

**CABINET  
DECISION RECORDING LOG**

**DECISION DETERMINED ON: Wednesday, 7 December 2016**

**DECISION WILL COME INTO EFFECT ON: Friday, 16<sup>th</sup> December 2016**

*Decisions made by full cabinet and individual cabinet members are subject to "Call-in" by the appropriate Select Committee. Should a decision be subject to call-in it will not take effect as stated above and will be presented again at a later date.*

**CABINET MEMBERS PRESENT:**

County Councillors G. Burrows, P.A. Fox, R.J.W. Greenland, P.A.D. Hobson and P. Murphy

**OTHER ELECTED MEMBERS PRESENT:**

County Councillors D. Batrouni, R. Harris and S. Howarth

Item Number	Title	Purpose, Consultation & Author	Declaration of Interests	Decision
2	Declarations of Interest	As set out in the report		<p>RESOLVED: County Councillor P.A. Fox declared a personal, non-prejudicial pursuant to the Members Code of Conduct as he had been the Council's representative on the CMC<sup>2</sup> Board.</p> <p>County Councillor R.J.W. Greenland declared a personal, non-prejudicial interest pursuant to the Members Code of Conduct as CMC<sup>2</sup> Director appointed by Council.</p>
<b>Additional Information:</b>				
4a	Payroll and HR Support Restructure Proposal	As set out in the report		<p>RESOLVED: Cabinet approve the proposed restructure outlined in appendix 2, which will provide the payroll/HR transactional service with some resilience and a modest developmental capacity, which is needed to deliver aspects of the people services work programme, linked to the whole organisations development, previously agreed by Council.</p> <p>Members agree to reserve fund the part year cost of c25k, depending on timing of implementation, associated with implementing the recommended restructure and recognise the full year pressure of the revised structure in the 17/18 budget round.</p>
<b>Additional Information:</b>				
4b	Effectiveness of Council Services - Quarter 2 Update	As set out in the report		<p>RESOLVED: That Cabinet use this report to help their continuous monitoring and evaluation of the effectiveness of services and the extent to which they are contributing to the council's priorities of the education of children, support for vulnerable people, enterprise and job creation and maintaining locally accessible services.</p>

				That Cabinet use this report as an opportunity to identify any action that may need to be taken to drive improvement, ensuring that services are as effective and efficient as possible in the context of current resources.
<b>Additional Information:</b>				
4c	Council Tax Base 2017/18 and Associated Matters	As set out in the report		<p>RESOLVED: That in accord with the Local Authorities (Calculation of Tax Base) (Wales) Regulations 1995, the amount calculated by the Council as its Tax Base for 2017/18 shall be notified as £45,537.71 and the Collection Rate set at 99.0%.</p> <p>That no Special Resolution declaring Drainage Rates as Special Expenses be made.</p> <p>That any expenses incurred by the Council in performing in part of its area a function performed elsewhere in its area by a Community Council shall not be treated as a special expense for the purpose of Section 35 of the Local Govt. Finance Act 1992.</p> <p>That Council Tax setting continues to be a function of full Council.</p>
<b>Additional Information:</b>				
4d	Section 106 - Magor GRIP 3 Report	As set out in the report		<p>RESOLVED: That the Council proceeds to commission parts 1 and 2 of the GRIP 3 process (project 97362) for a new walkway rail station in Magor at a total cost of £62,352 utilising funding from Section 106 balances from the Greenmoor Lane, Magor contribution (£32,346) plus financial contributions from Magor with Undy Community Council (£10,000), the Railfuture Fund (£10,000) and the local Magor Rail Group (£1,500).</p> <p>That £12,000 be added to budget code 97362 to meet the identified shortfall in funding for part 2 of the GRIP 3 process and this contribution will include further estimated consultancy expenses of £3,494. That these costs are funded by a corresponding contribution from Section 106 balances held by the Council from the Magor West (Kingfisher Rise) development (Finance Code N579);</p> <p>That, should the Welsh Government agree to reimburse the funding for part or the whole of GRIP 3, then the funding identified in 2.1 above be reserved to support further stages of the GRIP process for the proposed new Magor Walkway Station, without the need for reference back to Cabinet;</p> <p>That the area of benefit for using the remaining balance of the off-site recreation funding from the Kingfisher Rise S106 Agreement (£219,710) be defined as "the administrative boundary of the Magor with Undy Community Council".</p>
<b>Additional Information:</b>				
4e	Individual Support Service - Proposed Implementation of Revised Contractual Arrangements	As set out in the report		<p>RESOLVED: That Cabinet approves the creation of the following posts at Band D within the Individual Support Service:</p> <ul style="list-style-type: none"> <li>• 7 X 7 hour</li> </ul>

				<ul style="list-style-type: none"> <li>• 6 x 14 hour</li> <li>• 1 x 21 hour</li> <li>• 1 x 28 hour</li> </ul>
<b>Additional Information:</b>				
4f	Monmouthshire Museums - Transition and Forward Plans	As set out in the report		<p>RESOLVED: That Cabinet:</p> <ul style="list-style-type: none"> <li>• Considers the findings and recommendations of the Amion Cultural Services Review in particular the key recommendations associated with Monmouthshire Museums (Appendix One);</li> <li>• Approves the Monmouthshire Museums 2017-2022 Forward Plan (Appendix Two) and associated Transition Chart illustrating the phased approach to delivery (Appendix Three);</li> <li>• Approves the centralisation of the service to include a new centralised team structure (detail to follow in the Enterprise re-structure report March 2017); coordination of budgets and income generation opportunities; revised and consistent all day opening hours and the implementation of a lone working policy with associated safeguards;</li> <li>• Receives future submissions of individual business cases enabling full delivery of the Forward Plan.</li> </ul>
<b>Additional Information:</b>				
4g	Y Prentis Update and CMC2 Update	As set out in the report		<p>RESOLVED: That Cabinet:</p> <ul style="list-style-type: none"> <li>• Receives a full update on the activities of Y Prentis;</li> <li>• Approves the dissolution of CMC<sup>2</sup>;</li> <li>• Agrees to novate outstanding debt to the Council for recovery purposes;</li> <li>• As a consequence of the above movements, agrees to formally pass ownership of Y Prentis from CMC<sup>2</sup> to Monmouthshire County Council.</li> </ul>
<b>Additional Information:</b>				
4h	Establishing a Digital Programme Office	As set out in the report		<p>RESOLVED: To establish a Digital Programme Office through the restructure of the current Digital Projects Team in order to create the purposeful roles and activities required to demonstrate the biggest returns to the Council and community.</p> <p>To create two additional Whole Time Equivalentents to support and reinforce capacity within the Digital Programme Office, requiring:</p> <p>a) The provision of £52,000 net additional investment, from 17-18 onwards. b) The provision of £20,500 one-off investment for 16-17, funded from the ICT Transformation Reserve.</p> <p>To access a one-off sum of £100,000 from the ICT Transformation Reserve to enable the development of software that connects our customer service interfaces with the systems that support our core services and functions. This will allow services to be more responsive to customer needs, demands and expectations.</p> <p>To secure a further recurrent £50,000 from 17-18 onwards to provide the</p>

				resource for ongoing server updates, refresh and essential maintenance within SRS as infrastructure and equipment progressively reaches the end of its useful life.
<b>Additional Information:</b>				