



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Tuesday, 4 June 2019

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, 12 June 2019.

1. **MONMOUTHSHIRE ECO FLEX 'STATEMENT OF INTENT'** 1 - 14

**Division/Wards Affected:** All Wards  
CABINET MEMBER: County Councillor RJW Greenland

**AUTHOR:** Stephen Griffiths, Strategy & Policy Officer

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2. **ABERGAVENNY TOURIST INFORMATION CENTRE** 15 - 26

**Division/Wards Affected:**  
CABINET MEMBER: County Councillor RP Jordan

**AUTHOR:** Cath Fallon, Head of Enterprise and Community Development  
Nicola Edwards, Strategic Food and Tourism Manager

**CONTACT DETAILS:**

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3. **FLEXIBLE FUNDING: SUPPORTING PEOPLE MIGRATION OF SERVICE TO ENTERPRISE AND COMMUNITY DEVELOPMENT** 27 - 42

**Division/Wards Affected:** All Wards  
CABINET MEMBER: County Councillor P Jones  
County Councillor S Jones

**AUTHOR:** Cath Fallon, Head of Enterprise and Community Development

**CONTACT DETAILS:**

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4. **MONMOUTHSHIRE LOCAL TOILETS STRATEGY** 43 - 82  
  
**Division/Wards Affected:** All Wards  
CABINET MEMBER: County Councillor S Jones  
  
**AUTHOR:** David H Jones, Head of Public Protection  
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5. **GIS FUNCTION IN COLLABORATION WITH NEWPORT CITY COUNCIL** 83 - 92  
  
**Division/Wards Affected:** All Wards  
CABINET MEMBER: County Councillor P Murphy  
  
**AUTHOR:** Sian Hayward – Head of Digital  
  
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**Email:** [sianhayward@monmouthshire.gov.uk](mailto:sianhayward@monmouthshire.gov.uk)
  
6. **NON DOMESTIC RATES APPLICATION FOR HARDSHIP RELIEF** 93 - 122  
  
**Division/Wards Affected:** All Wards  
CABINET MEMBER: County Councillor P Murphy  
  
**AUTHOR:** *Wendy Woods/Sue Deacy: Revenues Manager*  
*Ruth Donovan: Assistant Head of Finance*  
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**Email:** [ruthdonovan@monmouthshire.gov.uk](mailto:ruthdonovan@monmouthshire.gov.uk)
  
7. **STAFFING STRUCTURE - LOCAL DEMOCRACY AND BUSINESS SUPPORT** 123 - 144  
  
**Division/Wards Affected:**  
CABINET MEMBER: County Councillor P Jordan  
  
**AUTHOR:** Matthew Gatehouse, Head of Policy and Governance  
  
**CONTACT DETAILS:**  
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**E-mail:** [matthewgatehouse@monmouthshire.gov.uk](mailto:matthewgatehouse@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)	<p><b>Whole Authority Strategy &amp; Direction</b> Lead Officer – Chief Executive</p> <p>CCR Joint Cabinet &amp; Regional Development; Organisation overview; Regional working; Government relations; Public Service Board lead; WLGA lead</p>	<p>WLGA Council WLGA Coordinating Board Public Service Board</p>	Portskewett
R.J.W. Greenland (Deputy Leader)	<p><b>Enterprise and Land Use Planning</b> Lead Officer – Frances O’Brien Support Officers – Mark Hand, Cath Fallon</p> <p>Local Development Plan; Strategic Development Plan; Economic Resilience and Growth; Town Centre Investment and Stewardship; Development Management and Building Control; Housing Delivery</p>	<p>WLGA Council Capital Region Tourism</p>	Devauden
P. Jordan	<p><b>Governance and Law</b> Lead Officers – Matthew Gatehouse, Matthew Phillips, Ian Saunders</p> <p>Council &amp; Executive decision making; Constitution review and implementation of change; Law, Ethics &amp; Standards; Audit and Regulatory WAO Relations Support for Elected Members Democracy promotion &amp; citizen engagement Whole Authority Performance; Whole Authority Service Planning &amp; Evaluation Community Hubs and Contact Centre Community Learning Tourist Information / Museums / Theatre / Attractions</p>		Cantref
R. John	<p><b>Children &amp; Young People and MonLife</b> Lead Officers – Will McLean, Ian Saunders Support Officers – Nikki Wellington, Sharon Randall-Smith, Richard Simpkins</p> <p>Early Years Education</p>	<p>Joint Education Group (EAS) WJEC</p>	Mitchel Troy

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

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

