

Tuesday, 27 August 2019

Dear Councillor

**CABINET**

You are requested to attend a **Cabinet** meeting to be held at **Steve Greenslade Room, County Hall, Usk** on **Wednesday, 4th September, 2019**, at **2.00 pm**.

**AGENDA**

1. Apologies for Absence
2. Declarations of Interest
3. To consider the following reports (Copies attached):
  - i. **COUNTRYSIDE SITES S106 CONTRIBUTIONS** 1 - 18

Wards/Divisions Affected: Caldicot, Chepstow, Mill, The Elms and Llanelly Hill

Purpose: To recommend to full Council the inclusion of capital funding in the 2019/20 Capital Budget;  
To recommend the utilisation of accumulated S106 balances to a number of countryside/green infrastructure projects in the county.

Author: Colette Bosley, Principal Landscape Officer;  
Mike Moran, Community Infrastructure Coordinator

Contact Details: [colettebosley@monmouthshire.gov.uk](mailto:colettebosley@monmouthshire.gov.uk);  
[mikemoran@monmouthshire.gov.uk](mailto:mikemoran@monmouthshire.gov.uk)
  - i. **DIGITAL INFRASTRUCTURE ACTION PLAN** 19 - 50

Division/Wards Affected: All

Purpose: To consider the approval of the draft Digital Infrastructure Action Plan (Appendix A).

Author: Cath Fallon, Head of Enterprise and Community Animation

Contact Details: [cathfallon@monmouthshire.gov.uk](mailto:cathfallon@monmouthshire.gov.uk)

- i. **PUBLIC SERVICES OMBUDSMAN FOR WALES ANNUAL LETTER 2018/19 AND MCC WHOLE AUTHORITY COMPLAINTS, COMMENTS AND COMPLIMENTS REPORT 2018/19** 51 - 80  
Division/Wards Affected: All
- Purpose: The purpose is to fulfil the expectation of the Public Services Ombudsman for Wales that their report is brought to the attention of Cabinet and that is what we are doing.
- To provide details of the Council's Whole Authority customer feedback.
- Author: Annette Evans, Customer Relations Manager  
Contact Details: annetteevans@monmouthshire.gov.uk
- i. **MAINTAINED SCHOOLS PARTNERSHIP AGREEMENT** 81 - 136  
Division/Wards Affected: All
- Purpose: The purpose of the report is for members to agree the Statutory Partnership Agreement having taken on board comments made by the Committee during its meeting in January 2019.
- Author: Cath Saunders, Governance Manager, CYP  
Contact Details: cathsaunders@monmouthshire.gov.uk
- i. **W10 LAPTOP REPLACEMENT** 137 - 148  
Division/Wards Affected: All
- Purpose: This report seeks funding for the replacement or upgrade of workplace laptop stocks, bringing them up to a minimum of Windows 10 operating system and meeting our ICT network security requirements.
- Author: Sian Hayward  
Contact Details: sianhayward@monmouthshire.gov.uk
- i. **RESOURCES - ENABLING A FUTURE FOCUSED COUNCIL** 149 - 216  
Division/Wards Affected: All
- Purpose: To consider proposals for a new Resource Directorate Management Team (DMT) structure, a revised senior finance structure and team restructures in Human Resources (HR), the Digital Programme Office (DPO) and the Commercial & Integrated Landlord Services teams.
- To strengthen existing arrangements with devolved finance teams within the Children & Young People's and Social Care & Health directorates.
- For the Digital Programme Office to take on responsibility for information governance and security.
- Author: Peter Davies, Chief Officer for Resources  
Contact Details: peterdavies@monmouthshire.gov.uk

i. **BREXIT PREPAREDNESS**  
Division/Wards Affected: All

217 -  
222

Purpose: To provide an information only update for Members regarding the Council's Preparedness for Brexit further to the report to Council on the 11<sup>th</sup> April 2019.

Author: Frances O'Brien, Chief Officer for Enterprise  
Contact Details: francesobrien@monmouthshire.gov.uk

Yours sincerely,

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

**CABINET PORTFOLIOS**

| <b>County Councillor</b>            | <b>Area of Responsibility</b>   | <b>Partnership and External Working</b>                                      | <b>Ward</b>  |
|-------------------------------------|---|--|--------------|
| P.A. Fox<br>(Leader)                | <p><b>Whole Authority Strategy &amp; Direction</b><br/>Lead Officer – Chief Executive</p> <p>CCR Joint Cabinet &amp; Regional Development;<br/>Organisation overview;<br/>Regional working;<br/>Government relations;<br/>Public Service Board lead;<br/>WLGA lead</p>  | <p>WLGA Council<br/>WLGA<br/>Coordinating Board<br/>Public Service Board</p> | Portskewett  |
| R.J.W. Greenland<br>(Deputy Leader) | <p><b>Enterprise and Land Use Planning</b><br/>Lead Officer – Frances O’Brien<br/>Support Officers – Mark Hand, Cath Fallon</p> <p>Local Development Plan;<br/>Strategic Development Plan;<br/>Economic Resilience and Growth;<br/>Town Centre Investment and Stewardship;<br/>Development Management and Building Control;<br/>Housing Delivery</p>  | <p>WLGA Council<br/>Capital Region<br/>Tourism</p>                           | Devauden     |
| P. Jordan                           | <p><b>Governance and Law</b><br/>Lead Officers – Matthew Gatehouse, Matthew Phillips, Ian Saunders</p> <p>Council &amp; Executive decision making;<br/>Constitution review and implementation of change;<br/>Law, Ethics &amp; Standards;<br/>Audit and Regulatory<br/>WAO Relations<br/>Support for Elected Members<br/>Democracy promotion &amp; citizen engagement<br/>Whole Authority Performance;<br/>Whole Authority Service Planning &amp; Evaluation<br/>Community Hubs and Contact Centre<br/>Community Learning<br/>Tourist Information / Museums / Theatre / Attractions</p> |  | Cantref      |
| R. John                             | <p><b>Children &amp; Young People and MonLife</b><br/>Lead Officers – Will McLean, Ian Saunders<br/>Support Officers – Nikki Wellington, Sharon Randall-Smith, Richard Simpkins</p> <p>Early Years Education</p>  | <p>Joint Education Group (EAS)<br/>WJEC</p>                                  | Mitchel Troy |

|           |  |  |             |
|-----------|--|--|-------------|
|           | <p>All Age Statutory Education<br/>Additional Learning Needs;<br/>School Inclusion<br/>Post 16 entitlement / offer</p> <p>School standards and Improvement;<br/>Education Achievement Service<br/>Commissioning<br/>Coleg Gwent and University liaison.<br/>Leisure / Sport<br/>Outdoor education / Duke of Edinburgh<br/>Active Travel<br/>Countryside / Biodiversity</p>   |  |             |
| P. Jones  | <p><b>Social Care, Safeguarding &amp; Health</b><br/>Lead Officer – Julie Boothroyd<br/>Support Officers – Eve Parkinson, Jane Rodgers</p> <p>Children’s Services<br/>Fostering &amp; Adoption;<br/>Youth Offending Service;<br/>Adults Services<br/>Whole Authority Safeguarding (children &amp; adults);<br/>Disabilities;<br/>Mental Health;<br/>Health liaison.</p>  |  | Raglan      |
| P. Murphy | <p><b>Whole Authority Resources</b><br/>Lead Officer – Peter Davies, Frances O’Brien<br/>Support Officers – Deb Hill-Howells, Sian Hayward, Tracey Harry, Mark Howcroft</p> <p>Finance;<br/>Information technology (SRS);<br/>Digital Programme Office<br/>Human Resources;<br/>Health &amp; Safety;<br/>Emergency Planning;<br/>Procurement;<br/>Land &amp; Buildings (inc. Estate, Cemeteries, Allotments, Farms);<br/>Vehicle Fleet / Passenger Transport Unit<br/>Property maintenance;<br/>Facilities Management (inc. Building Cleaning and Catering all ages)</p> | Prosiect Gwrydd<br>Wales Purchasing Consortium | Caerwent    |
| J. Pratt  | <p><b>Infrastructure and Neighbourhood Services</b><br/>Lead Officer – Frances O’Brien<br/>Support Officers – Roger Hoggins, Carl Touhig, Nigel Leaworthy</p> <p>County Roads / Pavements<br/>South Wales Trunk Road Agency</p>  | SEWTA<br>Prosiect Gwyrdd                       | Goytre Fawr |

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|          | <p>Highways Maintenance,<br/> Transport, Traffic &amp; Network Management,<br/> Car Parks / Illegal Parking Enforcement<br/> Whole Authority De-carbonisation<br/> Plastic Free Monmouthshire<br/> Waste / Recycling / Cleansing<br/> Grounds Maintenance<br/> Parks &amp; Open Spaces/ Public Conveniences<br/> Flood Prevention / Management / SUDs</p>  |  |          |
| S. Jones | <p><b>Social Justice &amp; Community Development</b><br/> Lead Officer – Frances O’Brien<br/> Support Officers – Cath Fallon, David Jones,<br/> Ian Bakewell</p> <p>Rural Deprivation / Isolation;<br/> Digital Deprivation<br/> Poverty / Disadvantage<br/> Homelessness;<br/> Supporting People<br/> Community Safety / Equality / Protected<br/> Characteristics<br/> Public Relations; / Communications / Marketing<br/> Trading Standards / Environmental Health;<br/> Licensing;<br/> Registrars</p> |  | Llanover |

# 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.