



## COMMUNITY COUNCIL LIAISON SUB-COMMITTEE

MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, PENALLTA HOUSE,  
YSTRAD MYNACH ON WEDNESDAY 23RD APRIL 2008 AT 7.00 PM

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PRESENT:

Councillor J. Bevan - Chairman  
Community Councillor C. Roberts - Vice Chairman

Councillors:

Mrs. E.M. Aldworth, G.G. Hibbert, M.H. Newman

Aber Valley	- Mrs. E. P. Prendergast, Mr. J.S. Humphreys (Clerk)
Argoed	- Mr. G. James (Clerk)
Bargoed	-
Bedwas, Trethomas & Machen	-
Blackwood	- Mrs. V. Owens
Caerphilly	- Mrs. U.P. Newman, Mr. K. Williams (Clerk)
Darran Valley	- C.R. Roberts
Gelligaer	-
Llanbradach	- Mrs. E.A. Reed, Mr. W.M. Thompson (Clerk)
Maesycwmmmer	- Mrs. J.H. Rao, Mrs. G. Thomas (Clerk)
Nelson	- Mrs. B. Miles
New Tredegar	-
Penyrheol, Trecenydd & Energlyn	- Mrs. A. Nash, Mrs. H. Treherne (Clerk)
Rhymney	- D.T. Williams
Rudry	-
Van	-

Together with

C. Jones (Head of Performance and Policy), H.C. Morgan (Senior Committee Services Officer)

### APOLOGIES

Apologies for absence were received from Councillors H.A. Andrews, C.P. Mann, Mrs. J.A. Pritchard and A.S. Williams, Community Councillors H. Lewis, I. Hughes, Mrs. G. Howell, D. Roberts, D. Woodman and Mr. J. Hold, Mr. G. Williams, Mrs. C. Mortimer, Mr. A. Hoskins and Mr. J. O'Brien (Clerks of Blackwood, Darran Valley, Gelligaer, Nelson and Van Community/ Town Councils respectively).

### 1. MINUTES - 30TH JANUARY 2008

The minutes of the meeting held on 30th January 2008 (a copy had been sent to each member) were received and noted.

## **MATTERS ARISING**

### **2. Future Recycling Provision (minute no. 5)**

Reference was made to the pilot green waste recycling scheme and to use of green sacks for this purpose and concerns were expressed that once emptied they would be left at the property and maybe blown away or taken and that a charge would be made for their replacement. For this reason the plastic green bag scheme was favoured although it was noted that additional green waste can be presented in black bags for collection. It was noted that certain areas have been selected to trial the reusable green sacks for collection and that any feedback received would be taken into consideration at the appropriate time.

It was also pointed out that in the Morgan Jones area no letter had accompanied the green sacks when they were delivered and as such, the residents were not aware that they were required to mark their property number on the bag, that they were reusable nor that there would be a charge for their replacement.

## **TOWN AND COMMUNITY COUNCILS LIAISON COMMITTEE**

Consideration was given to the following items raised by the community/town councils.

### **3. Community Planning and the Local Service Board in the County Borough**

Mr. C. Jones, Head of Performance and Policy, gave a slide presentation on community planning and provided an update on the development of a Local Service Board and highlighted some of the main issues under discussion at this stage.

It was noted that following extensive consultation (area forum, voluntary organisations, statutory bodies, businesses and agencies) the community strategy, which is an overarching strategic document, had been produced in 2004. The Beecham Review highlighted the need for efforts to implement community strategies to become more focused and there then followed a review of community planning and community strategies. This concept led to the establishment of Local Service Boards.

Mr. Jones explained that Local Service Boards are local leadership teams, comprising a mixture of elected, appointed, executive and non-executive members drawn from the statutory authorities, the voluntary and private sectors and other key stakeholders who work as equal partners and take joint responsibility for connecting the whole network of public services in an area. A consultation paper was produced and circulated to a wide range of organisations and individuals, including every Member and senior managers across the authority. It set out the issues that would need to be addressed in 'migrating' from the existing approach based on the Standing Conference Executive to a Local Service Board.

It had been agreed that the core membership of the Caerphilly Board, which was granted pilot status, should be kept strategic and as such it comprises of the Leader and Chief Executive of the county borough, Chief Executive of the Local Health Board, Chief Superintendent, Assistant Director of GAVO and Head of Public Services and Performance. The Board met to consider the feedback from the consultation exercise and agreed that its initial focus would be driving forward the community strategy and establishing a working protocol and submitted its proposals for priority areas (centre for the north - Health and Social Care Resource Centre, promoting mental health, information sharing, services for children with disabilities, basic skills, valleys regional park, sustainable development and neighbourhood management) to the Standing Conference.

Mr. Jones then explained how the Board fits in with community planning in that it builds on the achievements by continuing partnership working, uses structures already developed, involves

communities through community partnerships, voluntary organisations, the viewpoint panel and local members, sets targets to measure progress and publishes an annual report of achievements.

Members were then given the opportunity to raise any issues that had been highlighted over and above those already discussed during the course of the presentation and reference was made to the limited membership of the Board. Mr Jones indicated that whilst it has been agreed that it should be kept to a small number, there are a wide range of advisory members that it draws on and it has been proposed that the membership should be kept under review.

A query was raised in relation to accountability and Mr. Jones explained that the role, remit and responsibilities of each Local Service Board has to be agreed by stakeholders in order that there is clarity as to decision-making ability in relation to their individual organisations. Board Members will need to be able to take certain decisions in relation to the development of the Local Service Board but any substantial issues will need to be considered and endorsed by respective host organisations. Governance standards ensure there is consistency in the operations of the Board and the partnerships supported. It is not intended that the Board is the decision making body, it has been established to 'performance manage' delivery of the community strategy. The decision will have already been taken by the partnership and its role is to ensure that it is delivered.

It was pointed out that community/town councils are not consulted as part of a formal process other than through their representatives on the community partnerships and as such, there is perceived to be a disproportional influence on the decision taken and suggested that this should be addressed. It was recognised that community/town councils are an essential part of the consultation process and agreed that Mrs. Janice Bennett (Community Regeneration Officer) be invited to the next meeting to discuss the role of the community partnerships.

Reference was also made to the membership of the Standing Conference and as to whether a community/town council representative should be invited to attend. It was noted that there is a meeting of the Standing Conference in June to review its membership and this will be taken into account at that time.

The Chairman thanked Mr. Jones for his informative presentation and for responding to queries raised by the Members during the course of the debate and noted that Mrs. Bennett would be invited to the next meeting to respond to the queries raised in relation to the community partnerships.

#### **4. Flower Displays and Locations**

Consideration was given to the report which confirmed that the sites for display will include those from previous years, with one or two amendments. Colour and planting schemes have been drawn up by Parks Officers, specific plant numbers have been procured and are presently being grown to order.

It was noted that some changes are being adopted this year to certain locations in order to try and provide a greater all year round feature in terms of colour. These plantings are more cost efficient by providing greater protection against theft, more resistance to hot temperatures in summers and during cold windy periods in the winter.

It was confirmed that the main criteria for the chosen locations is land ownership, the land has to be within the ownership of the authority, normally land under the control and responsibility of the Parks Section. However, other locations are sometimes used, such as highway roundabout locations, the higher maintenance and associated costs are funded by sponsors, i.e. town councils and private organisations.

A request was made for details of the location of existing displays throughout the county borough and the criteria for selecting new sites and it was agreed that Mr. Derek Price (Principal Parks and Open Spaces Officer) be invited to the next meeting to discuss the matter further.

## **5. Caerphilly County Borough Council Animal Trespass Service**

Details of the report which provided information on the animal trespass service (as it relates to sheep, cattle and horses) were noted. It was confirmed that whilst the local authority does not hold any statutory responsibility for straying animals, there are discretionary powers it is able to use to address this neighbourhood problem. The Animals Act 1971 and Mid Glamorgan Act 1987 allow the local authority to collect and impound straying animals and charge a reasonable fee for the release to the owner.

It was noted that the current animal trespass service is a team of two Officers supported where necessary by four other Officers who undertake dog warden and pest control duties. The Council has a facility for holding strays and appropriate vehicles for the collection of animals. The officers will patrol known hot spot locations and respond to requests, targeting specific times when known to be a problem. They will also carry out small items of repair work to fences where identified. The service operates during the standard flexible office hours 7am to 7pm. However, if a problem is identified and confirmed, and is regularly occurring at other times of the day, such as early morning, in the evening or on a weekend, then targeted patrols will be scheduled for these circumstances, to collect the animals and achieve a resolution.

Members were invited to provide any comments or suggestions regarding the service and information on specific locations and times where the Officers can concentrate their attention to address new problem areas.

## **6. Rear Lane Refuse Collection**

Following a query relating to areas whereby residents are required to bring their bins through their houses it was noted that many rear lanes are not suitable for use by heavy goods vehicles and even those that can be accessed by these vehicles could then involve crews working in very confined areas which not only raise unnecessary Health and Safety risks for the public (large vehicles required to reverse and manoeuvre in narrow lanes) but it also increases the risk of injury to employees and the possibility of damage to property.

The report confirmed that the Health and Safety Executive has, within the last 2 years, undertaken work with all Welsh Authorities' and the county borough has been encouraged, where there is a suitable alternative, to avoid collection locations that require additional reversing/manoeuvring and unfortunately this again has steered us away from rear lane collections. Unfortunately the county borough has had to balance the minor inconvenience of residents taking their waste to a safer collection point against the risk of causing damage to property or risk of serious injury to members of the public or employees if there is an increase in the use of rear lanes for waste collections.

## **ANY OTHER BUSINESS**

## **7. Code of Conduct**

It was noted that the new code of conduct is required to be adopted by 20th September 2008 and in view of the lateness of the receipt of the document from the Welsh Assembly Government concerns were expressed that some community/town council had not yet had the opportunity to adopt the document. It was noted that if it has not yet been possible to adopt

the new code of conduct, it would be in order for members to sign the old code of conduct. However, once the new code has been adopted they would be required to sign that code.

Training will be provided for all community/town councillors in due course.

## **8. Close of Meeting**

The Chairman noted that this would be the last meeting of the Liaison Sub-Committee before 1st May 2008, and in referring to both those Members who would not be seeking re-election and those who would be, wished their work carried out on behalf of the community to be noted. He thanked those present for their assistance and support during his year as Chairman and wished them well for the future.

The meeting closed at 8.00 pm