

**CABINET**  
**21 JUNE 2016**

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 21 June 2016

**PRESENT: Councillor Aaron Shotton (Chair)**

Councillors: Bernie Attridge (Deputy Leader), Chris Bithell, Derek Butler, Christine Jones and Kevin Jones

**APOLOGIES:**

Councillors: Helen Brown and Billy Mullin

**IN ATTENDANCE:**

Chief Officer (Community and Enterprise), Chief Officer (Education and Youth), Chief Officer (Governance), Chief Officer (Organisational Change), Chief Officer (Planning and Environment), Corporate Finance Manager, Corporate Business and Communications Executive Officer and Team Manager – Committee Services

**OTHER MEMBERS ALSO IN ATTENDANCE:**

Councillors: Ron Hampson and Dave Mackie

**19. DECLARATIONS OF INTEREST**

Councillor Shotton declared a personal and prejudicial interest in agenda item number 14 – Establishment Structure in Governance.

**20. MINUTES**

The minutes of the meeting held on 17 May 2016 had been circulated with the agenda.

**RESOLVED:**

That the minutes be approved as a correct record.

**21. PERFORMANCE REPORT 2015/16**

The Chief Officer (Organisational Change) introduced the 2015/16 Performance Report. The report provided an analysis of the Council's progress towards national indicators which were set by Welsh Government (WG). A further report would be submitted to Cabinet in July which would provide a detailed analysis of performance, risks and actions against the priority commitments in last year's Improvement Plan 2015/16. There was an amendment sheet which provided updated analysis figures to those outlined in paragraph 1.03 of the report.

The Corporate Business and Communications Executive Officer explained that the Council's consistently good performance had been recognised in the draft Annual Improvement Report for 2014/15 produced by the Auditor General for Wales.

**RESOLVED:**

That the interim progress and achievements against the national performance indicators be noted.

Item 4 - Performance Report revised appendix

**22. FOOD SERVICE PLAN FOR FLINTSHIRE COUNTY COUNCIL 2016-17**

Councillor Kevin Jones introduced the report on the Food Service Plan for Flintshire County Council 2016/17. The Plan provided an overview of the Food Service and set out aims and objectives for the forthcoming year. It also contained a review of performance of the service against the Food Service Plan 2015/16.

Councillor Jones commended the work of the team who were one of the leading performers in Wales.

The Chief Officer (Planning and Environment) commented on the Food Premises Inspections undertaken with the team achieving 100% of High Risk inspections for both Food Safety and Food Standards. In addition the target of 87% of new businesses to be inspected for Food Hygiene had been exceeded.

**RESOLVED:**

That the Food Service Plan for 2016/17 be approved.

**23. PROJECT CLOSURE ON REVIEW OF CORPORATE ADMINISTRATION**

The Chief Officer (Governance) introduced the report on the Project Closure on the Review of Corporate Administration.

The review of the Corporate Administrative functions began in October 2013, full details of which were in the report. Overall the number of administrative posts had reduced from 278 to 66 saving a total of £1.133m.

In response to a question from Councillor Kevin Jones, the Chief Officer explained that work would continue over the summer period commencing with formal consultation meetings which could begin following the end of the call-in period.

Members welcomed the report and associated savings. Councillor Shotton said by achieving internal savings this helped to protect front line services for residents of Flintshire.

**RESOLVED:**

- (a) That the savings and benefits delivered by the project be noted; and
- (b) That the steps to close the project be endorsed.

## **24. REVENUE BUDGET MONITORING 2015/16 (MONTH 12)**

The Corporate Finance Manager introduced the Revenue Budget Monitoring 2015/16 (Month 12) report which provided details on the latest revenue budget monitoring position for 2015/16 for the Council Fund and the Housing Revenue Account and reported that no specific issues had been raised when considered at the recent Corporate Resources Overview and Scrutiny Committee meeting. The position was based on actual income and expenditure as at Month 11 and projected to the year-end. Work was underway to close the 2015/16 accounts and the Final Outturn would be reported to Cabinet in July 2016. The projected year-end position was as follows:

### **Council Fund**

- Net in year expenditure forecast to be £1.372m lower than budget
- Projected contingency reserve balance at 31 March 2016 of £4.528m

### **Housing Revenue Account**

- Net in year expenditure forecast to be £0.093m lower than budget
- Projected closing balance as at 31 March 2016 of £1.330m

The report provided details on significant budget movements between original and revised budget, the programme of efficiencies, inflation, un-earmarked reserves and earmarked reserves.

Various requests to carry forward funding into 2016/17 had been made, details of which were contained in appendix 6 to the report.

### **RESOLVED:**

- (a) That the overall report and the projected Council Fund Contingency Sum as at 31<sup>st</sup> March 2016 be noted;
- (b) That the projected final level of balances on the Housing Revenue Account be noted; and
- (c) That the carry forward requests be agreed.

## **25. BUSINESS RATES - WRITE OFF ABOVE £25,000**

Councillor Shotton introduced the report on Business Rates – Write Off Above £25,000 explaining that Financial Procedure Rules required debts in excess of £25,000 considered for write off be referred to Cabinet for approval. Details of the company and debt were outlined in the report.

There were no direct financial implications for the Council as business rates collected were borne by the National Collection Pool for Wales. As the Collection Pool was supported by Welsh Government (WG), non-payment of rates did though have a wider impact on the Welsh taxpayer.

**RESOLVED:**

That the write off of the business rate debt, amounting to £38,146.39 be approved.

**26. RECOMMENDATIONS OF THE SCHOOL TRANSPORT TASK & FINISH GROUP**

Councillor Bithell introduced the report on the Recommendations from the School Transport Task and Finish Group. The report set out recommendations of the Group, for consideration by Cabinet if approval was given for areas of discretionary transport provision to be considered for further policy development work in the future.

Councillor Shotton explained that there were no plans for Cabinet to undertake a review of the policy but if one did take place, the views of the Task and Finish Group and Overview and Scrutiny would be taken into account.

**RESOLVED:**

That if approval is given for areas of discretionary transport provision to be considered for further policy change in the future, the recommendations of the School Transport Task and Finish Group be supported by Cabinet.

**27. PUBLIC RIGHTS OF WAY MAINTENANCE STANDARDS**

Councillor Attridge introduced the report on Public Rights of Way Maintenance Standards which set out the standards of maintenance that Flintshire County Council should apply to public footpaths and bridleways throughout the Council in accordance with its statutory duties.

The Government had confirmed in a recent circular that it was impractical to recommend standards of maintenance, but advised that the main consideration in determining the level of maintenance for public rights of way was that paths or ways should serve the purpose for which they were primarily used. The level of maintenance would therefore depend on the circumstances, one relevant factor being the type of traffic that used the particular path.

The Chief Officer (Planning and Environment) said the standards provided transparent and consistent advice on standards which was welcomed.

**RESOLVED:**

That the County Council's approach to the maintenance of Flintshire's public footpaths and public bridleways (public paths) be endorsed.

**28. PUBLIC RIGHTS OF WAY PRIORITIES**

Councillor Attridge introduced the report on Public Rights of Way Priorities. The report made recommendations for the introduction of a hierarchical approach to rights of way maintenance; responding to complaints; and the review of the

definitive map, which should ensure that resources were deployed in a more cost effective way.

**RESOLVED:**

That a hierarchical approach be endorsed with the approach to:

- Processing definitive map modification and public path orders;
- Public rights of way maintenance; and
- Responding to complaints

**29. EXERCISE OF DELEGATED POWERS**

An information item on the actions taken under delegated powers was submitted. The actions were as set out below:-

Organisational Change

- **Bare Land Auction of Various Sites – The disposal of parcels of vacant pasture at:**

- Land at Stryt Isa, Hope  
A rectangular parcel of pasture extending to approximately 3.28 acres
- Land adjacent to “Bryn Isa”, Wrexham Road, Hope  
An irregular parcel of pasture with an access gate of Wrexham Road extending to approximately 1.09 acres
- Land adjoining Cornist Hall, Flint  
An irregular parcel of pasture extending to approximately 0.9 acres
- Land adjoining Bryn Garth School, Penyffordd  
A gently undulating parcel of pasture extending to approximately 13.72 acres
- Land at Berth y Mean, Trelogan  
An undulating parcel of pasture extending to approximately 9.41 acres

- **Community Asset Transfer of Mancot Library**

The transfer of Mancot Library including land to Mancot Community Library group.

Education and Youth

- **Gronant Youth Centre**

To request that the Gronant Youth Centre be declared surplus to requirements of the Education and Youth Service.

**RESOLVED:**

That the actions taken under delegated powers be noted.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:**

That the press and public be excluded for the remainder of the meeting for the following items by virtue of exempt information under paragraph 15 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

**30. REVIEW OF CORPORATE ADMINISTRATIVE FUNCTIONS**

The Chief Officer (Governance) introduced the report on the Review of Corporate Administrative Functions.

**RESOLVED:**

- (a) That the functions of the combined Administrative Service be approved; and
- (b) That the structure for the combined Administrative Service be approved.

**31. ESTABLISHMENT STRUCTURE IN GOVERNANCE**

The Chief Officer (Governance) introduced the report on the Establishment Structure in Governance.

**RESOLVED:**

- (a) That the high level structure for the whole Governance Portfolio be approved;
- (b) That the changes to Democratic Services be recommended to both the Democratic Services Committee and full Council;
- (c) That Democratic Services Committee be recommended to designate the Democratic Services Manager post as the Statutory Head of Democratic Services and that full Council be recommended to transfer to it the powers of the Democracy and Governance Manager as set out in paragraph 1.08 of the report;
- (d) That the structure for the Legal Service be approved; and
- (e) That a report be brought back in six months on progress with changes to support for Committees.

Councillor Shotton left the meeting during consideration of the item.

**32. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE**

There were two members of the press in attendance.

(The meeting started at 9.30 am and ended at 10.50 am)

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**Chairman**