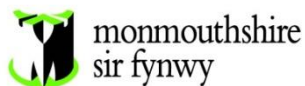


# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Tuesday, 3 November 2015

Dear Councillor

## INDIVIDUAL CABINET MEMBER DECISIONS

Notice is hereby given that the following decisions made by a member of the cabinet will be made on Wednesday, 11 November 2015.

- 1. PROPOSED DISABLED PERSONS ONLY PARKING PLACE 25 MONKS WELL ROAD MONMOUTH** 1 - 14

**Division/Wards Affected:** Dixton with Osbaston; Drybridge  
**Cabinet Member:** County Councillor S B Jones

**Purpose:** To consider the proposed Order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.

**Report Author:** Paul Keeble Traffic & Network Manager  
**Contact Details:** Tel: 01633 644733  
Email: paulkeeble@monmouthshire.gov.uk
- 2. CHANGE TO THE STRUCTURE OF FAMILIES FIRST JAFF TAF TEAM.** 15 - 28

**Division/Wards Affected:** All Wards  
**Cabinet Member:** County Councillor G Burrows

**Purpose:** To restructure the Families First, TAF (Team Around the Family) team to provide additional capacity to support families with additional needs earlier and prevent escalation into crisis and support requirements from statutory services.

**Report Author:** Andrew Kirby, Families First Programme Manager  
**Contact Details:** Tel: 01633 (64)4238  
**E-mail:** [AndrewKirby@monmouthshire.gov.uk](mailto:AndrewKirby@monmouthshire.gov.uk)
- 3. MODERNISING TRADE WASTE - INTRODUCTION OF CHARGE FOR DRY RECYCLING & RE-ALIGNMENT OF COMMERCIAL WASTE ACTIVITY WITHIN MONMOUTHSHIRE** 29 - 46

**Division/Wards Affected:** All Wards  
**Cabinet Member:** County Councillor S B Jones

**Purpose:** To seek Cabinet agreement for:

- a) The implementation of Budget Mandate no.37(b) which proposed introducing a charge for trade recycling
- b) The proposed policy to support the introduction of the charge (Appendix 1)
- c) The proposed charging mechanism contained in the policy and the insertion in future years of price reviews within the Fees and Charges process of the Council
- d) Changes to the Trade Refuse charging schedule due to legislative changes on what can and cannot be charged for
- e) Delegation given to the Recycling Strategy & Business Manager in consultation with the Cabinet Member to make small amendments to the scheme/policy with the principle that the proposed pricing mechanism does not change to reflect the needs of businesses in Monmouthshire.

**Report Author:** Carl Touhig, Recycling Strategy & Business Manager

**Contact Details:** **Tel:** 07580 362121  
**Email:** [cartouhig@monmouthshire.gov.uk](mailto:cartouhig@monmouthshire.gov.uk)

4. **CREATION OF FAMILY SUPPORT WORKER POST**

47 - 64

**Division/Wards Affected:** All Wards  
**Cabinet Member:** County Councillor G Burrows

**Purpose:** To gain agreement to employ a Family Support Worker to enable a large family to remain living in their family home cared for by their family.

**Report Author:** Gill Cox, Service Manager, Children's Services  
**Contact Details:** **Tel:** 01633 644770  
**Email:** [gilliancox@monmouthshire.gov.uk](mailto:gilliancox@monmouthshire.gov.uk)

Yours sincerely,

**Paul Matthews**  
**Chief Executive**

### CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Partnership and External Working	Ward
P.A. Fox (Leader)	<b>Organisational Development</b> Whole Council Performance, Whole Council Strategy Development, Corporate Services, Democracy.	WLGA Council WLGA Coordinating Board Local Service Board	Portskewett
R.J.W. Greenland (Deputy Leader)	<b>Innovation, Enterprise &amp; Leisure</b> Innovation Agenda, Economic Development, Tourism, Social Enterprise, Leisure, Libraries & Culture, Information Technology, Information Systems.	WLGA Council Capital Region Tourism	Devauden
P.A.D. Hobson (Deputy Leader)	<b>Community Development</b> Community Planning/Total Place, Equalities, Area Working, Citizen Engagement, Public Relations, Sustainability, Parks & Open Spaces, Community Safety.	Community Safety Partnership Equalities and Diversity Group	Larkfield
E.J. Hacket Pain	<b>Schools and Learning</b> School Improvement, Pre-School Learning, Additional Learning Needs, Children's Disabilities, Families First, Youth Service, Adult Education.	Joint Education Group (EAS) WJEC	Wyesham
G. Howard	<b>Environment, Public Services &amp; Housing</b> Development Control, Building Control, Housing Service, Trading Standards, Public Protection, Environment & Countryside.	SEWTA SEWSPG	Llanelly Hill
G. Burrows	<b>Social Care, Safeguarding &amp; Health</b> Adult Social Services including Integrated services, Learning disabilities, Mental Health. Children's Services including Safeguarding, Looked after Children, Youth Offending. Health and Wellbeing.	Gwent Frailty Board Older Persons Strategy Partnership Group	Mitchel Troy
P. Murphy	<b>Resources</b> Accountancy, Internal Audit, Estates & Property Services, Procurement, Human Resources & Training, Health & Safety.	Prosiect Gwrydd Wales Purchasing Consortium	Caerwent
S.B. Jones	<b>County Operations</b> Highways, Transport, Traffic & Network Management, Waste & Recycling, Engineering, Landscapes, Flood Risk.	SEWTA Prosiect Gwrydd	Goytre Fawr



## Sustainable and Resilient Communities

### Outcomes we are working towards

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

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

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

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

#### **Our County Thrives**

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

### Our priorities

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

### Our Values

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

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### **Neb yn cael ei adael ar ôl**

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

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

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

#### **Ein sir yn ffynnu**

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

### Ein blaenoriaethau

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

### Ein gwerthoedd

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

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<b>SUBJECT:</b>	<b>(PROPOSED DISABLED PERSONS ONLY PARKING PLACE 25 MONKSWELL ROAD MONMOUTH)</b>
<b>MEETING:</b>	<b>Cabinet Member for County Operations</b>
<b>DATE:</b>	<b>11<sup>th</sup> November 2015</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>Central, Dixton with Osbaston</b>

**1. PURPOSE:**

To consider the proposed Order subsequent to representations received following advertisement in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1994.

**2. RECOMMENDATIONS:**

Not to hold an inquiry into the proposal

To approve the proposed Order as consulted and advertised upon to implement the Order.

**3. KEY ISSUES:**

Monmouthshire County Council has previously received a request via our social services department for the provision of a disabled person's only parking place from the occupiers of 25 Monkswell Road in Monmouth. The applicant is the holder of a disabled persons blue badge.

The application has been fully considered and assessed in accordance with the council's policies and procedures and is supported by officers.

#### **4. REASONS:**

Monkswell Road is an urban street which is frequently used by non residents to park within during the day time and who work in or are visiting the town center. This creates the high level of parking stress from which this residential street suffers from and makes it more difficult for disabled users to park within a reasonable distance of their home. The highway here is narrow over much of its length and vehicles have been observed parking on both sides of the street throughout its length. In order to assist vulnerable highway users i.e blue badge holders it is reasonable to reserve part of the highway for blue badge holder parking only on this highway.

Regulation 9 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 enables the Council to hold a public inquiry into the proposal if there are unresolved objections. The purpose of such an inquiry would be for the proposal to be explained and subjected to examination; and for the public to be given the opportunity to make their views known. Should a public inquiry be held then it would not be possible for it to be implemented for at least six months.

Officers consider that in view of the fact that no objections have been received as set out in the report, that the Council's proposals do not warrant the holding of any inquiry.

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

The costs of the proposed Traffic Regulation Order, road markings and signage are being funded by Monmouthshire County Council and are included in the current road safety and traffic management programme.

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

There are no sustainability issues regarding making installing a disabled person's only parking place adjacent to number 25 Monkswell Road. This bay will be available legally for all blue badge holders only to use.

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

Senior Leadership Team  
County Councillor B Jones, Cabinet Member for County Operations  
County Councillor R.Hayward.



**8. BACKGROUND PAPERS:**

Proposed Order, Schedule of Objections/Comments, Proposed DPPP location plan.

**9. AUTHOR:**

Paul Keeble Traffic & Network Manager

**10. CONTACT DETAILS:**

E-mail: [Paulkeeble@monmouthshire.gov.uk](mailto:Paulkeeble@monmouthshire.gov.uk)

Telephone: 01633 644733

**Schedule of Objections/Comments**

<b>Name/Address</b>	<b>Support</b>	<b>Comments</b>
1.Heddlu Gwent Police	Has confirmed its support in writing.	Noted.
<b>Name/Address</b>	<b>Support</b>	<b>Comments</b>
Councillor R.Hayward	Has confirmed his support in writing by	Noted.

	email.	
<b>Name/Address</b>	<b>Support</b>	<b>Comments</b>
Monmouth Town Council	Has confirmed its support in writing.	Noted.
<b>Name/Address</b>	<b>Objection</b>	<b>Comments</b>



## Future Generations Evaluation ( includes Equalities and Sustainability Impact

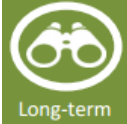
<b>Name of the Officer</b> completing the evaluation Paul Keeble  <b>Phone no:</b> <b>E-mail:</b>	<b>Please give a brief description of the aims of the proposal</b> To provide a disabled persons only parking place on the highway.
<b>Name of Service</b> Highways	<b>Date Future Generations Evaluation</b> form completed 15 <sup>th</sup> October 2015





1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs	Neutral	N/A
<b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Neutral	N/A
<b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood	Positive	N/A

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected	Positive	N/A
<b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Neutral	N/A
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Neutral	N/A
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances	Positive	The proposed order will improve the quality of life for blue badge holders.

## 2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 Balancing short term need with long term and planning for the future	N/A	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	N/A	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	N/A	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	N/A	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	N/A	

**3. Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

<b>Protected Characteristics</b>	<b>Describe any positive impacts your proposal has on the protected characteristic</b>	<b>Describe any negative impacts your proposal has on the protected characteristic</b>	<b>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?</b>
Age	N/A		N/A
Disability	Provides a parking bay for disabled persons with blue badges use only.	Positive by improving existing facilities for disabled persons.	N/A
Gender reassignment	N/A		
Marriage or civil partnership	N/A		
Race	N/A		
Religion or Belief	N/A		
Sex	N/A		
Sexual Orientation	N/A		
Welsh Language	N/A		

4. **Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	<b>Describe any positive impacts your proposal has on safeguarding and corporate parenting</b>	<b>Describe any negative impacts your proposal has on safeguarding and corporate parenting</b>	<b>What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?</b>
Safeguarding	N/A		
Corporate Parenting	N/A		

5. **What evidence and data has informed the development of your proposal?**

Several site visits have been undertaken and previous complaints about lack of parking for residents/level of parking stress have been received by the council.

Statutory consultation has been completed and no objections have been received.

**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

The proposed order will improve the lives of blue badge holders by providing a designated parking bay on the highway in which only blue badge holders can legally park.

**7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.**

What are you going to do	When are you going to do it?	Who is responsible	Progress
Implement order and appropriate works	Following publication of notice of making.	Traffic & Network Team	On-going

**8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.**

The impacts of this proposal will be evaluated on:	31 <sup>st</sup> December 2016
--	--------------------------------



**SECTION 1 - ROAD TRAFFIC REGULATION ACT 1984**

**NOTICE OF INTENTION TO MAKE A PERMANENT ORDER**

**MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY  
(MONKSWELL ROAD - DISABLED PERSONS PARKING PLACE)  
(AT ALL TIMES)  
TRAFFIC REGULATION ORDER 2015  
GORCHYMYN RHEOLAETH TRAFFIG 2015**

**NOTICE IS HEREBY GIVEN** that Monmouthshire County Council, County Hall, The Rhadyr, Usk, NP15 1GA ("the Council") proposes to make a Road Traffic Regulation Order as follows:

**EFFECT OF THE ORDER:** To provide an on street parking place for vehicles displaying a valid disabled persons parking badge outside 25 Monkswell Road, Monmouth.

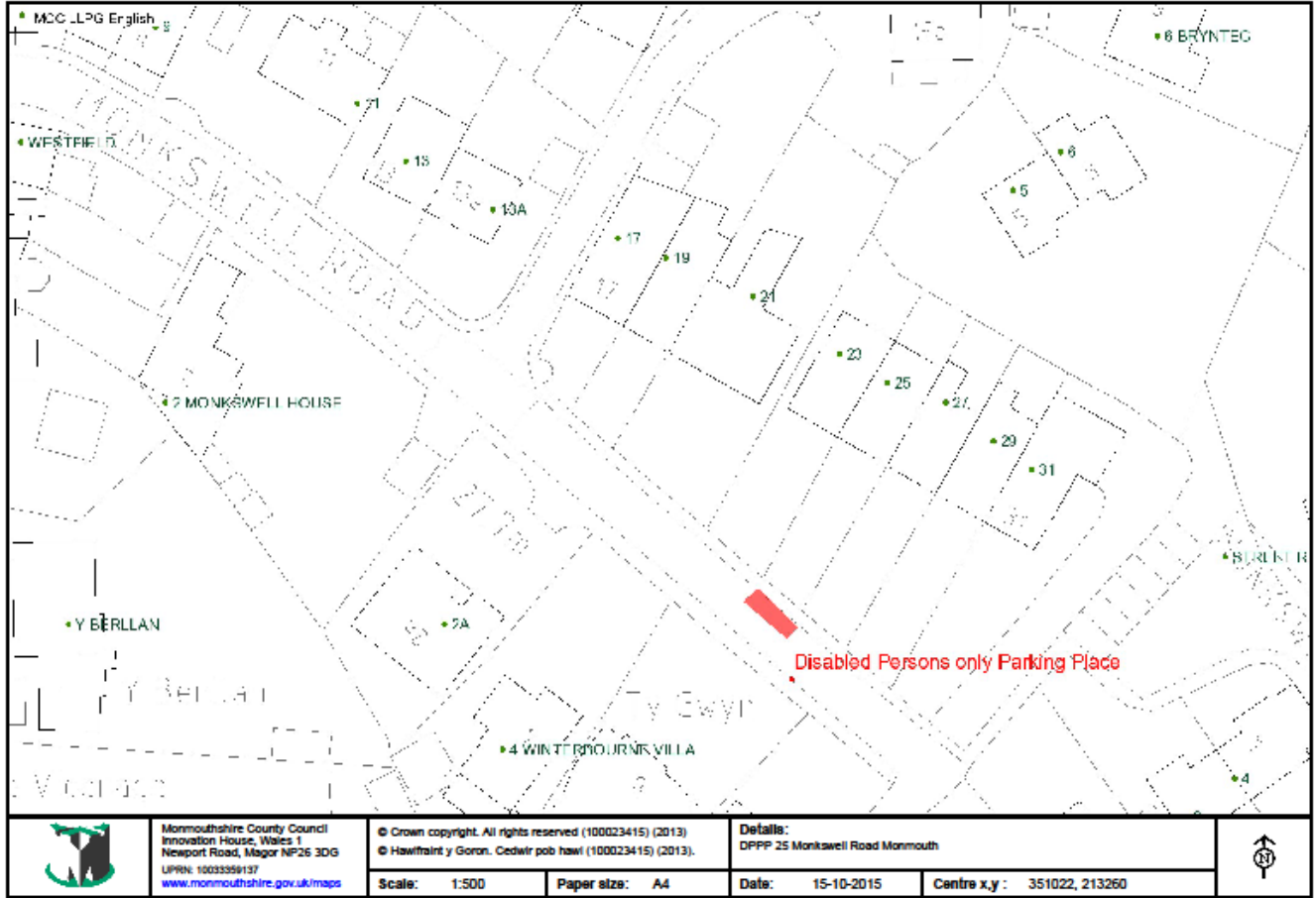
Further details of the proposed Order comprising a plan, statement of reasons for proposing to make the Order may be examined during normal office hours at County Hall, The Rhadyr, Usk, NP15 1GA the Councils One Stop Shop at Priory Street, Monmouth, NP25 3XA. If you wish to telephone to obtain further information about this proposal please telephone 01633 - 644026.

Any objections in respect of this proposal should be made in writing, stating the grounds on which the objection is being made and should be sent to the Head of Legal Services, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN not later than the 12<sup>th</sup> of June 2015. Please quote reference CW/H45/60.0811 on any correspondence.

**Date: 27<sup>th</sup> April 2015**

**R Tranter**

**Head of Legal Services/Pennaeth Gwasanaethau Cyfreithiol**



Monmouthshire County Council  
Innovation House, Wales 1  
Newport Road, Magor NP26 3DG  
UPRN: 10033559137  
[www.monmouthshire.gov.uk/maps](http://www.monmouthshire.gov.uk/maps)

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Scale: 1:500

Paper size: A4

Details:  
DPPP 25 Monkswell Road Monmouth

Date: 15-10-2015

Centre x,y : 351022, 213260



PROPOSED DISABLED PERSONS PARKING PLACE (AT ALL TIMES)

25 MONKSWELL ROAD MONMOUTH

Schedule

1. The northern kerbline from a point 112 metres south-east of its junction with the eastern kerbline of Hereford Road for a distance of 5.4 metres in a generally south-easterly direction.

Statement of Reasons

Monmouthshire County Council has received a request for a disabled persons parking place from the occupier of the address above who is experiencing severe parking issues in being able to park near his residence. The occupier holds a blue badge and his request has been assessed in accordance with the councils procedures.

The applicant satisfies all the council's assessment criteria and Monkswell Road suffers from severe parking stress due to its location and currently unrestricted parking places.

The proposed disabled persons parking place will be legally available for all blue badge holders to utilise.

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**SUBJECT: CHANGE TO THE STRUCTURE OF FAMILIES FIRST JAFF TAF TEAM.  
(Joint Assessment Family Framework – Team around the Family)**

**To: EXECUTIVE MEMBER RESOURCES**

**DATE: 11<sup>TH</sup> NOVEMBER 2015**

**DIVISIONS/WARDS AFFECTED: Strategic Partnership Team: Families First**

## 1. PURPOSE

1.1 To restructure the Families First, TAF (Team Around the Family) team to provide additional capacity to support families with additional needs earlier and prevent escalation into crisis and support requirements from statutory services.

## 2. RECOMMENDATIONS

2.1 The Executive Member Resources agrees...

(a) To the establishment of two new temporary posts, TAF Project Officers. The posts will be for a fixed-term – up to 31<sup>st</sup> March 2017.

(b) To making the role of TAF Business Support redundant.

## 3. KEY ISSUES

3.1 The two TAF Project Officer posts will be funded via Welsh Government Families First.

3.2 The current Business Support Officer post is no longer required as the work is being picked up by alternative business support arrangements within the Strategic Partnership Team

3.3 The current Business Support post holder is currently picking up a significant proportion of the TAF job description and we will seek HR advice around implementing the employee workplace policy in this situation.

## 4. REASONS

4.1 Monmouthshire's JAFF TAF currently receives £70,000 of the £737,000 external Welsh Government Families Funding budget annually to deliver the Joint Assessment Family Framework. As a proportion of overall Families First Funding this is relatively small budget compared to other local authorities who have larger teams involved in the direct delivery of JAFF and TAF.

4.2 We have invested in developing multi-agency JAFF panels and our focus has been to deploy volunteer 'lead workers' to lead on the co-ordination of the family's support packages.

4.3 This approach, has in the most part served Families First well during the initial implementation. However, it has become apparent that partner organisations are unable to take on the lead worker role to the extent that is required. We hope to minimise existing barriers around capacity for lead workers via the plans outlined.

4.4 Our aim is to increase the amount of cases completing the TAF process by **at least 50%** with an **estimated 120 cases** being supported under the project annually.

4.5 An important objective is to increase the number of families in tier 2 who benefit from TAF and Families First preventative work. The new structure will enable more early intervention work to be completed where the Support Workers pick up the more complex cases so voluntary lead workers can be allocated more lower level tier 2 cases.

4.6 The proposed caseload for a JAFF support worker would consist of 30 -40 per annum.

4.7 The new structure and additional member of staff will allow the provision of more support for volunteer lead workers to manage timescales and support families more effectively.

4.8 In order to increase referrals the TAF Co-ordinator will prioritise building partnerships and promoting awareness of the service with agencies, professionals and families in Monmouthshire.

## **5. RESOURCE IMPLICATIONS**

5.1 The proposal will be paid for from within our existing Welsh Government Families First budget. We have ring-fenced £15,000 budget to cover the new structure up to 31<sup>st</sup> March 2016; and an additional £35,000 for financial year 2016-17.

5.2 The WG Families First funding will be used to appoint:

- Fixed-term Temporary Families First TAF Project Officers x 2 - up to 31<sup>st</sup> March 2017
- Salary Scale: Band E, SCP 21 – 25 (£19,742 - £22,212)
- **The post is subject to job Evaluation**

5.3 We will make the existing TAF Business Support role redundant.

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

There are no negative impacts of this proposal. The main positive impacts are highlighted below:

During this process we have been able to identify a number of key areas for development, which this proposal aims to target. The new structure will:

- Increase the number of families supported by Families First Team around the Family by 50%.
- Allow the Co-ordinator to focus on developing strategic partnerships, promote the service, develop stronger links with social services, update operational guidelines; and support the training and development of volunteer lead workers.
- Enable us to provide more support to volunteer lead workers.

## **7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS**

The posts will be subject to CRB checks as per Mon CC procedures.

## **8. BACKGROUND PAPERS**

- Appendix A: Job Description; Families First TAF Project Officer

## **9. AUTHOR:**

Andrew Kirby, Families First Programme Manager, Monmouthshire County Council

**Tel:** 01633 (64)4238

**E-mail:** [AndrewKirby@monmouthshire.gov.uk](mailto:AndrewKirby@monmouthshire.gov.uk)

**Chief Executive**

**Job Description**

**Post: TAF Project Officer (Families First)**

**POST NO:**

**GRADE: SCP 21-25 (SUBJECT TO JOB EVALUATION)**

**HOURS:** 37 hours per week – TBC

**RESPONSIBLE TO:** Families First TAF Co-ordinator - Strategic Partnership Team

**BASED AT:** County Hall, Usk

**Main purpose:**

- To work as part of the Families First Team to support the delivery of the Families First Team around the Family (TAF) programme within Monmouthshire.
- To improve outcomes for children, young people and families through the development of coordinated multi-agency service delivery.
- To support the TAF coordinator to effectively develop and deliver the Families First Team Around the Family programme.

**Key responsibilities and duties:**

1. To contribute to the operational development of the Families First model in Monmouthshire.
2. To hold a Lead Worker caseload and support families in line with operational guidelines to achieve Team around the Family outcomes.
3. To undertake TAF assessments with families, identify and refer to appropriate provision, advocate on behalf of the family and keep in touch with them to monitor progress.
4. Consider whether families' needs are being addressed within completed assessments, plans and reviews. Provide feedback to the TAF Co-ordinator.
5. To explain the Families First and TAF model to referrers and families. Deal effectively with enquiries and take referrals.
6. To process referrals and gather further information in preparation for allocation to volunteer lead workers.
7. To support voluntary lead workers to ensure consistent delivery of TAF operational procedures.
8. To implement systems to ensure voluntary lead workers are prompted at key points in the process such as when reviews are due.

9. To ensure consistency of delivery, undertake TAF case reviews alongside lead workers as appropriate.
10. To make and develop strong links with Social Services to promote effective two-way referrals.
11. To develop and maintain an excellent knowledge of the range of support services available to families. Identify gaps in service provision or duplication and report to Families First Manager and TAF Co-ordinator.
12. To work with partner agencies to promote the TAF model and the lead worker role within Monmouthshire.
13. To arrange and facilitate effective TAF panel meetings.
14. To provide advice, guidance and support to TAF, multi-agency panels and lead professionals.
15. Following panel; to provide feedback to the Family and referring agencies.
16. To be innovative in undertaking tasks to solve problems that may arise during the process.
17. To support the TAF Co-ordinator in holding allocation meetings with partner agencies.
18. To accurately maintain the database for the Families First TAF programme and be responsible for own administrative tasks in line with TAF guidelines.
19. To support the TAF coordinator in processing performance returns both internally and to Welsh Government.
20. Attend multi-agency and partnership meetings as required.
21. Responsible for the submission of Multi Agency referral Forms (MARF) to social services when required.



## Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENT	WEIGHTING	HOW TESTED
<b>1. Education / Qualification / Knowledge</b>		
1.1 Knowledge and understanding of Families First and how it works in partnership to support families.	Medium	Application form and interview
1.2 Knowledge and understanding of current legislation/ policy in relation to children and young people.	High	Application form and interview
1.3 Knowledge of child development and family support models.	Medium	Application form and interview
1.4 Understanding of the Framework for Assessment of Children in Need and their Families.	High	Application form and interview
1.5 Qualifications – NVQ level 3 in child care or equivalent.	Medium	Application Form
1.6 Must be able to communicate effectively, both verbally and in writing.	High	Application form and interview
1.7 Understanding of data protection and client confidentiality.	High	Interview
1.8 Good IT skills	High	Application Form
1.9 Full driving licence and access to a car.	High	Application Form
<b>2. Experience and Skills</b>		
2.1 Experience of working with children, young people and families at times of stress.	High	Application Form and Interview
2.2 Experience of multi-agency working to achieve positive outcomes for service users.	High	Application Form and Interview
2.3 Experience of playing a lead role in a multi-agency setting.	Medium	Application Form and Interview
2.4 Experience of working collaboratively to resolve conflicts.	High	Interview
2.5 Able to work to tight deadlines	High	Application form and interview
2.6 Experience of agreeing Action Plans with a range of partners.	Medium	Application Form and Interview
2.7 Experience of undertaking assessments with families.	Medium	Application form and interview
2.8 Able to work as part of a team	High	Application form and interview
<b>3. Other</b>		
3.1 Able to travel to various locations as required by Monmouthshire County Council Families First, TAF team.	High	Application form

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<p><b>Name of the Officer</b> Andrew Kirby</p> <p><b>Phone no:</b> 07580262166 <b>E-mail:</b> andrewkirby@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>The proposal is for the establishment of two posts; TAF Project Officers– to ensure the delivery and development of the JAFF process in Monmouthshire.</p>
<p><b>Name of Service</b></p> <p>Strategic Partnership Team – Families First</p>	<p><b>Date Future Generations Evaluation form completed</b></p>



**21** **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

<p><b>Well Being Goal</b></p>	<p><b>How does the proposal contribute to this goal? (positive and negative)</b></p>	<p><b>What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?</b></p>
<p><b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p><b>Positive:</b> The new roles will make the Families First, Team around the Family more effective in supporting families. It will result in a 50% increase in families benefitting from Families First provision which includes education and training aspects.</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>
<p><b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The proposal has a neutral impact biodiversity or ecosystems.</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>

<b>Well Being Goal</b>	<b>How does the proposal contribute to this goal? (positive and negative)</b>	<b>What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?</b>
<p><b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood</p>	<p><b>Positive:</b> The proposal enhances Families First's ability to achieve its objectives. One of which is to support families, children and young people to be healthy and enjoy wellbeing.</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>
<p><b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected</p>	<p><b>Positive:</b> The proposal enhances Families First's ability to support more families to become more confident, nurturing, resilient and safe.</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>
<p><b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Neutral Impact</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>
<p><b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p><b>Positive:</b> The proposal enhances Families First's ability to support more families. It encourages children, young people and families to engage with sport, recreation and art, as a means of promoting health and wellbeing. Families First is a Welsh Government- funded programme which complies with WG and MCC's Welsh language policies.</p>	<p>There are no negative impacts of this proposal - No action has been needed / taken.</p>
<p><b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances</p>	<p><b>Positive:</b> Families First provision is available for all families and all activities are monitored. Families First aims to reduce inequity and enable access to services to support families with additional support needs</p>	<p>We will develop our management information to improve our recording of service take-up by clients with protected characteristics.</p>

## 2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better meet this principle?
 <p>Balancing short term need with long term and planning for the future</p>	<p>Families First is a Welsh Government-funded programme which runs to 31<sup>st</sup> March 2017. This proposal will enhance the support provided to children, young people and families; many of whom will benefit in the long term though improved health, wellbeing and resilience. The programme aims to support families to gain, and progress within employment and support families in poverty to achieve their potential while providing them with the skills and support to do so.</p>	<p>The Families First programme aims to provide short-term support to families in order to equip them with the skills necessary to improve their health, wellbeing and resilience in the longer term.</p>
 <p>Working together with other partners to deliver objectives</p>	<p>Families First works collaboratively with schools, social services, education welfare and a range of projects third sector projects to meet the needs of families in Monmouthshire. This proposal seeks to provide enhanced support to partners.</p>	<p>Our approach is to ensure we work collaboratively within our partnership framework to ensure families receive appropriate support. This approach ensures that FF provision is positioned to provide early intervention as part of a coherent continuum of support.</p>
 <p>Involving those with an interest and seeking their views</p>	<p>As above. Having undertaken a review of Families First provision, we have taken into account feedback received from each of the commissioned projects and Social Services (FF management meetings and discussions with Social Services). In particular, the proposal seeks to address the issue of insufficient lead worker resource.</p>	<p>We hold regular meetings with Families First commissioned projects and Social Services. We also attend regular JAFF (Joint Assessment Families Framework) meetings at each of Monmouthshire's secondary schools.</p>

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better meet this principle?
 <p>Putting resources into preventing problems occurring or getting worse</p>	<p>This proposal, will strengthen our support provided to families, will increase the level of early intervention (Tier 2 &amp; 3 level) by providing support to 50% more families and therefore, preventing escalation of problems into crisis (Tier 4) and therefore needing support from statutory Social Services provision..</p>	<p>We have reviewed Families First TAF provision and have targeted a number of key developments:</p> <ul style="list-style-type: none"> <li>• Increase lead worker capacity</li> <li>• Improve step-up and step-down procedures with social services</li> <li>• Improve support and training to volunteer lead workers</li> </ul>
 <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>Integration of the Families First programme is a prime consideration in ensuring our provision is closely aligned to the range of services which aim to support people and tackle the underlying causes of worklessness. We have linked our services to existing social services provision, as well as the provision of Flying Start, Supporting People and Education.</p> <p>Consequently, Families First is integral to Monmouthshire's approach to tackling poverty.</p>	<p>We have developed a strong partnership approach which enables us to contribute to the principle of positively impacting on people, the economy and the environment.</p>

**3. Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The proposal will allow Families First to support 50% more families regardless of characteristics and does not discriminate against any sector of the population.	None	N.A.
Disability		None	N.A.
Gender reassignment		None	N.A.
Marriage or civil partnership		None	N.A.
Race		None	N.A.
Religion or Belief		None	N.A.
Sex		None	N.A.
Sexual Orientation	None	N.A.	
Welsh Language	In line with the development of our communications strategy we are developing bilingual promotional material. We will also give consideration to the recruitment of a Welsh speaking applicants.	None	N.A.

**The proposal has equity of opportunity for families of all characteristics.**

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	<b>Describe any positive impacts your proposal has on safeguarding and corporate parenting</b>	<b>Describe any negative impacts your proposal has on safeguarding and corporate parenting</b>	<b>What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?</b>
Safeguarding	This proposal will a positive impact in supporting services around Safeguarding. By increasing our capacity to work with 50% more families, we will be able to provide more early intervention support. All Families First practitioners are fully trained in line with MCC Safeguarding protocols.	None	N.A.
Corporate Parenting	Neutral Impact	None	N.A>

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**What evidence and data has informed the development of your proposal?**

This proposal is a result of a review of Families First provision which has taken place during August and September 2015. We have reviewed performance data, the level of take-up of the lead worker role by partner agencies, and the outcomes achieved under the current model of delivery. We have also undertaken comparisons with other local authorities in relation the proportion of Families First funding allocated to TAF.

During this process we have been able to identify a number of key areas for development, which this proposal aims to target. The new structure will:

- Increase the number of families supported by Families First Team around the Family by 50%.
- Allow the Co-ordinator to focus on developing strategic partnerships, promote the service, develop stronger links with social services, update operational guidelines; and support the training and development of volunteer lead workers.
- Enable us to provide more support to volunteer lead workers.



**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

There are no negative impacts of this proposal. The main positive impacts are highlighted below:

During this process we have been able to identify a number of key areas for development, which this proposal aims to target. The new structure will:

- Increase the number of families supported by Families First Team around the Family by 50%.
- Allow the Co-ordinator to focus on developing strategic partnerships, promote the service, develop stronger links with social services, update operational guidelines; and support the training and development of volunteer lead workers.
- Enable us to provide more support to volunteer lead workers.

**7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.**

What are you going to do	When are you going to do it?	Who is responsible	Progress
We will undertake a review our management information systems to improve our recording of service take-up by clients with protected characteristics.	March 31 <sup>st</sup> 2016	Kirstin Major / Andrew Kirby	
We will undertake a review of Families First communications and marketing with the aim of making it bilingual and differentiated for clients with specific needs.	March 31 <sup>st</sup> 2016	Kirstin Major / Andrew Kirby	

**8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.**

The impacts of this proposal will be evaluated on:	March 2016
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**SUBJECT:** MODERNISING TRADE WASTE – INTRODUCTION OF CHARGE FOR DRY RECYCLING & RE-ALIGNMENT OF COMMERCIAL WASTE ACTIVITY WITHIN MONMOUTHSHIRE

**DIRECTORATE:** Operations / Waste & Street Services

**MEETING:** Individual Member

**DATE:** 11<sup>th</sup> November 2015

**DIVISION/WARDS AFFECTED:** All

**PURPOSE:**

1. To seek Cabinet agreement for:
  - a) The implementation of Budget Mandate no.37(b) which proposed introducing a charge for trade recycling
  - b) The proposed policy to support the introduction of the charge (Appendix 1)
  - c) The proposed charging mechanism contained in the policy and the insertion in future years of price reviews within the Fees and Charges process of the Council
  - d) Changes to the Trade Refuse charging schedule due to legislative changes on what can and cannot be charged for
  - e) Delegation given to the Recycling Strategy & Business Manager in consultation with the Cabinet Member to make small amendments to the scheme/policy with the principle that the proposed pricing mechanism does not change to reflect the needs of businesses in Monmouthshire.

**RECOMMENDATIONS ON PROPOSED WAY FORWARD:**

2. The recommendations are:
  - a) To approve the policy and charging scheme for Trade Waste Dry Recycling
  - b) To approve the changes to the charging mechanism for Trade Waste Refuse
  - c) To approve the requested delegation (e above) for scheme implementation outlined above.

**3. KEY ISSUES – THE BUSINESS CASE FOR CHANGE**

*Producer Responsibility & Legislative Compliance*

- 3.1 Under the Environmental Protection Act (1990, 45 (1b)) Councils have a duty to collect or arrange for the collection of commercial waste if the occupier of the business makes a request. The Council may then recover a reasonable charge from the person who made the request (45 (3b)).
- 3.2 The Councils chargeable trade waste service is well established with over 400 customers registered. This represents approximately 18% share of the market with the vast majority of other trade premises using commercial waste companies (eg Biffa, Sita, Thomas Waste) to collect their waste. The Recycling Team has to date focussed attentions on domestic recycling and the trade waste service has been primarily a collection and disposal (which was landfill and is now energy from waste) service.

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

#### *Covering the Cost of the Service*

- 3.6 Under the principles of Producer Responsibility the waste producer i.e. the business must be charged a representative cost for the service. Under the EPA (1990) LAs are allowed to make a *reasonable* charge and this is usually deemed to be that costs are covered. Up until 2013-14 the trade waste service did not fully recover costs. This was mainly due to the major increases in landfill tax which pushed the cost of the service up faster than the rate of inflation that was being charged the customer. This meant that in 2014-15 a 30% increase on trade refuse prices was instigated which has ensured that the service now covers cost.
- 3.7 It is difficult to measure the cost to the Council of collecting and managing trade waste recycling as the material is collected on the same rounds as the household collections. However the 2013 survey estimated that businesses were presenting almost 150,000 bags for recycling per annum. With each bag weighing approximately 4.5kg this is equivalent to 675 tonnes of recycling per year or 6.7% of the total recycling kerbside collections. In 2013-

14 dry recycling collections cost MCC £797k, 6.7% equates to £53,442. It is very likely that in 2016 and beyond MCC will incur a gate fee cost for dry recycling and based on current market assessments the cost of treating 675 tonnes could be approx. £34,000. Therefore making the total cost of the trade recycling service to MCC as a minimum (excl. administration) of c.£87k.

### *Developing a Modern Fit for Purpose IT Based Chargeable Scheme*

- 3.8 The current trade waste service is based on an Access Database which requires officer to duplicate entries and does not integrate with the Debtors system for the raising of quarterly invoices. It is proposed that with this change that an on-line system for managing trade waste is developed which will seamlessly link to the finance system of the Council (via Civica (the payments system) to Agresso (the finance management system) as well as give the Recycling & Waste service the details that it needs to ensure a quality service is provided, and importantly only those who have paid for the service receive one.
- 3.9 Mapping and development work has been undertaken in partnership with SRS to determine the most appropriate system for the service needs. Mayrise was chosen as the waste element is similar to Mayrise Highways and is already used by highways and One Stop Shops. The Mayrise System will also be used for recording general waste enquiries and tracking requests. The system cost of £20k can be managed within the overall waste budget as efficiencies can be achieved by using it to administer more of the existing services.

## **THE PROPOSED CHANGES**

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

How will trade dry recycling be collected?

- 3.10 It is proposed that for the time being, until the long term Recycling Review is completed (due to go back through political processes Jan –Mar 2016) that the trade dry recycling service will remain as is – with red and purple bags being the main form for trade recycling. However the bags will be clearly labelled Trade Recycling so that the crews are able to identify that the right bags are being used by the businesses.

What will the charge be?

- 3.11 It is proposed that the dry recycling bags will be 50% of the cost of trade refuse sacks. This is to demonstrate that MCC fully supports and promotes recycling over use of the refuse service. It is being recommended that bags are sold in rolls with a minimum of 2 rolls purchased at a time 1 red and 1 purple initially. Therefore the cost will be:
- .60p per bag, (there will be a need to purchase red and purple bags so the initial purchase will need both colours £1.20)
  - £7.80 per roll (13 bags per roll)
  - **£15.60** – minimum purchase

- 3.12 To put this into context the trade bags are currently £2.50 each. This charge is for dry recycling only – paper, card, glass, plastics, cans etc. Due to the current fleet and infrastructure it is not possible to introduce a trade waste service for food waste at this time. However this will be considered in light of the longer term Recycling Review and if possible officers will try to determine the economic and operational feasibility of a trade waste food scheme for introduction in 2016-17.

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

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

#### Guidance and Rules

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

- From **October** all businesses must be registered for trade services and buy trade bags for recycling collections.
- Recycling presented in domestic recycling bags for collection by businesses will not be collected.
- This has been communicated to all existing trade waste customers with the 2015/16 annual DoC/WTN and will be communicated to all users of the service as they are identified going forward.
- If a business is suspected of not using appropriate bags (i.e. still using domestic bags) then the Council's Officers will investigate to determine the source of the waste. If it is determined by the Council that it is business waste being presented as domestic waste then the Council will not collect waste from that business until it is presented appropriately.
- There will be an annual registration which will be initiated with the first payment which will trigger the generation of a Waste Transfer Note which indicates that the business has appropriately managed its waste in accordance with the waste hierarchy
- The Waste Transfer Note will cost £25 which was a price agreed at full Council for budget mandate 37 (b) in January 2015.
- Community Halls used for public meetings and where events are not-for-profit will be allowed to recycle free of charge but will still need to register and pay the annual Duty of Care. The

allocation will be determined by the Trade Officer in conjunction with the premises to ensure that it is adequate to cover the charitable element of the waste stream.

- Charities and charity shops (on their request) will be given an allocation of business waste recycling bags every 3 months providing they are registered and pay the annual Duty of care. The allocation will be determined by the Trade Officer in conjunction with the premises to ensure that it is adequate to cover the charitable element of the waste stream.

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

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

<u>Type of Premises</u>	<u>Classification of waste</u>	<u>Charge for Collection?</u>	<u>Charge for Disposal?</u>	<u>Is this different from 1992 regs?</u>
Camp sites or tents pitched on land other than a camp site (apart from domestic premises on camp sites which = household waste).	Commercial waste	Yes	Yes	Yes
Caravans/tents used as PERMANENT homes.	Household waste	No	No	No
Caravans / mobile homes used by travellers or gypsies.	Household waste	No	No	Not covered in 1992 regs.
Charity SHOPS (ie: which sell goods donated from houses).	Household waste	Yes	Yes (but only waste that did not originate in a domestic property)	No (not significantly changed)
Charity premises, used wholly or mainly for charitable purposes (except where it is from a place of worship or premises used mainly/wholly for public meetings), or a community interest company.	Commercial waste	Yes	Yes (but only waste that did not originate in a domestic property)	No (not significantly changed)
A place of worship (e.g churches, mosques, Buddha temples)*	Household waste	No	No	No
Educational establishments, e.g school etc (sched 1 (4)(8)(15) 'waste from premises forming part of...').	Household waste (but treated as commercial	Yes	No	No

	for the purpose of charging)			
Hospitals (CWR 2012, sch 1(4)(8)(16) <i>“waste from premises forming part of a hospital or nursing home except for waste from a residential hostel forming such part which provides accommodation only to persons with no other permanent address”</i> **	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Nursing Homes*** (legislation is as per hospitals)	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Residential homes*** or land belonging to or wholly or mainly used in connection with a residential home.	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Residential Hostels (which provides accommodation only to people without another permanent address, or who are unable to live at their permanent address).	Household waste.	Yes	No	No
Penal institutions (eg Usk borstal and prison).	Household waste (but treated as commercial for the purpose of charging)	Yes	Yes	Yes
Public meetings (waste arising from these, wherever the location).	Household waste	Yes	No	Yes – previously mentioned meetings in village halls etc, now no longer relevant.
Self catering accommodation (used in course of a business): eg holiday cottages, caravans	Commercial	Yes	Yes	Yes



<p>(which don't have a license/planning permission to be inhabited year round), vehicles or vessels (which aren't used wholly for purpose of living accommodation)</p> <ul style="list-style-type: none"> <li>Note: Defra proposals (p.18) state that with regards to holiday cottages, the legislation change will only affect properties rented out for more than 140 days per year (ie those not eligible for council tax payments). However, the CWR 2012 does not mention this aspect – so may need to clarify.</li> </ul>	waste			
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3.17 Given the priority of Education to the Council and the already pressured situation of budgets it is proposed that Schools remain as now – collection only and the Council does not introduce a charge for disposal on top. However for all the other amended business types e.g. caravans parks etc. a full cost of collection and disposal will be charged.

3.18 It is proposed that this change be initiated from 1<sup>st</sup> October 2015 with businesses being given 3 months notice from July.

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

**REASONS**

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

**4. FINANCIAL IMPLICATIONS:**

4.1 The initial cost for developing the accounts management Trade Waste Package through the Highways Mayrise system.

4.2 It is unlikely that MCC will secure a comparable contract to the one that currently exists for the treatment and processing of its domestic recycle. The instability and fluctuation in the recycling markets could increase treatment costs to £35-55 per tonne in 2015/16. The Trade Waste survey in 2013 showed that almost 150,000 domestic red and purple bags were used by trade premises to dispose of business waste as domestic recyclables. With each bag weighing approximately 4.5kg this is equivalent to 675 tonnes per year. This could be putting an additional burden on the council budget of £33,750 in treatment costs.

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

4.3 The current charge for trade waste residual bags is £2.50 and the bins vary in prices dependant on capacity and collections schedule

- By setting the cost of a set of recycling bags at half the price of residual waste bags, 60p per bag (£1.20 per set) this could generate £90,000 covering the MTRP and the collection and disposal costs of this material when the service is fully established.

4.4 The above charges for recycling bags would allow businesses to comply with their legislative duty and potentially save against the current cost of a collection and disposal only service.

#### **4. Sustainable Development & Equalities Implications**

Covered through Well-being and Future Generations Assessment

#### **5. Consultees**

Strong Communities Select Committee

Cabinet

Senior Management Team

#### **6. Background Papers**

Appendix 1 – Proposed Policy

#### **7. Author**

Carl Touhig, Recycling Strategy & Business Manager

#### **8. Contact Details**

[cartouhig@monmouthshire.gov.uk](mailto:cartouhig@monmouthshire.gov.uk)

07580 362121

## Well-being and Future Generations Assessment

<p><b>Name of the Officer</b> Carl Touhig</p> <p><b>Phone no:</b> 07580 362 121</p> <p><b>E-mail:</b> <a href="mailto:cartouhig@monmouthshire.gov.uk">cartouhig@monmouthshire.gov.uk</a></p>	<p><b>Please give a brief description of the</b></p> <p>To provide a modernised trade waste service throughout Monmouthshire and forthcoming waste legislation.</p>
<p><b>Name of Service</b></p> <p>Waste &amp; Street Services</p>	<p><b>Date Future Generations Evaluation</b></p>




1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.



Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b></p> <p>Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>This proposal ensures that the principle of Producer Pays is delivered and responsible waste management and efficient use of resources is promoted to all businesses.</p> <p>There will be an additional burden on some businesses that have been using domestic services to dispose of business waste but this will provide a more level playing field for the majority of businesses that are legally compliant.</p>	<p>The change will mean that businesses will have to pay towards the cost of recycling or make separate arrangements for the management of their waste. MCC officers will be on hand to advise businesses on responsible waste management.</p> <p>The Schedule 2 charges reflect the true cost of waste management and allow competition from commercial waste companies. Businesses do not have to use the Council to provide this services and these changes take away any unfair competitive edge the Council had that was being paid for by Tax payers.</p>
<p><b>A resilient Wales</b></p>	<p>Neutral</p>	<p>Neutral</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)		
<p><b>A healthier Wales</b></p> <p>People's physical and mental wellbeing is maximized and health impacts are understood</p>	Neutral	Neutral
<p><b>A Wales of cohesive communities</b></p> <p>Communities are attractive, viable, safe and well connected</p>	Advising businesses of their legal responsibility to manage their waste will reduce trade waste bags out for collection with no containment and reduce the issues associated with fly blown litter.	Continuing to advise new businesses on their legislative duties and their responsibilities towards their communities in dealing with waste and recycling.
<p><b>A globally responsible Wales</b></p> <p>Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	Businesses will be responsible for their waste in line with the principles of Producer Responsibility which should deliver on environmental outcomes	As above
<p><b>A Wales of vibrant culture and thriving Welsh language</b></p> <p>Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	neutral	neutral
<p><b>A more equal Wales</b></p>	Neutral as the proposal is not aimed at individuals and the	neutral

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
People can fulfil their potential no matter what their background or circumstances	services they receive.	

**2. How has your proposal embedded and prioritised the sustainable governance principles in its development?**

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>This will help businesses become aware of their overall environmental and waste management responsibilities thereby ultimately leading to better environmental management of that material</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Advice will also be given to businesses on appropriate waste and recycling management. We will work with NRW on ensuring businesses comply with their waste duty of care.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>Engagement is ongoing with businesses who we think currently use domestic recycling bags. We have communicated with businesses throughout this process. One of the key areas of concern was from Community Halls and charities and we have adjusted the policy to better fit the needs of our communities.</p>	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Businesses will be monitored and Waste Officers will ensure that the principles of producer responsibility are understood by all businesses. Work closely with Environmental Health and secure delegated enforcement powers for the Waste and Street Services team to tackle waste crimes.</p>	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>This initiative is to ensure responsible waste management and thereby contributing to an overall positive impact on Future Generations and sustainable development principles.</p>	

**3. Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic
Age	The proposal does not have an impact on protected characteristics as individuals are not being affected by the proposal. Appropriate management of their waste.	
Disability		
Gender reassignment		
Marriage or civil partnership		
Race		
Religion or Belief		
Sex		
Sexual Orientation		
Welsh Language		

- 4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.docx> and for more on Monmouthshire’s Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	<b>Describe any positive impacts your proposal has on safeguarding and corporate parenting</b>	<b>Describe any negative impacts your proposal has on safeguarding and corporate parenting</b>
Safeguarding	Like 4 above, the proposals do not affect individuals and thereby do not affect or impede safeguarding duties.	
Corporate Parenting		

- 5. What evidence and data has informed the development of your proposal?**

Under the Waste Framework Directive and the transposed Waste Regulations (England and Wales 2012) as amended, local authorities and waste collection companies to provide services that enable business customers to meet their obligations in accordance with the principles of the Waste Hierarchy – Reduce, Reuse, Recycle, Recover, and finally Disposal to landfill.

In addition Welsh Government are developing proposals to make recycling a more prominent feature in business waste management. The Environment Act which was consulted on over 2014-15 is likely will impose statutory requirements for the sorting and recycling of business waste.

The anticipated increases in reprocessing costs for treating the recyclate from 2016 will increase budget pressures on Welsh Government funding for recycling through the withdrawal of the Sustainable Waste Management Grant and the introduction of a new grant.



**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

Positive

Modernised trade waste service offering a competitive holistic waste management solution to all businesses in Monmouthshire. Implementation of Producer Pays principles and reductions in costs in collecting and reprocessing business recycling..

Negative

Increased burdens on businesses currently using the domestic red and purple bags for recycling. Potentially more businesses using the Civic Amenity sites to dispose of waste.

**7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.**

What are you going to do	When are you going to do it?	Who is responsible	Progress
Draft policy	February 15	Waste team	Completed
Engage businesses to discuss successful implementation	Ongoing	Waste team	Ongoing
Select Committee Consideration	April 15	Waste team	Completed
Cabinet Approval	Oct 15	Waste team	
Implementation	Oct 15	Waste team	
Monitoring businesses	2015 - 17	Waste team	

**8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.**

<b>The impacts of this proposal will be evaluated on:</b>	Sales of business waste recycling bags Quarterly monitoring of waste tonnages Monthly monitoring of income
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Signed

Carl Touhig

Designation

Recycling Strategy & Business Manager

Dated 17<sup>th</sup> October 2014



## Appendix 1

### Policy and guidance

1. All businesses have, under Environmental Protection Act 1990, a Duty of Care to ensure the waste they produce is stored, transported, treated and disposed of correctly.
2. Under the same legislation the local authority can make a reasonable charge for the above services.
3. All businesses using trade waste services provided by MCC will need to register to receive these services. The exemptions for Schedule 2 charges are Charity Shops. The exemption for business waste recycling are Community Halls and Charity Shops. Community Halls and Charity shops will be allocated recycling bags every quarter. Where this allocation is used then additional bags can be purchased.
4. Registration will generate the annual Duty of Care document and Waste Transfer Note that ensures compliance with current legislation. There will be an administration fee for providing the DoC, £25 annually
5. Registered businesses will be able to purchase bags for residual and recycling through One Stop Shops and will be able to place bags out for collection on the designated days.
6. Where businesses produce large amounts of residual waste a containerized collection service is also offered.

#### Fees as of 2015/16

Bin size	Cost per collection
1100 ltrs	£22.00
660 ltrs	£16.70
360 ltrs	£14.00
240 ltrs	£11.10
Bags for residual	£2.50
Recycling service bags	£1.20 for set (proposed)

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

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<b>SUBJECT:</b>	<b>CREATION OF FAMILY SUPPORT WORKER POST</b>
<b>MEETING:</b>	<b>SINGLE MEMBER</b>
<b>DATE:</b>	<b>11<sup>th</sup> November 2015</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>ALL</b>

## NON-PUBLICATION

(Insert appropriate non publication paragraph if necessary)

### 1. PURPOSE:

- 1.1 To gain agreement to employ a Family Support Worker to enable a large family to remain living in their family home cared for by their family.

### 2. RECOMMENDATIONS:

- 2.1 To create a permanent Family Support Worker post funded from within the current staffing budget for the Supporting Children and Young People's team.

### 3. KEY ISSUES:

- 3.1 A large family became looked after in January 2012. The Local Authority did not have an available Monmouthshire foster carer able to meet the needs of all of the children and so in order to keep the children together a family member has been approved as a kinship foster carer. However the family still required more support if this arrangement were to succeed and so a part-time Family Support Worker was employed to provide additional support to the family, initially on a temporary basis.

### 4. REASONS:

- 4.1 This arrangement for supporting the family has continued and it is evident that it works in supporting the family to remain living together and ensuring that the children's needs are met. It is now anticipated that this arrangement will continue for the foreseeable future. The youngest of the children is only seven. The post has now been casual for over 18 months and after two years the post holder will have employment rights as if they were employed on a permanent basis. It is therefore appropriate for the post to be changed from a casual to a permanent position.
- 4.2 If the Family Support Worker post was ended then the children's needs would be unlikely to be fully met and the placement could be at risk of disrupting. The alternative of caring for these children within Independent Fostering Agency placements would have significant resource implications for the Service for over ten years.

### 5. RESOURCE IMPLICATIONS:

- 5.1 The annual cost of a Family Support Worker post, SCP13 (approximately 13 hours per week), would be about £7,000 based on 2015/16 pay grades. The funding for this post is available from the current staffing budget of the Supporting Children and Young People's team due to existing post holders within the team requesting reduced working hours.
- 5.2 The annual cost of supporting these children to be cared for by their adult siblings via the payment of in-house fostering allowances and reimbursement of expenses is approximately £55,000 (based on 2014/15 costs). When added to the annual cost of a part-time Support Worker post, the approximate annual cost of supporting these children would amount to £62,000.
- 5.3 The estimated annual cost of caring for these children within an Independent Fostering Agency placement would be £207,686.
- 5.4 The approximate annual cost avoidance of employing a Family Support Worker would be £145,686 (£207,686 – 62,000) for 2015/16. As individual children reach adulthood over the course of 10 years, the amount of this cost avoidance would start to taper off but the overall amount of cost which can be avoided during those years would be significant.
- 5.5 Should the post no longer be required to support this family consideration would be given to whether the post could be effectively utilised to support a different family. If the post was no longer required then any resultant redundancy costs would require an application for reserve funding.

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

The equality impacts identified in the assessment are summarised below for members' consideration:

**Complete – see equality impact assessment**

The actual impacts from this report's recommendations will be reviewed every **six months** and criteria for monitoring and review will include: discussion regarding the role at the children's LAC reviews.

## 7. **SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS:**

- 7.1 The temporary Family Support Worker post was created initially to enable the sibling group to be cared for safely within their own family. It was assessed that without this additional support there were gaps in the ability of the family to meet the children's needs. The children are looked after and so the Authority has Corporate Parenting responsibilities to ensure that they are cared for "as if they were my child".

## 8. **CONSULTEES:**

Rob Long, Directorate Finance Team  
Lisa Gribben, People Management Advisor  
DMT, Social Care and Health

## 9. **BACKGROUND PAPERS:**

Background report - exempt on the basis of paragraphs 12 and 13 of Schedule 12A  
(Access to Information: Exempt Information) of the Local Government Act 1972.

**10. AUTHOR:**

Gill Cox

**11. CONTACT DETAILS:**

**Tel:** 01633 644770

**E-mail:** [gilliancox@monmouthshire.gov.uk](mailto:gilliancox@monmouthshire.gov.uk)

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## The “Equality Initial Challenge”

Name: Gill Cox Service area: Children’s Services Date completed: 13.04.15		Please give a <b>brief description</b> of what you are aiming to do.  Create a permanent Family Support Worker post to support a sibling group of six children to live at home cared for by their adult siblings.	
Protected characteristic	Potential <b>Negative</b> impact Please give details	Potential <b>Neutral</b> impact Please give details	Potential <b>Positive</b> Impact Please give details
Age			Children are vulnerable due to their age and this proposal enables them to be cared for safely.
Disability			One of the children has a diagnosis of Autistic Spectrum Disorder and so is vulnerable due his disability. The proposal protects this child from further disadvantage.
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	
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Please give details about any potential <b>negative Impacts</b> .	How do you propose to <b>MITIGATE</b> these <b>negative impacts</b>
▼	▼
▼	▼

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**Signed**

**Designation**

**Dated**

Service Manager

13.04.15

*Gill Cox*

## EQUALITY IMPACT ASSESSMENT FORM

<b>What are you impact assessing</b>	<b>Service area</b>
Impact of employing a permanent Family Support Worker	Children's Services
<b>Policy author / service lead</b>	<b>Name of assessor and date</b>
Gill Cox	Gill Cox 13.04.15

### 1. What are you proposing to do?

End a temporary contract and employ a Family Support Worker on a permanent basis to support a family of 6 looked after children to remain living with their adult siblings.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** 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	

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Please give details of the negative impact

None identified

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

N/a

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

N/a

*Bill Cox*

**Signed**..... **Designation**.....Service Manager.....**Dated**.....13.04.15.....

## The “Sustainability Challenge”

<b>Name of the Officer</b> completing “the Sustainability challenge”  Gill Cox	Please give a <b>brief description</b> of the <b>aims</b> proposed policy or service reconfiguration  End a temporary contract and employ a Family Support Worker on a permanent basis to support a family of 6 looked after children to remain living with their adult siblings.		
<b>Name of the Division or service area</b>  Children’s Services	<b>Date</b> “Challenge” form completed  13.04.15		
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>			
Ensure that more people have access to healthy food			Part of role is to support family in preparing evening meals
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence			Role enables family to be more independent of LA

Encourage community participation/action and voluntary work		X	
Targets socially excluded			Children are all at risk of social exclusion due to life experiences and LAC status
Help reduce crime and fear of crime		X	
Improve access to education and training			Role supports children to complete homework
Have a positive impact on people and places in other countries		X	
<b>PLANET</b>			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	

<b>PROFIT</b>			
Protect local shops and services		X	
Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people			Post holder is likely to live in local community
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		X	
Increase and improve access to leisure, recreation or cultural facilities			Role supports children to access leisure and recreation opportunities

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)
➤ N/a	➤



➤	➤
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**The next steps**

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

Proposals support children to be healthier, achieve better in education and improve their access to activities that support their social development.

- 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:

N/a

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**Signed**

**Dated**

*Phill Cox*

13.04.15

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

**MEETING AND DATE OF MEETING:** Single Member decision  
**TITLE OF REPORT:** Creation of Family Support Worker post  
**AUTHOR:** Gill Cox

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

**EXEMPTIONS APPLYING TO THE REPORT:**

The background paper will be exempt on the basis of paragraphs 12 – information relating to a particular individual and 13 – information which is likely to reveal the identity of an individual of Schedule 12A (Access to Information: Exempt Information) of the Local Government Act 1972.

**FACTORS IN FAVOUR OF DISCLOSURE:**

Background reasons for proposal to create post would be completely open for scrutiny.

**PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:**

Information relating to the individual circumstances of a family receiving services from Children's Services would be disclosed in breach of their rights to confidentiality and privacy.

**MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:**

Sufficient information is available in the main body of the report to allow for proper scrutiny and challenge and that therefore the individuals rights to confidentiality and privacy is greater than the public interest of making this information available.

**RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:**

The background report should be exempt from disclosure.

Date: 29.09.15

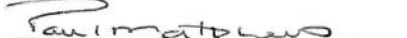


Signed:

Post: Service manager, Children's Services

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I accept/do not accept the recommendation made above

Proper Officer: 

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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