MINUTES of a MEETING of the PEMBROKESHIRE COUNTY COUNCIL held in the COUNCIL CHAMBER, COUNTY HALL, HAVERFORDWEST on THURSDAY, 10 DECEMBER 2015 at 10.00a.m.

Present:


Apologies for Absence:

Apologies for absence were received from Councillors J S Allen-Mirehouse, R G Bowen, S T Hudson and D R Sinnett.

Officers in attendance:

Mr I Westley, Chief Executive
Dr S P Jones, Director of Development
Ms K Evan-Hughes, Director for Children and Schools
Mr J Haswell, Chief Finance Officer
Mr C Davies, Head of Human Resources
Mrs C Incledon, Head of Legal and Committee Services
Miss C Jones, Monitoring Officer
Mr K MacDermott, Head of Revenues and Assurance (part of meeting)
Mrs S Sanders, Committee Services Officer
Mrs L Bevan, Legal Clerk (part of meeting)

307. Chairman's Announcements/Personal Matters

(a) Glannau Gwaun School Choir

The Chairman was delighted to welcome pupils from Glannau Gwaun School Choir into the Council Chamber to sing a Welsh song to Members of Council and to raise money for their school project.

He then thanked them for their song and he wished them a wonderful Christmas.

(b) Pembrokeshire Archives Service

The Chairman was pleased to announce that the Council-run Pembrokeshire Archives service had been awarded Accredited Status for its service under the guidance of Mr D Llewellyn. He paid tribute to the passion of the staff in undertaking their roles and for the amazing job they did.

He encouraged all Members and their community to visit the facility as it was a treasure trove of the history of Pembrokeshire.
(c) Broad Haven School

Two weeks ago, the Chairman announced that he had had the great honour to open officially the extended and refurbished Broad Haven School. He stated that it had been a momentous day attended also by the Leader and local Member, Councillor P J Morgan, and Councillor Susan Perkins and he referred to the warm welcome they had received. He reported that the school was a marvellous school which had benefitted from £2.2m joint investment from the County Council and Welsh Government under the 21st Century Schools programme. He stated that the school provided a wonderful environment for the teaching and learning experience.

The Chairman stated that the staff and parents had been overawed with what had been achieved in the new school.

(d) Sport Pembrokeshire Awards

The Chairman reported that the week before last he had been delighted to be able to attend the annual Sport Pembrokeshire Awards at Folly Farm.

Now in its ninth year, the awards recognised many talented and unsung heroes in the sports field across Pembrokeshire. The Chairman stated that he had had the honour of presenting a lifetime Achievement Award to Gelly James of Haverfordwest who had been a teacher at Sir Thomas Picton School for over 35 years; and the Chairman paid tribute to Mr James for encouraging all pupils to participate in sports activities.

(e) Social Services Supper Club

The Chairman further announced that there had also been more recognition for the work of the Authority’s Social Services ‘Supper Club’ which brought young carers together to access services. He stated that a lot of good things were being done by the Authority and that it was pleasing that such achievements were being recognised nationally. He praised the Team for being a close runner up at a recent event held in London.

The Chairman then announced that he would be breaking for lunch at an appropriate time.

308. Declarations of Interest

Councillor P R Baker declared a personal interest in Agenda Item No. 24 - Question submitted by Councillor M Williams under Council Procedure Rule 9.2 - Loan to Saundersfoot Harbour Commissioners, by virtue of being the Authority’s appointed representative on the Saundersfoot Harbour Commission.

Councillor Umelda Havard declared a personal interest in Agenda Item No. 5 - Presentation by the Chief Constable of Dyfed Powys Police Force, by virtue of her granddaughter being a serving member of Dyfed Powys Police.

Councillor J T Davies declared a personal interest in Agenda Item No. 5 - Presentation by the Chief Constable of Dyfed Powys Police Force, by virtue of a
close personal associate being a serving member of Dyfed Powys Police. He advised Council that he had a dispensation from the Standards Committee to speak on police matters.

Councillor S Yelland declared a personal interest in Agenda Item No. 5 - Presentation by the Chief Constable of Dyfed Powys Police Force, by virtue of serving on the Dyfed Powys Police Crime Panel; and a personal interest in Agenda Item No. 16 - Health Services in Pembrokeshire - Update Report by Hywel Dda Health Board, by virtue of being a Member of the Community Health Council.

Councillor S L Hancock declared a prejudicial interest in Agenda Item No. 16 - Health Services in Pembrokeshire - Update Report by Hywel Dda Health Board, by virtue of being an Independent Member of the Hywel Dda University Health Board.

Councillor T B Tudor declared a prejudicial interest in Agenda Item No. 16 - Health Services in Pembrokeshire - Update Report by Hywel Dda Health Board, by virtue of being an employee of Hywel Dda University Health Board.

Councillor R G Summons declared a personal interest in Agenda Item No. 5 - Presentation by the Chief Constable of Dyfed Powys Police Force, by virtue of being a Member of the Dyfed Powys Police Crime Panel.

Councillor W E Evans declared a personal interest in Agenda Item No. 16 - Health Services in Pembrokeshire - Update Report by Hywel Dda Health Board, by virtue of being a Member of the Community Health Council and the Wales Deanery of Medicine.

309. Minutes of Previous Meetings

Council considered the Minutes of the Meetings held on 22 October 2015 and 26 November 2016 (Extraordinary Meeting) for approval as a correct record.

(a) 26 November 2016 - Minute 305 – Review of Secondary Education Provision in Mid and North West Pembrokeshire – Fishguard and St Davids

Councillor Lyn Jenkins stated that reference to Solva School in the final sentence of the second paragraph on page 50 should read Solva Community Council.

(b) 26 November 2016 - Minute 306 – Review of Secondary Education Provision in Mid and North West Pembrokeshire – Haverfordwest

With regard to the draft legal advice received from Geldards as referred to at the top of page 56, Councillor Tessa Hodgson stated that the Head of Legal and Committee Services had agreed that a copy of the legal advice would be made available to Members when finalised. The Head of Legal and Committee Services confirmed that this would be done.

Moved by Councillor J L Adams; Seconded by Councillor B J Hall
RESOLVED

That the Minutes of the Meetings held on 22 October 2015 and 26 November 2016 (Extraordinary Meeting) be approved as a correct record, subject to the above amendments.

310. Presentation by Mr Simon Prince, Chief Constable of Dyfed Powys Police Force

The Chairman welcomed Mr Simon Prince, Chief Constable; Mr Mark McSweeney, Staff Officer; and Ms Angela Reed, Chief Inspector, to the meeting to give a presentation on the Dyfed Powys Police Service.

In commencing his presentation, the Chief Constable thanked Council for the opportunity to address the meeting and he stated that he would provide a review of the year, highlighting the challenges facing the Force; opportunities to work together; and the budget settlement.

The Chief Constable reported on crime and anti-social behaviour matters and he stated that broadly across the Dyfed Powys Police area there were certain themes. He stated that there had been a decrease in reported anti-social behaviour; however, there had been a significant increase in reported sexual offences, both historic and recent cases, which brought challenges as the investigations were resource intensive. He also referred to the increase in domestic abuse reporting, particularly in the Pembrokeshire area, and he stated that there had been under-reporting of domestic violence especially in rural areas.

In terms of performance, the Chief Constable stated that the Force was meeting its set targets in answering 999 calls and the 101 system; and that in Pembrokeshire the Force was performing well in responding to immediate calls.

Other challenges facing the Force were related to counter terrorism; growth in cyber and internet enabled crime; and an increase in internet grooming.

The Chief Constable reported that the demand and role of the Police was changing. He stated that 10% of the role now related to crime prevention in the Dyfed Powys area, with 90% of the time dealing with other matters which impacted on well-being, public health and safeguarding. The Chief Constable stated that protecting vulnerable adults was currently a major challenge and that the increased resources provided was insufficient to deal with the challenges. He stated that Officers were dealing with people with mental health issues and that mental health issues and abuse of the elderly had increased across Pembrokeshire which provided further challenges for the Force.

The Chief Constable referred to the Police Finance Bill and he stated that he welcomed the announcement from the Government that funding would be protected from further reductions over the next four years. He stated that some funding would be reserved for regional and UK wide issues and he further stated that reductions were expected, but he was pleased that they were not at the level expected. The Chief Constable pointed out that the Force needed to work with partners in order to get the best outcomes from the resources received and he gave an assurance that the funding challenges facing the Authority would be
taken into account when determining the level of precept sought. The Chief Constable stated that funding was being made available to replace the airways system which would be rolled out across the area.

In terms of staffing levels, the Chief Constable stated that it was planned to retain the current number of Officers in communities which amounted to 1171 Police Officers and 148 Community Support Officers across the Dyfed Powys Police area. He stated that there would be a roll out of mobile data devices which would provide the opportunity for more Police time to be freed up to deal with other crime types.

The Chief Constable referred to partnership work with the Health Board and the Mental Health Triage which provided clinical intervention and had reduced significantly the number of people detained under the Mental Health Act.

In terms of police station provision, the Chief Constable stated that the Force now needed different types of police stations and that the Force was looking at replacing traditional stations as the focal point and looking at sharing facilities with other organisations. Furthermore, he stated that mobile police stations were being introduced where there had been no station traditionally and he asked Members of Council to suggest locations for placing the mobile stations. The Chief Constable stated that with challenging budget settlements there was a danger that agencies were shrinking apart and he expressed concern that some people in need of services might fall between the different agencies and he stated that all agencies needed to shrink together, share plans and build shared solutions to ensure there were no unintended consequences.

On behalf of Council, the Leader of Council thanked the Police Representatives for their attendance and presentation. The Leader acknowledged that the picture was an accurate one of changing crime patterns which was offset by the challenge of providing a service in the largest geographical area coupled with budget implications. He also referred to the rural areas being hit hardest in the draft budget settlements which provided further challenges in providing services. The Leader welcomed the commitment for shared solutions and he acknowledged the opportunity to release some of the expense of maintaining assets in order to enhance the service by personnel.

In response, the Chief Constable accepted that rural funding was an issue and that the matter was not fully understood in the UK to support rural communities and he agreed that the matter needed to be recognised. In terms of buildings, the Chief Constable advised that an assessment of footfall into police stations had been undertaken and it was considered that the station provided reassurance in the community, but that most people did not attend the station but communicated by telephone or online. He welcomed the opportunity to work together with the Authority to explore shared facilities.

The Chief Constable responded to a question by Councillor P Kidney on restorative justice and cautions. He explained that restorative justice was right in certain circumstances whereby the offender would amend their behaviour towards the victim; that they could be more productive than a caution or court hearing; and that they were being used more widely. He further explained that Dyfed Powys Police issued more cautions than any other Police Force and had a
proud reputation of bringing people to justice and that that position would not be compromised.

Councillor D G B Lloyd placed on record his appreciation for the police model in place in St Davids as a most effective arrangement which provided real reassurance to the community.

Councillor T B Tudor requested further information on the role of Special Constables and an update on the communication letter that he had previously received. In response, the Chief Constable advised that he would provide details of the Special Constables to the Chief Executive. The Chief Inspector advised that she would discuss the communications matter with Councillor Tudor following the meeting.

Councillor R M Stoddart referred to the detailed dossier provided to Dyfed Powys Police on 8 April 2014 in respect of the Pembroke Dock Grants Scheme and he asked the Chief Constable to comment on whether he thought 20 months to resolve the matter was satisfactory. The Chief Constable responded that the matter was a live investigation and that it was not appropriate for that matter to be discussed in the current forum. However, he stated that the enquiry was reaching its conclusion and that he would keep the Chief Executive updated on progress. Following the conclusion of the enquiry, the Chief Constable stated that it would be appropriate to look at the time frame of the investigation.

The Chief Constable responded to a question on the current review of air cover posed by Councillor R M Lewis. He stated that the air support unit had been an essential and excellent service; however, the National Police Service had now mandated that there should be collaboration to provide one service in the future. The Chief Constable expressed his concerns over the potential response times with the base located at St Athan; however, he stated that there would be refuelling available at Pembrey to enable aircrafts to stay longer and he advised that the service would be closely monitored. He stated that he would share the details of the service with the Leader of Council to ensure the public was kept informed.

In response to a question on dog fouling by Councillor S G Joseph, the Chief Inspector explained that Police Community Support Officers had powers to deal with those matters and she advised that any concerns be notified to her.

The Chairman thanked the Dyfed Powys Police Representatives for attending the meeting.

311. **Notice of Motion relating to Cherry Grove**

Council considered a report by the Head of Legal and Committee Services setting out the recommendation of Cabinet arising out of a Notice of Motion to Council submitted by Councillor Mrs V M Stoddart; such Motion being to the effect that Council receives a comprehensive report on the costs to the Authority of its ownership of the former tax office at Cherry Grove, Haverfordwest.

The report of the Chief Finance Officer/Head of IT and Central Support Services as submitted to Cabinet on 30 November 2015 was appended to the report.
Council noted that Cabinet’s Decision had been to recommend that the additional
information sought in the Notice of Motion be received in terms of the strategy for
the building and Member oversight; and that the Strategic Asset Management
(SAMP) be asked to consider the matter and report back to Cabinet.

Councillor Mrs Stoddart spoke in support of her Notice of Motion and she called
on Council to accept the Recommendation. She reported on the background to
the Council purchasing the building in 2011 and the level of investment made in
the building in the region of £2.4m and she queried the Leader’s view that the
building represented good value for money and had been put to good use. She
referred to the refurbishment costs being three times the purchase price at a time
when front line services were being cut.

Councillor Mrs V M Stoddart Moved the Recommendation; Seconded by
Councillor J L Adams.

In responding, the Leader advised Council that there would be an opportunity for
a discussion to be held in the round on the Council’s assets which would be
undertaken by the SAMP Group. That the Group would be comprised of
Members of each political group and would look strategically at the County
Council’s portfolio of all public sector buildings in the County in order to define
future service delivery.

Councillor R M Stoddart referred to the fact that the SAMP Group had been set
up a year ago and that he had been told that no Members had been interested in
sitting on the Group which he disputed. The Leader apologised for the delay in
establishing the Group.

In summing up, Councillor Mrs Stoddart reiterated her concerns over the
management of the building and she considered that the building was a liability
rather than an asset. She pointed out that Wales Audit Office had picked up the
point that the SAMP Group had not yet met in over a year. Councillor Mrs
Stoddart stated that as there was no timescale for the information to be provided,
she requested that a timely response be provided.

RESOLVED

That the additional information sought in the Notice of
Motion be received in terms of the strategy for the building
and Member oversight; and that the Strategic Asset
Management Group be asked to consider the matter and
report back to Cabinet.

312. Notice of Motion relating to the Annual Election of Leader of Council

Council considered a report by the Head of Legal and Committee Services
setting out its recommendation arising out of a Notice of Motion submitted by
Councillor Jacob Williams and referred to Corporate Governance Committee by
Council; such Motion being to the effect that the Council’s Leader shall be
elected annually by Members, using the exhaustive ballot voting method, at each
annual general meeting. Candidates for the leadership post shall be nominated
from the floor of the Annual Meeting rather than by prior written notice.
The report of the Head of Legal and Committee Services/Monitoring Officer considered by the Corporate Governance Committee on 30 November 2015 was appended to the report.

The Committee’s Decision had been to recommend that the Notice of Motion be considered as part of the consideration of the item on the Constitution.

Councillor Williams welcomed the support for an election of the Leader every two years; however, he stated that he would continue to seek an annual election. Furthermore, he agreed for the matter to be considered as part of the item of business on the Constitution later in the meeting.

Moved by Councillor Jacob Williams; Seconded by Councillor R M Stoddart

RESOLVED

That the Notice of Motion be considered as part of the consideration of the item of business on the Constitution.

313. Notice of Motion relating to Archived Webcasts of Meetings

Council considered a report by the Head of Legal and Committee Services setting out the recommendation of Corporate Governance Committee arising out of a Notice of Motion to Council submitted by Councillor Jacob Williams; such Motion being to the effect that all archived recordings of webcasted meetings be retained and made readily available for online public viewing indefinitely, i.e. the current practice of deleting archived webcasts after a set period be discontinued. In addition, that previously deleted webcasts be restored so the public can view them online once again.

The report of the Head of Legal and Committee Services/Monitoring Officer as submitted to the Corporate Governance Committee on 30 November 2015 was appended to the report together with updated webcast figures.

The Committee’s Decision had been to recommend that the Notice of Motion be deferred for the figures to be verified and further information to be provided.

Councillor Jacob Williams spoke in support of his Notice of Motion and he proposed that the webcasts should be retained indefinitely on the basis that they provided an excellent facility. He stated that Council had not been advised that the webcasts would be deleted after a year and he referred to the figures provided to Corporate Governance Committee being under estimated and incorrect and he welcomed the updated figures now provided.

Councillor Williams supported the cost of increasing the archive period for 60 hours per annum indefinitely for an additional £1500. He pointed out that at the Corporate Governance Committee meeting there had been a discussion on uploading the webcasts on YouTube for free and he gave notice that he would support that suggestion.
Councillor Williams Moved his original Notice of Motion which he stated could be achieved at an additional annual cost of £1500; Seconded by Councillor S G Joseph.

The Leader of Council agreed with the principle of the Motion; however, he considered that the option of exploring the YouTube facility at no additional cost should be pursued and clarification be sought on the issues identified by the Corporate Governance Committee on the matter in terms of ownership rights of the webcast and any penalties for exceeding the contractual hours. On that basis, he Moved an Amendment to the effect that the Recommendation of the Corporate Governance Committee be approved; Seconded by Councillor H M George.

Councillor R P Kilmister pointed out that the Authority incurred costs on archiving its records and he considered that the webcasts were historic events for people to view actual events and he considered that the money would be well spent.

Councillor Jacob Williams then gave notice of a further Amendment to the effect that his Motion could be achieved by webcasts being uploaded to YouTube after 12 months. He pointed out that any legal issues should have been identified prior to the meeting for report to Council.

The Chief Executive advised Council that it was unknown if there were any legal issues; however, it was accepted that the proposal to upload to YouTube would save money but without that clarity he stated that Council could be making a decision that could not be implemented. He advised that by adopting the Amendment the information could be sought and provided to Corporate Governance Committee. On that basis, Councillor Williams withdrew his notice of a further Amendment.

On being put to the vote, the Amendment was carried.

The Substantive Motion was then put to the vote and it was

RESOLVED

That the Notice of Motion be deferred for the reasons outlined in the report and that the matter be referred back to Corporate Governance Committee for consideration.

314. Notice of Motion relating to Webcasting Cabinet Meetings

Council considered a report by the Head of Legal and Committee Services setting out the recommendation of Corporate Governance Committee arising out of a Notice of Motion to Council submitted by Councillor Jacob Williams; such Motion being to the effect that the Council shall introduce a webcasting facility for Cabinet meetings with online archive for subsequent public viewing.

The report by the Head of Legal and Committee Services/Monitoring Officer as submitted to Corporate Governance Committee on 30 November 2015 was appended to the report together with revised webcast figures.
Council noted that the Committee’s Decision had been to recommend that the Notice of Motion be not adopted.

In speaking in support of his Notice of Motion, Councillor Jacob Williams stated that Cabinet meetings were currently held in a Committee Room and the cost of providing webcasting facilities in that room was provided in the report. Councillor Williams stated that his proposal could be easily achieved by holding Cabinet meetings in the Council Chamber at neutral cost. He referred to the point made by the Leader at the Corporate Governance Committee that holding Cabinet meetings in the Council Chamber would change the dynamic of the meeting and he stated that he could not accept that reason. Councillor Williams stated that the proposal would extend the opportunity for the public to view meetings at their convenience. He also drew Council’s attention to a statement made by the Wales Audit Office in its Corporate Assessment Review regarding Cabinet meetings.

Moved by Councillor Jacob Williams that Cabinet meetings be held in the Council Chamber to make use of the existing webcasting facility; Seconded by Councillor T B Tudor.

Councillor D M Bryan stated that he considered that the Council Chamber provided a perfect facility and that the webcast provided transparency.

The Leader of Council considered that utilising the Council Chamber for a meeting of around 15-16 people was an inappropriate use of the facility. He pointed out that people wished to attend Cabinet meetings as had been demonstrated at the last meeting where users of the Tenby Social Activity Centre had attended to hear the debate and he considered that it was important that that dynamic was not lost; and he further considered that the public gallery area in the Council Chamber provided limited viewing facilities. The Leader stated that there was no reason why Cabinet meetings should be restricted to being held at County Hall and he stated that there was an opportunity to give consideration to the public observing meetings in their own communities. In view of the budgetary challenges facing the Authority, the Leader considered that further investment was a step too far. The Leader stated that the outcome of the consultation on Welsh Government’s White Paper on Local Government reform might provide a different result; and, on that basis, he Moved an Amendment to the effect that the Notice of Motion be not adopted; Seconded by Councillor H M George.

The Head of Legal and Committee Services advised that the Amendment could not be allowed as it negated the Motion proposed.

Councillor R P Kilmister stated that the Motion should be supported in the interests of openness and democracy as Cabinet determined the most fundamental decisions of the Authority which affected the residents of Pembrokeshire and he considered that there were no valid reasons to oppose the Motion.

Councillor R M Lewis also suggested that the Planning and Rights of Way Committee and Overview and Scrutiny Committees should also be webcast if Council was minded to support further webcasting and to promote openness and transparency.
In summing up, Councillor Jacob Williams welcomed the debate and the suggestion of extending webcasting further in due course and he considered that having Officers attending meetings across the County would be costly. He urged Council to support his Motion on the basis that it would be cost neutral.

A Recorded Vote having been requisitioned in support of the Motion, votes were recorded as follows:

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The Motion was carried and it was

RESOLVED

That Cabinet meetings be held in the Council Chamber to make use of the existing webcasting facility.

315. Notice of Motion relating to Public Questions at Council Meetings

Council considered a report by the Head of Legal and Committee Services setting out the recommendation of Corporate Governance Committee arising out of a Notice of Motion to Council submitted by Councillor Jacob Williams; such Motion being to the effect that members of the public be enabled to submit questions to the Leader at full Council meetings. That questioners will be given the opportunity to read out their questions at the meeting if they wish to, as well as a related follow-up question.

The report of the Head of Legal and Committee Services/Monitoring Officer as submitted to Corporate Governance Committee on 30 November 2015 was appended to the report.

Council noted that the Committee’s Decision was to recommend Council to consider the Notice of Motion as part of the item of business on the Constitution.

Councillor Williams advised Council that he was in agreement for the matter to be considered as part of the consideration of the Constitution later in the meeting.

Moved by Councillor Jacob Williams; Seconded by Councillor Mrs V M Stoddart

RESOLVED

That the Notice of Motion be considered as part of the consideration of the item of business on the Constitution.
316. **Adjournment of Meeting**

The meeting adjourned at 12.37 pm and reconvened at 1.30 pm.

**Present:**


**Apologies for Absence:**

Apologies for absence were received from Councillors J S Allen-Mirehouse, R G Bowen, S T Hudson and D R Sinnett.

**Officers in attendance:**

Mr I Westley, Chief Executive  
Dr S P Jones, Director of Development  
Mrs P Marsden, Director of Social Services and Leisure *(part of meeting)*  
Ms K Evan-Hughes, Director for Children and Schools  
Mr J Haswell, Chief Finance Officer  
Mr C Davies, Head of Human Resources  
Mrs C Incledon, Head of Legal and Committee Services  
Miss C Jones, Monitoring Officer  
Mr K MacDermott, Head of Revenues and Assurance *(part of meeting)*  
Mr J Roberts, Head of IT and Central Support Services *(part of meeting)*  
Mrs S Sanders, Committee Services Officer  
Mrs L Bevan, Legal Clerk

317. **Overview and Scrutiny Committee remits and structures**

Council considered a report by the Director of Development on developments regarding the review of the structure and remits of Overview and Scrutiny Committees.

Council noted that the Corporate Governance Committee had considered a further report on reshaping Overview and Scrutiny arrangements at its meeting on 30 November 2015 and had resolved to not adopt the recommendations and to review the options further.

The Leader of Council pointed out that there was a greater appreciation of the opportunity to consider Overview and Scrutiny in a different format and to build in arrangements for the way the Authority undertook partnership working. He
stated that the report was an update of the current position and that there would be further consideration of the arrangements by the Corporate Governance Committee for report back to Council.

Moved by Councillor J L Adams; Seconded by Councillor H M George

RESOLVED

That Corporate Governance Committee undertakes further work with regard to reviewing Overview and Scrutiny arrangements and report back to Council.

318. The Council Tax Reduction Scheme - 2016-2017

Council considered a report by the Chief Finance Officer on the proposed Council Tax Reduction Scheme for 2016/17.

Council was advised that a national scheme had been approved. However, the Prescribed Requirements Regulations provided limited discretion to the Council to apply additional discretionary elements that were more generous than the national scheme.

It was noted that the Authority was required to adopt the Council Tax Reduction Scheme by 31 January 2016, by virtue of the Prescribed Requirements Regulations, regardless of whether it applied any of the discretionary elements.

In introducing the report, the Leader of Council pointed out that the Recommendations set out in the report were consistent with the position adopted previously by Council.

Moved by Councillor J L Adams; Seconded by Councillor H M George

RESOLVED

(a) That the Council does not exercise its discretion in respect of:

(i) Extending payment for working age claimants who find work, the effect of which is that the prescribed period of four weeks will apply.

(ii) Backdating of claims beyond the three-month period, the effect of which is that backdating will be limited to a maximum of up to three months for all claimants.

(b) That the Council will exercise its discretion to:

(i) Disregard war widows’ pensions, war disablement pensions and any other analogous payments as income for assessment purposes.
Council: 10.12.2015

(ii) Enhance the process for notification of decisions above the minimum requirements as it considers appropriate.

(c) That a Scheme under the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (as amended) be adopted.

(d) That the Chief Finance Officer be granted delegated authority to respond to any matters resulting from the consultation or any late regulation changes and, if required, to make minor amendments to the Scheme.

319. Chairman of Planning and Rights of Way Committee

The Chairman sought nominations for the vacant post of Chairman of the Planning and Rights of Way Committee following the recent resignation of Councillor M Pepper.

It was Moved by Councillor D M Bryan; Seconded by Councillor D J Neale that Councillor D J Pugh be elected as Chairman.

It was then Moved by Councillor D G B Lloyd; Seconded by Councillor Tessa Hodgson that Councillor P A Stock be elected Chairman.

It was also Moved by Councillor D G M James; Seconded by Councillor Umelda Havard that Councillor T J Richards be elected as Chairman.

Moved by Councillor R P Kilmister; Seconded by Councillor Tessa Hodgson that the vote be taken by secret ballot. The Motion was accepted.

The Monitoring Officer advised the nominees that they should consider declaring a personal interest in the matter as the appointment would have an effect on their financial position. She further advised that the Members had an exemption, in accordance with paragraph 12(2)(b)(iv) of the Members’ Code of Conduct, from the matter being deemed a prejudicial interest.

Accordingly, Councillors T J Richards, D J Pugh and P A Stock each declared a personal interest in the matter.

The Chairman advised Council of the process that would be followed for conducting the secret ballot.

Following the ballot, the Chief Executive announced that no candidate had the required majority of votes and that it would be necessary to hold a second ballot. Furthermore, he advised that Councillor D J Pugh was the candidate with the least number of votes.

The Chairman announced that the results of the ballot would not be disclosed.

Consequently, Council was advised that Members should now vote for either Councillors Richards or Stock.
Following the second ballot, the Chief Executive announced that the vote had been conclusive and that Councillor P A Stock had been elected as Chairman of the Planning and Rights of Way Committee.

**RESOLVED**

That Councillor P A Stock be elected as Chairman of the Planning and Rights of Way Committee.

### 320. Appointment to Vacancy on the Licensing Committee

Council considered a report by the Head of Legal and Committee Services advising that there was a vacancy on the Licensing Committee required to be filled by a Member not affiliated to a political group. It was also noted that there was a vacant seat that had not been filled at the Annual Meeting in May. As such, there were two seats on the Licensing Committee required to be filled by a Member not affiliated to a political group.

Furthermore, Council was advised that as a consequence of Councillor O W James having joined the Independent Plus Group there were vacant seats on the Economy Overview and Scrutiny Committee and Democratic Services Committee that were required to be filled by a Member not affiliated to a political group.

The Chairman sought nominations for the vacant seats.

Moved by Councillor Jacob Williams; Seconded by Councillor D Simpson

**RESOLVED**

That Councillor M L Evans be appointed to the vacant seat on the Economy Overview and Scrutiny Committee.

Moved by Councillor Tessa Hodgson; Seconded by Councillor D Simpson

**RESOLVED**

That Councillor Mrs V M Stoddart be appointed to the vacant seat on the Democratic Services Committee.

Moved by Councillor R M Stoddart; Seconded by Councillor P R Baker

**RESOLVED**

That Councillor Mrs P Llewellyn be appointed to one of the vacant seats on the Licensing Committee.

Moved by Councillor P J Morgan; Seconded by Councillor D M Edwards

**RESOLVED**

That Councillor S G Joseph be appointed to the other vacant seat on the Licensing Committee.
321. Paperless Meetings

Council considered a report by the Head of IT and Central Support Services on matters for consideration for the introduction of paperless meetings of Council.

The Deputy Leader introduced the report and he welcomed the opportunity to start the process of paperless meetings, subject to the issues and practicalities identified being taken into account and he advised that he considered the paperless app to be more flexible than a paper agenda. He drew Members’ attention to the matters for consideration set out in the report and he stated that the most appropriate device was the Apple iPad. The Deputy Leader acknowledged that Members’ views needed to be given consideration and that there should be the option to use the administration allowance for the purpose of retaining paper agendas for those Members who preferred paper copies. He further stated that the issues identified in the report were not insurmountable and he considered that supporting the principle of paperless meetings was the way forward. He then Moved the Recommendation; Seconded by Councillor P N Miller.

In terms of the issue of security of confidential papers, Councillor R Owens pointed out that as a Member of the West Wales Adoption Panel he had been issued with an iPad to receive papers, which were highly confidential in nature, and he assured Council that provided that there were proper security arrangements in place the system was more efficient and he urged Council to support the proposal.

Councillor D G M James advised Council that the National Park Authority was also considering the matter and he suggested that collaborative working on this could be explored.

Councillor R P Kilmister spoke in support of the principle; however, he expressed concerns over the ownership of the equipment and the potential implications of using devices and he considered that to supply Members with iPads would send out the wrong message to the public.

Councillor Jacob Williams considered that Agendas for County Council meetings should continue to be supplied on paper; however, he considered that Agendas for Committee meetings could be paperless and he supported the view that the cost of purchasing iPads for Members sent out the wrong message. Councillor Williams sought clarification on whether the summons to a meeting was required to be sent by post, as well as the items to be transacted.

In response, the Monitoring Officer advised that the legislation allowed Members to request papers to be sent to an alternative address and that that had been interpreted as an email address. Furthermore, she advised that it would include all supporting documents.

The Chief Executive responded to a question posed by Councillor P N Miller on the removal of the ICT allowance for those Members not prepared to go paperless. He stated that the details would be determined by Cabinet.
Councillor P.N. Miller stated that the cost of printing, stationery and postage was not reasonable and he called on Council to take responsibility to make the necessary change and make savings. He acknowledged the security issues highlighted; however, he pointed out that using a device was no less secure than sixty copies of confidential papers being put in the postal service. Councillor Miller supported the option for Members to purchase devices via payment across the term of the Council and for those Members wishing to do so to receive paper copies paid from their ICT allowance.

In response to a further question by Councillor Tessa Hodgson on the summons, the Monitoring Officer advised that at present there was no mechanism to deny Members wishing to receive a summons of a meeting by post; however, she stated that matters were being reviewed under the Draft Local Government (Wales) Bill and that provisions might change in the future.

In summing up the debate, the Deputy Leader stated that the Recommendation provided a way forward and he assured Council that Members would have the opportunity to comment on the draft proposals prior to consideration by Cabinet.

RESOLVED

(a) That the principle of paperless meetings be supported.

(b) That the detailed arrangements be determined by Cabinet.

322. Health Services in Pembrokeshire - Update Report by Hywel Dda Health Board

[Councillor S.L. Hancock declared a prejudicial interest in this item of business by virtue of being an Independent Member of Hywel Dda University Health Board; and Councillor T.B. Tudor declared a prejudicial interest by virtue of being an employee of the Health Board and they left the meeting during consideration thereof.]

In accordance with the resolution of Council at the meeting of 16 October 2014, Council received a report updating Members on recent developments relating to Hywel Dda University Health Board across the Pembrokeshire area on the following matters:

- Update on Health Care Services in Pembrokeshire
- Update on Tenby Surgery
- Children’s Services Update
- Glangwili Hospital car parking actions

The Chairman announced that he had indicated previously that the Health Board and the Wales Ambulance Service Trust would be invited to future meetings of Council; however, he suggested that it would be more appropriate for those organisations to be invited to a Members’ Seminar instead. Members were encouraged to submit questions in writing in advance of the Seminar for posing to the Health Board and the Wales Ambulance Service Trust.
Council’s attention was drawn to the Health Board’s Road Show on 14 December and Members were encouraged to attend.

Moved by Councillor P R Baker; Seconded by Councillor S G Joseph

**RESOLVED**

That the Health Board and the Wales Ambulance Service Trust be invited to a joint Seminar for all Members in February.

### 323. Senior Staffing Arrangements - Financial Management

[The Chief Finance Officer was not present for this item of business.]

Council considered a report by the Chief Executive on a proposal to redesignate the role of Chief Finance Officer to Director of Finance and to redesignate and regrade the post of Head of Business Services.

Councillor Tessa Hodgson reminded Council of the decision made at its December 2014 meeting whereby it had been resolved that such matters were considered by the Senior Staff Committee.

In response, the Leader of Council stated that the recent scheduled Senior Staff Committee meeting had been postponed and that the Chief Executive had been keen to bring the matter before Council. He further stated that the Notice of Motion adopted by Council in relation to posts over £100,000 being considered by the Senior Staff Committee was a major discrepancy with the relevant legislation.

Councillor Tessa Hodgson sought legal advice on the matter. The Monitoring Officer responded that the Standing Order Regulations brought in last year had required that posts over £100,000 were subject to a public advertisement.

Councillor R M Stoddart reminded Members that Council had determined last December that terms and conditions for posts over £100,000 would be considered by Senior Staff Committee first and then to make recommendations to Council and he stated that that process should be followed.

In view of the statements made, the Chief Executive stated that he was in agreement for the matter to be deferred to Senior Staff Committee.

Moved by Councillor R M Stoddart; Seconded by Councillor Tessa Hodgson

**RESOLVED**

That the report be deferred for consideration by the Senior Staff Committee.
324. The Constitution of Pembrokeshire County Council

Council considered a report by the Monitoring Officer on the work undertaken to review the Council’s Constitution. A copy of the draft Constitution as considered by the Corporate Governance Committee was appended to the report.

Council noted that four meetings of the Constitutional Issues Working Group had been held as detailed in the report and that the Corporate Governance Committee had subsequently met on 30 November 2015 and had commended the work of the Working Group to Council. Council noted that following the detailed work of the Working Group involving discussion and consensus on a large number of points, there had been some dissent in relation to the following five points: election of Leader; functions of the Leader in appointing the Cabinet; the Draft Budget; Who may sit on Overview and Scrutiny Committees; and Call-in timescales.

In introducing the report, the Leader commended the work undertaken and the exemplary progress that had been made and he paid tribute to the Monitoring Officer for her input into the process. He pointed out that there had been around 200 provisions in the Constitution which had been passed without contest and that there were five issues contested which had been referred to Corporate Governance Committee for consideration. Furthermore, he stated that following consideration of the Constitution by the Corporate Governance Committee, there were now only three issues of dissent for Council to determine. The Leader also pointed out that Overview and Scrutiny arrangements and delegated powers were still outstanding. He stated that the document was a live one and that there would be a regular cycle of reviews on a six monthly basis. The Leader advised Council that he was keen to deliver on the promise to have a new Constitution in place and he alluded to comments made by the Wales Audit Office in their Corporate Assessment regarding improved governance arrangements and he stated that a new Constitution was now within Council’s grasp and he commended Council to adopt the revised Constitution. Consequently, he Moved the Recommendation set out in the report; Seconded by Councillor K Rowlands.

Councillor P N Miller considered that the debate would be a complicated one and on the basis that it would be difficult to give notice of further amendments he Moved that Procedure Rule 12.6 (f) be suspended; Seconded by Councillor A W Wilcox. The Head of Legal and Committee Services advised that there would be no legal issues arising from the suspension. The Motion was accepted.

Councillor Tessa Hodgson pointed out that the process followed had received input from a select number of Members and she considered that all Members of Council should have the opportunity to scrutinise the document and she did not feel that that opportunity was available today. Consequently, she Moved an Amendment to the effect that all Members have the opportunity to examine, ask questions and gain a full understanding of the changes proposed and that Council defers adopting the Constitution pending a Seminar for Members with the Head of Legal and Committee Services and Monitoring Officer; Seconded by Councillor M Williams.

Councillor M Williams pointed out that the Constitutional Issues Working Group had sought an Extraordinary Meeting of Council to consider the Constitution and
he urged Members to support the calling of an Extraordinary Meeting. He suggested that that point be added to the Amendment and this was accepted.

The Head of Legal and Committee Services advised Council that an Extraordinary Meeting could only be called by the Chairman, Chief Executive, Monitoring Officer or five Members of Council.

Councillor R M Stoddart concurred with the Leader’s comments on the good work undertaken by the Constitutional Issues Working Group and he supported the view that the document was a complex one that should be considered carefully to ensure it was legally correct and consistent. He stated that to rush consideration at this stage would undermine the good work achieved. Consequently, he urged Council to support a deferment for a Seminar to explain the principles of the document, followed by an Extraordinary Meeting.

Councillor R P Kilmister also paid tribute to the efforts of the Constitutional Issues Working Group and to the Monitoring Officer for steering the Group and keeping discussions focussed. He considered that the work of the Working Group had not been completed as there was still the scheme of delegations yet to be considered.

In summarising the discussions, the Chief Executive advised that the practical approach would be for a further meeting of the Constitutional Issues Working Group to be convened; then for a Members’ Seminar to be arranged followed by an Extraordinary Meeting of Council.

The Leader reminded Council that it could not refer part of its responsibility to a body which was not a Committee of Council and, therefore, could only refer the matter to the Corporate Governance Committee rather than the Constitutional Issues Working Group. The Chief Executive accepted that point; however, he stated that the decision of Council would in effect be deferring the matter to an Extraordinary Meeting of Council. To address the point made by the Leader, the Chief Executive stated that a further session of the Constitutional Issues Working Group could be held, followed by a Members’ Seminar, followed by which referral to a subsequent meeting of Council by the Corporate Governance Committee.

Councillor Tessa Hodgson withdrew her original Amendment in favour of the Amendment to the effect that a further session of the Constitutional Issues Working Group could be held, followed by a Members’ Seminar, followed by which referral to a subsequent meeting of Council by the Corporate Governance Committee; Seconded by Councillor M Williams.

The Amendment was put to the vote and it was

**RESOLVED**

That consideration of the Constitution be deferred for a further session of the Constitutional Issues Working Group to be held, followed by a Members’ Seminar, followed by which referral to a subsequent meeting of Council by the Corporate Governance Committee.
325. **Question submitted by Councillor D M Bryan under Council Procedure Rule 9.2 - 21st Century Schools**

The Leader of Council responded to a question submitted by Councillor D M Bryan prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*How much of the £75 million needed by PCC has been accumulated so far?*

In responding, the Leader stated that the amount was £57.947m and was in relation to 21 Century Schools.

326. **Question submitted by Councillor D M Bryan under Council Procedure Rule 9.2 - 21st Century Schools**

The Leader of Council responded to a question submitted by Councillor D M Bryan prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*From where was the sum gathered so far obtained?*

In responding, the Leader stated that the amount accumulated to date was from Capital Funding of £21.371m; Capital Receipts of £8.965m; and Supported Borrowing of £27.611m.

327. **Question submitted by Councillor D M Bryan under Council Procedure Rule 9.2 - 21st Century Schools**

The Leader of Council responded to a question submitted by Councillor D M Bryan prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*From what sources will the still to be required monies be obtained?*

The Leader responded that there was still £16.983m to be obtained and that it would be sourced from future capital receipts estimated at £5.0m; College or third party contribution estimated at £5.0m and that the balance of £6.983m was still to be funded.

328. **Question submitted by Councillor D M Bryan under Council Procedure Rule 9.2 - 21st Century Schools**

The Leader of Council responded to a question submitted by Councillor D M Bryan prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*Will external borrowing be required to make up any shortfall and, if so, what will be the source of the capital and interest payments?*

In responding, the Leader stated that the requirement for Prudential Borrowing (£6.983m) reduced as capital receipts and appropriations to capital fund exceeded original assumptions. He stated that it might also be possible to fund the shortfall from future supported borrowing allocations but that this was
dependent on other capital investment priorities. That if prudential borrowing was required, it would be repaid from delegated school budgets.

In response to supplementary questions by Councillor Bryan on what would be the College's contribution to the Pembroke Learning Campus and the Haverfordwest Campus, the Leader pointed out that it would be dangerous to make assumptions at this stage, as the Council had not determined the matter; and that, in relation to the figures, he was not in a position to pre-empt a decision of Council.

329. Question submitted by Councillor Mrs V M Stoddart under Council Procedure Rule 9.2 - Cuts to Front Line Services

The Leader of Council responded to a question submitted by Councillor Mrs V M Stoddart prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

This Council is cutting front line services in order to make savings.

Opening hours at libraries, civic amenity sites, and community learning centres have been reduced.

This has led to a consequent loss of earnings to some of the council’s lowest paid staff, those most vulnerable to a pay cut.

How many middle managers and senior staff have been subjected to reduced hours of work and loss of earnings?

In answer to the question, the Leader stated that it should be noted that any changes to the working pattern and/or remuneration of any group of staff would only be implemented following appropriate consultation processes being undertaken following an appropriate service review of that specific service.

Specifically, the Leader stated that other than the current Chief Executive who had received a drop in salary upon acceptance of the role on a permanent basis, there were no senior managers, i.e. Heads of Service, who had received any loss of earnings. However, as Directors’ pay had been frozen for the past seven years, he pointed out that that equated to a pay cut in real terms.

Given the challenges facing the Authority and the additional burdens that were prevalent across all service areas, the Leader stated that it should be noted that all Directors and many Heads of Service, including other managers, had voluntarily assumed additional areas of responsibility and significantly increased workloads.

330. Question submitted by Councillor M Williams under Council Procedure Rule 9.2 - Loan to Saundersfoot Harbour Commissioners

The Deputy Leader of Council responded to a question submitted by Councillor M Williams prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:
To ask the Deputy Leader, The Cabinet of PCC agreed to make a loan to Saundersfoot Harbour Commissioners in the sum of £1.5M. What are the terms and conditions of the loan?

In responding, the Deputy Leader stated that the £1.5m loan had a phased drawdown which commenced on 11 May 2015 and terminated on 29 September 2017. That it was a 20 year loan with final repayment due on 30 April 2035; with three years interest only and 17 years capital repayment and interest commencing on 30 April 2018. That the interest rate would be 4% which would be reviewed every five years and that the interest rate would increase by any increase in the bank rate from the date of the loan to the review date. However, it would not drop below 4% should there be a decrease; and that there would be no penalty for early repayment of the loan.

The Deputy Leader further stated that the loan would be secured by way of charges on the Saundersfoot Harbour Commissioner’s property, with an insurance bond put in place during the construction phase.

In response to a supplementary question by Councillor M Williams on the request for answers to a number of questions he had sought in relation to the business plan, the Deputy Leader gave assurance that he would undertake to secure those replies sought; and that if he was not successful he would make an application to the Wales Audit Office.

331. Question submitted by Councillor M Williams under Council Procedure Rule 9.2 - Loan to Bluestone Ltd

The Deputy Leader responded to a question submitted by Councillor M Williams prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

To ask the Deputy Leader, Several years ago PCC made a loan to Bluestone Ltd. What was the amount of the loan, and what were the terms and conditions of the loan?

In responding, the Deputy Leader stated that the terms of the loan were as follows:

(a) Loan 1 dated 22 November 2006 in respect of the Bluestone Roundabout was for £803k
First repayment – six months after opening to guests
Further repayments on a quarterly basis
Capital element of £50k
Interest 6.25% per annum
Default Interest 7.25% per annum.

(b) Loan 2 dated 22 November 2006 in respect of Waterworld was for £1m
First repayment – 24 months after practical completion
Further repayments on a quarterly basis
Capital element of £50k
Interest 6.25% per annum
Default Interest 7.25% per annum.
In response to a supplementary question by Councillor M Williams on what repayments had been received, the Deputy Leader stated that in terms of the original loan two repayments had been received prior to the structuring of the investment being altered into share capital and that they were £68,954 and £59,974.

332. Question submitted by Councillor M Williams under Council Procedure Rule 9.2 - Sale of land at Brynhir, Tenby

The Leader of Council responded to a question submitted by Councillor M Williams prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

To ask the appropriate Cabinet Member, Cabinet recently made a decision to offer for sale land at Brynhir Tenby for housing development. Could Members be updated on any progress, or expressions of interest received?

In responding, the Leader stated that marketing had commenced on 19 October with electronic advertising on the Agent’s own website - Cooke & Arkwright of Cardiff; the Council’s properties for sale website; and on Rightmove. That on the same day, a direct mailshot had been undertaken by the Agents to housebuilders, both national and regional; and a second mailshot had been actioned in the last week of November. He reported that details of the site had been requested by many parties; that Agents had spoken and/or met with a number of interested parties, both national and regional; and that interested parties were required to submit offers that day, i.e. by 10 December, after which these would be considered by the Agents and Council Officers.

In response to a supplementary question by Councillor M Williams on why the land was advertised on the Agent’s website at the end of July, the Leader stated that there had been forward discussions to ascertain the level of interest that could be expected in the site which would assist the Cabinet in making its decision. That the site had been a long standing development site and had been brought forward in subsequent development plans over a long period. The Leader further stated that the site would provide an opportunity for a capital asset to contribute to the C21st Century Schools Programme and that was the reason why the market had been tested prior to full marketing being undertaken.

333. Question submitted by Councillor Mrs V M Stoddart under Council Procedure Rule 9.2 - Payments made to Outside Consultants

The Leader of Council responded to a question submitted by Councillor Mrs V M Stoddart prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

Will the Leader list details of all payments made to outside consultants during the financial year 2014-15?

In responding, the Leader stated that the total amount was £258,702 and had been broken down into grant funded, HRA and core funding elements and that he would provide the questioner with a list of the details.

The details are reproduced below:
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<tr>
<th>Consultant</th>
<th>Description</th>
<th>2014</th>
<th>2015</th>
<th>Grand Total</th>
<th>Funding</th>
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<td>BE Ltd</td>
<td>Feasibility Study for Withybush Park</td>
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<td>OVE Arup &amp; Partners</td>
<td>Professional Fees - Cawdor Barraks / RAF Brawdy</td>
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<td>Wavehill Ltd</td>
<td>Feasibility Study for Mid Pembs Rural Revitalisation Project</td>
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<td>PACEC</td>
<td>Study - Economic Profile of Pembrokeshire</td>
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<td>Studio Three Clinical Services</td>
<td>Childrens Services - Foster Care Consultancy</td>
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<td>Wavehill Ltd</td>
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<td>Haley Sharpe Design Ltd</td>
<td>Audience Development &amp; Interpretation Plan Scolton Manor</td>
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<td>Waste Recycling Project Materials Efficiency</td>
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<td>Regeneration Saundersfoot Harbour</td>
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<td>Atkins PLC</td>
<td>Capital Feasibility Costs - Hwest to Milford Shared User Route Phase 3</td>
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<td>Pembroksire Marine Special Area of Conservation (Mgt Scheme)</td>
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<td>DTZ</td>
<td>Initial Viability Assessment - Charles Street Milford Haven</td>
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<td>Amount 2</td>
<td>Amount 3</td>
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334. **Question submitted by Councillor Mrs V M Stoddart under Council Procedure Rule 9.2 - Payments made to Outside Consultants**

The Leader of Council responded to a question submitted by Councillor Mrs V M Stoddart prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*Will the Leader list details of all the payments made to outside consultants for the first six months of the financial year 2015-16?*

In responding, the Leader stated that the total amount was £186,311 and had been broken down into grant funded, HRA and core funding elements and that he would provide the questioner with a list of the details.

In response to a supplementary question by Councillor Mrs Stoddart on who was responsible for monitoring the spending on outside consultants, the Leader stated that the Chief Finance Officer was as well placed as himself to answer elements of the question; that contracts were reported to Cabinet on an interim basis so there was full appreciation of retrospective payments; and that the figures were considerable with much of it being apportioned to 21st Century Schools, school based expenditure and European funding grants. The Leader pointed out that that the list would provide the details of the wide range of consultants used.

The Leader agreed that the list of payments be included in the Minutes of the meeting.

[The details are set out in the previous Minute.]

335. **Question submitted by Councillor Jacob Williams under Council Procedure Rule 9.2 - Councillor Alison Lee**

The Leader of Council responded to a question submitted by Councillor Jacob Williams prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*In response to my question at last year’s October full Council meeting the Leader said he was happy for former Labour Councillor Alison Lee to serve in his Cabinet as an unaffiliated Member, that he was committed to maintaining cross-party relations, and placed “on record” that he would put “no pressure” on Cllr. Lee to join his ruling group, the IPPG.*

*Despite previously telling the media she wouldn’t, Cllr. Lee recently joined the leader’s IPPG days after Cllr. Pearl Llewellyn’s resignation cost the group its majority.*

*Does the Leader remain indifferent to his Cabinet Members’ political affiliations like he put on record last year, or did the disastrous consequences of losing his group’s majority cause him to have a rethink?*
The Leader responded that Councillor Lee’s membership of the Independent Plus Group was a matter for her and that his position regarding the political affiliation of Cabinet Members remained unchanged.

In response to a supplementary question by Councillor Jacob Williams calling for the Leader to pledge that he made no attempt to persuade Councillor Lee to join the Group, the Leader reiterated his point that his position on political affiliation remained unchanged.

336. Question submitted by Councillor Tessa Hodgson under Council Procedure Rule 9.2 - Bridge Innovation Centre

The Deputy Leader responded to a question submitted by Councillor Tessa Hodgson prior to the meeting in accordance with the provisions of Council Procedure Rule 9.2 as follows:

*Given the recent high profile demise of the mini drone company Zano which was based at the Bridge Innovation Centre. Can the Leader tell me what effect this will have on occupancy levels at the BIC?*

In responding, the Deputy Leader stated that the Torquing Group (responsible for the Zano mini drone) occupied one of the Growth Units on the Bridge Innovation Centre campus and that they did not currently occupy any space within the Bridge Innovation Centre itself. He reported that the current occupancy of the Bridge Innovation Centre was 83%; whereas, the current occupancy of the Growth Units was 29%; and that if the Torquing Group ceased to occupy the single Growth Unit, then the figure would reduce to 22%.

The Deputy Leader stated that the Bridge Innovation Centre was designed to support both new business and business growth. As such, there was a regular turnover of space as business occupation changed. That at present, there were a number of tenant businesses who had grown in the last 12 months and a number of new businesses had shown interest in taking up occupancy.

In response to a supplementary question by Councillor Tessa Hodgson about whether the Leader had lost money in the collapse of the company, the Leader stated that he had not invested in the company; but, that it was well recognised that companies that undertook high technology opportunities would be more susceptible to problems that businesses endured in terms of finalising technology or running out of cash during the development stage. He stated that he was not aware of the exact details of the Torquing Group, but that he was convinced that the Council should be welcoming and accepting of the fact that some businesses would succeed while others would not.

337. Notice of Motion relating to Traffic Orders to prohibit Footway Parking

A Notice of Motion was submitted by Councillor D M Bryan to the effect that the Council be asked to consider bringing in traffic orders to prohibit footway parking.

The terms of the Notice of Motion being:

*That the recurrent problem throughout Pembrokeshire is getting worse as the days go by. It involves vehicles parking on pavements with the drivers giving no*
thought whatsoever to pedestrians being inconvenienced and, more importantly, endangered.

Visually impaired people with guide dogs, mothers with pushchairs, disabled people with mobility scooters and wheelchairs all, when faced with a vehicle parked on a pavement, have no alternative other than to go out into an often busy and dangerous road in order to proceed.

Mobility scooter users and wheelchair users may have to try and turn around and find an alternative route, assuming of course that there is room on the footway to turn around.

As Chairman of the County Council’s O and S Committee for Older Persons, Health and Wellbeing, I feel it is incumbent on me to ask the Council to consider bringing in traffic orders to prohibit footway parking.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor D M Bryan; Seconded by Councillor D Simpson then stood referred to Cabinet.

338. Notice of Motion relating to the Time to Care Charter

A Notice of Motion was submitted by Councillor P N Miller to the effect that Council adopts a Pembrokeshire ‘Time to Care’ Charter; and that adoption shall require the following:

Implementation 2015/2016 Financial Year

- The starting point for commissioning visits is to be client need (not minutes or task) with carers given the freedom to provide appropriate care and time to talk properly to the people they are supporting.

- The time allocated to visits will match the needs of clients. In general that means the end of 15 minutes visits with a greater focus on supporting the client needs in general terms (rather than allotting time to carry out specific tasks).

- Visits will be scheduled to ensure travel times, particularly in rural areas, do not adversely impact on carer’s time with clients. Schedules shall take account of the need for travel to ensure visits are not rushed and carers will be paid for their time spent travelling between clients.

Implementation 2016/17 Financial Year

- Clients will be allocated the same carer / carers and continuity of personnel will be used as a key performance measure for providers.

- Homecare workers will be given the opportunity to regularly meet co-workers and share best practise (limiting isolation in what can be a lonely occupation).

- All Homecare workers will be paid at least a living wage (as set by the Living Wage foundation annually).
Hospital admissions by individuals with care packages will be monitored and a framework drawn up to categorise ‘avoidable admissions’. Avoidable admissions will be monitored, formally reported and will be utilized as a key performance measure for the commissioners and providers as appropriate.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor P N Miller; Seconded by Councillor Pat Davies then stood referred to Cabinet.

339. Notice of Motion relating to Council Tax on Second Homes

A Notice of Motion was submitted by Councillor M Williams to the effect that Council welcomes the opportunity to double Council Tax on second homes; and that following this, the Council should press for all second homes to be charged treble Council Tax, and press the WLGA to take this matter forward.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor M Williams; Seconded by Councillor P J Morgan then stood referred to Cabinet.

340. Notice of Motion relating to Planning Regulations in respect of Second Homes

A Notice of Motion was submitted by Councillor M Williams to the effect that the Authority makes representation to Welsh Government advocating that the planning regulations be changed, so that before any property was permitted to be used as a second home it should be subject to a change of use application. This would give the Planning Authority the opportunity to decide if areas where there were large numbers of second homes had reached saturation point. If they so determined, applications could be refused.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor P J Morgan; Seconded by Councillor G Price then stood referred to Cabinet.

341. Notice of Motion relating to the impact of Car Parking Charges on Town Centres

A Notice of Motion was submitted by Councillor R P Kilmister to the effect that the Council undertakes a detailed scrutiny report on what impact car parking charges were having on our town centres. This report should also consider, if appropriate, to recommend trials of different schemes during 2016/17 and to ensure that they were monitored to measure their effectiveness. This was following recent evidence from both Ceredigion and Cwmbran that free car parking had transformed the trade levels within those areas.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor P J Morgan; Seconded by Councillor R P Kilmister then stood referred to Cabinet.
342. Notice of Motion relating to the transfer of ownership of the Cleddau Bridge

A Notice of Motion was submitted by Councillor R P Kilmister to the effect that the Council starts negotiations to achieve a satisfactory transfer of ownership of the Cleddau Bridge to the Welsh Government in line with its recent National Transport Plan ensuring that the bridge which is located in the Haven Waterways Enterprise Zone becomes toll free.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor J A R Nutting; Seconded by Councillor R P Kilmister then stood referred to Cabinet.

343. Notice of Motion relating to Affordable Housing or Community Schemes

A Notice of Motion was submitted by Councillor R P Kilmister to the effect that Council resolves to assist any community within Pembrokeshire County Council or PCNPA area with detailed technical support and advice to enable them to deliver affordable housing or community schemes under Community Land Trust legislation. The costs of this assistance are to be met from affordable homes contributions made by individuals and developers.

Upon the terms of Council Procedure Rule 10.4, the Motion having been Moved by Councillor R P Kilmister; Seconded by Councillor J A R Nutting then stood referred to Cabinet.

344. Seasonal Wishes

The Chairman then took the opportunity to wish everyone a very happy Christmas.

The meeting ended at 3.35p.m.