





FLINTSHIRE COUNTY COUNCIL

CABINET RECORD OF DECISION

DATE OF MEETING: 21 JUNE 2016 AGENDA ITEM NO. 6

REPORT OF: Chief Officer (Governance)

SUBJECT: PROJECT CLOSURE ON REVIEW OF CORPORATE ADMINISTRATION

RECOMMENDATIONS OF REPORT: That Cabinet notes the savings and benefits delivered by the project.

That Cabinet endorses the steps to close the project.

DECISION: As detailed in the recommendations.

REASON FOR DECISION: As detailed in the report.


CONSULTATIONS REQUIRED/CARRIED OUT: All affected employees and their unions have been consulted.

RESOURCE IMPLICATIONS: The project has generated the following permanent savings, which are net of project management costs:  
2013/14 - £193,875  
2014/15 - £584,492  
2015/16 - £301,000  
2016/17 - £43,610  
2017/18 - £10,365

DECLARATIONS OF INTEREST: None.

DISPENSATIONS None.

DATE PUBLISHED: 22 June 2016

SIGNED  (Proper Officer)



**FLINTSHIRE COUNTY COUNCIL**

**CABINET RECORD OF DECISION**

**DATE OF MEETING:**                    **21 JUNE 2016**                    **AGENDA ITEM NO. 8**

**REPORT OF:**                            **Chief Officer (Community and Enterprise)**

**SUBJECT:**                                **BUSINESS RATES - WRITE OFF ABOVE £25,000**

**RECOMMENDATIONS OF REPORT:**    Approve the write off of the business rate debt, amounting to £38,146.39.

**DECISION:**                                As detailed in the recommendation.

**REASON FOR DECISION:**                As in the report.

**CONSULTATIONS  
REQUIRED/CARRIED OUT:**                All write offs must be approved by the Corporate Finance Manager, but in the case of write offs over £25,000, the Cabinet Members must be consulted before a decision is taken to write off debts.

**RESOURCE IMPLICATIONS:**                There are no direct financial implications for the Council or local taxpayers as business rates which are collected (or not collected) are borne by the National Collection Pool for Wales. As the Collection Pool is supported by Welsh Government, non-payment of rates does though have a wider impact on the Welsh taxpayer.

Writing off this debt, amounting to losses of £38,146.39 is being recommended as a last resort and only on the basis that there is no prospect of successfully recovering this debt.

**DECLARATIONS OF INTEREST:**                None.

**DISPENSATIONS**                                None.

**DATE PUBLISHED:**                        22 June 2016

**SIGNED**

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**(Proper Officer)**

**FLINTSHIRE COUNTY COUNCIL**

**CABINET RECORD OF DECISION**

**DATE OF MEETING:**                    **21 JUNE 2016**                    **AGENDA ITEM NO. 9**

**REPORT OF:**                            **Chief Officer (Education and Youth)**

**SUBJECT:**                                **RECOMMENDATIONS OF THE SCHOOL  
TRANSPORT TASK & FINISH GROUP**

**RECOMMENDATIONS OF REPORT:**    That if approval is given for areas of discretionary transport provision to be considered for further policy change in the future, Cabinet agrees to support the recommendations of the School Transport Task & Finish Group.

**DECISION:**                                As detailed in the recommendation.

**REASON FOR DECISION:**                As in the report.


**CONSULTATIONS  
REQUIRED/CARRIED OUT:**                Statutory consultations and notifications would need to be undertaken prior to adoption of any changes in policy entitlements. Statutory consultations on policy change options would have to be considered and authorised by the Council's Cabinet. The Council's Cabinet has no current plans to authorise consultation.

**RESOURCE IMPLICATIONS:**                The savings identified within the diagnostic review could only be made through policy change. The Cabinet has no current plans to authorise consultation and implementation of changes to entitlement policies.

**DECLARATIONS OF INTEREST:**                None.

**DISPENSATIONS**                                None.

**DATE PUBLISHED:**                        22 June 2016

**SIGNED**                                                                        **(Proper Officer)**







**FLINTSHIRE COUNTY COUNCIL**

**CABINET RECORD OF DECISION**

**DATE OF MEETING:**                      **21 JUNE 2016**                      **AGENDA ITEM NO. 13**

**REPORT OF:**                                      **Chief Officer (Governance)**

**SUBJECT:**                                      **REVIEW OF CORPORATE ADMINISTRATIVE  
FUNCTIONS**

**RECOMMENDATIONS OF REPORT:**                      That Cabinet approves the functions for the combined Administrative Service.

That Cabinet approves the structure for the combined Administrative Service.

**DECISION:**                                      As detailed in the recommendations.

**REASON FOR DECISION:**                      As in the report.

**CONSULTATIONS  
REQUIRED/CARRIED OUT:**                      All affected employees and their unions have been consulted.

A report is going to Corporate Resources Overview and Scrutiny Committee on 16 June 2016 and any views will be reported at the Cabinet meeting.

**RESOURCE IMPLICATIONS:**                      Phase 1 of the project achieved its targets of £300,000 savings in 2015/16.

There was a shortfall of £58,000 from 2014/15 (due to savings being made in year rather than permanently). However, the expected savings for 2016/17 will cover the £58,000 shortfall and the small increase in costs associated with moving all admin assistants on to the same JEQ/salary grade – some received an increase in grade).

**DECLARATIONS OF INTEREST:**                      None.

**DISPENSATIONS**                                      None.

**DATE PUBLISHED:**                                      22 June 2016

**SIGNED**

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**(Proper Officer)**

**FLINTSHIRE COUNTY COUNCIL**

**CABINET RECORD OF DECISION**

**DATE OF MEETING:**                    **21 JUNE 2016**                    **AGENDA ITEM NO. 14**

**REPORT OF:**                            **Chief Officer (Governance)**

**SUBJECT:**                                **ESTABLISHMENT STRUCTURE IN GOVERNANCE**

**RECOMMENDATIONS OF REPORT:**    That Cabinet approves the high level structure for the whole Governance Portfolio.

That Cabinet recommends the changes to Democratic Services to both the Democratic Services Committee and full Council.

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 & Governance Manager as set out in paragraph 1.08 of the report.

That the structure for the Legal Service be approved.

**DECISION:**                                As detailed in the recommendations and with a further resolution as detailed below:

That a report be brought back to Cabinet in 6 months on progress with changes to support for Committees.

**REASON FOR DECISION:**                    As in the report.

**CONSULTATIONS  
REQUIRED/CARRIED OUT:**                    The affected employees and their unions have been consulted. They support the proposals subject to the on-going work around role definition.

The current Democracy and Governance Manager is designated as the statutory

Head of Democratic Services post. He has seen and supports the recommendations in this report.

The changes to Democratic Services must be considered by the Democratic Services Committee and full Council.

**RESOURCE IMPLICATIONS:**

The proposals in respect of Democratic Services will generate the required level of savings to meet the 30% target (one any pay protections has elapsed).

The proposed structure in Legal Services is within the approved expenditure for the service but will not generate any savings directly. Legal Services has already generated part of its 30% target. The remaining proportion will be generated by following the recommendations of the CSR which require capacity within the team, particularly at management level, to implement. The funding retained from the deleted Principal Solicitor posts along with the funding for additional DOLS support is sufficient to pay for the changes in the Legal structure.

**DECLARATIONS OF INTEREST:**

Cllr Shotton.

**DISPENSATIONS**

None.

**DATE PUBLISHED:**

22 June 2016

**SIGNED**



**(Proper Officer)**

