

COMMUNITY LIAISON COMMITTEE

Minutes of a meeting held on 17th October, 2018.

Present: Councillor Mrs. J.E. Charles (Chairman); Councillor Mrs. C.A. Cave (Vice-Chairman); Councillors Ms. J. Aviet, G.D.D. Carroll, Mrs. S.M. Hanks, N.P. Hodges, P.G. King, K.F. McCaffer, M.J.G. Morgan, Mrs. S.D. Perkes, A.R. Robertson and M.R. Wilson.

Representing Town and Community Councils: S. Hodges (Barry Town Council), A. Rees (Llancarfan Community Council), S. Griffiths (Dinas Powys Community Council), H. Baker (Ewenny Community Council), P.A. Carreyett (Llandough Community Council), R. Thomas (Llandow Community Council), D. Reed (Llangan Community Council), G. Smith (Llanmaes Community Council), G. Marks (Michaelston-le-Pit and Leckwith Community Council), M. Moody-Jones (Peterston-Super-Ely Community Council), .A. Powell (St. Georges and St. Brides Super Ely Community Council), G. Rawson (St. Nicholas and Bonvilston Community Council), C. Tatt (Sully and Lavernock Community Council) and C. Thomas (Wenvoe Community Council).

Also present:

Councillors S. Griffiths and L.O. Rowlands (Vale of Glamorgan Council).

438 APOLOGIES FOR ABSENCE –

These were received from Councillors S.T. Edwards (Vale of Glamorgan Council); P. Dixon and G. Morgan (Llantwit Major Town Council), M. Cuddy (Penarth Town Council), S. Parnell (Pendoylan Community Council), H. Rosenberg (St. Brides Major Community Council) and J. Teague (Llanfair Community Council).

439 MINUTES –

AGREED – T H A T the minutes of the meeting held on 3rd July, 2018 be approved as a correct record subject to the apologies from Dr. S. Howells (Penllyn Community Council) being acknowledged.

440 DECLARATIONS OF INTEREST –

No declarations were received.

441 POLICE MATTERS –

On behalf of Chief Inspector Tony Williams, Police Sergeant Paul Francis (Barry) and Police Sergeant Sarah Trigg (Penarth and Vale) provided an update to the Committee regarding the following matters:

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There had been an increase in car crime across the Vale of Glamorgan however a number of vehicles had been retrieved following arrests made and the force had seen a decrease in the statistics regarding this type of crime since the arrests had been made. The arrests included five individuals in the Penarth area. The Police Sergeant also advised that a significant amount of advice and information regarding car safety had been rolled out to members of the public and high visibility police patrols had been increased as a further deterrent.

Positive results were continuing to be achieved regarding Operation Signature (protecting the elderly from rouge traders), Operation Sceptre (tackling knife crime) and Operation Raven (managing disruption to night time economy) and advised that further updates would be provided to the Committee at its next meeting.

With regards to future plans, South Wales Police were preparing for Halloween weekend which was the second busiest night of the year and would therefore be heavily resourced. Particular focus would also be given to firework events at the start of November and the turning on of Christmas Lights, through-out December, giving particular support to the local economy during the events.

In conclusion, Police Sergeant Francis advised that the local Police Inspector, Paul Tinkler, had now retired from the force and had been replaced by Inspector Steven Trigg who would be based in Barry Police Station.

A Member thanked the Police Sergeants for their verbal updates and requested a further update regarding the recent break-ins at Penarth Pier. Police Sergeant Trigg confirmed that there had been four break-ins during the month of October at Penarth Pier and Officers were following several lines of enquiry with one having good forensic potential and the Force would be in a much better position to provide an update on the matter at the next Committee meeting.

As a supplementary question, the Member expressed his continuing concerns regarding the lack of PACT meetings taking place in the Penarth area and advised that residents wished to maintain a good rapport with Police officers. As several Town and Community Councils had previously been involved in PACT meetings it was an excellent opportunity for liaison with officers and provide reassurance to local communities. Police Inspector Trigg acknowledged the Member's point regarding the advantages of previous PACT meetings however, there were also concerns that the current format for meetings was not conducive to getting the highest level of liaison. Therefore, consideration would need to be given to the structure of meetings going forward. In conclusion, the Police Inspector requested that a further meeting take place between herself and the Member to aid progress on this matter.

A Member informed the Committee of a recent incident in the Michaelston-le-Pit area in that a perpetrator entered a property and took keys for a vehicle. The perpetrator was apprehended and CCTV evidence was gathered but the individual was subsequently released, much to the disappointment of the local community, and asked the officers for advice on the matter. Police Inspector Trigg advised that, having not been directly involved in the investigation, it would be necessary for her to

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conduct further research into the particular incident and to contact the Member directly following the meeting to discuss.

A Member asked if there were any further updates regarding the County Lines Operation as advised on at the last Committee meeting. Police Inspector Trigg advised that police officers continued to receive daily briefs as the operation was of a national scale and was pleased to report that there were not currently any active investigations taking place within the Vale of Glamorgan. A further update regarding County Lines would be provided at the next Committee meeting.

A Member advised that the officers of a recent house burglary incident as a means of raising a procedural query. Following the incident, the Investigating Officer subsequently went on leave leaving the victim of the crime without an update on the progress of the investigation. Police Sergeant Trigg advised that the Force was currently experiencing a detective and general police staff shortage and if leave was planned in advance then the investigating officer would attempt to update the local constituent on the case prior to his/her leave starting. It was important to note that there was a "golden hour" of investigation time following the crime however, due to resources, the response times after this period of time were much slower. The 101 telephone service was available to members of the public for making enquiries and to request an update on ongoing investigations which would benefit the constituent in question. The Member thanked the officer for her explanation and advised that as he had the particular crime reference number, he would be happy to pass this on to the officer for further research, following the meeting.

The Representative from Llandow Community Council advised the Committee that exterior gates being used to contain livestock had been taken from the Llandow area and following a telephone call made to the 101 service, the advice was that Police resources were low. The concern with this advice was that individuals may take matters into their own hands with regards to stopping perpetrators repeating crime. Police Sergeant Trigg thanked the representative for sharing his experience and expressed her understanding on how the 101 telephone service may appear slow and therefore frustrating. When dealing with a crime taking place over a large area, rather than a specific location, it was possible for officers to build in a patrol route through and around the affected area which would hopefully act as a deterrent; however, this was only possible if the crime had been logged through the 101 service. The Representative thanked the officer for her advice and further advised that the criminal activity tended to take place on Llandow / Wick Road between the hours of 9 p.m. and 2 a.m.

The Representative for Michaelston-le-Pit and Leckwith Community Council advised that multiple metal drain covers had recently been stolen from within her ward which were quickly replaced by the Council, however from liaising with the Council, residents had been informed that the Council was replacing up to 30 drain covers per week which appears as if there was no action being taken to deter the perpetrators. Police Sergeant Trigg advised that the theft of metal drain covers had been a massive problem across the whole of the Vale of Glamorgan and Cardiff as scrap metal was desirable. Unfortunately, without being able to identify the vehicle

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being used to transport the covers and / or a description of the perpetrators, it was extremely difficult for the Police to investigate.

A Member asked if there had been any further developments with regards to arranging “coffee with a copper” events for liaising with the local community. As the local Ward Member for the Court Ward in Barry, she felt it would be a worthwhile exercise in that particular area and she would help to support any future events being organised. Police Sergeant Francis acknowledged that the “coffee with a copper” event was a great engagement exercise and he would take the Member’s comments back to the officer arranging such events immediately after the meeting.

AGREED – T H A T Police Sergeants Francis and Trigg be thanked for their comprehensive and informative update.

442 PRESENTATION – THE MAYOR’S FOUNDATION –

His Worship the Mayor provided a presentation to the Committee to apprise Members of the Mayor’s Foundation recently established in May 2018. The Mayor’s Foundation Grant Fund offered grants to community groups, the voluntary sector and not for profit organisations towards the cost of initiatives within the Vale of Glamorgan helping the organisation to support the Council’s vision of “Strong communities with a bright future”.

The Mayor advised that the funding available each year, as part of the grant scheme, was £5,000 and allocated in either £100 or £250 amounts to enhance the work of voluntary and charitable organisations in the Vale of Glamorgan. Successful examples to date were:

- Barry Round Table – to increase the organisation’s membership;
- Barry Youth Cricket Club – to fund an annual youth award event;
- The Barry Soroptomists – to purchase a public audio system to help facilitate demonstrations promoting the organisation and to loan to other organisations when not in use.

With regards to making an application to the Fund, applicants were required to complete a Mayor’s Foundation Application Form which was available from the Mayor’s office at the Civic Offices and / or via the Vale of Glamorgan Council’s website. It was important to note that incomplete applications or applications submitted without the correct supporting documentation could not be considered.

In conclusion, His Worship added that the grant fund was open to applications from all community groups, voluntary sector and not for profit organisations and copies of the application form were readily available.

The Chairman thanked the Mayor for his presentation and requested that all Committee Members update their local Councils regarding the Foundation.

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443 PRESENTATION – UHB ENGAGEMENT –

The Chairman of the University UHB (UHB), Maria Battle, provided a verbal presentation to the Committee regarding the current and future work being undertaken by the UHB as follows:

The performance levels of the UHB had improved overall since the last calendar year and, in particular, regarding improved waiting times which were the best figures since 2010.

Significant change was expected in the future regarding providing care to individuals suffering with cancer and this was mainly required due to the diagnosis of cancer happening much quicker and earlier. Incredibly successful models for delivering this type of future care were already operational in Denmark.

The winter of 2017 saw a significant surge in flu, mainly due to the adverse weather experienced and it was to the credit of the incredible staff who allowed the services to remain operational and made a difficult season successful. The UHB was currently planning ahead for winter 2018.

The UHB had made £35m savings during the last calendar year and would be looking to save a further 4% for the current calendar year.

Ms. Battle apprised the Committee of work recently undertaken to ensure quality was maintained in delivering care:

- Attempts were made every month to hear the views of hundreds of patients across various services and those views were actioned upon to offer a high quality and individualised service. For example, arranging a clinician to visit the home of a 96 year old patient who relied heavily on their ability to hear but was ostracised due to a build-up of ear wax;
- Several meetings had taken place with the deaf community as it was evident that deaf individuals were feeling extremely frustrated when trying to access health services. In response to this issue, the UHB now operated a voluntary organisation that liaised with the deaf community to support its members to co-ordinate appointments. Staff were also being trained in the use of sign language and work would be ongoing in this area;
- There had been great success with the “Peas Please” campaign with “Food ‘n Fun” clubs that were facilitated within the school holidays and tailored for the whole family. As a result, obesity levels had fallen overall in the South Wales area.

Ms. Battle advised that there would shortly be an announcement from the Cabinet Secretary informing the public that the UHB would be the first to receive funding for a new initiative called “Me, My Home, My Welfare”. The initiative would result in projects being undertaken to ensure people could remain in their homes rather than being admitted to hospital as well as building upon web pages for local communities to advertise community activities.

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With regards to Barry Hospital, Ms. Battle advised that the aim was to develop the Hospital into a Health and Wellbeing Centre and a Hospital Manager had been recently appointed. There was an obvious need for more volunteers to operate within the Hospital and for much needed refurbishment works. Discussions were also currently underway regarding the addition of a café at the Hospital.

With regards to Llandough Hospital, consideration had been given to which services were provided within which Hospital in the local area and there were plans for a rehabilitation centre for elective surgery at Llandough Hospital. A facility called the "Orchard" was in the process of being constructed which was designed to promote health and wellbeing.

Some services were scheduled to be moved out of the Heath Hospital into the Community Health and Wellbeing Centres and it was recognised that some areas of the University Hospital building needed modernising. To achieve this, the UHB was currently working in partnership with Cardiff University and Local Authorities to design a much needed new specialist hospital.

In conclusion, the Chairman of the UHB advised that generally people were hopeful for the future of the health services and it was highly recognised that progress in the future would be largely due to partnership working.

A Member asked if the UHB was working with Food Banks to reduce the amount of poor quality foods being provided to individuals as part of the service and as a secondary question, what was the UHB doing to encourage individuals into medicinal studies.

Ms. Battle stated that the Board was aware of the correlation between lower poverty areas and poor diet health and without further research into the operations of the Food Banks themselves, it was difficult to offer any further comment. With regard to the Member's secondary question, the Chairman of the UHB advised that the challenge with training medical staff was not just about supplying the training but also keeping the trained professionals within the local area and there was concern on the impact of students in light of Brexit. A new body called the Health Education Wales had been established to tackle the very issue of recruiting individuals into the medical profession and in the meantime the UHB would continue to work in close partnership with Cardiff University. Ms. Battle was also pleased to highlight that the University of Wales Hospital was an attractive place of study due to the current specialities covered within its services.

The Vice-Chairman of the Committee apprised Members of the six week waiting times between a radiology scan taking place and the results being provided to the patient via their GP and asked what the UHB was doing to minimise this for patients using Llandough Hospital, to which, Ms. Battle advised that the Cwm Taff Centre was an innovative step towards the technology surrounding patients receiving radiology care and she would endeavour to provide an update to the Committee following the meeting once she had been able to speak to the Centre.

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A Member asked what level of service, if any, was available to tackle mental health amongst adolescent patients in Barry. The Chairman of the UHB advised that there was not currently a unit proposed for Barry Hospital regarding this matter so future services would need to be provided as part of a community health and wellbeing centre and she would be happy to provide the Committee with a summary of the work undertaken to date following the meeting. With regards to adult mental health services, a lot of work had taken place since Ms. Battle's appointment as Chairman and the work was predominantly preventative under the initiative "Change, Grow and Live". Careful consideration had been given to the data surrounding adult mental health and a paper would be published shortly by the UHB regarding this matter. It was important to note that consideration regarding the mental health of primary school children had now significantly improved in recent times and further work regarding secondary age pupils was pending, however, Ms. Battle would be willing to provide the Committee with an update from the CAMHS organisation following the Committee.

A Member advised that constituents within Llantwit Major and other rural parts of the Vale of Glamorgan were directed to the University Hospital Wales rather than Barry Hospital for out of hours GP services and queried why this was necessary. Ms. Battle advised that she would look into the reasons for the referrals and would provide an update to Committee Members following the meeting. On this matter, it was important to add that the UHB had struggled to employ staff who could expand on the out of hours care and a new proposed out of hours telephone line was currently being explored.

The Representative from Barry Town Council referred to recently published news articles advising of multiple elderly individuals falling and the significant waiting time they had experienced waiting for an ambulance. Ms. Battle shared her great regret in any individual taking a fall and advised that the ambulance response times were the responsibility of the ambulance service. To her knowledge, the ambulance service operated on a traffic light system for response times with Red being response within six minutes and a review was currently taking place regarding the maximum response time for an Amber incident. The Chairman of the UHB apprised the Committee of an example of best practice regarding the prevention of falls that was currently taking place in the Canterbury area and that the UHB was trying to address their existing concerns of cases of elderly patients being admitted to hospital that could have been prevented as the individual could have been better served staying at home.

A Member stated that the National Health Service (NHS) would be nothing without its hard working and dedicated staff however, as the Ward Member for Llandough Hospital, he had received complaints from local residents regarding hospital staff parking in residential areas rather than using the staff car parks on site at the hospital and also an increase in staff smoking in residential areas.

The Chairman of the UHB kindly asked if the Councillor would be willing to sit down with her following the meeting to discuss the specific complaints of residents, and for the sake of the full Committee, advised that there was a sustainable travel policy in place at the Hospital and a park and ride service was operational to and from the

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Heath Hospital every 20 minutes and this was being considered regarding Llandough Hospital subject to the careful considerations of the significant costs involved. With regards to hospital staff smoking in residential areas away from the hospital, the Chairman of the UHB advised that she was extremely embarrassed by this as it contradicted the ethos of the Hospital which was to improve health and wellbeing and would be happy to have further discussions with the Councillor on how the UHB could mitigate this issue.

A Town and Community Council Representative stated that he was pleased to hear about long term plans, however wished to clarify the Chairman's opinion on the chance of success going forward. Ms. Battle advised that she had been given several approvals to move forward with initiatives and the UK Government was excited about the UHB's position for the future. With regards to creating a new specialist hospital in Cardiff, talks were still underway however she was positive that with adequate facts and an increased level of lobbying, then this would be achieved.

444 REQUEST FOR CONSIDERATION FROM LLANTWIT MAJOR TOWN COUNCIL: PAVEMENTS AND ROAD CONDITIONS –

The Chairman invited the Ward Member for Llantwit Major to summarise the Request for Consideration document as contained within the agenda papers on behalf of the Llantwit Major Town Council Representatives. Following the Member advising that there was nothing further to add than was already set out in the request document, the Chairman invited the Operational Manager for Engineering, Neighbourhood Services and Transport to present his report in response to the Request for Consideration.

The Operational Manager presented the report to advise Committee of the Council's processes for the maintenance and repair of the Vale's adopted highway network which included roads and pavements in Llantwit Major. The Council had a statutory duty under Section 41 of The Highways Act 1980 to maintain the highway in a safe condition as far as reasonably practicable and the Council's Highways and Engineering Section administered a number of separate contracts relating to reactive maintenance and planned improvements of the public or adopted highway network, including roads and pavements in Llantwit Major.

The Officer began by advising the committee of the current Highway Maintenance Three Year Resurfacing Plan 2018 to 2021 was reported to and agreed by Cabinet on 2nd July, 2018 and a copy of the Cabinet minute and associated documents were attached at Appendix B to the report. These contracts included the Highway Emergency and Permanent Repairs Contract for reactive maintenance and individual contracts for resurfacing, surface dressing and micro-asphalt treatments for planned maintenance works throughout the whole of the Council's adopted highway network.

To maintain the adopted highway network in a safe condition as far as reasonably practicable, the Council inspected its entire highway network in accordance with a defined schedule with the frequency of inspections depending on the category and network hierarchy of a particular road. The scheduled inspections were carried out

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monthly, quarterly or six monthly with any defects identified exceeding the intervention levels identified in the Highway Inspection Safety Manual categorised for repair as either emergency 24 hour or standard within 15 working days. The intervention levels were defined as 20mm in footways and 40mm in carriageways. Defects below these levels were not generally repaired in order to meet the Council's statutory duty.

The Officer added that the Council's defence of highway related third party claims was directly linked to its performance in undertaking timely repairs of the highway and any gap in service provision would increase the risk of third party property damage and personal injury and would detrimentally affect the Council's ability to defend claims for loss or damages in this regard. The annual costs of works associated with the Highway Emergency and Permanent Repairs Contract for reactive maintenance was circa £1.2m and was funded from the Neighbourhood Services Revenue Budget. This included the £500k per annum budget for Big Fill which was currently funded from financial reserves. The current budget allocation to undertake resurfacing works in accordance with the Highway Resurfacing Three Year Plan amounted to a total £2.536m for 2018/19. Currently the capital budget for 2019/20 to 2022/23 was set to decrease to only £300k per annum.

A Member advised the Committee that there were several running groups currently operational within the Llantwit Major area and unfortunately there had been quite a few nasty falls on the pavements and asked for clarification on what the Council was doing to improve the condition of pavements. The Officer advised that historically it had proved difficult to assign funding specifically to pavements and understood why pavement conditions were an issue for runners in the area. Improvement works would generally only take place for damage with a depth of 20mm or more that had been identified to the Council, however, where a series of incidents may have occurred at the same location then the Council would investigate further.

The Representative for Llangan Community Council asked the Officer if the Council had a figure regarding third party claims and did the Council consider claims to identify risk areas for maintenance on highway. The Officer advised that he did not have the exact figures with him at the time of the meeting however the Council was currently going through a process of change regarding the inspection and repair of the adopted highway. The Code of Practice was changing to a more risk based approach and the Council was hoping to adopt this approach by the end of 2018.

The Representative from St. Athan Community Council asked the Officer if surveys were undertaken of pavements or whether it was just the road surfaces as a considerable amount of parking on pavements was causing damage and therefore needed to be policed. The Officer advised that the inspection of roads included the full width of the carriageway and therefore this did include the footway and wished to add that parking was a significant problem across the Vale of Glamorgan as a whole. It was important to note that the Council had no powers to deter individuals from parking on footways as it could only enforce on areas where there were clear road markings, therefore, it would be a matter for the Police if it could be demonstrated that the vehicle on the pavement was causing a clear obstruction, however, this could be difficult to prove. The Council under certain circumstances considered

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parking part on footway to be acceptable practice as long as this did not obstruct safe passage by pedestrians, including disabled persons as this would ensure that carriageways were kept clear. The UK Government were currently looking into legislation on footway parking.

In response to the Officer's advice to the St. Athan Representative, a Member wished to add that if a carriageway was too narrow to park fully on the carriageway, then the road should be marked with double yellow lines, to which, the Officer added that parking was a sensitive issue and should be considered on a case by case basis in each specific residential area and wished to clarify the process for installing yellow lines on a carriageway. The Local Authority was able to progress legal orders to install yellow lines and approval was not required from Welsh Government. The process of implementing legal orders for parking restrictions was a timely and costly process. Legal notice and consultation would need to be given to local residents and if objections were received a report would need to be submitted to the Council's Cabinet for a decision. The process generally takes some 3 months to complete or up to six months to complete should it be necessary to present a report to Cabinet and at an approximate cost of £3,500. As a final point, the Officer added that, parking restrictions are generally only progressed where there is a significant highway safety issue with regards to the parking.

In response, the Representative for St. Athan Community Council highlighted that it was not reasonable to promote parking on the pavement rather than the carriageway as this would block the pavement for wheelchair users and individuals using a pushchair.

RECOMMENDED –

- (1) T H A T the report and the legal responsibilities of the Council in respect of maintenance and repair of the Vale's adopted highway networks be noted.
- (2) T H A T the Council's current maintenance arrangements for its adopted highway network, including roads and pavements in Llantwit Major, be noted.

Reasons for recommendations

- (1) To advise Committee of the legal responsibilities of various parties for the maintenance of the adopted highway.
- (2) To advise Committee of the Council's current maintenance arrangements for its adopted highway, including roads and pavements in Llantwit Major.

445 TIMEBANKING PROJECT – SIX MONTHLY MONITORING REPORT (REF) –

The Community Investment and Involvement Officer advised that the Vale Timebanking Project had been running for ten months and involved Council tenants being able to earn time credits for each hour of voluntary work they completed which could then be spent on a range of spend partner activities. The project was co-

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ordinated by the Community Investment Team in partnership with an external organisation known as Tempo (formerly known as Spice). The Officer was pleased to advise that there were now 25 organisations recruited as Timebanking Partners as part of the project and the project itself was an excellent example of work promoting community cohesion.

In addition to the progress already set out within the reference put before the Committee by the Homes and Safe Communities Scrutiny Committee, the Officer also advised that the next steps for the project would involve further support from the Mayor, success stories being more widely advertised by the Council's Communication Team, continued development of workshops and promotional events around the project, and a further update report being presented to the Council's Cabinet at the end of the project's first year. The Officer added that it was very uplifting to see the positive results and positive feedback from Council tenants to date.

The Representative for Llangan Community Council asked the Officer if the project was exclusively aimed at Council tenants, to which, the Officer confirmed that the project was currently aimed at Council tenants only as the project was funded by Vale Homes. However, if the project continued to be a success then consideration could be given to widening the project in the future.

The Chairman asked if it would be possible for the Community Liaison Committee Members to contact the Community Investment and Involvement Officer if there was a project in their local area that could benefit from volunteer support. The Officer advised that that was possible and that an e-mail had already been circulated to all Town and Community Councils regarding the project.

The Representative for Llangan Community Council queried if there was a cost involved for the organisations signed up to the project and as a secondary question why the volunteers needed to be Council tenants. The Community Investment and Involvement Officer advised that Tempo provided project officers to the Vale of Glamorgan to support the project and therefore these posts were funded by the Vale Homes budget. With regards to any cost involved for local organisations, the organisations did not lose out financially due to the increased footfall resulting in individuals investing in side activities once engaged with the service and the promotion of the business overall. It was important to note that time credits could be spent locally as well as nationally and the benefits for promoting community spirit were priceless.

A Member asked how housing association partners were linked with the project. The Senior Neighbourhood Manager (Community Investment and Services to Older People) advised that some housing associations already operated their own version of the Timebanking scheme but the Council would be keeping lines of communication open for future collaboration. Discussions had also already taken place with Glamorgan Voluntary Service and partnership working would be considered to apply for future funding that may be available. It was also important to note that the Vale Timebanking Project engaged individuals who would not normally

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become involved in volunteering and were not necessarily already connected to partners.

The Representative for St. Athan Community Council expressed her concerns that the Vale Timebanking Project, aimed at Council tenants only, could cause conflict with other individuals already heavily involved in volunteering but not being able to earn an incentive/time credits. However, the Vale Timebanking Project was an excellent scheme and careful consideration would need to be given if rolled out wider across the Vale of Glamorgan.

A Member asked if there was a monetary value to the Timebanking credits, to which, the Community Investment and Involvement Officer advised that there was no hard currency value associated with the credit voucher.

The Representative for Llangan Community Council stated that the majority of Town and Community Council representatives were already involved in volunteering and therefore recognised the benefits of volunteering work and asked whether there was a limit on the amount of Timebanking credits that could be earned. The Officer advised that, in the initial months of the project being established, his primary focus had been to ensure that individuals had the ability to spend vouchers earned by recruiting Timebanking partners. Therefore, going forward, more consideration would be given around recruiting volunteers to the scheme which would raise the question regarding a maximum capacity of credits being earned.

A Member added that she had spoken to individuals already involved in the Gibby Green Fingers project who were currently earning Time credits and advised that the majority of individuals did not wish to spend their credits individually so they were collecting them as a group to be enjoyed together.

The Vice-Chairman advised that the fact of the project only being available to Council tenants was also raised at the time that the report on the Vale Timebanking Project was considered by the Homes and Safe Communities Scrutiny Committee, however, it was recognised how hugely beneficial the project was and the Scrutiny Committee would be monitoring the progress of the project going forward.

In conclusion, the Chairman acknowledged that it was not ideal that the scheme currently only operated for Council tenants however, the project was reaching individuals who would be hard to engage and was a developing project.

RECOMMENDED – T H A T the Community Investment Team Officers be thanked for their informative update.

Reason for recommendation

In light of the information received.

446 TOWN AND COMMUNITY COUNCILS CHARTER (MD) –

The Head of Performance and Development presented the report to provide the Committee with an update on the discussions of the working group to review the Town and Community Councils Charter and to present a draft Charter for the Committee's consideration.

At the meeting of the Committee on 3rd July, 2018, it was agreed that a working group would be established to review the current Charter and propose any updates, reflecting the changing environment and way in which the organisations were now working. The working group met on 25th September, 2018 and in attendance were representatives from the Town Councils of Cowbridge with Llanblethian, Llantwit Major and Penarth and the Community Councils of Dinas Powys, Llangan, Michaelston-le-Pit and Leckwith, Peterston Super Ely and St. Nicholas and Bonvilston.

The Officer advised that the proposed changes to the Charter following the meeting of the working group were attached at Appendix C to the report and provided feedback to inform the development of a final draft of the Charter. The working group had agreed to rationalise the number of number of principles contained within the Charter from 14 to 8, through a process of combining (and in some cases, renaming) principles as follows:

Current Principle	Proposed Principle
1 - Recognition	1 - Recognition
2 - Local Governance	2 - Governance (incorporating commitments previously contained in Local Governance and Ethics principles).
3 - Consultation	3 - Involvement, Engagement and Consultation
4 - Information and Communication	4 - Information and Communication
5 - Joint Working and Engagement	5 - Joint Working and Engagement (incorporating commitments previously contained in Joint Working and Engagement, Practical Support, Capacity, Financial Arrangements and Delegating Responsibility for Service Provision principles).
6 - Land Use Planning	6 - Land Use Planning
7 - Practical Support	
8 - Capacity	
9 - Ethics	
10 - Financial Arrangements	
11 - Community Strategy	

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12 - Delegating Responsibility for Service Provision	
13 - Sustainability	7 - Well-being of Future Generations (incorporating commitments previously contained in Sustainability and Community Strategy principles).
14 - Local Elections	8 - Local Elections

In conclusion, the Officer advised that it was intended following the Committee's meeting, that the working group would be reconvened to consider the feedback received from the Committee, finalise a draft of the Charter and develop an Action Plan to pursue the principles and commitments over the next three years. The results of the second working group meeting would be considered by the Committee and Cabinet in due course in order to provide the opportunity for all Town and Community Councils to engage in the process, prior to a revised Charter being adopted.

A Member drew the Committee's attention to the proposed Principle 3 – Involvement, Engagement and Consultation and stated that this principle needed to happen much earlier in the consultation process with Town and Community Councils.

Still on the matter of consultation between the Local Authority and Town and Community Councils, a Member was sorry to advise that Town and Community Councils felt that their previous attempts to consult on matters were being ignored.

The Representative for Llangan Community Council added that the representatives present at the working group were adamant that an essential part of the Charter would be that officers would adhere to the Charter when considering all future work. The Officer thanked the representative for his comments and highlighted that this point was recognised within the officer's report, at paragraph 15, and Vale of Glamorgan Council officers had arranged to meet with colleagues from the Planning Department to explore issues in detail, with a view to providing an update to the next meeting of the working group.

The Representative for Michaelston-le-Pit and Leckwith Community Council advised that the working group was keen to encourage involvement from all Town and Community Councils and to establish exactly what the term "consultation" involved and that this was clearly set out in the Charter document. As a secondary point, the representative wished to add that the working group were responsible for the views of all the Town and Community Councils in preparing the Charter however, the working group was also representing the views of the elected Members on the Committee and encouraged any discussions with elected Members.

The Representative for Sully and Lavernock Community Council wished to clarify if the previous principles that had been consolidated into the now proposed eight principles had been lost. The Head of Performance and Development advised that none of the current principles had been lost, however, if the Town and Community

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Council representatives felt that this needed to be made clearer within the proposed principles, then this could be discussed as a matter at the next working group.

RECOMMENDED –

- (1) T H A T the contents of the report and appendices be noted.
- (2) T H A T the draft Charter at Appendix C to the report be endorsed to inform the development of a final draft.
- (3) T H A T a final draft of a revised Charter and associated Action Plan be provided to the Committee for its consideration in due course.

Reasons for recommendations

- (1) To provide the Committee with an opportunity to consider the Town and Community Councils Charter.
- (2) To inform the development of a final draft of the Town and Community Councils Charter.
- (3) To provide the Committee with an opportunity to consider a final draft of the Charter and an associated Action Plan to ensure the principles and commitments set out are achieved.