

# Public Document Pack



Neuadd y Sir  
Y Rhadyr  
Brynbuga  
NP15 1GA

County Hall  
Rhadyr  
Usk  
NP15 1GA

Monday, 18 January 2016

**Notice of meeting / Hysbysiad o gyfarfod:**

## **Democratic Services Committee**

**Tuesday, 26th January, 2016 at 1.00 pm,  
Conference Room**

### **AGENDA**

<b>Item No</b>	<b>Item</b>	<b>Pages</b>
1.	Apologies for absence	
2.	Declarations of interest	
3.	Minutes of previous meeting	1 - 4
4.	Induction and Information for new members - WLGA consultation	5 - 8
5.	Live Streaming	
6.	Draft Diary 2016/17	9 - 16
7.	Election Boundaries 2017	17 - 18
8.	Frequency of Democratic Services meetings	

**Paul Matthews**

**Chief Executive / Prif Weithredwr**

MONMOUTHSHIRE COUNTY COUNCIL  
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

D. Evans  
R. Harris  
P. Clarke  
D. Edwards  
J. Higginson  
P. Jones  
S. Jones  
J. Marshall  
J. Prosser  
V. Smith  
F. Taylor  
A. Webb

## Public Information

### Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

### Watch this meeting online

This meeting can be viewed online either live or following the meeting by visiting [www.monmouthshire.gov.uk](http://www.monmouthshire.gov.uk) or by visiting our Youtube page by searching MonmouthshireCC.

### Welsh Language

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

# Aims and Values of Monmouthshire County Council

## Sustainable and Resilient Communities

### Outcomes we are working towards

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

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

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

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

#### **Our County Thrives**

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

### Our priorities

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

# Nodau a Gwerthoedd Cyngor Sir Fynwy

## Cymunedau Cynaliadwy a Chryf

### Canlyniadau y gweithiwn i'w cyflawni

#### Neb yn cael ei adael ar ôl

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

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

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

#### Ein sir yn ffynnu

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

### Ein blaenoriaethau

- Ysgolion
- Diogelu pobl agored i niwed
- Cefnogi busnes a chreu swyddi
- 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.

## MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Democratic Services Committee held  
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 19th October,  
2015 at 2.00 pm**

**PRESENT:** County Councillor D. Evans (Chairman)  
County Councillor R. Harris (Vice Chairman)

County Councillors: D. Edwards, J. Higginson, P. Jones, S. Jones,  
J. Prosser, V. Smith, F. Taylor and A. Webb

### **OFFICERS IN ATTENDANCE:**

Tracey Harry	Head of Democracy and Regulatory Services
John Pearson	Local Democracy Manager
Abigail Barton	Communication and Engagement Manager
Will McLean	Head of Policy & Engagement

### **APOLOGIES:**

None received.

#### **1. Public Open Forum**

None

#### **2. Declarations of Interest**

No declarations received.

#### **3. To confirm and sign the minutes of the Democratic Services Committee dated 7th September 2015**

We resolved that the minutes of the meeting of the Committee held on 7<sup>th</sup> September 2015 be confirmed and signed as an accurate record.

#### **4. Communications Strategy**

The committee received a presentation from the Communications Manager in relation to roles and responsibilities of the communication team as well as activities already undertaken by the department and those planned for the future.

The presentation included details on internal communications with staff as well as external communication with residents and the public.

Members raised questions around actual activities that are to be undertaken by the communications team. The committee were informed that an electronic newsletter will be created and distributed as well as the use of social media and evaluation methods to monitor its success.

## MONMOUTHSHIRE COUNTY COUNCIL

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The Communication Manager informed members that digital channels will be looked to be used as a cheaper alternative to communicate with residents and utilise marketing channels to generate income for the authority.

This year there will be interactive Monmouthshire Engages meetings to engagement residents in the budget proposals for 2016/17. One engagement session will be live streamed and include the option for residents to submit issues/questions remotely for the meeting to consider. This will be in addition to regional meetings around the County. Members requested that areas of large population outside the main 'towns' are also included in the engagement sessions as well as ensuring that the detail is presented in a clear and simple format for residents to understand the impact of the proposals.

The communication manager welcomed proposals for communication events and recommendations for wider engagement from members.

Members thanked the communication manager for presenting the information.

#### **5. Community Engagement - Town and Community Charter**

Members received a presentation from the Head of Policy and Engagement in relation to how the County Council intends to engage and communicate with Community and Town Councils within the County.

Members were informed that a number of issues will impact on how the council engages with communities including the cutting of local government budgets from central government and the knock on effect this will have on town and community councils, the future generations bill and a will to localise services to ensure service delivery and resilience.

A discussion took place around the charter that currently exists between the Council and community and town councils which is designed to ensure engagement between the two parties. The Head of Policy and Engagement informed members that the charter that is in place between County Council and Town and Community Councils was a document of its time and wouldn't necessarily be drawn up as is now due to its focus on customer service rather than engagement. There is a charter liaison group which has members and officers of the County Council as well as Town and Community Councils but hasn't been effective.

Members were informed that the budget mandates proposes a local fund of £500,000 from Town and Community Councils to look at continuing to provide services that the County Council will not be able to provide in the future. Consultation already undertaken with Town Councils and will be looking to engage with rural community councils next and how they can contribute without the emphasis being placed on Town Councils financially support services outside their areas. Members raised concerns around the town councils supporting smaller communities in terms of the precept it raises and the work that it does to contribute to the local area and ensure that town councils do not financially support services outside its area.

The Future Generations Act is potentially a big change to local government and particularly the four largest town councils who the Act will apply. The Act sets out that any decisions taken must ideas must look to improve the economic, social environmental and cultural well being of the area.

The County Council want a healthy relationship with Town & Community Councils so that relationships can be built on with Whole Place being the mechanism to help build relationships and engage on a local basis which better reflects current practices and situations than the

## **MONMOUTHSHIRE COUNTY COUNCIL**

### **Minutes of the meeting of Democratic Services Committee held at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 19th October, 2015 at 2.00 pm**

current charter. The Head of Policy and Communications provided an example to the committee where a community council is to locally determine the services they want and work with the County Council to provide that service but accept cuts in areas where its not needed and its close engagement that supports this delivery.

Members raised concerns that Town and Community Councils haven't been engaged enough on the potential changes to the Charter and communicating the effect it has on them as well as informing them how it will operate in the future.

#### **6. National Survey for Wales**

Members received a report from the Data Analyst as a result of a recommendation from the Economy & Development Select Committee of 29<sup>th</sup> July 2015 outlining a decrease in the number of residents within Monmouthshire who feel that they can affect the democratic process of the Council and local decision making. The decrease is not specific to Monmouthshire and has decreased across Wales as a whole.

Members queried whether the survey was completed on a pro-rotta basis across local authorities and what statistics were used to formulate the proposals. The data analyst informed that 14,000 people participated in the review with potentially not all questions being answered but no information available on separate authorities.

Members were informed that details contained in the report are reported to the Welsh Assembly and considered in the settlement agreement. Members raised concerns that with little information relating to the statistics used to formulate the report and 14,000 participants being less than 1% of the population of Wales that it cannot provide an accurate picture and evaluation of the current situation.

Members agreed that the information contained in the report did not present enough of an issue for the committee to be concerned but did request that they received further information on the statistics in the report for future.

Members thanked the Data Analyst for their work in presenting the report.

#### **7. Independent Remuneration Panel Wales Annual Report**

The Head of Democracy and Regulatory Services briefly presented the draft Independent Remuneration Panel for Wales Annual Report in relation to councillor's salaries and members accepted the report. Members were informed that if they wish to make representations in relation to the proposals contained in the report they can do so to the Independent Remuneration Panel for Wales.

Members queried the proposals around taxable mileage with the report stating that it should not have been taxed from 5<sup>th</sup> April 2015. Members were informed by the Head of Democracy and Regulatory Services that they no longer need to separate the taxable element when submitting their expenses and that we are awaiting a response from the Head of People Services as to how we should review any tax that has been deducted since that date.

Members also raised concerns that the report doesn't contain any information relating diversity and inclusion and helping councillors from all walks of life to become a councillor.

#### **8. To note the date and time of next meeting as Monday 23rd November 2015 at 2.00pm**

**MONMOUTHSHIRE COUNTY COUNCIL**

**Minutes of the meeting of Democratic Services Committee held  
at Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA on Monday, 19th October,  
2015 at 2.00 pm**

**The meeting ended at 4.03 pm**



## **Induction for New Members in 2017**

**Local Authorities and the Welsh Local Government Association have traditionally worked together to plan and support induction activities for new members in Wales following local elections. The 2017 elections will bring fresh challenges for members and authorities and a new approach may be required. Following discussions with Heads and Chairs of Democratic Services at recent network meetings, the following is offered for consideration.**

Induction in 2017 will require a different approach to that taken previously because:

1. The changing face of local government is likely to mean that the expectations placed on members has grown and will continue to increase. New and returning members will require information on changes in legislation such as the Well- Being of Future Generations Act, the Planning Act and the Social Services and Well - Being Act. The Draft Local Government (Wales) Bill (if it becomes law) will require fundamental changes to the role of members and committee structures over and above the reorganisation of local government. The nature of council service delivery and councillor casework is also set to change rapidly to meet the needs of communities as a result of welfare reform, immigration, population growth and an aging population.
2. Reduced staff and budgets mean that there are fewer resources both locally and nationally to support the induction of new and returning members. There will also inevitably be fewer opportunities for authorities to use outside providers for councillor development and authority officers may have less time to provide sessions themselves.
3. There is greater potential to deliver learning to members digitally. Members are more IT literate and digitally engaged than previously and the new intake are likely to be used to learning and communicating online. There is now free access to the Local Government All Wales Academy for e learning for members.
4. The Draft Local Government (Wales) Bill may require that some councillor development is mandatory. Some authorities already make provision for this in their constitutions.
5. Other partners may be available to help in councillor development for example, Academi Wales (WG) who sponsor the Leadership Academy and the Fairer Futures division in the WG (who have delivered the recent regional equalities training).

The Network believes that the induction process can be streamlined, shared and supported by the WLGA and other partners.

## **Members have told us the following about induction in previous years:**

- Delivering too much information too soon (or even over the first 6 months) is not always helpful for members.
- Members appreciate receiving some learning activities face to face. This usually includes committee briefings, scrutiny questioning, chairing, media skills.
- Members appreciate opportunities to see council and community offices, venues, locations and meet both senior and frontline officers.
- Members sometimes find general presentations from service directors too detailed and not delivered at the right time.
- Members value information on how to contact relevant officers and what they do.
- Induction works best when it is coordinated and the content decided by one team in discussion with all service areas, rather than different services being given space in a programme which leads to an imbalance in information.
- Members enjoy regional induction activities as opportunities to hear about approaches in different authorities.
- Induction workshop materials developed by the WLGA and authorities in previous years were used in some cases by some authorities but not universally.
- New Cabinets may also need support in understanding their roles.
- Buddying of new councillors with officers/ members can be helpful for the first few days
- Mentoring of new members is theoretically useful but usually takes place informally.
- Dates for induction need to be provided to candidates as soon as notice of their candidature is received.

## **Some possible ways forward:**

- A curriculum for induction might be useful to share and agree among authorities as a first stage. This should dovetail with role descriptions and the wales member development framework and most importantly be agreed by current members as useful. Some initial ideas are contained in the example induction programme below.
- An agreement on which aspects of councillor development should be mandatory. The Welsh Government have agreed that they would welcome suggestions from the Network if this is to become law. Initial suggestions are:
  - Code of Conduct and Ethics for all councillors
  - Constitutional matters for all councillors including meeting participation Standing Orders etc.
  - Planning for Planning Committee members
  - Introduction to Equalities for all councillors
  - Standards for Standards Committee members
  - Licencing for Licencing committee members
  - Audit for Audit committee members
  - Safeguarding for all councillors
  - Corporate Parenting for all councillors

- Finance for all councillors
  - Appointments for appointment committees
  - Data Management and Freedom of Information for all councillors
  - Scrutiny for Scrutiny Members
- Market place style induction days as used in some authorities in 2012 might be a good alternative to the traditional programmed first induction day.
  - Efforts should be put into making members more able to learn independently, having access to information and skills as and when needed rather than as part of a formal suite of induction workshops. Mandatory sessions and those best delivered face to face would be programmed but everything else could be available as e learning (with monitoring of courses undertaken). Induction to ICT, access to member's portals, and help with accessing e learning therefore becomes more of a priority in the programme.
  - Regional shared sessions. Working with partners such as WLGA and Welsh Government.
  - Scheduling of personal development reviews for new councillors following induction so that ongoing training can be decided and prioritised.

### **An Example Local Authority induction programme**

#### **Day One** signing declaration of office and Code of conduct

Tour of council offices/ facilities

Given new councillor pack which includes all contacts, councillor's guide (either print or link to Members Portal).

Welcome from Chief Exec

How the council works just an overview of corporate governance not each service.

Explanation of the induction process

#### **Week One**

Market place and induction essentials 10.00 – 8.00 Mandatory (at one session) for all members Food provided 12.30 – 13.30 for everyone to encourage more discussions.

Room 1	Room 2	Room 3
Market place Each of the major service areas/initiatives has a stand with senior and operational staff ready to explain what they do and issues of the day. Members circulate throughout the day and evening.	Mandatory Ethics and standards code of conduct training by MO members attend one session 10.00 – 12.00 2.00 4.00 6.00 – 8.00	ICT equipment and induction. Officers from the ICT team. Members are booked onto one to one sessions 40 mins each. Given equipment, access to networks and member portal, and e learning

		packages. Instructions given as required.
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**Mandatory Committee training will take place prior to first meeting of relevant Committee**

**E Learning will be available from Day One accessed when required. (See modules for members and other on All Wales Academy previously distributed)**

**First 6 months - remaining Mandatory training in Face to Face workshops**

**Second 6 months - Remaining induction requirements (not Mandatory)**

- Scrutiny Chairing for Scrutiny Chairs
- Meeting Management for Scrutiny and other chairs
- Community Leadership and Casework
- New Cabinet development if required.

**April 2018 Personal Development Review to identify further development needs.**

Views on the above are welcomed. When all authorities have had an opportunity to consider the suitability of the approach, the Network and the WLGA will ensure that priority resources are made available where they do not already exist.

Views are also welcomed about the usefulness of regional induction events and what these should focus on.

# Agenda Item 6

## MONMOUTHSHIRE COUNTY COUNCIL DRAFT DIARY OF MEETINGS 2016-17

DAY	DATE	MEETING	TIME
Monday	23 May 2016		
Tuesday	24 May 2016	Coordinating Board	10:00 am
Wednesday	25 May 2016	Individual Cabinet Member Decision Monmouthshire Housing Board	2:00pm
Thursday	26 May 2016	Audit Committee	2:00 pm
Friday	27 May 2016		

Monday	30 May 2016	SPRING BANK HOLIDAY	
Tuesday	31 May 2016		
Wednesday	1 June 2016	Cabinet ??	
Thursday	2 June 2016		
Friday	3 June 2016		

Monday	6 June 2016	Planning site inspection	9:00 am
Tuesday	7 June 2016	Planning Committee	2:00 pm
Wednesday	8 June 2016	Individual Cabinet Member Decision	
Thursday	9 June 2016	Economy & Development Select Committee	10:00 am
Friday	10 June 2016	SACRE	1:30 pm

Monday	13 June 2016	Standards	10:30 am
Tuesday	14 June 2016	Licensing & Regulatory Committee	10:00 am
Wednesday	15 June 2016	Lower Wye Area Committee	10:00 am
Thursday	16 June 2016	Strong Communities Select Committee	10:00 am
Friday	17 June 2016	Gwent Police & Crime Panel	10:00 am

Monday	20 June 2016	Council pre-meeting	12.30 pm
Tuesday	21 June 2016		
Wednesday	22 June 2016	Individual Cabinet Member Decision Central Monmouth Area Committee	2:00 pm
Thursday	23 June 2016	Welsh Church Fund Council	12:30 pm 2:00 pm
Friday	24 June 2016		

Monday	27 June 2016	Democratic Services Committee	2:00 pm
Tuesday	28 June 2016	Adults Select Committee	10:00am
Wednesday	29 June 2016		
Thursday	30 June 2016	Audit Committee	2:00 pm
Friday	1 July 2016		

Monday	4 July 2016	Planning site inspection Wye Valley AONB JAC	9:00 am 2:00 pm
Tuesday	5 July 2016	Planning Committee	2:00 pm
Wednesday	6 July 2016	Cabinet Individual Cabinet Member Decision	2:00 pm
Thursday	7 July 2016	Children & Young People Select Committee	2:00pm
Friday	8 July 2016		

DAY	DATE	MEETING	TIME
Monday	11 July 2016	Political Leadership Group	10:00 am
Tuesday	12 July 2016	Coordinating Board	10:00 am
Wednesday	13 July 2016	Bryn-y-Cwm Area Committee	2:00 pm
Thursday	14 July 2016	Economy & Development Select	10:00am
Friday	15 July 2016		

Monday	18 July 2016	Monmouthshire Farm School End. Trust	11:00 am
Tuesday	19 July 2016	Adults Select Committee	10:00 am
Wednesday	20 July 2016	Individual Cabinet Member Decision Severnside Area Committee Monmouthshire Housing Board	10:00 am 2:00 pm
Thursday	21 July 2016	Strong Communities Select Committee	10:00 am
Friday	22 July 2016		

Monday	25 July 2016	Joint Advisory Group Council pre-meeting	10:00 am 12.30 pm
Tuesday	26 July 2016	Licensing & Regulatory Committee	10.00 am
Wednesday	27 July 2016		
Thursday	28 July 2016	Council	
Friday	29 July 2016		

Monday	1 Aug 2016	<i>Planning site inspection</i>	9.00 am
Tuesday	2 Aug 2016	Planning Committee	2.00 pm
Wednesday	3 Aug 2016	Cabinet Individual Cabinet Member Decision	2.00 pm
Thursday	4 Aug 2016		
Friday	5 Aug 2016		

Monday	8 Aug 2016		
Tuesday	9 Aug 2016		
Wednesday	10 Aug 2016		
Thursday	11 Aug 2016		
Friday	12 Aug 2016		

Monday	15 Aug 2016		
Tuesday	16 Aug 2016		
Wednesday	17 Aug 2016	Individual Cabinet Member Decision	
Thursday	18 Aug 2016		
Friday	19 Aug 2016		

Monday	22 Aug 2016		
Tuesday	23 Aug 2016		
Wednesday	24 Aug 2016		
Thursday	25 Aug 2016		
Friday	26 Aug 2016		

Monday	29 Aug 2016	SUMMER BANK HOLIDAY	
Tuesday	30 Aug 2016		
Wednesday	31 Aug 2016	Individual Cabinet Member Decision	
Thursday	1 September 2016	Economy & Development Select Committee Audit Committee	10:00am 2:00 pm
Friday	2 September 2016		

Monday	5 September 2016	Planning site inspection Democratic Services Committee	9.00 am 2:00 pm
Tuesday	6 September 2016	Planning Committee	2.00 pm
Wednesday	7 September 2016	Cabinet	2.00 pm
Thursday	8 September 2016	Children & Young People Select Committee	10:00 am
Friday	9 September 2016		

Monday	12 September 2016	Standards Council pre-meeting	10:30 am 12.30 pm
Tuesday	13 September 2016	Licensing & Regulatory Committee	10:00 am
Wednesday	14 September 2016	Individual Cabinet Member Decision Lower Wye Area Committee	10:00 am
Thursday	15 September 2016	Welsh Church Fund Council	12:30pm 2:00 pm
Friday	16 September 2016	Gwent Police & Crime Panel	10:00am

Monday	19 September 2016		
Tuesday	20 September 2016	Adults Select Committee	10:00 am
Wednesday	21 September 2016	Central Monmouth Area Committee Monmouthshire Housing Board/AGM	2:00 pm 2:00 pm
Thursday	22 September 2016	Strong Communities Select Committee	10.00am
Friday	23 September 2016		

Monday	26 September 2016		
Tuesday	27 September 2016	Coordinating Board	10:00 am
Wednesday	28 September 2016	Individual Cabinet Member Decision	
Thursday	29 September 2016		
Friday	30 September 2016		

Monday	3 October 2016	Planning site inspection	9.00 am
Tuesday	4 October 2016	Planning committee	2.00 pm
Wednesday	5 October 2016	Cabinet	2.00 pm
Thursday	6 October 2016	Audit Committee	2:00 pm
Friday	7 October 2016		

Monday	10 October 2016	Political Leadership Group	10:00 am
Tuesday	11 October 2016		
Wednesday	12 October 2016	Individual Cabinet Member Decision Bryn-y-Cwm Area Committee	2:00 pm
Thursday	13 October 2016	Economy & Development Select Committee	10:00am
Friday	14 October 2016		

Monday	17 October 2016	Council pre-meeting Democratic Services Committee	12.30 pm 2:00 pm
Tuesday	18 October 2016	Licensing & Regulatory Committee	10:00 am
Wednesday	19 October 2016	Sevenside Area Committee	10:00 am
Thursday	20 October 2016	Welsh Church Fund Council	12:30 pm 2:00 pm
Friday	21 October 2016		

Monday	24 October 2016	HALF TERM	
Tuesday	25 October 2016		
Wednesday	26 October 2016	Individual Cabinet Member Decision	
Thursday	27 October 2016		
Friday	28 October 2016		

Monday	31 October 2016	Planning site inspection	9.00 am
Tuesday	1 November 2016	Planning Committee	2.00 pm
Wednesday	2 November 2016	Cabinet	2.00 pm
Thursday	3 November 2016	Children & Young People Select Committee	10:00am
Friday	4 November 2016		

Monday	7 November 2016	Wye Valley AONB JAC	2:00 pm
Tuesday	8 November 2016	Adults Select Committee	10:00 am
Wednesday	9 November 2016	Individual Cabinet Member Decision	
Thursday	10 November 2016	Strong Communities Select Committee	10:00 am
Friday	11 November 2016	ARMISTICE DAY	

Monday	14 November 2016	Joint Advisory Group	10:00 am
Tuesday	15 November 2016	Coordinating Board	10:00 am
Wednesday	16 November 2016		
Thursday	17 November 2016	Audit Committee	2.00 pm
Friday	18 November 2016		

Monday	21 November 2016		
Tuesday	22 November 2016		
Wednesday	23 November 2016	Individual Cabinet Member Decision Monmouthshire Housing Board	2:00 pm
Thursday	24 November 2016	Economy & Development Select Committee	10:00am
Friday	25 November 2016		

Monday	28 November 2016	Council pre-meeting	12.30 pm
Tuesday	29 November 2016	Licensing & Regulatory Committee	10:00 am
Wednesday	30 November 2016		
Thursday	1 December 2016	Welsh Church Fund Council	12:30 pm 2:00 pm
Friday	2 December 2016		

Monday	5 December 2016	Planning site inspection Democratic Services Committee	9.00 am 2:00 pm
Tuesday	6 December 2016	Planning Committee	2.00 pm



Wednesday	7 December 2016	Cabinet Individual Cabinet Member Decision Monmouthshire Housing Board	2:00 pm
Thursday	8 December 2016	Strong Communities Select Committee Children & Young People Select Committee	10:00am 2:00 pm
Friday	9 December 2016	Gwent Police & Crime Panel	10:00 am

Monday	12 December 2016	Standards	10:30 am
Tuesday	13 December 2016	Adults Select Committee	10:00 am
Wednesday	14 December 2016	Lower Wye Area Committee	10:00 am
Thursday	15 December 2016	Audit Committee	2:00 pm
Friday	16 December 2016		

Monday	19 December 2016		
Tuesday	20 December 2016	Coordinating Board	10:00 am
Wednesday	21 December 2016	Individual Cabinet Member Decision Central Monmouth Area Committee	2:00 pm
Thursday	22 December 2016		
Friday	23 December 2016		

Monday	26 December 2016	BOXING DAY	
Tuesday	27 December 2016	BANK HOLIDAY	
Wednesday	28 December 2016		
Thursday	29 December 2016		
Friday	30 December 2016		

Monday	2 January 2017	BANK HOLIDAY	
Tuesday	3 January 2017		
Wednesday	4 January 2017	Cabinet???? Individual Cabinet Member Decision	2:00 pm
Thursday	5 January 2017	Economy & Development Select	10:00am
Friday	6 January 2017		

Monday	9 January 2017	Planning site inspections	9.00 am
Tuesday	10 January 2017	Planning Committee	2.00 pm
Wednesday	11 January 2017	Sevenside Area Committee	10:00 am
Thursday	12 January 2017	Welsh Church Fund Council	12:30 pm 2:00 pm
Friday	13 January 2017		

Monday	16 January 2017	Political Leadership Group	10:00 am
Tuesday	17 January 2017	Licensing & Regulatory Committee	10:00am
Wednesday	18 January 2017	Individual Cabinet Member Decision	
Thursday	19 January 2017	Children & Young People Select Committee	4:00pm
Friday	20 January 2017		

Monday	23 January 2017	Democratic Services Committee	2:00 pm
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Tuesday	24 January 2017	Adult Select Committee	10:00 am
Wednesday	25 January 2017	Bryn-y-Cwm Area Committee	2:00 pm
Thursday	26 January 2017	Strong Communities Select Committee	10:0am
Friday	27 January 2017		

Monday	30 January 2017	Joint Advisory Group	10:00 am
Tuesday	31 January 2017	Coordinating Board	10:00 am
Wednesday	1 February 2017	Cabinet Individual Cabinet Member Decision	2.00 pm
Thursday	2 February 2017	Audit Committee	2:00 pm
Friday	3 February 2017		

Monday	6 February 2017	Planning site inspections	9.00 am
Tuesday	7 February 2017	Planning committee	2.00 pm
Wednesday	8 February 2017		
Thursday	9 February 2017	Economy & Development Select Committee	10:00am
Friday	10 February 2017		

Monday	13 February 2017	Council pre-meeting	12.30 pm
Tuesday	14 February 2017		
Wednesday	15 February 2017	Individual Cabinet Member Decision	
Thursday	16 February 2017	Council???	
Friday	17 February 2017		

Monday	20 February 2017	HALF TERM	
Tuesday	21 February 2017		
Wednesday	22 February 2017		
Thursday	23 February 2017		
Friday	24 February 2017		

Monday	27 February 2017	Democratic Services Committee	2:00 pm
Tuesday	28 February 2017	Adults Select Committee	10:00 am
Wednesday	1 March 2017	Cabinet Individual Cabinet Member Decision	2.00 pm
Thursday	2 March 2017	Children & Young People Select Committee	10:00am
Friday	3 March 2017		

Monday	6 March 2017	Planning site inspections Wye Valley AONB JAC	9.00 am 2:00 pm
Tuesday	7 March 2017	Licensing & Regulatory Committee Planning Committee	10:00 am 2.00 pm
Wednesday	8 March 2017		
Thursday	9 March 2017	Strong Communities Select Committee	10:00am
Friday	10 March 2017		

Monday	13 March 2017	Standards	10:30 am
Tuesday	14 March 2017	Coordinating Board	10:00 am
Wednesday	15 March 2017	Individual Cabinet Member Decision	

		Lower Wye Area Committee	10:00 am
Thursday	16 March 2017	Audit Committee	2:00pm
Friday	17 March 2017		

Monday	20 March 2017	Joint Advisory Group	10:00 am
Tuesday	21 March 2017		
Wednesday	22 March 2017	Central Monmouth Area Committee	2:00 pm
Thursday	23 March 2017	Children & Young People Select Committee	2:00 pm
Friday	24 March 2017		

Monday	27 March 2017	Council pre-meeting	12.30 pm
Tuesday	28 March 2017		
Wednesday	29 March 2017	Sevenside Area Committee Individual Cabinet Member Decision	10:00 am
Thursday	30 March 2017	Welsh Church Fund Council	12:30 pm 2:00 pm
Friday	31 March 2017		

Monday	3 April 2017	Planning site inspections Democratic Services Committee	9.00 am 2:00 pm
Tuesday	4 April 2017	Planning Committee	2.00 pm
Wednesday	5 April 2017	Cabinet????	2.00 pm
Thursday	6 April 2017	Strong Communities Select Committee	10:00 am
Friday	7 April 2017		

Monday	10 April 2017		
Tuesday	11 April 2017	Licensing & Regulatory Committee	10:00 am
Wednesday	12 April 2017	Individual Cabinet Member Decision	
Thursday	13 April 2017		
Friday	14 April 2017	GOOD FRIDAY	

Monday	17 April 2017	EASTER MONDAY	
Tuesday	18 April 2017		
Wednesday	19 April 2017		
Thursday	20 April 2017	Children & Young People Select Committee	4:00pm
Friday	21 April 2017		

Monday	24 April 2017	Political Leadership Group	10:00 am
Tuesday	25 April 2017	Adults Select Committee	10:00am
Wednesday	26 April 2017	Individual Cabinet Member Decision Bryn-y-Cwm Area Committee	2:00 pm
Thursday	27 April 2017	Economy & Development Select Committee	10:00am
Friday	28 April 2017		

Monday	1 May 2017	BANK HOLIDAY	
Tuesday	2 May 2017	Coordinating Board	10:00 am
Wednesday	3 May 2017	Cabinet	2.00 pm
Thursday	4 May 2017	<b>COUNTY COUNCIL ELECTIONS</b>	

Friday	5 May 2017		
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Monday	8 May 2017	Planning site inspection???? Democratic Services Committee	2:00 pm
Tuesday	9 May 2017	Planning committee????? Annual Meeting???	5:00pm
Wednesday	10 May 2017	Individual Cabinet Member Decision	
Thursday	11 May 2017	Council Meeting (deferred items)???	2:00pm
Friday	12 May 2017		

Monday	15 May 2017		
Tuesday	16 May 2017		
Wednesday	17 May 2017		
Thursday	18 May 2017		
Friday	19 May 2017		

Monday	22 May 2017		
Tuesday	23 May 2017		
Wednesday	24 May 2017	Individual Cabinet Member Decision	
Thursday	25 May 2017		
Friday	26 May 2017		

Leighton Andrews AC / AM  
Y Gweinidog Gwasanaethau Cyhoeddus  
Minister for Public Services

Llywodraeth Cymru  
Welsh Government

Ein cyf/Our ref LA -/00754/15

Paul Matthews  
Chief Executive  
Monmouthshire County Council

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

14 January 2016

Dear Paul,

I am writing in response to your letter of 28 October regarding the proposed Electoral Arrangements for Monmouthshire in the 2017 Elections. I apologise for the delay in responding whilst I have been considering this issue.

I am aware that the Electoral Review conducted for Monmouthshire was one of a series of reviews that were interrupted by the dismissal of the Commissioners and that other factors conspired to make the process longer than is ideal.

The original review was subsequently examined by the Chair of the interim Commissioners who were appointed to take over the running of the Commission, who recommended to one of my predecessors that it should be implemented as in their view, it did meet the requirements of the 1972 legislation and would secure acceptable levels of electoral parity.

I am mindful that, on the basis of the proposed reform of local government in Wales, the electoral arrangements proposed will only have effect for the 2017 local government elections.

You will be aware that I have, therefore, decided not to implement the electoral order for Monmouthshire and attach a link to the recently published written statement:

<http://gov.wales/about/cabinet/cabinetstatements/2015/electoralreviews/?skip=1&lang=en>

Yours sincerely,



**Leighton Andrews AC / AM**  
Y Gweinidog Gwasanaethau Cyhoeddus  
Minister for Public Services

Bae Caerdydd • Cardiff Bay  
Caerdydd • Cardiff  
CF99 1NA

English Enquiry Line 0300 0603300  
Llinell Ymholiadau Cymraeg 0300 0604400  
[Correspondence.Leighton.Andrews@wales.gsi.gov.uk](mailto:Correspondence.Leighton.Andrews@wales.gsi.gov.uk)

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

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