

**INDIVIDUAL CABINET MEMBER DECISIONS
DECISION RECORDING LOG**

DECISION DETERMINED ON: Wednesday, 23 March 2016

**DECISION WILL COME INTO EFFECT ON: Wednesday 6 April 2016
(Subject to "Call-in" by appropriate Select Committee)**

DECISION 1

SUBJECT: CREATION OF BUSINESS SUPPORT OFFICER POST

DIVISION/WARD AFFECTED: All Wards

PURPOSE:

To gain agreement to employ a full-time Business Support Officer within Children's Services.

DECISION:

To create a permanent Business Support Officer post funded from within the current staffing budget to support the work of Children's Services.

REASONS:

Legal reforms and a sustained increase in legal proceedings for Children's Services have significantly altered the demands for business support and in particular the need for skilled administrators to minute legal meetings.

If sufficient capacity is not available from the business support team then there will be a delay in progressing legal proceedings required to keep children safe and the Local Authority's reputation will be damaged within family justice arenas.

Additional capacity brought into the service in 2014 has proved effective in managing the increased workload and expectations of the Service and it is therefore recommended that the temporary secondment is changed into a permanent position.

RESOURCE IMPLICATIONS:

The budget resource for this post have been met within Children's Services budget since the secondment in 2014 and so there are no additional resource implications.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

No significant equality impacts were identified in the assessment.

SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

This post will enable Children's Services to effectively carry out its statutory safeguarding duties.

CONSULTEES:

Rob Long – SCH directorate accountant
Tracy Jelfs/Jane Rodgers – Head of Children's Services
Claire Marchant – Director of Social Care and Health

AUTHOR:

Gillian Cox, Service Manager, Children's Services

CONTACT DETAILS

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SIGNATURE:

In taking this decision, I declare that I have no personal interest as defined under the County Council's Code of Conduct for Members.

Signed:

Dated:

Cabinet Member for Social Care,
Safeguarding and Health

DECISION 2

SUBJECT: MONMOUTHSHIRE CONSERVATION AREAS REVIEW OF DESIGNATED CONSERVATION AREAS

DIVISION/WARD AFFECTED: All Wards

PURPOSE:

The purpose of this report is:

To advise the Cabinet Member of the results of the consultation on Draft Conservation Area Appraisals.

To seek the Cabinet Member's agreement to formally adopt the Conservation Area Appraisals as Supplementary Planning Guidance (SPG).

DECISION:

To formally adopt the Draft Conservation Area Appraisals as SPG to support the Monmouthshire LDP.

To endorse further work regarding Article 4 Directions and to further consider an additional Conservation Area in Abergavenny and in Chepstow, with the necessary associated public consultation process.

REASONS:

Draft Conservation Area Appraisals have been completed and consulted upon and now need to be finalised. The local authority has a legal requirement to review its conservation areas.

RESOURCE IMPLICATIONS:

With regard to the existing Appraisals the further resource implications are:

- Officer time and costs in finalising boundary maps and, where necessary, in notifying owners accordingly;

- Officer time and costs in identifying potential new conservation areas and in writing the necessary appraisals and in managing the follow up public consultation (in the case of Abergavenny some resource may be available from Abergavenny Civic Society to assist with survey work);

- If the principle of Article 4 directions is supported there is an up-front resource demand in drafting and notification and thereafter officer time and costs in monitoring and determining applications;

- Finalisation of the draft documents, and adoption of the Appraisals as Supplementary Planning Guidance;

- Publication on the Council's website.

The further phase involves preparation of Conservation Area Appraisals for the remaining conservation areas and carrying out the required consultation exercises which it would be necessary to outsource to a suitably qualified consultant. By the end of this process Monmouthshire would have up to date appraisals for all its 31 conservation areas.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

Conservation Area Appraisals are adopted as Supplementary Planning Guidance and as such are part of a suite of guidance to complement the Local Development Plan to ensure suitable and sustainable development within MCC. These documents support the preservation and enhancement of local identity and culture. There is neutral impact on Equality and there are no discrimination issues. An updated EqIA/Future Generations Assessment has been produced.

CONSULTEES:

Planning Committee (01 March 2016) – endorses the adoption of the Appraisals as Supplementary Planning Guidance. Recommends the deletion of paragraph 13.2.7 of the Monmouth Appraisal relating to Wyebridge Street which is not considered to be a realistic enhancement proposal.

SLT

Cabinet

Head of Planning - supports

Head of Legal Services – no objections

Development Management Officers - support

AUTHOR:

Amy Longford, Heritage Manager

CONTACT DETAILS

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SIGNATURE:

In taking this decision, I declare that I have no personal interest as defined under the County Council's Code of Conduct for Members.

Signed:

Dated:

Cabinet Member for Resources

DECISION 3

SUBJECT: LIFTING FOR A RESTRICTIVE COVENANT IN MAGOR

DIVISION/WARD AFFECTED: Mill

PURPOSE:

To seek Council consent for the lifting of a restrictive covenant.

DECISION:

Recommended that following negotiations with the Estates Department, the Council release the Covenant (in so far as it is able to).

REASONS:

As contained within the report.

RESOURCE IMPLICATIONS:

As contained within the report.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

The Future Generations Evaluation is attached.

CONSULTEES:

SLT

Cabinet Member for Resources - Cllr Phil Murphy

Local Ward Member - Cllr Frances Taylor

Estates Manager - Ben Winstanley

Monitoring Officer - Robert Tranter

Legal Services - Joanne Chase

AUTHOR:

Gareth King MRICS, Management Surveyor

CONTACT DETAILS

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SIGNATURE:

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Signed:

Dated:

Cabinet Member for Resources

DECISION 4

SUBJECT: REQUEST FOR FLEXIBLE RETIREMENT

DIVISION/WARD AFFECTED:

PURPOSE:

To seek approval for a request for flexible retirement.

DECISION:

That a request for flexible retirement be approved.

REASONS:

As contained within the report.

RESOURCE IMPLICATIONS:

As contained within the report.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

This report refers solely to staff management matters and makes no recommendations in relation to any changes in policy or service delivery by the authority. As such a Future Generations and Equality Assessment are considered unnecessary.

SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

No risks arise in relation to safeguarding as a result of this report.

CONSULTEES:

SLT

Cabinet members

AUTHOR:

Nigel Leaworthy, Waste and Street Scene Operations Manager

CONTACT DETAILS

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SIGNATURE:

In taking this decision, I declare that I have no personal interest as defined under the County Council's Code of Conduct for Members.

Signed:

Dated:

Cabinet Member for County Operations

DECISION 5

SUBJECT: TREASURY MANAGEMENT SERVICES CONTRACT

DIVISION/WARD AFFECTED: All Wards

PURPOSE:

To consider the appointment of the Council's Treasury Management Advisor.

DECISION:

That Arlingclose Ltd are appointed as the Council's Treasury Management Advisor for the 4 year period from 1st April 2016 to 31st March 2020, with an option to extend for a further 2 years.

REASONS:

To appoint a Treasury Management advisor to assist the Authorities treasury management function in the areas outlined in 3.2 above.

RESOURCE IMPLICATIONS:

The cost of the treasury advisory contract for the Authority, Charities and Trust funds for the 4 year period from 1st April 2016 to 31st March 2020 is £74,700 excluding VAT, which is in line with the current budgeted amount.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

There are no sustainability and equality implications.

CONSULTEES:

Strategic Leadership Team
Cabinet Members
Select Committee Chairmen
Head of Finance
Head of Legal

AUTHOR:

Jonathan S Davies, Finance Manager

CONTACT DETAILS

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SIGNATURE:

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Signed:

Dated:

Cabinet Member for Resources

DECISION 6

SUBJECT: PROPOSED CHANGES TO SCHOOL ADMISSIONS POLICY

DIVISION/WARD AFFECTED: All Wards

PURPOSE:

The Local Authority in line with the School Admissions code Wales (July 2013) is required to consult on its School Admission arrangements annually.

The purpose of this report is to provide the Cabinet member with the proposed changes to the existing School Admission arrangements to reflect the recent consultation exercise.

DECISION:

Agreed the revised School Admissions arrangements (appendix 1) in order to implement the following changes with effect from September 2017:

A more flexible approach to administering applications for parents / carers who are in the process of moving property / been subject to an unexpected change of address as per pages 9/10 of the proposed School Admissions policy

A change to administering applications into Reception for children born during the summer term as per pages 11/12 of the proposed School Admissions policy which supports that children are admitted into their chronological year group unless exceptional

circumstances apply. This mirrors the Local Authority' approach for year groups other than the normal year of entry.

The criteria to be applied to calculate home to school distances in the event of a Schools oversubscription as per pages 13/14 of the proposed School Admissions policy

Revised timescales for processing application requests for year groups other than the normal year of entry, which permits school places to be offered up to a term in advance as per page 16 of the proposed School Admissions policy

REASONS:

To comply with the School Admissions Code of Practice Wales (July 2013) which requires Admission Authorities to consult upon its arrangements on an annual basis, and seek political approval prior to implementing any changes.

RESOURCE IMPLICATIONS:

There are no resource implications associated with these proposals, as the changes to administration will be met within existing resources.

SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

The future generation's process has been completed and can be found under appendix 2.

SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS

There are no safeguarding or corporate parenting implications associated with this report as the proposals do not impact current safeguarding arrangements / accountabilities.

CONSULTEES:

Cabinet Members
DMT
SLT
Statutory Consultees (appendix 1)

Any comments received have been included in the body of the report

AUTHOR:

Matt Jones, Access Unit Manager, Children and Young People Directorate

CONTACT DETAILS

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SIGNATURE:

In taking this decision, I declare that I have no personal interest as defined under the County Council's Code of Conduct for Members.

Signed:

Dated:

Cabinet Member for Schools and Learning

