this stage

6. FUTURE GENERATIONS ASSESSEMENT INCLUDING SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:

- 6.1 This report does not propose any change in policy or service and so no assessment has been completed.

7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

None

8. BACKGROUND PAPERS

None

9. AUTHORS

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Appendix 1

What we could focus on as a test case

a. Top Ten Issues reported through app, hubs and contact centre (numbers in brackets show interactions during the 6 months to 23/10/17)

- Council Tax (2,926)
- Register for waste collection (1,736)
- Replacement waste bags (1,519)
- Highways, roads and transport (1,244)
- Missed Bins (1054)
- Replacement waste permits (625)
- Grass-Routes Bus cancellation (583)
- Fly-tipping (325)
- Trees and hedges (275)
- Foodbank Voucher (264)

b. Emerging from Well-being Assessment (for a full list see pages 30-31 of the [well-being assessment](#))

- Low wages and high property prices (*wages for local jobs are below the Wales average, property prices are above the UK average making it hard for families to live and work here*)
- Limited public transport and impact of car journeys on air pollution (*journey times on public from rural Monmouthshire to nearest facilities can average over 2 hours, we have high levels of out-commuting and pollution from private cars*)
- Reducing physical activity and resulting rising obesity and type 2 diabetes
- Pressure on health and care services from an ageing population (*the proportion of over 85s will increase by 184% over the next 20 years*)
- Inequality between communities and within communities (*eFSM attainment gap in education; worse education, employment and housing outcomes for care leavers, employment and big gap in wages between local jobs and those earned by out-commuters, largest male: female wage differential in Wales at £149 per week*)
- First thousand days of a child's life and reducing adverse childhood experiences (*Public Health Wales research shows that adverse childhood experiences can alter how children's brains develop and they are more likely to adopt health-harming behaviours*)
- Positive impact of Arts and culture on emotional health and well-being (anecdotal but widely held view)
- Air pollution is a significant contributor to premature deaths (*Monmouthshire has high levels of private car journeys and a high carbon footprint per residents compared to other areas*)

c. Raised with members during the election campaign (as reported to democratic services team)

- Road safety and speeding
- Highways
- Traffic and parking
- Infrastructure and regeneration
- Litter
- Education

d. Corporate Plan

- Best possible start in life
- Thriving and connected county
- Natural and build environment
- Lifelong well-being
- Forward-looking, future-focused council

e. Future Monmouthshire

- Automation, artificial intelligence and the future of public services (reducing back office costs through effective application of technology before regional models are pursued)
- Procurement and better use of data (*open up our data to increase accountability, drive efficiencies and enable developers to build applications that will add civic value*)
- Public Transport / Technology-enabled rural transport solutions for 21st century
- Customer Journey / Improved Customer service (*PI data shows we're a high performing council but our customer satisfaction isn't high, nudge people towards self-service, greater use of technology like My Monmouthshire and improve customer service throughout the organisation*)
- Well-being (*keep people truly independent using community networks rather than traditional social care packages*)
- Assets and Energy (*maximise income and reduce environmental impact*)

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Monmouthshire's Scrutiny Forward Work Programme 2018

| Adults Select Committee | | | | |
|--|--|--|-----------------|------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| Special Joint Select with CYP 18 th June 2pm | Chief Officers Annual Report (Social Services) | To scrutinise the progress of social services and the future strategic direction. | Claire Marchant | Performance Monitoring |
| | Safeguarding Reporting | To discuss the performance of safeguarding of adults and children at year end. | Claire Marchant | Performance Monitoring |
| | Disabled Facility Grants | Report on the progress implementing disabled adaptations further to the additional funding received for 2017/18. | Ian Bakewell | Performance Monitoring |
| 19 th June 2pm | Supporting People Service Review 2018-19 | Usual reporting focusses on funding for the next financial year, however, this year we are delivering a status quo funding budget in line with Welsh Government's intention to maintain Supporting People budgets for the forthcoming year. A service review in 2018/19 will lead to the utilisation of the flexible funding options recently announced by Welsh Government. | Chris Robinson | Performance Monitoring |
| | Local review of homelessness and related services | Detail TBC | Ian Bakewell | Performance Monitoring |
| | Care Closer to Home TBC ~ discuss format with Julie. | Discussion on Care Closer to Home and how this sits within Monmouthshire Integrated Services. | Julie Boothroyd | Performance Monitoring |
| | Crick Road Business Case *Reminder to check timescales with Colin* | | | |
| | | | | |

Monmouthshire's Scrutiny Forward Work Programme 2018

| Adults Select Committee | | | | |
|--------------------------------|---|---|-----------------------|-------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| 10 th July 2018 | Bed and Breakfast Policy | | Ian Bakewell | Performance Monitoring |
| | Housing Renewal Policy | | Ian Bakewell | Performance Monitoring |
| | Annual Performance reports 2017/18 | Scrutiny of progress against the Council's well-being objectives set for 2017/18 and the monitoring of performance against national performance indicators. | Richard Jones | Performance Monitoring |
| September TBC | Aneurin Bevan University Health Board *TBC* | TBC | | |

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Future Agreed Work Programme Items: Dates to be determined

- ✓ Crick Road Care Development ~ Final Business Case
- ✓ Disability Transformation Work ~ Claire Robins
- ✓ ABUHB
- ✓ Future Commissioning of Adults Services ~ linked to "Turning the World Upside Down"
- ✓ Budget Pressures within services and spend analysis
- ✓ Community Development and Well-being
- ✓ Welfare ~ Discussion with Monmouthshire Housing Association on current stock and new home development, support for welfare reform
- ✓ Housing Report: Local Housing Market Assessment
- ✓ Annual Complaints Report for Social Services

Joint Scrutiny with Children and Young People's Select Committee:

Monmouthshire's Scrutiny Forward Work Programme 2018

- ✓ **Information, Advice and Assistance Service** ~ responsibility of the Social Services and Well-being Act 2014 ~ (January/February 2018)
- ✓ **The implementation of the Social Services and Well-being Act 2014** ~ (October 2017)
- ✓ **Mental Health and Learning Disabilities** ~ linked to implications of the DOLS (Deprivation Liberty Safeguards) Grant
- ✓ **Well-being** ~ responsibilities of the Social Services and Well-being Act 2014 around connected communities and meeting needs
- ✓ **Implementation of the Social Services and Well-being Act 2014** ~ review post 18 month together with the duties around prisons ~ (March 2018)
- ✓ **Safeguarding Performance Reporting and Progress of Regional Safeguarding Boards** ~ Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015
- ✓ **Regional Integrated Autism Service**
- ✓ **Annual Report**

Monmouthshire's Scrutiny Forward Work Programme 2018

| Children and Young People's Select Committee | | | | |
|--|---|---|-------------------------------------|-------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| Joint Informal Session with Strong Communities Date TBC | Support for Refugees TBC | Progress report and invitation to young people to attend. | Shereen Williams | Policy Development |
| Special Joint Select with CYP 18th June Joint with CYP | Chief Officers Annual Report (Social Services) | To scrutinise the progress of social services and the future strategic direction. | Claire Marchant | Performance Monitoring |
| | Safeguarding Reporting | To discuss the performance of safeguarding of adults and children at year end. | Claire Marchant | Performance Monitoring |
| | Disabled Facility Grants | Report on the progress implementing disabled adaptations further to the additional funding received for 2017/18. | Ian Bakewell | Performance Monitoring |
| 28th June 2018 | Education Achievement Service | Report on performance 17/18 and briefing on regional financial policy. | Susan Radford, Blaenau Gwent CBC | Performance Monitoring |
| | Draft NEET Reduction Strategy | Pre-decision scrutiny of the strategy to reduce the number of young people Not Engaged in Education, Employment or Training (NEET) aged 16-24. The strategy is out for consultation until 18 th May and will be considered by Cabinet on 4 th July. | Hannah Jones | Pre-decision Scrutiny |
| | Review of Additional Learning Needs and Inclusion Services | To discuss the feedback following the statutory consultation on the review of Additional Learning Needs and Inclusion Services | Debbie Morgan Will Mclean | Policy Development |

Monmouthshire's Scrutiny Forward Work Programme 2018

| Children and Young People's Select Committee | | | | |
|--|--|---|----------------|------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| | Budget Monitoring - Revenue and Capital Outturn report | To review the financial situation for the directorate, identifying trends, risks and issues on the horizon with overspends/underspends). | Mark Howcroft | Budget Monitoring |
| Special Meeting July (as none diarised) | Annual Performance reports 2017/18 | Scrutiny of progress against the Council's well-being objectives set for 2017/18 and the monitoring of performance against national performance indicators. | Richard Jones | Performance Monitoring |
| | Draft Partnership Agreement between Local Authority and School Governing Bodies | | | |
| | TBC Cath Sheen | | | |
| | | | | |

Future Agreed Work Programme Items: Dates to be determined

- **2nd Phase Family Support Review**
- **School Placement Capacity** ~ numbers in the south of the county considering the new housing developments planned.
- **Nursery provision** - the plans for welsh government to give 30 hours free childcare for nursery age - report back when the remit of delivery has been finalised by Welsh Government.
- **Verbal update report on Free School Meal assessment (via the Benefits Team).**
- **Additional Learning Needs** - Review and provision/ALN Bill/Readiness and training
- **Schools** - quality indicators from new inspection framework/how categorisation works and actions taken to support improvement/EIB and Intervention Monitoring/ Donaldson Report on Successful Futures. Review of 21st Century Schools.

Monmouthshire's Scrutiny Forward Work Programme 2018

- **Service Pressures** for the council and schools.
- **Inclusion updates** - wellbeing/attitudes to learning/supporting the pupil voice
- **Non-maintained/Early Years** - provision/outcomes/childcare offer
- **National Categorisation/Estyn outcomes** -Progress towards addressing recommendations
- **Post 16 education provision/Apprenticeships/Engagement and progression**
- **Welsh Education Strategic Plan** - annual update
- **Childcare sufficiency** - annual update
- **Play Sufficiency** - annual update
- **Children's Mental Health and Counselling Services**
- **Well-being reporting (obesity, eating disorders etc)**
- **Gwent Ethnicity Network Grant and support for refugees and asylum seekers**
- **Young Carers Strategy** ~ Implementation of the first year
- **Flying Start** ~ presentation for information

Joint Scrutiny with Children and Young People's Select Committee:

- ✓ **"Information, Advice and Assistance Service** ~ responsibility of the Social Services and Well-being Act 2014 ~ (January/February 2018)
- ✓ **The implementation of the Social Services and Well-being Act 2014** ~ (October 2017)
- ✓ **Mental Health and Learning Disabilities** ~ linked to implications of the DOLS (Deprivation Liberty Safeguards) Grant
- ✓ **Well-being** ~ responsibilities of the Social Services and Well-being Act 2014 around connected communities and meeting needs

Monmouthshire's Scrutiny Forward Work Programme 2018

| Economy Select Committee | | | | |
|--|--|--|--|-----------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| 7th June 2018 Full day meeting | Scrutiny of Enabling Strategies | Scrutiny of the following interrelated strategies which outline the policy framework for considering asset investments and acquisitions. <ul style="list-style-type: none"> • Resources/ Financial Strategy • Digital Strategy • Strategic Asset Management Plan, including new Asset Investment policy • Procurement Strategy • Commercialisation Strategy | Peter Davies Deb Hill Howells | Pre-decision Scrutiny |
| | City Deal Joint Scrutiny Draft Report | Report on the governance arrangements before taking to Council on 21 st June. | Hazel Ilett | Pre-decision Scrutiny |
| TBC June/July 2018 | Economies of the Future WORKSHOP 2 | Discussion on issues arising from the Economies of the Future Workshop that cross county boundaries to explore synergies/learning: <ul style="list-style-type: none"> ✓ Affordable housing, transport ✓ Local Development Plan ✓ Impact of the removal of the Severn Tolls ✓ Tourism and enterprise Invite to Gloucestershire First. | Kellie Beirne Mark Hand Cath Fallon James Woodhouse | Action Learning |

Monmouthshire's Scrutiny Forward Work Programme 2018

| | | | | |
|----------------------------|--|--|---|------------------------|
| 19 th July 2018 | Broadband *TBC* | To invite Welsh Government back to the committee to discuss progress in the rollout of the Superfast Cymru Programme. | Cath Fallon Sara Jones | Performance Monitoring |
| | Abergavenny Outdoor Structure *TBC* | Invite Councillors Woodhouse and Powell. | Rachael Rogers | Pre-decision Scrutiny |
| | Inspire2Achieve and Inspire to Work Programmes | Performance update of the outcomes of these funded programmes. | Hannah Jones | Performance Monitoring |
| | Annual Performance reports 2017/18 | Scrutiny of progress against the Council's well-being objectives set for 2017/18 and the monitoring of performance against national performance indicators. | Richard Jones | Performance Monitoring |
| TBC September 2018 | Cross Border Issues WORKSHOP 1 | Discussion with the Forest of Dean Council on issues of mutual interest: <ul style="list-style-type: none"> ✓ Impact of the removal of the Severn Tolls ✓ Tourism and enterprise ✓ Affordable housing, transport | Mark Hand Cath Fallon James Woodhouse | Action Learning |
| TBC | Marketing Monmouthshire for Business WORKSHOP | TBC | Kellie Beirne Cath Fallon James Woodhouse | Action Learning |

Future Meeting Items:

Agreed Scrutiny Focus for 2017-18:

- Affordable housing, transport and the LDP
- Impact of the removal of the Severn Tolls

Monmouthshire's Scrutiny Forward Work Programme 2018

- City Deal and the regional agenda (business plan sign off February 2018)
- Tourism and enterprise
- **ICT in Schools** ~ scrutinise jointly with CYP Select ~ Post Evaluation Review to return. Joint scrutiny of the outcomes for young people: Implementing the technology → delivering the teaching and learning → digital attainment levels.
- **Artificial Intelligence** ~ potential to increase automation internally

Work Programme Items for circulation:

Agreed for the following reports to be emailed as opposed to tabled (unless requested by members):

- **Velethon Report for 2017 when available**
- **I County Strategy 2** ~ revised strategy to incorporate digital maturity and culture ~ October
- **People Strategy** ~ corporate strategy for staff ~ October
- **Information Strategy** ~ linking 3 strands: information governance, data insight and digital data ~ October
- **Employability Grant** ~ October
- **'Inspire Programme' Extension** ~ October

Monmouthshire's Scrutiny Forward Work Programme 2018

| Strong Communities Select Committee | | | | |
|--|---|---|---------------------------|-------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| 24th May 2018 | Air Quality management & role of Environmental Health' | To scrutinise Environmental Health's role in relation to air quality in the county - current work and future priorities'. | Huw Owen Paul White | Policy Development |
| | Plastic Free County | To consider a policy position for reducing plastic waste. | Hazel Clatworthy | Policy Development |
| | Road Side Advertising | Verbal Update on costs and viability. | Steve Lane | Performance Monitoring |
| 14th June 2018 Special | People Services | Return discussion on sickness absence. | Tracey Harry | Performance Monitoring |
| | People Strategy | Pre-decision scrutiny of the draft strategy. | Peter Davies | Pre-decision Scrutiny |
| | Welsh Language Monitoring Report | Annual reporting. | Alan Burkitt | Performance Monitoring |
| 12th July 2018 | Heavy Goods Vehicles on country lanes | To consider the implications of restricting HGV's with a view to developing a future policy. | Paul Keeble/Roger Hoggins | Policy Development |
| | Annual Performance reports 2017/18 | Scrutiny of progress against the Council's well-being objectives set for 2017/18 and the monitoring of performance against national performance indicators. | Richard Jones | Performance Monitoring |
| Special Meeting TBC | Traffic & Road Safety | To present a strategy for dealing with traffic and road safety | Paul Keeble | Policy Development |
| | | To present the Speeding Management Process being worked upon by the Strong Communities | Roger Hoggins | |

Monmouthshire's Scrutiny Forward Work Programme 2018

| Strong Communities Select Committee | | | | |
|-------------------------------------|---------|---|----------------|------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| | | Task and Finish Group) ~ following a public workshop. | | |

Future Agreed Work Programme Items: Dates to be determined

- × **Highways Management Plan** ~ Paul Keeble
- × **Open Space Review** ~ review of open spaces and the prioritisation and management of highways ~ strategic review rather than operational.
- × **Gwent Refugees and Asylum Seekers** ~ progress report ~ Joint scrutiny with CYP Select
- × **Modern Day Slavery and Human Trafficking** ~ topic raised by the chair for in-depth scrutiny.
- × **Cremations and Burials**

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

Monmouthshire's Scrutiny Forward Work Programme 2018

| Public Service Board Select Committee | | | | |
|--|--|--|------------------------------------|-------------------------|
| Meeting Date | Subject | Purpose of Scrutiny | Responsibility | Type of Scrutiny |
| 22nd January 2018 | Draft Public Service Board Well-Being plan | Opportunity to scrutinise the draft before adoption | Matthew Gatehouse Sharran Lloyd | Pre-decision Scrutiny |
| | Discussion with Future Generations Commissioner Sophie Howe | <ul style="list-style-type: none"> • The Commissioner's vision for the act and what it can achieve • The Commissioner's priorities • The role of PSB Scrutiny and the Commissioner's expectations | Hazel Clatworthy | Performance Discussion |
| | Presentation on well-being engagement and measuring well-being at a community level | Understanding community well-being and how it is measured. | Abi Barton Rhian Cook | Presentation |
| 21st March 2018 | Deferred. | | | |

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PSB DATES:

17th July 2018 10am
 17th October 2018 10am
 18th January 2019 10am
 4th April 2019 10am

PSB SELECT DATES: TBC

| Committee / Decision Maker | Meeting date / Decision due | Subject | Purpose | Author | Date item added to the planner |
|----------------------------|-----------------------------|--|---|--------------------------|--------------------------------|
| Cabinet | 06/06/19 | Budget Monitoring report - month 12 (period 3) - outturn | The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year. | Joy Robson/Mark Howcroft | 17/04/18 |
| Cabinet | 03/04/19 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 9 held on the | Dave Jarrett | 17/04/18 |

| | | | | | |
|---------|----------|---|---|--------------|----------|
| | | | 7th March 2019. | | |
| Cabinet | 06/03/19 | 2019/20 Education and Welsh Church Trust Funds Investment and Fund Strategies | The purpose of this report is to present to Cabinet for approval the 2019/20 Investment and Fund Strategy for Trust Funds for which the Authority acts as sole or custodian trustee for adoption and to approve the 2018/19 grant allocation to Local Authority beneficiaries of the Welsh Church Fund. | Dave Jarrett | 17/04/18 |

| | | | | | |
|---------|----------|--|---|--------------|----------|
| Cabinet | 06/02/19 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 8 held on the 17th January 2019. | Dave Jarrett | 17/04/18 |
| Cabinet | 09/01/19 | Final Draft Budget Proposals or recommendation to Council. | | Joy Robson | 17/04/18 |
| Cabinet | 09/01/19 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 7 held on the 13th December 2018. | Dave Jarrett | 17/04/18 |

| | | | | | |
|---------|----------|---|---|--------------------------|----------|
| Cabinet | 09/01/19 | Budget Monitoring report - month 7 (period 2) | The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year. | Joy Robson/Mark Howcroft | 17/04/18 |
| Cabinet | 05/12/18 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 6 held on the 25th October 2018. | Dave Jarrett | 17/04/18 |

| | | | | | |
|---------|----------|---|--|------------------------|----------|
| Cabinet | 05/12/18 | Council Tax Base 2019/20 and associated matters | To agree the Council Tax Base figure for submission to the Welsh Government, together with the collection rate to be applied for 2019/20 and to make other necessary related statutory decisions | Sue Deacy/Ruth Donovan | 17/04/18 |
| Cabinet | 05/12/18 | Reviews of Fees and Charges | To review all fees and charges made for services across the Council and identify proposals for increasing them in 2019/20 | Mark Howcroft | 17/04/18 |
| Cabinet | 07/11/18 | MTFP and Budget Proposals for 2019/20 | To provide Cabinet with Revenue Budget proposals for | Joy Robson | 17/04/18 |

| | | | | | |
|---------|----------|------------------------------------|--|--------------|----------|
| | | | 2019/20 for consultation purposes | | |
| Cabinet | 07/11/18 | Capital Budget Proposals | To outline the proposed capital budget for 2019/20 and indicative capital budgets for the 3 years 2020/21 to 2022/23 | Joy Robson | 17/04/18 |
| Cabinet | 03/10/18 | Welsh Church Funding Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of applications 2018/19, Meeting 5 held on the 20th September 2018. | Dave Jarrett | 17/04/18 |
| Cabinet | 05/09/18 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to | Dave Jarrett | 17/04/18 |

| | | | | | |
|---------|----------|--|---|--------------------------|----------|
| | | | Cabinet on the Schedule of Applications 2018/19, meeting 4 held on the 26th July 2018 | | |
| Cabinet | 05/09/18 | Budget Monitoring report - Month 2 (period 1) | The purpose of this report is to provide Members with information on the forecast outturn position of the Authority at end of month reporting for 2018/19 financial year. | Joy Robson/Mark Howcroft | 17/04/18 |
| Cabinet | 05/09/18 | Regional Safeguarding Board Annual Report | | Claire Marchant | |
| Council | 26/07/18 | Strategic Development Plan (SDP) Responsibility Authority Report | | Mark Hand | 09/05/18 |
| ICMD | 25/07/18 | Housing Renewal Policy | | Ian Bakewell | 17/05/18 |
| ICMD | 25/07/18 | B&B Policy | | Ian Bakewell | 17/05/18 |

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| Cabinet | 04/07/18 | School Meal Debt Management | | Roger Hoggins | 17/05/18 |
| Cabinet | 04/07/18 | Draft NEET Reduction Strategy | | Hannah Jones | 08/05/18 |
| Cabinet | 04/07/18 | Inspire Programmes (Inspire2Achieve and Inspire2Work) | | Hannah Jones | 08/05/18 |
| Cabinet | 04/07/18 | Draft NEET Reduction Strategy | | Hannah Jones | 30/04/18 |
| Cabinet | 04/07/18 | Welsh Church Fund Working Group | The purpose of this report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 3 held on the 21st June 2018. | Dave Jarrett | 17/04/2018 |
| Cabinet | 04/07/18 | Chief Officer Annual Report | | Claire Marchant | |
| Cabinet | 04/07/18 | Crick Road Business Case | | Colin Richings | |
| Cabinet | 04/07/18 | Youth Enterprise - European Structure Fund (ESF) Programmes - Inspire2Work extension | | Hannah Jones | |
| Cabinet | 04/07/18 | S106 Procedure Note and S106 Guidance Note | DEFERRED from May | Mark Hand | |
| Cabinet | 04/07/18 | The Knoll, Section 106 funding, Abergavenny | DEFERRED from June | Mike Moran | |

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| Cabinet | 04/07/18 | Chippenham Mead Play Area | DEFERRED from 6/6/18 | Mike Moran | |
| Council | 21/06/18 | Joint Scrutiny of the Scrutiny Deal | | Hazel Ilett | 30/04/18 |
| Council | 21/06/18 | Childrens Services Annual Report | | Claire Marchant | 23/04/18 |
| Council | 21/06/18 | Resource Strategy | To comprise Commercial; Procurement; People; Digital; Financial strategies | Peter Davies | 23/04/18 |
| Council | 21/06/18 | Safeguarding Evaluative Report | | Claire Marchant | |
| ICMD | 13/06/18 | Housing Resructue | | Ian Bakewell | 17/05/18 |
| ICMD | 13/06/18 | Re-fit Cymru programme | To seek approval to enter into a contract with Local Partnerships to utilise their framework to access energy efficient technologies. | Deb Hill Howells/Phil Murphy | 10/05/18 |
| ICMD | 13/06/18 | 'Disposal of land adjacent to A40 at Monmouth for highway improvements' | | Gareth King/Cllr P Murphy | 03/05/18 |
| ICMD | 13/06/18 | Supporting People contract procurement exemptions | | Chris Robinson | 10/04/18 |
| ICMD | 13/06/18 | Children with Disability - Hierachy Update | | Claire Robins | 05/03/18 |
| Cabinet | 06/06/18 | Twr Mihangel Section 106 Funding | | Mike Moran | 18/05/18 |

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| Cabinet | 06/06/18 | Section 106 Off-Site Play Contributions | | Mike Moran | 18/05/18 |
| Cabinet | 06/06/18 | ADM Update | | Tracey Thomas | 18/05/18 |
| Cabinet | 06/06/18 | Proposed 25 year lease of Former Park Primary , Abergavenny, to Abergavenny Community Trust | | Nicola Howells | 15/05/18 |
| Cabinet | 06/06/18 | Council Response to the LGR Green Paper | | Matt Gatehouse | 14/05/18 |
| Cabinet | 06/06/18 | Revenue and Capital Monitoring 2017/18 Outturn Forecast Statement | To provide Members with information on the outturn position of the Authority for the 2017/18 year. | Mark Howcroft | 17/04/18 |
| Cabinet | 06/06/18 | Welsh Church Fund Working Group | The purpose of this combined report is to make recommendations to Cabinet on the Schedule of Applications 2018/19, meeting 1 | Dave Jarrett | 17/04/18 |

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| | | | held on 19th April and meeting 2 held on 10th May 2018 | | |
| Cabinet | 06/06/18 | The delivery of budget savings for 2018/19. | To provide Cabinet with a level of comfort and reassurance around the delivery of Budget savings for 2108/19 | Peter Davies | 15/04/18 |
| Cabinet | 06/06/18 | Corporate Parenting Strategy | | Jane Rodgers | 22/03/18 |
| Cabinet | 06/06/18 | Welsh Language Monitoring Report | Moved to Strong Communities Select | Alan Burkitt | |
| Cabinet | 06/06/18 | Kerbcraft Update | DEFERRED from May | | |

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