Barry Davies LL.B (Hons)
Solicitor/Cyfreithiwr
County Legal and Democratic Services
Officer
Swyddog Gwasanaethau Cyfreithiol a
Democrataidd y Sir

CYNGOR
Sir y Fflint
Flintshire
COUNTY COUNCIL

TO: Councillor: Arnold Woolley
(Chairman)
Councillors: Carol Ellis, Patrick Heesom, Mel Higham,
Dennis Hutchinson, Nancy Matthews JP, Neville Phillips
OBE, Tony Sharps, Nigel Steele-Mortimer, Helen Yale

Your Ref / *Eich Cyf*	
Our Ref / *Ein Cyf*	NG
Date / *Dyddiad*	09/09/2008
Ask for / *Gofynner am*	Graham Connah
Direct Dial / *Rhif Union*	01352 702336
Fax / *Ffacs*	

Dear Sir / Madam,

A meeting of the **EXECUTIVE** will be held in the **CLWYD COMMITTEE ROOM,**
COUNTY HALL, MOLD on **TUESDAY, 16 SEPTEMBER 2008** at **09:30** to consider
the following items.

Yours faithfully

Assistant Director (Democratic Services)

A G E N D A

1. **APOLOGIES**

2. **MINUTES**
   To confirm as a correct record the minutes of the meeting held on
   05/08/2008 (copy enclosed).

3. **DECLARATIONS OF INTEREST**

   TO CONSIDER THE FOLLOWING REPORTS

   STRATEGIC REPORTS

4. EMERGING FLINTSHIRE UNITARY DEVELOPMENT PLAN: CLOSE OF
   PUBLIC INQUIRY AND TIMETABLE FOR ADOPTION.
   Report of the Acting Director of Environment & Regeneration - Portfolio of
   the Executive Member for Housing Strategy and Planning

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The Council welcomes correspondence in Welsh or English
Mae'r Cyngor yn croesawu gohebiaeth yn y Cymraeg neu'r Saesneg

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5. TAITH DRAFT REGIONAL TRANSPORT PLAN
    Report of the Acting Director of Environment & Regeneration - Portfolio of
    the Executive Member for Environment

6. SCHOOL ORGANISATION STRATEGY: PLANNING AND
    CONSULTATION SCHEDULE TO MID 2009
    Report of the Chief Education Officer - Portfolio of the Executive Member for
    Education and Youth

7. COMMUNITY PLANNING AND THE FLINTSHIRE LOCAL SERVICE
    BOARD
    Report of the Chief Executive - Portfolio of the Executive Member for
    Corporate Governance and Strategy

8. MEDIUM TERM FINANCIAL STRATEGY / BUDGET 2009/10 - PROCESS
    AND TIMETABLE
    Report of the County Finance Officer and Chief Executive - Portfolio of the
    Executive Member for Finance and Asset Management

9. POST OFFICE CLOSURES - NORTH WALES
    Report of the Chief Executive - Portfolio of the Executive Member for
    Corporate Governance and Strategy

    OPERATIONAL REPORTS

10. REVENUE BUDGET MONITORING 2008/09 (MONTH 3)
    Report of the County Finance Officer - Portfolio of the Executive Member for
    Finance and Asset Management

11. PROPOSED CYCLE LINK - ZONES 3 & 4, DEESIDE INDUSTRIAL PARK
    Report of the Acting Director of Environment & Regeneration - Portfolio of
    the Executive Member for Environment

12. TOWN CENTRE HEALTHCHECKS STUDY AND TOWN ACTION PLANS
    Report of the Acting Director of Environment & Regeneration - Portfolio of
    the Executive Member for Regeneration and Tourism

13. COMMUNITIES NEXT - OUTCOME OF THE CONSULTATION ON THE
    FUTURE OF THE COMMUNITIES FIRST PROGRAMME
    Report of the Acting Director of Environment & Regeneration - Portfolio of
    the Executive Member for Regeneration and Tourism

14. IMPROVING ACCESS TO THE COUNCIL FOR THE CUSTOMER
    Report of the Assistant Director of ICT and Customer Services - Portfolio of
    the Executive Member for Corporate Governance and Strategy

15. HEALTH AND SAFETY UPDATE - OCCUPATIONAL HEALTH STATISTICS
    2007/08
    Report of the Chief Executive - Portfolio of the Executive Member for
    Corporate Governance and Strategy

16. WELSH LANGUAGE SCHEME MONITORING REPORT 2007-08
    Report of Chief Executive - Portfolio of the Executive Member for Corporate
    Governance and Strategy

17.   BUSINESS RATES - WRITE OFFS
        Report of the County Finance Officer - Portfolio of the Executive Member for
        Finance and Asset Management

18.   ANNUAL TREASURY MANAGEMENT REPORT 2007/08
        Report of the County Finance Officer - Portfolio of the Executive Member for
        Finance and Asset Management

19.   AMALGAMATION OF DEE ROAD INFANT SCHOOL AND CUSTOM
        HOUSE LANE JUNIOR SCHOOL: INITIAL REPORT
        Report of the Chief Education Officer - Portfolio of the Executive Member for
        Education and Youth

20.   DEVELOPMENT OF SANDYCROFT HOUSEHOLD WASTE RECOVERY
        CENTRE (RECYCLING PARK)
        Report of the Acting Director of Community and Housing - Portfolio of the
        Executive Member for Waste Strategy and Management

21.   CAPITAL PROGRAMME 2008 / 09 - PLAY AREA IMPROVEMENTS
        Report of the Head of Leisure Services - Portfolio of the Executive Member
        for Leisure and Public Protection

22.   EXERCISE OF DELEGATED POWERS
        Report of the Chief Executive enclosed.

        **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO
        CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC**
        The following item is considered to be exempt by virtue of Paragraph(s) 12,
        13, 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as
        amended).

23.   DESIGN AND PRINT SERVICE REVIEW
        Report of the Assistant Director of ICT and Customer Services - Portfolio of
        the Executive Member for Corporate Governance and Strategy

        FOR INFORMATION
        A copy of the Executive Forward Work Programme (Months 09/08 to 11/08)
        (as considered by the Executive on 5 August, 2008) together with an update
        are enclosed for information.

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 5 August, 2008.

PRESENT: Councillor A. Woolley (Chairman)
Councillors: C. A. Ellis, P. G. Heesom, M. Higham, N. M. Matthews, N. Phillips, L.A Sharps and N. R. Steele-Mortimer.

ALSO PRESENT: Councillors: K. Armstrong-Braun, H. Bateman, B. Dunn, G. Hardcastle, R. Hughes, R.B. Jones, D. Mackie, Mrs D. Mackie and A. P. Shotton

IN ATTENDANCE:
Chief Executive, County Legal and Democratic Services Officer, County Finance Officer, Assistant Director (ICT and Customer Services), Assistant Director of Children's Services, Interim Assistant Director (Development and Resources), Interim Assistant Director (Human Resources and Organisation Development), Head of Business and Support (Community and Housing), Chief Highways and Transportation Engineer and Head of Committee, Member and Electoral Services.

APOLOGIES:
Councillors: H. D. Hutchinson and Helen Yale

At the commencement of the meeting the Chairman welcomed Councillor Mel Higham back to meetings of the County Council and Councillor Higham thanked everyone for the best wishes he had received.

49.   MINUTES

The minutes of the meeting of the Executive held on 15 July, 2008 were confirmed as a correct record.

50.   DECLARATIONS OF INTEREST

No declarations of interest were made.

51.   NORTH WALES REGIONAL WASTE PLAN – FIRST REVIEW

A joint report of the Chief Executive, Acting Director or Community and Housing and Acting Director of Environment and Regeneration, copies of which had been previously been circulated to Members, was submitted. The Chief Executive presented the report the purpose of which was to inform Members and to seek endorsement of the North Wales Regional Waste Plan Review so that it could be used to guide and inform the development of local planning policies in the individual Authorities across North Wales and to facilitate the implementation of UK Waste Policies and Strategy and EU Directives on Waste.

The Chief Executive referred to the background to the report and drew Members attention to Section 7 of paragraph 2.4 which indicated that if Local Authorities in a joint arrangement reached no agreement or individual Authorities did not accept the North Wales Regional Waste Plan, the Assembly had default powers to intervene in the planning process. A failure to agree on the regional level would not remove the need for an individual local authority to satisfy the requirements of the Wales Waste Strategy. Paragraph 1.12 stated "if the Local Authorities in a joint arrangement reached no agreement or if an individual Local Authority do not accept the Regional Waste Plan, the Assembly will consider its default powers to intervene in the planning process". In referring to the report, Members needed to note that this was being submitted for statutory purposes and its review needed to be endorsed to enable it to be used as a regional planning guidance and to inform the development of Unitary and Local Development Plan policy prepared by the respective Local Planning Authorities across North Wales.

The Executive Member for Waste Strategy and Management explained that the NWRWP was not a statutory binding document but was a tool primarily for use in developing policies within the Unitary (UDP) or Local Development Plan (LDP) or supplementary guidance. This was the first review and the current NWRWP and had been endorsed by all of the relevant Executive/Cabinets of the participant Local Authorities during February to March 2004, and had been formally agreed by the Welsh Assembly Government on 17th March 2004. In order that the plan kept pace with rapidly changing Waste Management Sector and other Government policy and strategy developments, TAN21 required that the plan was subject to regular review at 3 yearly intervals.

RESOLVED:

(a) That the North Wales Regional Waste Plan be noted and accepted, for statutory purposes, on behalf of the County Council.

(b) That the North Wales Waste Plan Review be endorsed to provide an up to date framework to facilitate the development of future waste infrastructure and facilities, regional collaboration and of local waste planning policy across North Wales, to ensure compliance with UK policy and strategy and EU Directives on the diversion of waste away from landfill and increased recycling and resource recovery.

52. **WALES AUDIT OFFICE REPORT – REVIEW OF PLANNING FOR FUTURE EDUCATIONAL PROVISION – FLINTSHIRE COUNTY COUNCIL**

A report of the Chief Education Officer, copies of which had been previously circulated to Members, was submitted. The Interim Assistant Director presented the report, the purpose of which was to provide background information and a summary of the findings of the recent Wales Audit Office report on a review of Flintshire County Council planning for future educational provision. Secondly, to provide Members with details of the proposed actions and recommendations in response of the Wales Audit Office report. The recommendations of the Wales Audit Office report was set out in paragraph 2.03 of the report and the report itself set out how these recommendations had been

addressed. Members attention was drawn to the diagram appended to the report which illustrated the linkages between the six main education plans.

The Executive Member for Education and Youth welcomed this positive report arising out of the Estyn inspection and said that work was ongoing and further reports will be submitted to the Executive in due course.

RESOLVED:

(a)   That the timetable for producing the 5 year Flintshire School Organisation Strategy 2008 – 2013 including the key component parts of the 5 year School Place Plan and Pupil Projections to 2013, Education Asset Management Plan, Primary Schools Organisation Plan, Secondary Organisation Plan, Special Schools Organisation Plan and the Medium Term Financial Plan and Capital Strategy, be noted.

(b)   That the new school organisation strategic and planning framework, including arrangements for monitoring and review procedures, be noted.

(c)   That it be noted that it was intended to submit further information for approval to the September 2008 Executive on the development of a Medium Term Financial Plan and Capital Strategy which identified the Capital and Revenue Resources to fund the future pattern of school provision within the School Organisation Strategy 2008 – 2013, the Education Asset Management Plan and the Primary and Special School Organisation Planning.

53.   ESTYN INSPECTION OF THE FLINTSHIRE YOUNG PEOPLES PARTNERSHIP – ACTIONS TAKEN IN RESPONSE TO RECOMMENDATIONS

A report of the Chief Education Officer, copies of which had been previously circulated to Members, was submitted. The Interim Assistant Director presented the report which informed Members of actions taken in response to the recommendations from the Estyn inspection of the Flintshire Young Peoples Partnership.

The Interim Assistant Director referred to the Estyn report and to the providers response to the report findings. The key issues for action broadly fitted into the themes of communication, influencing good practice and resource co-ordiniation. The identification of these themes would provide a sharp focus for the work of the Partnership over the coming year and work was already in hand to address some of the recommendations.

RESOLVED:

That the actions taken in response to the inspection report be noted.

54. POST OFFICE CLOSURES – NORTH WALES

A report of the Chief Executive, copies of which had been previously circulated to Members, was submitted. The Chief Executive presented the report the purpose of which was to update the Executive on the proposed Post Office Closure Programme.

The Chief Executive referred to a document issued by Post Office Limited "Network Change Programme – Area Plan Proposals" copies of which had been placed in the Members library. Since the preparation and despatch of his report details of the closures had been announced by Post Office Limited and had been the subject of extensive media coverage. He outlined the criteria used by the Post Office and the effect on the Flintshire area.

The consultation period was for 7 weeks but this was a limited exercise and not designed to provide a forum for debate on individual branch closures. However, the Chief Executive suggested that the County Council should be able to comment on the effects of closure on the immediate area as it saw fit. Further work was required on this matter and a number of Members had made representations to him and it was intended that this matter be debated at the next meeting of the full County Council. The Chief Executive also referred to an approach he had received from a Councillor who was willing to work on a voluntary basis in village post offices in an effort to keep them open.

The Chairman and other Members referred to the complaints they had received on this issue and welcomed the proposal to discuss this further at County Council.

The Chief Executive referred to the limitations of the consultation exercise by Post Office Limited and suggested four areas which the Post Office Limited could be asked to comment on in advance of the County Council meeting. These were the impact the closures would have on the existing post offices that would be retained, the impact of outreach pilot schemes, the relaunch of the Post Office Development Fund and how the changes would affect customers/clients of the County Council.

RESOLVED:

That the matter be referred for discussion to the next meeting of the County Council and that the Council's response to the consultation exercise be submitted subject to the outcome of that discussion.

55. MOLD TO SALTNEY GREENWAY

A report of the Acting Director of Environment & Regeneration, copies of which had been previously circulated to Members, was submitted. The Chief Highways and Transportation Engineer presented the report the purpose of which was to seek approval to adopting the Mold to Saltney Greenway for further investigation in accordance with the recommendations contained within the Executive Summary prepared by Faber Maunsell. The Consultants had been appointed by TAITH to undertake a feasibility study to examine the potential for

utilising approximately 17km of the disused railway line to provide a new greenway facility for pedestrians, cyclists and equestrians. TAITH had provided an allocation of £500,000 to undertake further investigation and consultation as well as preparing the detailed design and commencing implementation of a first phase. It was emphasised that if it was decided not to proceed there was no guarantee that the sum allocated by TAITH would be available for other schemes in Flintshire. Members were reassured that this scheme would be reviewed on a regular basis and further reports submitted to the Executive.

The Chairman welcomed the contents of the report and supported moving forward on the proposals but emphasised the need to be careful in accepting capital funding for the scheme which would need revenue support for maintenance in future years.

The Executive Member for Environment welcomed the assurances given by the Officer that the Executive would receive regular reports and he emphasised that this was a scheme for the future which would require a considerable amount of work before it proceeded. As an example he referred to approximately two hundred different title deeds on or adjoining the disused railway line would need to be considered. The £500,000 from TAITH was ring fenced for this scheme.

RESOLVED:

That the adoption of the Mold to Saltney Greenway be approved for further investigation and consultation.

56.   RURAL DEVELOPMENT PLAN FOR WALES 2007-2013 – RESOURCING

A report of the Acting Director of Environment and Regeneration, copies of which had been previously circulated to Members, was submitted. The Chief Highways and Transportation Engineer presented the report the purpose of which was to seek approval for resourcing through the creation of two new posts within the Regeneration Division and release these posts for recruitment. The posts would assist with the implementation of Axis 3 of the Rural Development Plan for Wales (RDP) 2007-2013 and Appendix 1 to the report was an explanatory note describing each of the four RDP Axes.

The Executive was reminded that it had received a number of reports on the progress in developing the RDP and the County Council had received notification from the Welsh Assembly Government on 18th June, 2008 that seven Axis 3 and five Axis 4 projects of the Business Plan had been awarded funding of approximately £4.1m. This funding would support the implementation of projects until February 2011 and not 2010 as stated in the report. He also referred to paragraph 3.07 of the report with regard to posts being temporary until 28th February 2011 and not 2010 as stated.

The Executive Member for Housing Strategy and Planning suggested that the report be submitted for consideration by the Environment and Regeneration Overview and Scrutiny Committee. However, to enable the appropriate

appointments to be made it was agreed that the appointments proceed and that the plan be referred to the Overview and Scrutiny Committee for consideration.

RESOLVED:

That the recommendation be approved and the plan be referred to the Environment and Regeneration Overview and Scrutiny Committee for consideration.

57. CAPITAL PROGRAMME 2007/08 (OUTTURN)

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to provide Members with the Capital Programme Out Turn information for 2007/08 which was subject to audit.

The County Finance Officer referred to the considerations of the report. She highlighted how the programme had changed during 2007/08 and referred specifically to the reduction of £4.133m for "Contractually Uncommitted" schemes in 2007/08, the funding for which had been carried forward to 2008/09 as part of the Capital Programme reported to the Executive on 11th March 2008. She highlighted additional slippage of £5.189m and Identified Pressures of £0.258m. The final outturn (actual spend) was greater than the Revised Programme total by a net £0.258m and a summary of this position was analysed in Section 3.02.1 of the report which also showed how this additional cost had been funded.

RESOLVED:

That the report be noted and approved in general.

58. GENERAL FUND REVENUE BUDGET MONITORING 2007/08 – FINAL OUTTURN

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to inform Members of the General Fund Outturn for 2007/08 which was still subject to audit and the impact on the level of un-earmarked reserves at as 31st March 2008. These figures had been included in the Statement of Accounts 2007/08 which had been reported to the Audit Committee on 25th June and County Council on 26th June. The report also provided Members with a review of the year and detailed some of the significant variations from the Revised Budget. The Final Outturn was compared to month ten which was the last monitoring report to have been considered by the Executive.

The report and table at Paragraph 2.01 showed that net expenditure was £4.113m below the budget which was an increase of £0.306m on the figure reported at month ten. This included an amount £3.527m returned to the corporate centre for items dependant on external factors such as the effect of the pay award, increases in interest rates and additional "windfall" income.

The report provided analysis of the overall variance against budgets. It was reported that Financial Procedure Rules stated that any Directorate overspend could be carried forward as the first call of the following year's Budget. However, the reasons for the net overall overspend had been communicated at an early stage and discussed with colleagues in the Directorates concerned. Due to the nature of the overspends and in assessing the over all financial position it was recommended that the overspend in respect of Community and Housing, Education Children's Services and Recreation, Environment and Regeneration and Corporate Strategy be funded from un-earmarked reserves.

Section 3.00 provided a review of the year and significant variances. Appendix 11 to the report provided a graph of the monthly reported projections for the General Fund compared to those of 2005/06 and 2006/07. From this it could be seen that monthly projections had been more accurate than in previous years being closer to the budget and less variable. Whilst there had been a marked improvement, there was still more work to be done to improve further. It was pleasing to note from this graph that the relatively minor movement of £0.457m from month eight to the final outturn (£2.300m 2006/07) as it was this information that was key when setting the following year's Budget. This enabled many of the significant in year underspends and overspends to be included in the 2008/09 Budget.

<u>RESOLVED:</u>

(a)   That the report be noted.

(b)   That the relatively minor movement in the projected outturn at month eight to the final outturn be noted.

(c)   That the Final Balance of un-earmarked reserves as at 31st March 2008 be noted.

(d)   That the increase in the Contingency Reserve be noted and that approval be given to add this to the amount available for redeployment.

(e)   That the non-ringfenced overspend of £0.137m on Community and Housing be met from un-earmarked reserves, be approved.

(f)   That the non-ringfenced overspend of £0.418m on Education, Children's Services and Education be met from un-earmarked reserves, be approved.

(g)   That the non-ringfenced overspend of £0.114m on Environment and Regeneration be met from un-earmarked reserves, be approved.

(h)   That the non-ring fenced overspend of £0.014m on Corporate Strategy be met from un-earmarked reserves, be approved.

59. **HOUSING REVENUE ACCOUNT FINAL OUT TURN 2007/08**

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to inform Members of the Housing Revenue Account Final outturn for 2007/08 (subject to audit) and the impact on the level of HRA Balances at 31st March 2008. The final outturn was compared to month ten being the last monitoring report considered by the Executive. The report also provided Members with a review of the year and detailed some of the significant variations from the revised budget.

The County Finance Officer referred to the final outturn position which had resulted in net expenditure being £0.285m more than the Budget (£0.114m at month ten). The report at Section 4.00 provided a review of the year and significant variances. There was a budgeted deficit of £0.380m on the Building, Maintenance Trading Account for 2007/08 with the final deficit being £0.177m.

As with the General Fund, the graph at Appendix 1 showed an improvement in budget forecasting compared to 2005/06 but with further work to be done to improve this further.

RESOLVED:

That the report be noted.

60. **GENERAL FUND AND HOUSING REVENUE ACCOUNT INTERIM REVENUE BUDGET MONITORING 2008-09**

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to provide Members with an Interim 2008/09 Budget Monitoring Report for the General Fund and Housing Revenue Account based on projections at the end of May 2008.

The County Finance Officer explained that in the early part of the financial year 2008/09 resources had again been targeted at the closure of the accounts for 2007/08. Therefore, as in previous years, this report only provided detail on significant variances to the Budget that were being projected to date. The report was at an early stage in the financial year and a more detailed report would be made to the Executive on 16th September, 2008.

The County Finance Officer made specific reference to Education Children's Services and Recreation and the out of county placements and an overspend of £0.765m. This was a volatile budget and detailed work was ongoing to analyse the expected costs of new placements and expected termination dates of existing placements. Particular reference was made to fuel costs which had risen significantly in the last twelve months and the effect of this increase was likely to have an impact across many services within the Council. In summary, the County Finance Officer explained that whilst this was at a very early stage in the year and there was uncertainty surrounding a number of budget

pressures and savings but there was currently a potential overspend of £0.97m on the General Fund.

RESOLVED:

That the report be noted.

61. **MINIMUM REVENUE PROVISION 2008/09**

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to present proposals for the setting of a prudent Minimum Revenue Provision for the repayment of debt as required under the Local Authorities (Capital Financing and Accounting) (Wales) (Amendment) Regulation 2008.

RESOLVED:

That it be recommended to the County Council on 25th September, 2008 that

(a)   Option 1 (Regulatory Method) be used for the calculation of the Minimum Revenue Provision in 2008/09 (and retrospectively 2007/08),
        for all supported borrowing.

(b)   Option 3 (Asset Life Method) be used for the calculation of the Minimum Revenue Provision in 2008/09 (and retrospectively 2007/08) for all unsupported (prudential) borrowing.

62. **PRUDENTIAL INDICATORS – ACTUALS 2007/08**

A report of the County Finance Officer, copies of which had been previously circulated to Members, was submitted. The County Finance Officer presented the report the purpose of which was to provide Members with 2007/08 (Actual) Prudential Indicator figures as required under the Prudential Code for Capital Finance.

RESOLVED:

That the report be noted and approved.

63. **MEDIUM TERM FINANCIAL STRATEGY**

The Executive received a presentation by the Chief Executive and the County Finance Officer which set out the Medium Term Financial Strategy definition, core principles and activities to be undertaken and timescales for 2009/10.

The Chief Executive referred to the timescale and the adoption of a four year strategy to coincide with the four year term of the Council with 2009/10 being year two of the current four year period. The joint presentation set out a

definition of the medium term strategy and its core principles and activities to be undertaken.

The Chief Executive then referred to the timescales for the strategy which would commence with this meeting considering the core principles and activities and then the development of a detailed work programme during August. In September 2008 and ongoing, detailed Member participation/discussion/input would be required at both Executive and Overview and Scrutiny together with engagement with management teams and budget managers.

RESOLVED:

That the presentation be noted.

64. **COUNCIL PERFORMANCE AND TARGET SETTING**

A report of the Chief Executive, copies of which had been previously circulated to Members, was submitted. The Chief Executive presented the report the purpose of which was to provide Members with an overview of the new approach to target setting using performance indicators and Members were provided with a presentation. Secondly, Members were asked to endorse the approach for further development of full consultation including Overview and Scrutiny Committees and the Chairs and Vice-Chairs of the other Overview and Scrutiny Committees at the meeting to be held on 18th August.

The Chief Executive referred to the Executive meeting on 24th June when a report had been received on the performance of Council services in 2007/08 against performance indicators. The Council had not yet formally adopted targets for 2008/09 against the performance indicators. The report set out four classifications that could be used to set targets which were:-

- a **minimum standard** which should be met as an entitlement and the client can expect;

- an **improvement target** to set business objectives to improve performance which is currently unsatisfactory; and

- an **incremental target** where a marginal improvement in performance is sought as a business objective where performance is currently satisfactory; and

- a **maintenance target** where performance is currently good and needs to continue.

The Chief Executive gave a short presentation to illustrate such targets and stated that Directorates were working to draft targets. He would prepare draft targets for consideration with Members in August and referred to the meeting of the People and Performance and Corporate Management Overview and Scrutiny Committees to be held on 18th August to which Chairs and Vice-Chairs of the other Overview and Scrutiny Committees had been invited and this would discuss the new approach for target setting.

RESOLVED:

That the approach to target setting for further development and consultation be endorsed.

65. AGENCY WORKERS

A report of the Interim Assistant Director of Human Resources and Organisational Development, copies of which had been previously circulated to Members, was submitted. The Interim Assistant Director presented the report the purpose of which was to provide an update on the current situation with regard to agency workers.

The report provided details on the background to establish a single agency supplier for all agency workers in Flintshire County Council. A Managed Agency Staff Solution (MASS) had been established and was a collaborative project between Denbighshire County Council, Wrexham County Borough Council and Flintshire County Council. A single agency supplier Matrix, had been approved by the Executive on 1st April 2008 to fulfil the contract for the provision of agency workers to the County Council in accordance with an agreed implementation plan.

The Interim Assistant Director responded to a question on the total cost of agency workers being approximately £6m for the period 1st April 2007 to 31st March 2008 and confirmed that this was the total cost including fees and salaries.

RESOLVED:

That the contents of the report be noted.

66. DRAFT RECRUITMENT POLICY

A report of the Interim Assistant Director of Human Resources and Organisational Development, copies of which had been previously circulated to Members, was submitted. The Interim Assistant Director presented the report the purpose of which was to recommend the adoption of a Recruitment Policy for the County Council. A copy of the latest version of the policy had been circulated as an appendix to the report but it was noted that this would change from time to time as changes took place.

The County Legal and Democratic Services Officer referred to the recommendations of the report and as this related to both Executive and County Council functions suggested that the recommendation should be changed to read "To adopt the proposed Recruitment Policy and recommended it's adoption by the County Council." In addition he suggested that delegated powers be given to the Chief Executive in consultation with the Executive Member for Corporate Governance and Strategy to make minor amendments to the policy where required from time to time. It was agreed that the suggestion made by the County Legal and Democratic Services Officer be incorporated into the recommendation.

RESOLVED:

(a)   To adopt the proposed recruitment policy and recommended its adoption by the County
Council such a policy to include:-

- An objective assessment and selection process.
- A competency based approach to interviewing.
- Welsh language skills assessment for positions.
- A 6 month probationary period.
- Pre-employment checks, such as, Criminal Records Bureau, eligibility to work in the UK.

(b)   That delegated powers be given to the Chief Executive in consultation with the Executive Member for Corporate Governance and Strategy to make minor amendments to the policy where required from time to time.

67.   COUNCILLOR WARD GRANT SCHEME

A report of the Assistant Director of ICT and Customer Services, copies of which had been previously circulated to Members, was submitted. The Assistant Director of ICT and Customer Services presented the report the purpose of which was to provide Members with information on Councillor Ward Grants Schemes in place at a number of Councils' across England and Wales. The report also highlighted some of the issues and considerations that would need addressing should such a scheme be implemented in Flintshire.

The Assistant Director reported that the schemes researched varied in scale focus and operation and details were contained in Appendix 1 to the report. Councillor Ward Grants were a way of enhancing the role of Ward Members as community champions, providing support to the local community groups and voluntary organisations that provided services within the Council Wards. Members would need to consider whether a scheme would provide each Councillor with a grant or whether this should be considered on ward basis or an allocation on a per capita basis based on ward population. Members were also advised that in Wales, individual Councillors had not been given the powers to determine grant applications. If a grant scheme was to be introduced, the grants would have to be made under the delegated authority of an Officer in consultation with the Member(s) based on their recommendations/preferences.

The financial implications of the report were highlighted and if, for example, £5,000 per Member was to be provided the total fund required would be £350,000 and on a ward basis this would be reduced to £285,000.   If Members wished to support the introduction of such a scheme for Flintshire, further work would be required and the recommendations of the report suggested a consultation exercise be undertaken with all County Councillors following which a further detailed report would be made to the Executive.

The Chief Executive referred to the request from Members to consider the introduction of such a scheme which would be of benefit to all Members and

therefore, as suggested in the recommendation, it was appropriate to consult with all Members. If it was intended to introduce this scheme in the current year funding would have to be met from in year under spends or from the contingency reserve and a budget growth bid would need to be considered for the 2009/2010 budget.

The Executive Member for Environment thanked the Officers for the research undertaken on this proposal and referred to the other funding schemes available in Flintshire which were the Welsh Church Acts Fund, Flintshire Community Chest and these were well established and successful should remain unchanged. He then referred to the considerations of providing £5,000 per Member and proposed that this be introduced for the current financial year 2008/2009 subject to a further report back to the Executive. This would allow the scheme to be fully tested out to allow the Council to make a decision as to whether the scheme be introduced on a permanent basis or not.

The Chief Executive referred to the recommendation and suggested that a consultation exercise be undertaken with all County Councillors as soon as possible to enable a further report to be made to the September Executive meeting.

RESOLVED

(a)   That the principle of a Ward Grants Scheme for Flintshire Councillors be agreed, subject to consultation with all Members.

(b)   That a consultation exercise be undertaken with all County Councillors on the considerations set out in Section 3 of the report and;

(c)   That following the consultation a further detailed report be presented to the Executive in September.

68.   FORWARD WORK PROGRAMME

A report of the Chief Executive, copies of which had been previously circulated to Members, was submitted. The Chief Executive presented the report the purpose of which was to enable the Executive to receive a presentation the proposed approach and draft contents of the Forward Work Programme for the period commencing September 2008.

The Chief Executive explained that the Council was required, under the Legislation for Council Governance and Constitutional Practice, to publish a Forward Work Programme. This would set out the important business of the County Council and the Executive intended to deal with over a fixed period against its pre-set meeting schedule. The Constitution stated that the work programme would be prepared to cover a period of 6 months and would be updated 6 monthly on a rolling basis to maximise the opportunity for consultation and dialogue.

The Chief Executive presented a draft Forward Work Programme as an illustration and this provided the date of the Executive, the Directorate/Division responsible, the topic and whether the report was strategic or operational. The draft work programme was developed around the budget cycle, governance cycle and regulatory cycle, as examples, and Executive Members and Overview & Scrutiny Chairman were invited to add to this. In response to a question by a Member on the content and the timing of reports to the Executive the Chief Executive explained that the initial draft had been shared with Executive Members and was open to addition and adjustment.

RESOLVED

That the proposed approach and draft content of the Forward Work Plan for the period commencing September 2008 be endorsed.

69.   EXERCISE OF DELEGATED POWERS

An information report of the Chief Executive, copies of which had been previously circulated to Members, was submitted. The purpose of the report was to inform Members of actions taken under delegated powers.

The actions taken were as set out below:-

(a)   Temporary renewal of lease of Police land at Council depot at Alltami until 31st March 2010 – modification of rental level. Acting Director of Community and Housing.

(b)   Agricultural estate – Acting Director of Community and Housing

Re-letting of Oaks Farm, Hope.
Re-letting of Oak Tree Farm, Padeswood.
Re-letting of Morriston Farm, Green Lane, Sealand.
Re-letting of Dairy/Stock Farm, Hope Hall Farm, Hope.
Re-letting of Bridge Farm, Green Lane, Sealand.
Re-letting of Aberllanerch Bungalow, Alltami.

70.   ADDITIONAL URGENT ITEMS

The Chief Executive, with permission of the Chairman provided information for Members on recent appointments.

(a)   The appointment of Maureen Harkin as Temporary Head of Housing with effect from 18th August 2008 with specific functions in relation to Housing Management and Operations.

(b)   The retirement of Huw Evans who had left the Authority on 31st July 2008 and the interim appointment of Mr Glyn P Jones as Acting Chief Planning Services Officer following interviews held the previous day.

RESOLVED:

That the information provided by the Chief Executive be noted.

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

RESOLVED

That the press and public be excluded from the meeting for the following Agenda item as it was likely would involve the disclosure of exempt information as defined in paragraph 14 of Part 1 of Schedule 12 (a) of the Local Government Act 1972 (as amended).

72. **SUPPORT FOR THE VOLUNTARY SECTOR – DE-COMMISSIONING OF TY'R BYNWYDDEN**

A report of the Chief Executive, copies of which had been previously circulated to Members, was submitted. The Chief Executive presented the report the purpose of which was to present a package of support for those organisations who would be required to leave Ty'r Bynwydden as the complex was de-commissioned and secondly, to support the Flintshire Council for Voluntary Action to develop a voluntary sector centre capable of offering alternative accommodation to those organisations currently occupying Ty'r Bynwydden.

RESOLVED

(a)   That the Council supports in principle the business case presented by FLVC and awards a revenue grant of up to £51,000 as detailed in paragraph 3.07 of the report, to be funded from the contingency reserve, subject to the finalisation of the business case and the Council being provided with the assurances required of FLVC of the viability of the new complex beyond the period of subsidy;

(b)   That, subject to (a) above, the Council calculates and negotiates the additional annual costs of market rents of the voluntary organisations commissioned or grant aided by the Council and, where the Council accepts responsibility, in 2008/09 meet the additional costs from in-year efficiencies and/or the contingency reserve and from 2009/10 from within the base budget;

(c)   That, subject to (a) above, the Council makes a payment of disturbance and relocation allowances to the resident organisations of Ty'r Binwydden, according to a formula to be set, to be met from the contingency reserve;

(d)   That, the Council ensure open and continuous communication with all parties affected to provide reassurance; and

(e)   That, the Chief Executive, in consultation with the Leader, be granted delegated authority to conclude arrangements under (a) to (c) due to the urgency of the situation.

73.   <u>DURATION OF MEETING</u>

The meeting commenced at 09.30 am and ended at 12.05 pm.

74.   <u>MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE</u>

There were two members of the press in attendance and one member of the public.

…………………………….
Chairman

SUMMARY OF DECLARATIONS MADE BY MEMBERS IN ACCORDANCE WITH FLINTSHIRE COUNTY COUNCIL'S CODE OF CONDUCT

EXECUTIVE	DATE: 5 August 2008

MEMBER	ITEM	MIN. NO. REFERS
	NO DECLARATIONS WERE MADE	

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 4

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **ACTING DIRECTOR OF ENVIRONMENT & REGENERATION**

SUBJECT :   **EMERGING FLINTSHIRE UNITARY DEVELOPMENT PLAN: CLOSE OF PUBLIC INQUIRY AND TIMETABLE FOR ADOPTION.**

1.00   PURPOSE OF REPORT

1.01   To inform Members regarding the closure of the Unitary Development Plan (UDP) Inquiry, to advise Members on the procedures for the adoption of the UDP, and to seek Member endorsement of "Additional Further Proposed Changes" to the UDP, including submission to County Council recommending that these "AFPC" be approved for Development Control purposes.

2.00   BACKGROUND

2.01   As Members will be aware, the oral sessions of the Flintshire Unitary Development Plan Inquiry were heard between 18th September 2007 and 19th December 2007. The two Inspectors appointed to conduct the Inquiry, Mrs Dee Burrows and Mr Gwynedd Thomas presided over 61 sessions where officers presented and defended the Council's case in response to the various objectors to the policies and proposals in the UDP. One of the most significant of these was the Housing Round Table session which debated the level of housing growth appropriate for the County.

2.02   Since the start of the New Year, officers have provided responses to the remaining substantial volume of Written Representations objections and in this respect, over 700 individual Council Proofs of Evidence have been submitted to the Inquiry. Following receipt of a letter from the Council notifying objectors of the availability of the Council's evidence in relation to their objection, they were allowed by the Inspector two weeks in which to make a final submission to the Inquiry.

2.03   Officers had anticipated the close of the Inquiry as 21st July 2008 but the Inspectors sought to ensure that all objectors had the requisite two week period in which to submit rebuttal evidence. As a result the Inquiry was formally closed by the Inspectors at 12.40pm on Monday 4th August 2008. No further evidence can be submitted to the Inspector after this date.

3.00   CONSIDERATIONS

Date: 08/09/2008

3.01   As part of the Inquiry process, both Oral and Written Representations objections have resulted in the Council producing a certain number of "Additional Further Proposed Changes" and these are attached as an Appendix to this report. Most of these comprise minor changes of policy wording for consistency reasons or deletions of allocations to reflect the fact that development has taken place. e.g. Tesco, Holywell.

3.02   However, Members should note the fairly substantial additional change in respect of Minerals Buffer Zones (change No. 680) and the delineation of their boundaries on accompanying plans. Members may recall that the authority to make such a significant change was agreed when the UDP report to Executive on 15th May 2007 was approved. Paragraph 5.55 of that report concluded with the following:-

       "On the basis of the need for the Further Proposed Changes to be issued swiftly in order to progress the plan to Public Inquiry this Autumn, it will not be possible for detailed buffer zones to be incorporated within this report. Instead it is proposed that a commitment be given to fully review the Council's position regarding buffer zones with a view to presenting delineated boundaries to the Inspector at the Public Inquiry."

3.03   In order to ensure consistency with previous stages of the UDP preparation process, it is proposed that the Additional Further Proposed Changes July 2008 should also be approved by the Council for development control purposes and are used as material considerations in determination of planning applications pending the outcome of the Inspector's Report. However, this is a matter for Full County Council.

3.04   In respect of the Inspector's Report, officers had hoped to present to Members an indication of when the Inspector's report would be published, thus enabling a timetable towards adoption of the UDP to be drawn up. However, at the time of writing this report, the Inspectors were still deliberating this issue. Under the Delivery Agreement they have 40 days from the close of the Inquiry in which to provide an estimate of the date by which a draft report will be sent to the Local Authority. It is hoped that a verbal update can be provided to your meeting.

3.05   Members should note that the Assembly advises in Unitary Development Plans - A Guide to Procedures 2001 that the Local Authority should normally make the report of the Inspector available within 8 weeks of its receipt, with copies of the report being made available for inspection at the locations where the plan was deposited. The Local Authority must first undertake a factual check of the report to identify any matters of clarification or omissions that need to be resolved and, if necessary, may request an amended report.

3.06   The Inspector's report will contain a list of recommendations and the Council will be required to place on deposit a statement of its decision and reasons on each of the recommendations. Where the Council chooses not to accept

a recommendation, it must provide clear and cogent reasons for not doing so. When the Council places on deposit its statement on the Inspector's Report for a six week consultation period, objections can be made to a decision of the Council not to accept an Inspector's recommendation.

3.07 The Council will also need to decide whether there is a need to advertise modifications to the plan, e.g. where the Council decides to accept an Inspector's recommendation which would involve a site or policy which had not been included in the deposit plan; or where there are Pre-Inquiry changes to the plan proposed by the Council, which are upheld by the Inspector's recommendations.

3.08 It is clear from the level of objections to the UDP and the volume of evidence submitted to the Inquiry that the Inspector's report will inevitably contain a large number of recommendations. The method of dealing with the report, once received needs careful consideration, as does the mechanism whereby officers report to Members on each and every recommendation within it. I intend to give this further consideration once the timing of the Inspector's report is known and report back to Members with a suggested timetable and reporting framework.

4.00 RECOMMENDATIONS

4.01 That Members:-

a. endorse the Additional Further Proposed Changes to the UDP attached as an appendix to this report;

b. endorse the submission of the report to the County Council, with a recommendation that the "Additional Further Proposed Changes", July 2008 be approved for development control purposes.

5.00 FINANCIAL IMPLICATIONS

5.01 The County Council made budgetary provision for the UDP Inquiry of £300,000 up to March 2008 (£100,000 for 2006/7 and £200,000 for 2007/8). However, as at the middle of August 2008, the UDP Inquiry costs had risen to just under £390,000, much of this due to the volume of work and the length of the Inquiry process. Of the £90,000 overspend, over £65,000 has already been absorbed in the 2006/07 and 2007/08 final accounts. The remaining £25K additional costs will be included in the next budget monitoring report, updated if appropriate.

5.02 Whilst the final Inquiry costs cannot be determined until the Inspector's Report is complete, an accrual of £113,000 has been built into the UDP cost estimates (i.e. within the £390,000) pending the receipt of the final invoice from the Planning Inspectorate to cover the outstanding work undertaken by the two Inspectors in considering all of the Inquiry evidence. This of course

may be subject to variation as it depends on the actual number of days that it takes the Inspectors to complete their report.

5.03 There are no longer any costs associated with the Programme Officer as the appointment was terminated following the closure of the Inquiry.

6.00 ANTI POVERTY IMPACT

6.01 None

7.00 ENVIRONMENTAL IMPACT

7.01 A Strategic Environmental Assessment and Sustainability Appraisal (SEC/SA) has been carried out and its recommendations have informed the consideration of representations as well as improvements to the Plan.

8.00 EQUALITIES IMPACT

8.01 None

9.00 PERSONNEL IMPLICATIONS

9.01 The Programme Officer is no longer in post. The Planning Inspectorate now act as the link between the Inspectors and the Council.

10.00 CONSULTATION REQUIRED

10.01 No further formal consultation is required as the Plan and changes to it will be considered by the Inspector.

11.00 CONSULTATION UNDERTAKEN

11.01
- UDP Deposit Consultation September to November 2003;
- Proposed Changes Consultation November to December 2006;
- SEA/SA Consultation November to December 2006.

12.00 APPENDICES

12.01 Additional Further Proposed Changes, 18th July 2008.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Flintshire Unitary Development Plan Deposit Draft 2003 and all subsequent Proposed Changes (Nov 2006, May 2007 and July 2008.)

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**Flintshire Unitary Development Plan
2000-2015
Flintshire County Council**

Additional Further Proposed Changes

18th July 2008

Additional Further Proposed Changes

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
645	Chapter 3 STR11		Amend criterion d. of STR11 whereby 'informal open space' is added after '… play areas'.	To ensure consistency between STR11 and SR5.	Written Reps
646	Chapter 4 Page 16 GEN1		Delete in criterion d. 'unacceptably affect' and replace with 'have a significant adverse impact on'.	To ensure consistency within policy criterion.	Written Reps
647 M	Chapter 4 GEN2 Inset Map No 54	Land at Greenside Cottage, Rhosesmor	Amend the settlement boundary to include the site in the settlement of Rhosesmor.	To reflect the grant of outline planning permission (ref. 041949)	Written Reps
648 M	Chapter 4 GEN5 Proposals Map	Land NE Northop College	Draw back green barrier on south side of A55.	To ensure flexibility for development of College and retain strategic integrity of green barrier between College and Northop.	Inquiry
649 M	Chapter 4 GEN5 Proposals Map	Sealand Manor Farm, Sealand	Re-instate the green barrier designation over the current area of 'white land' to the north west of Sealand Manor Farm alongside the A494/A550 on the Deeside Settlements Inset Map 15	To reflect the fact that the planning permission for the hotel development lapsed in 2002.	Written Reps
650	Chapter 6 Page 29 TWH2		Add a new paragraph 6.8 to the policy explanation to read :- " The Council will place particular importance on the protection of ancient semi natural woodlands (ASNWs) and planted ancient woodland sites (PAWs) as they are irreplaceable habitats of high biodiversity value"	To correct the fact that this change was not incorporated into the published Proposed/Further Proposed Changes despite being approved by the Council following the DPP	Written Reps

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
				Meeting of 28th July 2005.	
651	Chapter 6 Page 29 TWH2 Criterion b.		Having reviewed its position in respect of the objection from the Home Builders Federation (2411-5241), the Council would be prepared to accept the deletion of the following wording in criterion b. of the policy, should the Inspector be minded to do so: ", and the County Council's Supplementary Planning Guidance about the Protection of Trees on Development Sites".	The Council is mindful that the inclusion of the reference to SPG in the policy wording itself, rather than just in the explanatory text to the policy, may convey more weight or possibly Section 54A status to the SPG, as contended by the objector. It is also relevant that the SPG has yet to be prepared, (it is only available as a Local Planning Guidance Note at present).	Written Reps
652	Chapter 6 Page 29 TWH3 Para 6.10		Delete the word 'native' from the last sentence of paragraph 6.10.	In order to be consistent with Proposed Change Nos 84, 85 and 601, which removed reference to native in the policy and explanatory text, para 6.10 also needs to be altered accordingly.	Written Reps
653 M	Chapter 7 Policy L3 Green Spaces Alteration to Proposed Change 161	Railway Line and River Alyn Meadows, Mold	Alter Proposed Change Map 161 to exclude that part of the green space outside of the settlement boundary from the green space designation.	Map in Proposed Changes document incorrectly shows the extent of the green space designation proposed by PC 161. The correct extent of the green	Written Reps

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
				space designation is only that portion within the settlement boundary. The green space outside the settlement boundary should be omitted due to protection being afforded to the site by open countryside and green barrier policies.	
654 M	Chapter 7 L3 (47) Inset Map No 23	Land Adjacent the Vicarage, Gorsedd	Amend the southern extent of the green space designation to follow the boundary of the site of the replacement vicarage	To reflect the grant and implementation of planning permission	Written Reps
655	Chapter 9 Para 9.7		Amend the second sentence of para 9.7 by replacing 'and' with 'or' between 'preserve' and 'enhance'.	Omitted from the original Proposed Changes document in error.	Written Reps
656	Chapter 9 HE2		Amend Proposed Change 230 such that newly created paragraph is numbered as 9.30 rather than 9.29, such that it forms the penultimate paragraph in the supporting text to HE2. It thus follows the paragraph that begins 'Modern attachments such as satellite television antennae…' and precedes new paragraph created by Proposed Change 226 (which will be numbered as 9.31).	To improve the clarity of the Plan.	Written Reps
657	Chapter 9 HE3		Delete the words 'of Buildings' from the title of Policy HE3 so that the full title reads 'Demolition in Conservation Areas'.	To better reflect the revised wording of the policy set out in Proposed Change 228, which refers to	Written Reps

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
				demolition of both buildings and structures within Conservation Areas.	
658	Chapter 9 HE3 Para 9.32		Delete paragraph 9.32.	Proposed Change 231 introduced a replacement paragraph and therefore original para 9.32 is redundant.	Written Reps
659	Chapter 9 HE6		In the policy wording delete 'sites or their setting will' and replace with 'site, or its setting, will'.	To improve the grammar of the policy wording.	Written Reps
660	Chapter 11 HSG1(2)	Whitley's Depot, Buckley	Amend site area to 0.89ha and number of units to 23.	To correct an error in the site area and capacity	Written Reps
661	Chapter 11 HSG1 (7)	Llwyni Drive, Connah's Quay	The Council no longer wishes to pursue Proposed Change 318 concerning the deletion of the allocation HSG1 (7) at Llwyni Drive, Connah's Quay. In addition the Council would have no objection to the re-instatement of the housing allocation as per the deposit plan if the Inspector is minded to do so, following the consideration of the other objections to the allocation.	As a result of the resolution of the highway concerns that cast doubt whether the site could come forward for development in the plan period, the Council has no longer any reason to oppose the site's allocation in the plan and its reinstatement would provide added certainty to the plan in terms of meeting its future housing provision.	Inquiry
662 M	Chapter 11 Page 69 HSG1(23)	Victoria Park, Bagillt.	Amend the settlement boundary to exclude the site from the settlement of Bagillt and designate the land as Green Barrier.	As a result of increased doubt over whether the site can be developed	Written Reps

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
	Inset Map No 3			considering its location within a Zone C2 floodrisk area.	
663	Chapter 11 Page 69 HSG1 (25)	South of Retail Park, Broughton	Amend the site area of the housing allocation South of Retail Park, Broughton as shown in the table in Policy HSG1 by replacing '9.9' (ha) with '9.4' (ha).	To take into account the precise area of the site once the proposed new interchange adjacent to the site is implemented.	Inquiry
664	Chapter 11 HSG1 (29)	West of Ewloe Green Primary School, Ewloe	The Council no longer wishes to pursue Proposed Change 319 concerning the deletion of the allocation HSG1 (29) West of Ewloe Green Primary School, Ewloe. In addition the Council would have no objection to the re-instatement of the housing allocation as per the deposit plan if the Inspector is minded to do so, following the consideration of the other objections to the allocation.	As a result of the resolution of the highway concerns that cast doubt whether the site could come forward for development in the plan period, the Council has no longer any reason to oppose the site's allocation in the plan and its reinstatement would provide added certainty to the plan in terms of meeting its future housing provision.	Inquiry
665	Chapter 11 Page 69 HSG1(30)	St David's Park Ewloe	Delete the allocation at St David's Park from the Housing Allocation Table and remove it from the Ewloe Inset Map (18).	Since the publication of the Proposed Changes, the whole of the site has been developed.	Neither – Plan overtaken by events.
666	Chapter 12 HSG1 (32)	St David's Park, sheltered accommodation, Ewloe	Delete sheltered accommodation allocation HSG1 (32) from the table in Policy HSG1 and remove the site from the Ewloe Inset Map (18).	To reflect the grant and implementation of planning permission	Neither – Plan overtaken by events.

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
667	Chapter 11 Page 70 Policy HSG1 Explanatory text/ reasoned justification		Include additional paragraph of explanatory text/reasoned justification to Policy HSG1 as follows: 'Units ascribed to each site under policy HSG1 are notional and mostly based on indicative densities e.g. 30 per hectare for Category A settlements and 25 per hectare for Category B/C settlements and are not intended to be prescriptive. It is recognised that the capacity of sites may vary when detailed planning applications are submitted and that some sites will be capable of accommodating more (and some less) than the 'standard' density applied in this case. Each application and the proposed density of development will be treated on its merits in the context of other housing policies on density, housing mix and affordable housing, as well as the landscape character of the site, wildlife issues and other detailed considerations.'	In order to clarify that the 'capacities' of the sites listed as allocations are based on indicative densities and that they may change as part of the detailed consideration of the sites' development once planning applications are received.	Inquiry
668	Chapter 11 Page 70 Policy HSG1 Other key policies		Add the following to 'Other key policies' under Policy HSG1: • HSG8 Density of Development • HSG9 Housing Mix and Type • HSG10 Affordable Housing Within Settlement Boundaries	To make the list of other key policies more comprehensive	Inquiry
669	Chapter 11 HSG2A	North West of Garden City	Alter the Amended Policy Wordings as set out in the back of the Proposed Changes Document as follows:	As a result of agreements with objectors Pochin Rosemound at the Inquiry	Inquiry

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
			1. In line 3 replace 'will comprise' with 'should comprise'; 2. In criterion i. replace: 'total' with 'at least' and 'provided' with 'sought'.	session held on 20th November 2007.	
670	Chapter 12 S1 (4)	Land adjacent Holywell Inner Ring Road, Holywell	Delete commercial allocation	To reflect the grant and implementation of planning permission	Neither – Plan overtaken by events.
671	Chapter 12 S1 (8)	Land adjacent Sheridan Avenue, St David's Park, Ewloe	Delete commercial allocation	To reflect the grant and implementation of planning permission	Neither – Plan overtaken by events.
672	EM1(18)	Greenfield Business Park, Phase III	In table EM1 comments column delete the words "But 4.0ha not generally available". Rescind last part of Proposed Change 391 by deleting "and in comments column in line 1 replace '4.0 with '2.8'."	To indicate that the site is no longer constrained by company expansion interests.	Neither – Plan overtaken by events.
673	EM3		In criterion c. replace the term 'unacceptably harm' with 'have a significant adverse impact on'.	In order to ensure consistency throughout the Plan	Written Reps
674	Chapter 16 T7 Para 16.31		Add the text 'Seasonal holiday occupancy conditions may also be appropriate where it is necessary to protect a sensitive local environment, at particular times of the year' at the end of the second sentence of para 16.31.	To ensure conformity with TAN13 on the circumstances where occupancy conditions will be appropriate.	Inquiry
675	Chapter 17 CF3 and Para 17.7	Halkyn Road, Holywell	Delete Policy CF3 and accompanying explanatory text and amend the Holywell Inset Map (33) accordingly.	The new hospital was completed in 2007 and is now operational.	Neither – Plan overtaken by events.

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
676	Chapter 17 CF6 (a) and Para 17.12	Gamfa Wen, Talacre	Delete criterion a. from Policy CF6 and paragraph 17.12 of the explanatory text and amend the Talacre Inset Map (58) accordingly.	The new community centre has been constructed and is now operational.	Neither – Plan overtaken by events.
677	Chapter 17 CF6 and Paragraph 17.14	Strand Park, Holywell	Delete paragraph from the explanatory text.	To correct an oversight due to the fact that Proposed Change No 486 was to delete the reference to Strand Park, Holywell from Policy CF6 as a location for a new community centre.	Written Reps
678 M	MIN8 Minerals Safeguarding Area	Bryn Mawr & Pen yr Henblas Quarries	Include land within the Minerals Safeguarding Area	To recognise that the existing quarries should be included within the Minerals Safeguarding area	Written Reps
679 M	MIN8 Minerals Safeguarding Area	Various	Draw back boundary of Minerals Safeguarding Area so as to extend seawards up to Mean Low Water Mark	To reflect that planning control only extends as far as mean Low Water Mark	Written Reps
680 M	MIN10	Various	Policy MIN10 Minerals Buffer Zones be reworded 'Mineral Buffer Zones are identified on the proposals maps based on a minimum distance of 100m for sand and gravel workings (and others where no blasting is permitted) and 200m for hard rock quarries. Development within Minerals Buffer Zones for mineral working or potentially sensitive development will not be permitted.' The 5th sentence of the explanation to MIN10 (as set out in PC524) be deleted	To ensure that the Plan highlights mineral buffer zones on the Proposals Maps in accordance with Minerals Planning Policy Wales.	Written Reps

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
			and replaced with 'Mineral buffer zones have been defined on the proposals maps based on the recommended minimum distances set out in MTAN1 Aggregates of 100m for sand and gravel workings (and others where no blasting is permitted) and 200m for hard rock quarries'. Minerals buffer zones are designated on the proposals map with a suitable notation and key.		
681	EWP3 Renewable Energy in New Development Further Proposed Change 637		That paragraph 4 of the supporting text of Further Proposed Change 637 be amended by: (i) replacing 10,000 sq m with 1,000 sq m; (ii) correctly referring to the relevant legislation as the Town and Country Planning (General Development Procedure) Order 1995; so the relevant paragraph reads as follows: The definition of 'major developments' in relation to the 10% rule is generally accepted as the definition of major development as found in the Town and Country Planning (General Development Procedure) Order 1995, as amended. In terms of non residential development this defines major development as that exceeding 1,000 sq m and in terms of residential development as sites of 10 or more dwellings.	(i) To correct a typographical error (ii) To correctly refer to the relevant legislation	Neither – to correct an error

Change No	Page/Para/Policy	Site Name	Change	Reason	Inquiry or Written Reps
682	Chapter 19 Para 19.22 Proposed Change 541		Delete reference to "EWP5" in the 'page/policy/para' field of PC541, as the change does not relate to that policy, as the paragraph which is the subject of that change relates to the introductory paragraphs of the waste policies within the chapter.	To correct a referencing error.	Neither – to correct an error
683	Chapter 19 Para 19.23 Proposed Change 542		i). Delete reference to "EWP5" in the 'page/policy/para' field of PC542, as the change does not relate to that policy, as the paragraph which is the subject of that change relates to the introductory paragraphs of the waste policies within the chapter. ii). Amend the paragraph references in the 'reason' field of PC542 from "9.20-9.22" to "19.20-19.22".	i). To correct a referencing error. ii).To correct a typographical error.	Neither – to correct errors

Additional Further Proposed Changes

37

Appendix 1 – Plans

Additional Further Proposed Change No 647 M

Additional Further Proposed Change No 648 M

UDP OBJECTION SITE

Identification Number: P3544

Representation Number: R8989

Key

Proposed Deletion of
Green Barrier

Deposit UDP
Green Barrier

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Flintshire County Council, 2008.

Directorate of Environment and Regeneration,
Flintshire County Council,
County Hall, Mold,
Flintshire, CH7 6NF.
Acting Dir: Mr. David Faulkner

Scale 1:5000
OS Map SJ 2469
Plotted 18/07/2008

Additional Further Proposed Change No 649 M

UDP OBJECTION SITE

Identification Number: P3638

Representation Number: R9317

Key

- Proposed Green Barrier Addition
- Deposit UDP Settlement Boundary
- Deposit UDP Green Barrier
- CCW Site of Special Scientific Interest
- CCW Special Area of Conservation

Sir y Fflint Flintshire COUNTY COUNCIL

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Directorate of Environment and Regeneration, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NF. Acting Dir: Mr. David Faulkner

Scale 1:10,000

OS Map SJ 3368

Plotted 18/07/2008

Additional Further Proposed Change No 653 M

UDP OBJECTION SITE

Identification Number: P1885

Representation Number: R3455

Key

Green Space Deletion

Deposit UDP Settlement Boundary

Deposit UDP Green Barrier

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Scale 1:3500
OS Map SJ 2364
Plotted 18/07/2008

Additional Further Proposed Change No 654 M

UDP OBJECTION SITE

Identification Number: P2617

Representation Number: R6042

Gorsedd

Key

	Site with Planning Permission for Replacement Parsonage (040877)		Green Space
	Deposit UDP Settlement Boundary		Conservation Area
	Amended UDP Settlement Boundary		

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Scale 1:2500
OS Map SJ 3137
Plotted 30/08/2007

Additional Further Proposed Change No 662 M

Additional Further Proposed Change No 678 M

UDP OBJECTION SITE

Identification Number: P4844

Representation Number: R18403

Key

red outline	Possible Revised Minerals Safeguarding Area	green	Deposit UDP Green Barrier	blue	CCW Site of Special Scientific Interest
black outline	Deposit UDP Settlement Boundary	grid	Amended UDP Green Barrier	dotted	CCW Special Area of Conservation
black dashed	Amended UDP Settlement Boundary	hatched	CCW Area of Outstanding Natural Beauty	green dots	CCW Special Protected Area and RAMSAR

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Sir y Fflint Flintshire COUNTY COUNCIL

Directorate of Environment and Regeneration, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NF. Acting Dir: Mr. David Faulkner

Scale 1:10,000
OS Map SJ 1973
Plotted 04/07/2008

Additional Further Proposed Change No 679 M

Plan Showing Revised Extent of
UDP Minerals Safeguarding Area

Minerals Safeguarding Area pulled back from
Estuary to Mean Low Water Mark

Key

Revised UDP Minerals
Safeguarding Area

Area Deleted from UDP
Minerals Safeguarding Area

Flintshire County
Boundary

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Flintshire County Council, 2008

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Acting Dir: Mr. David Faulkner

Scale 1:175,000
OS Map: MasterMap
Plotted 07/07/2008

Additional Further Proposed Change No 680 M (Alltami)

Additional Further Proposed Change No 680 M (Bryn Gwyn)

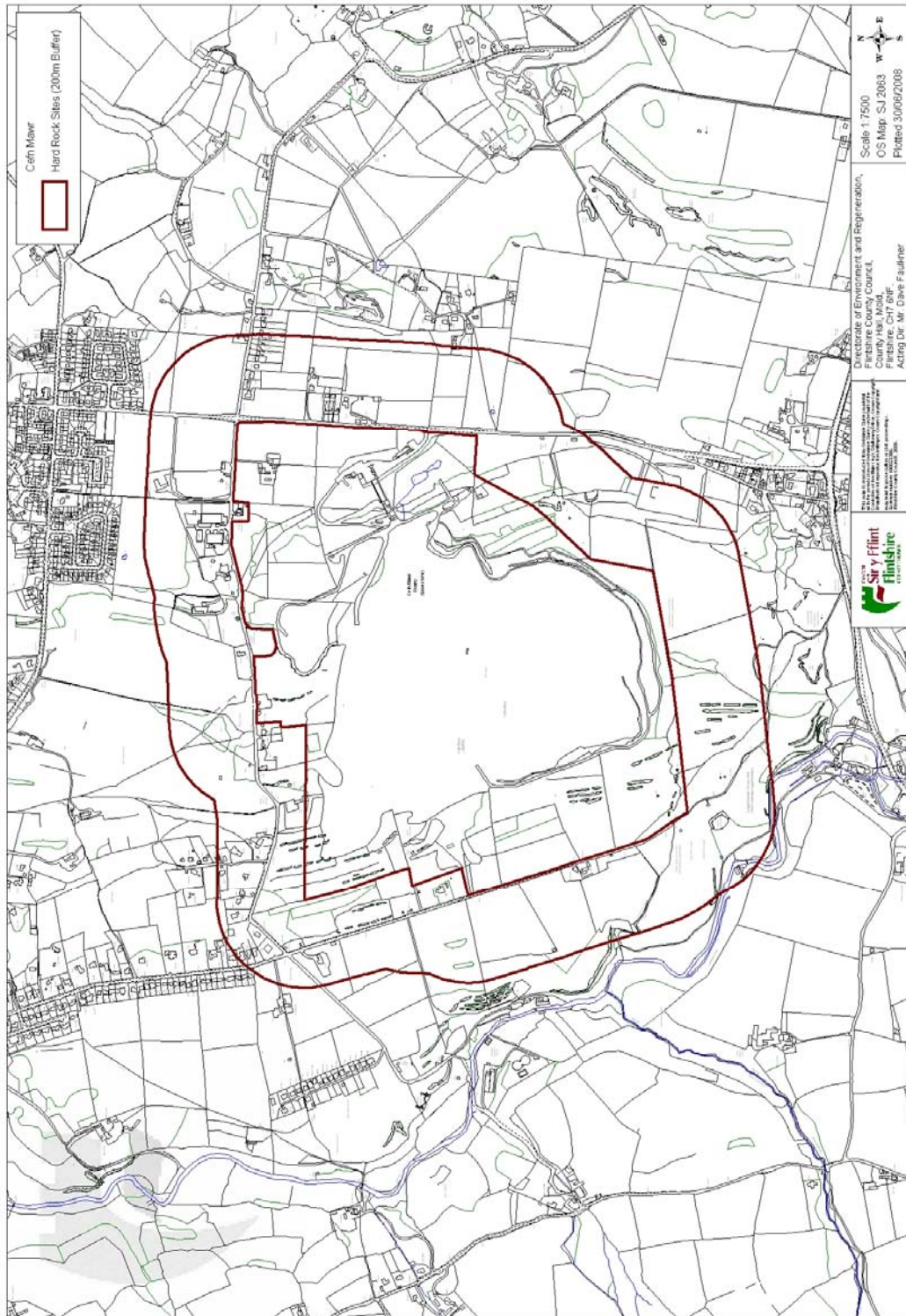**Additional Further Proposed Change No 680 M (Bryn mawr)**

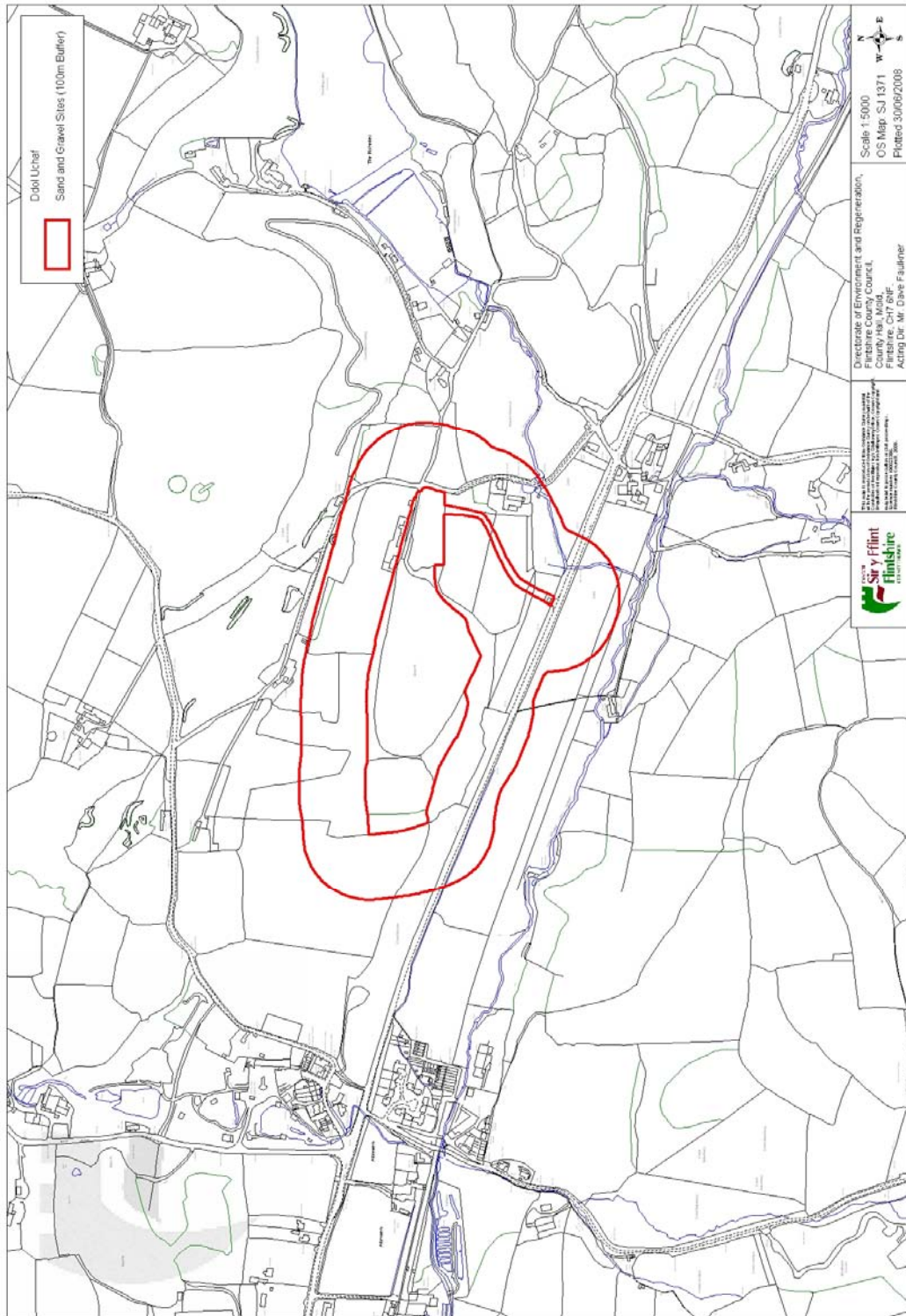**Additional Further Proposed Change No 680 M (Cambrian)**

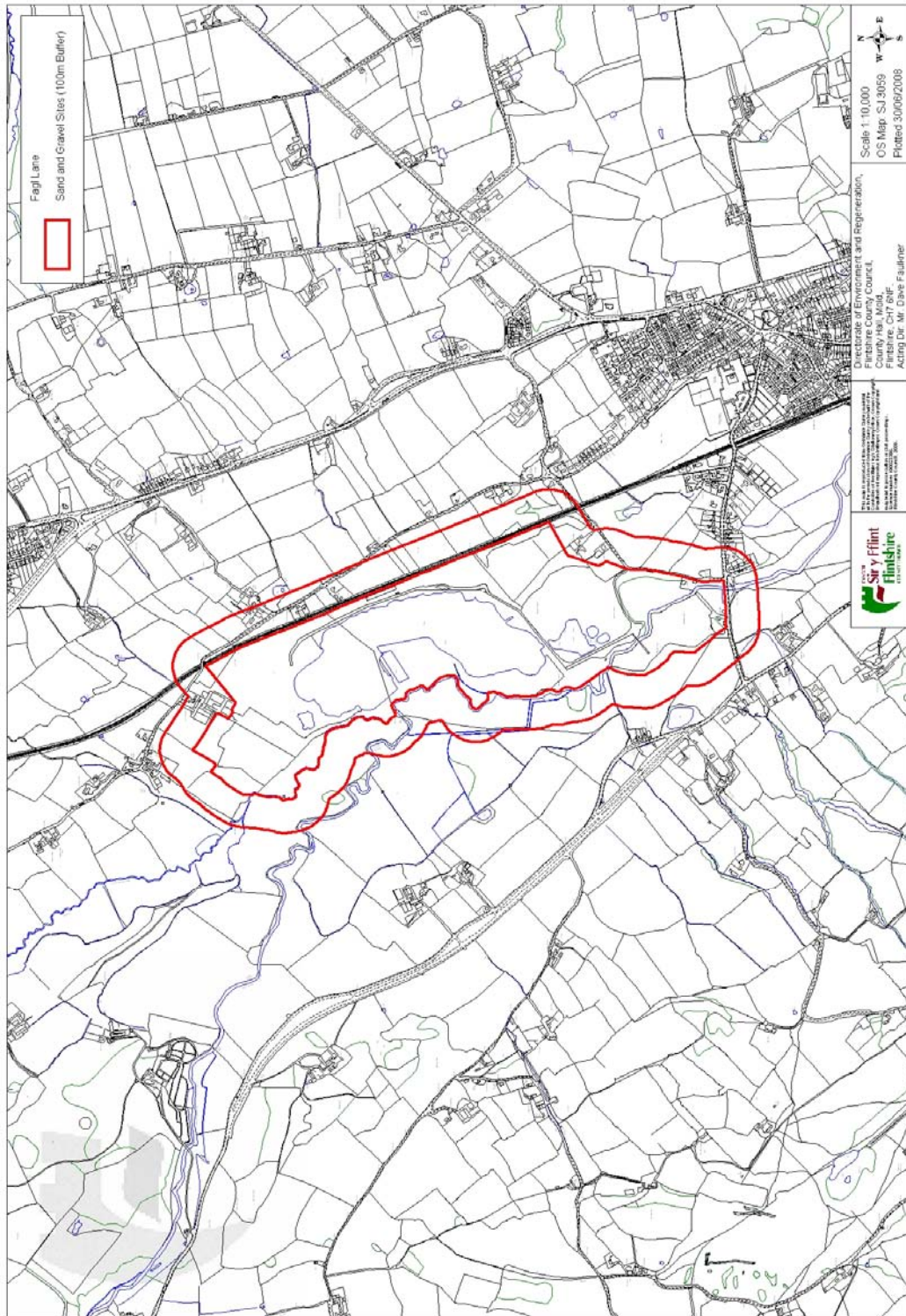**Additional Further Proposed Change No 680 M (Catherall's)**
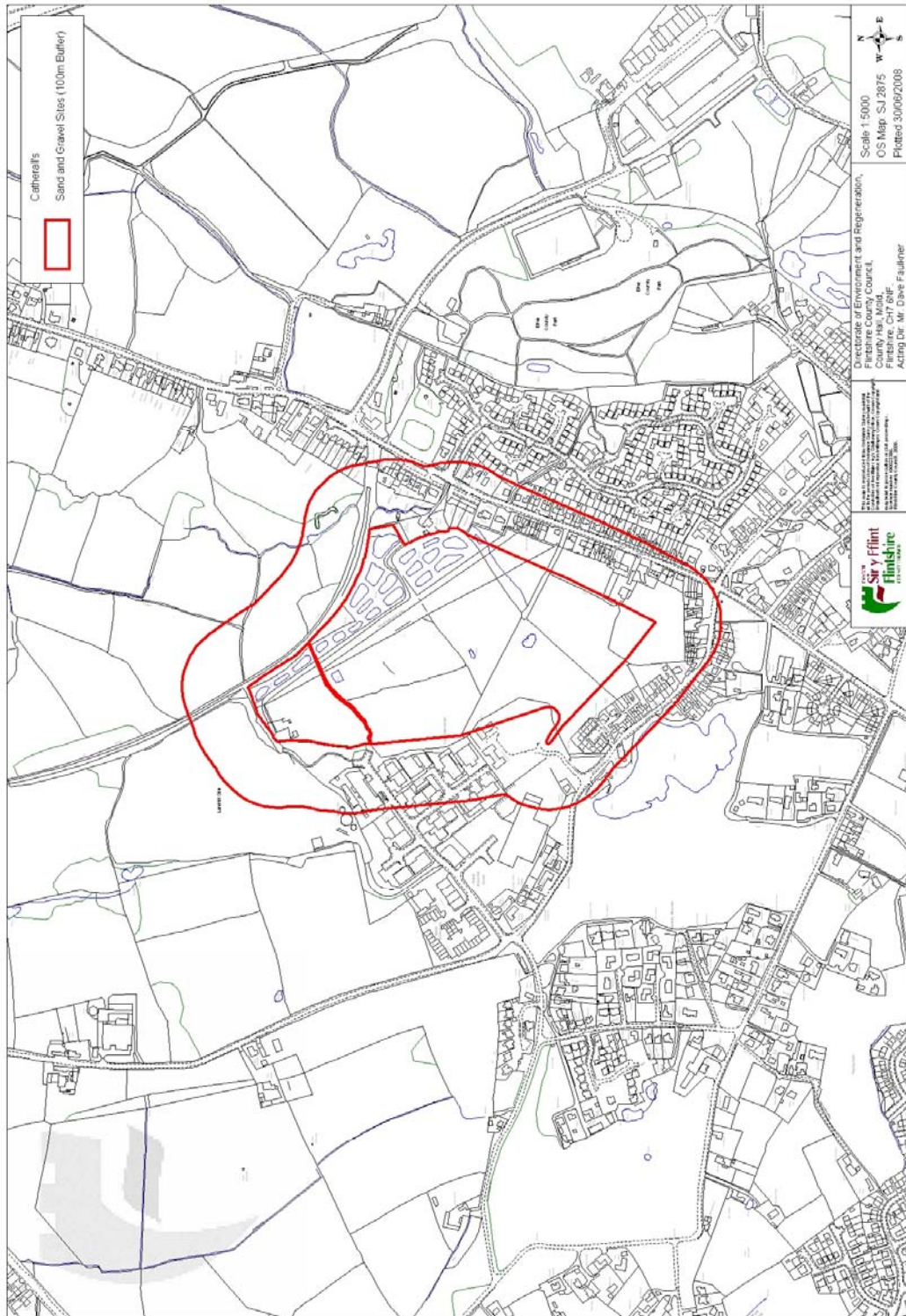
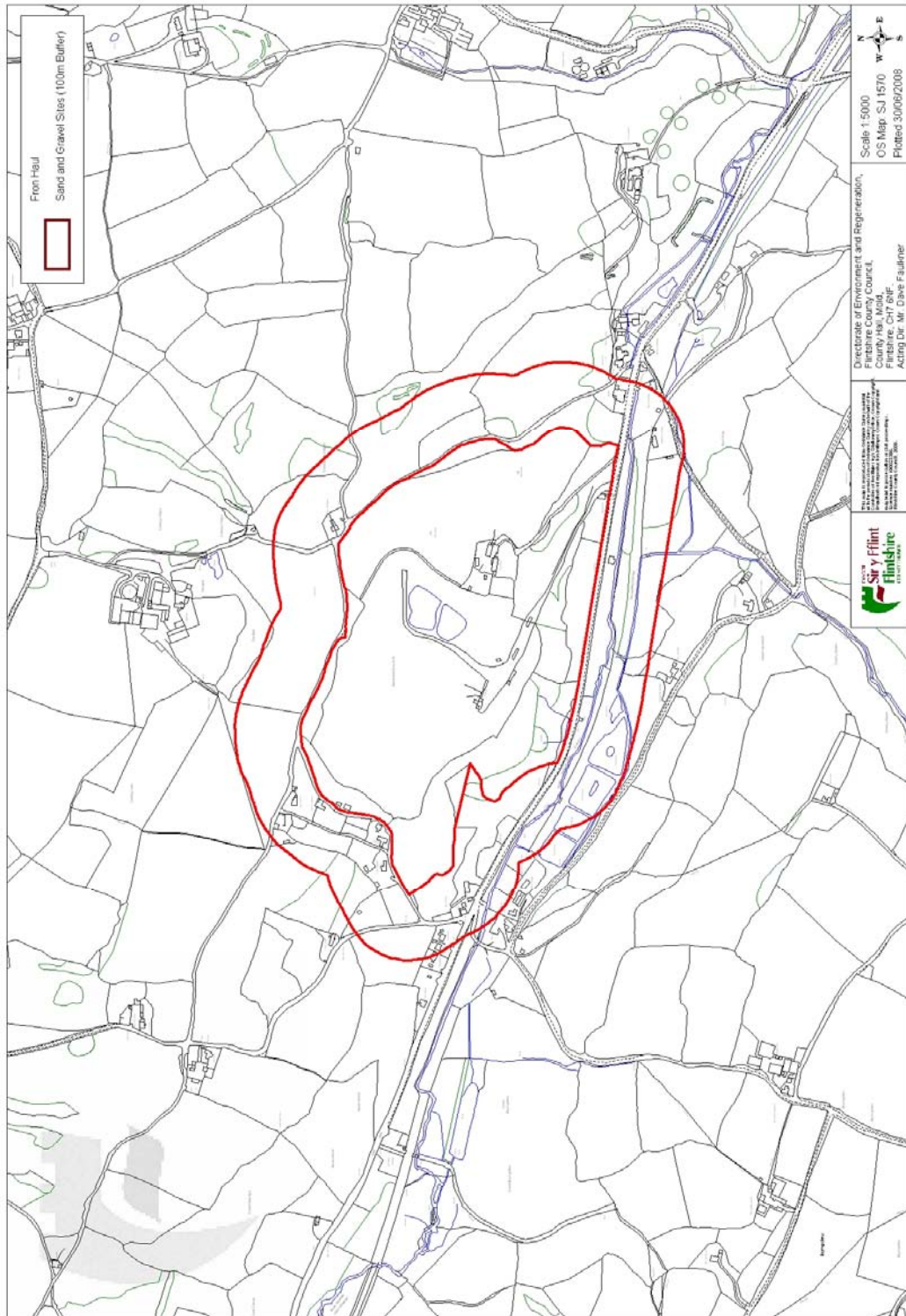**Additional Further Proposed Change No 680 M (Cefn Mawr)**

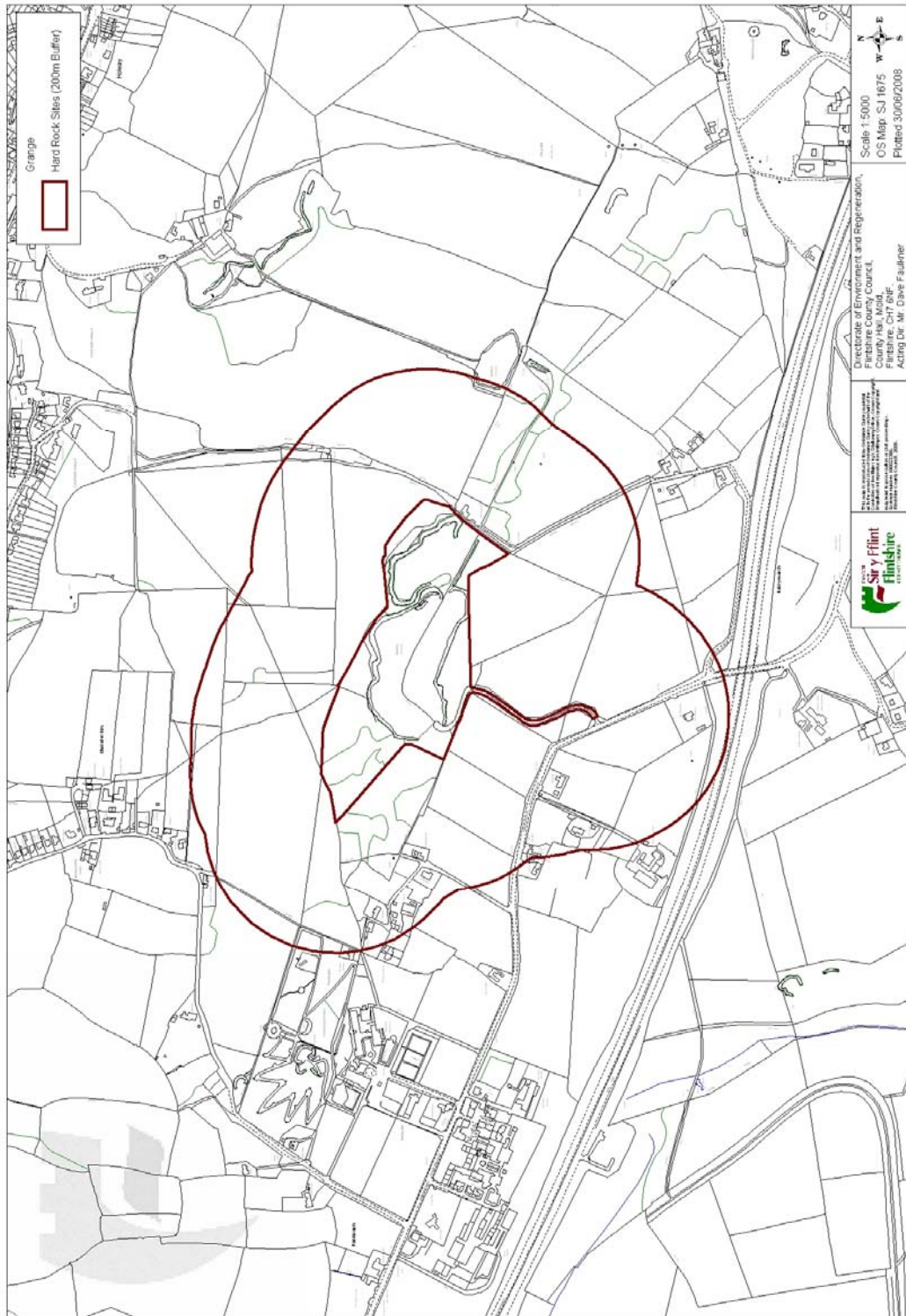**Additional Further Proposed Change No 680 M (Ddol Uchaf)**

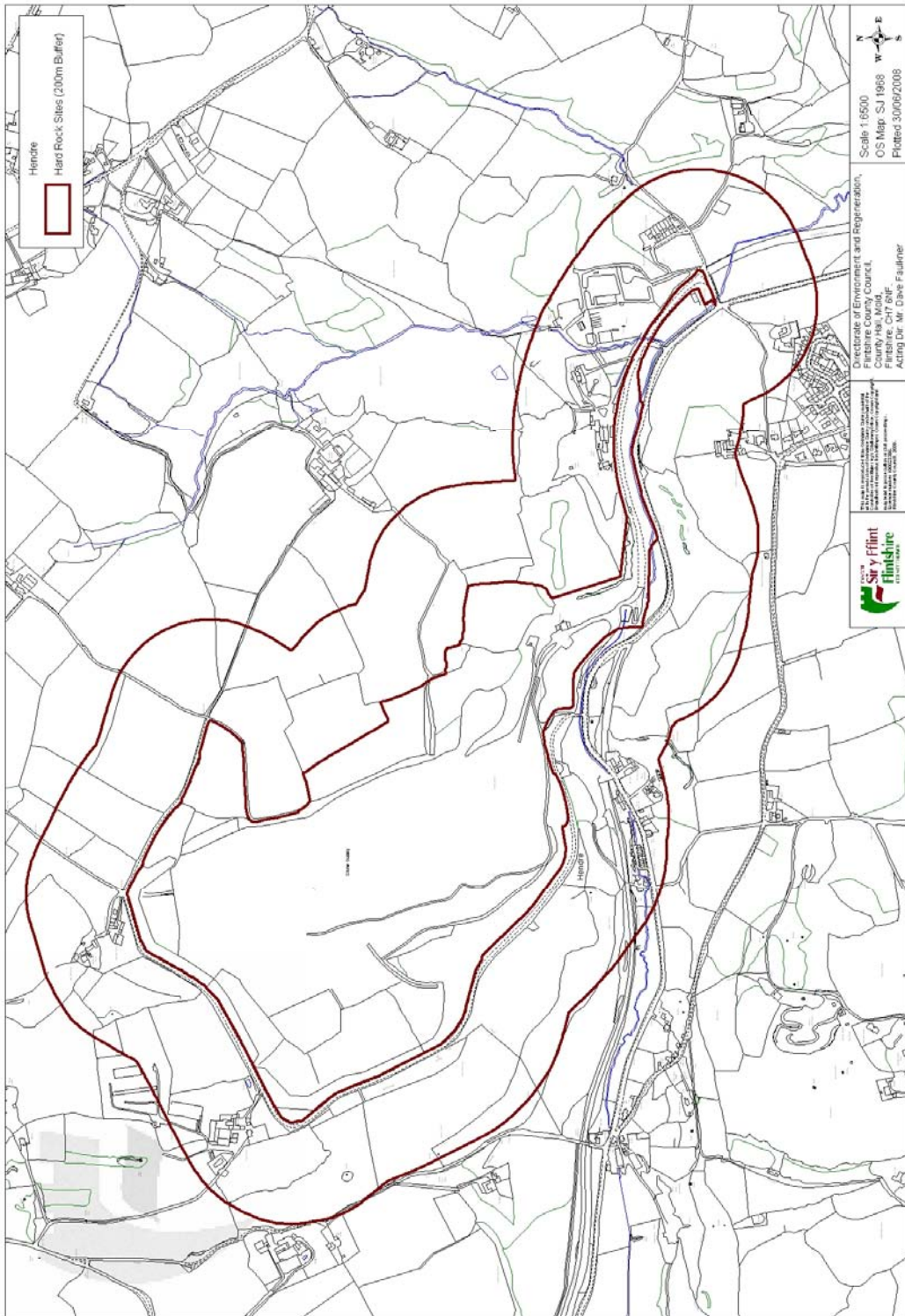**Additional Further Proposed Change No 680 M (Fagl Lane)**

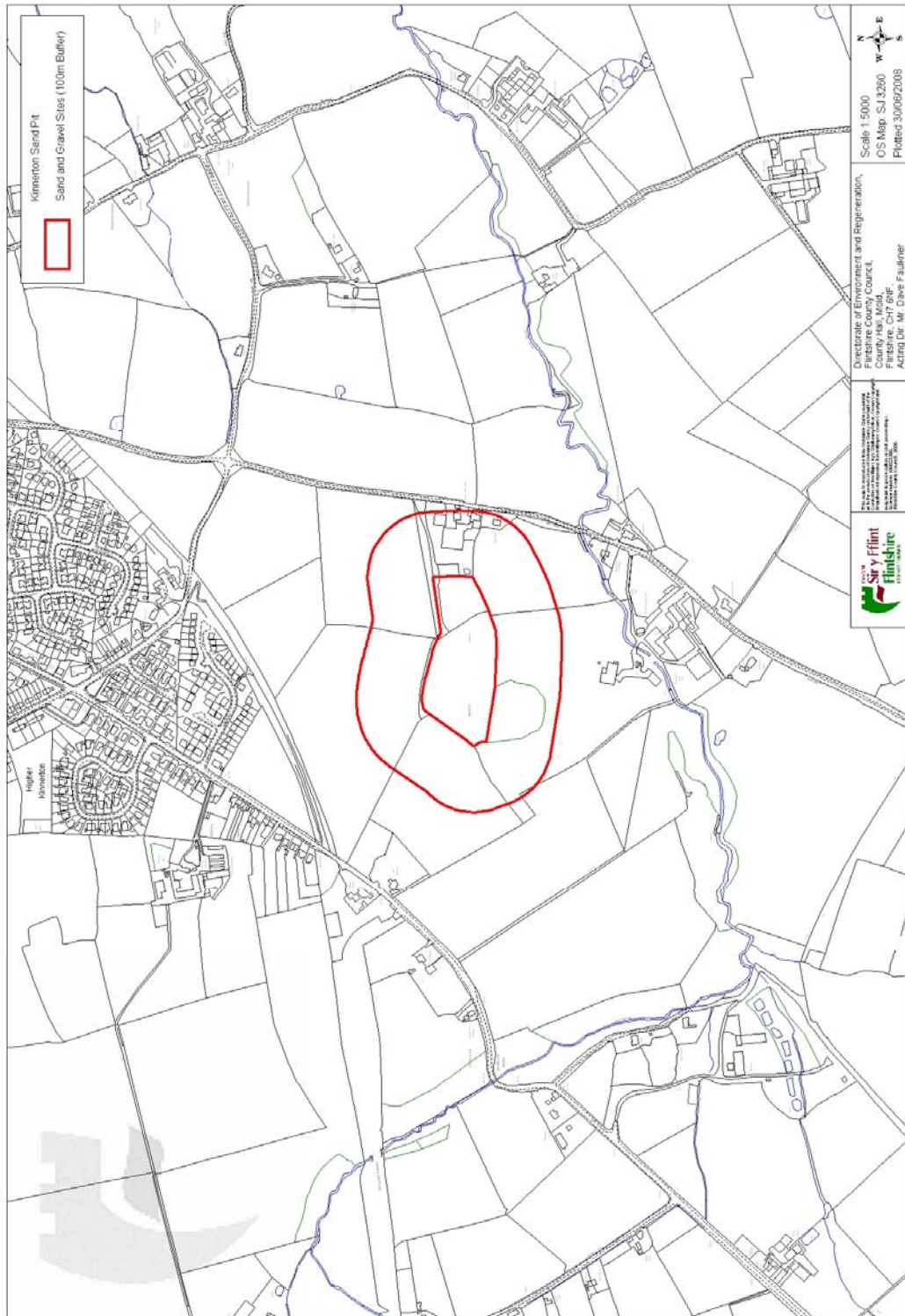**Additional Further Proposed Change No 680 M (Fron Haul)**

Additional Further Proposed Change No 680 M (Grange)
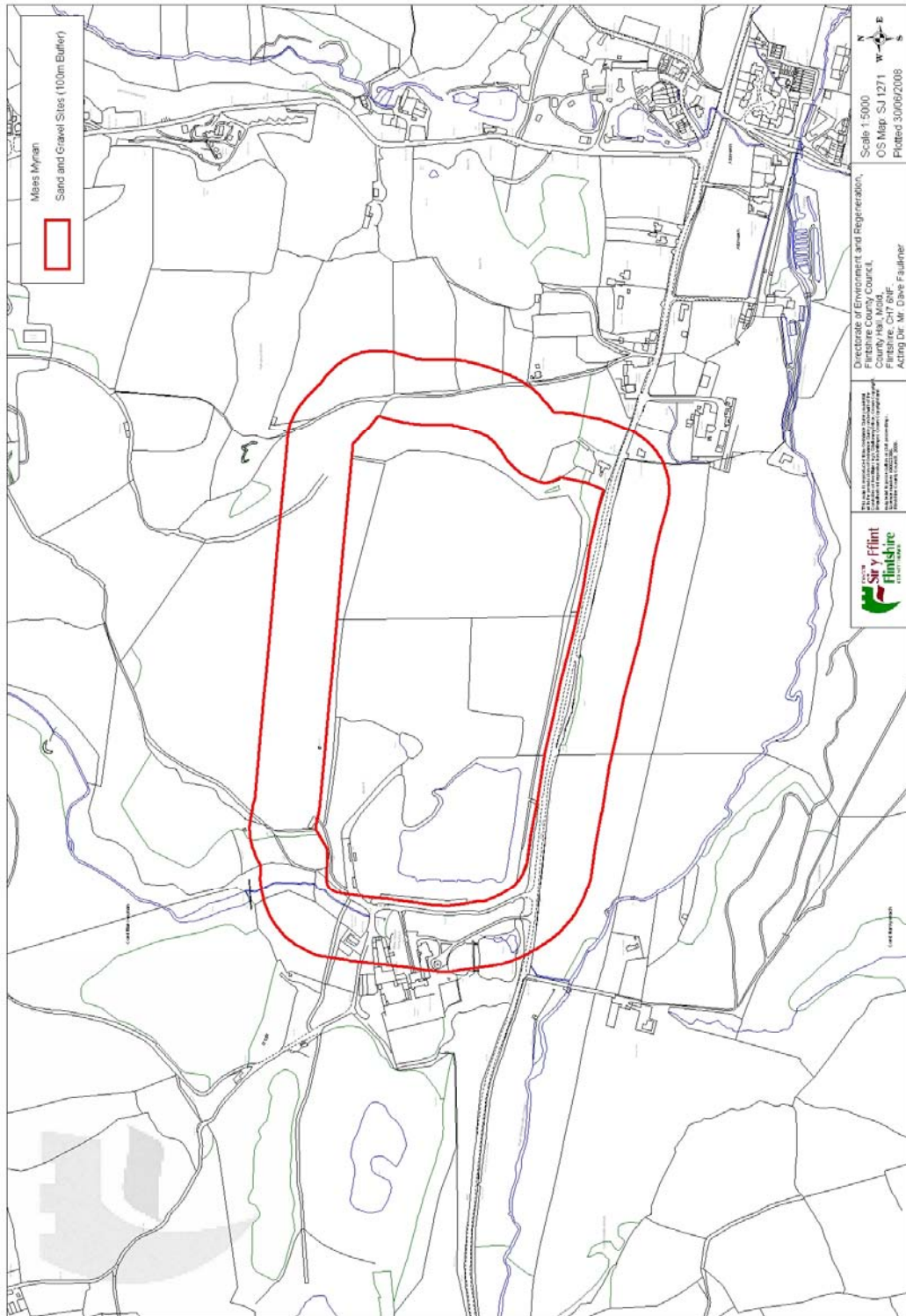
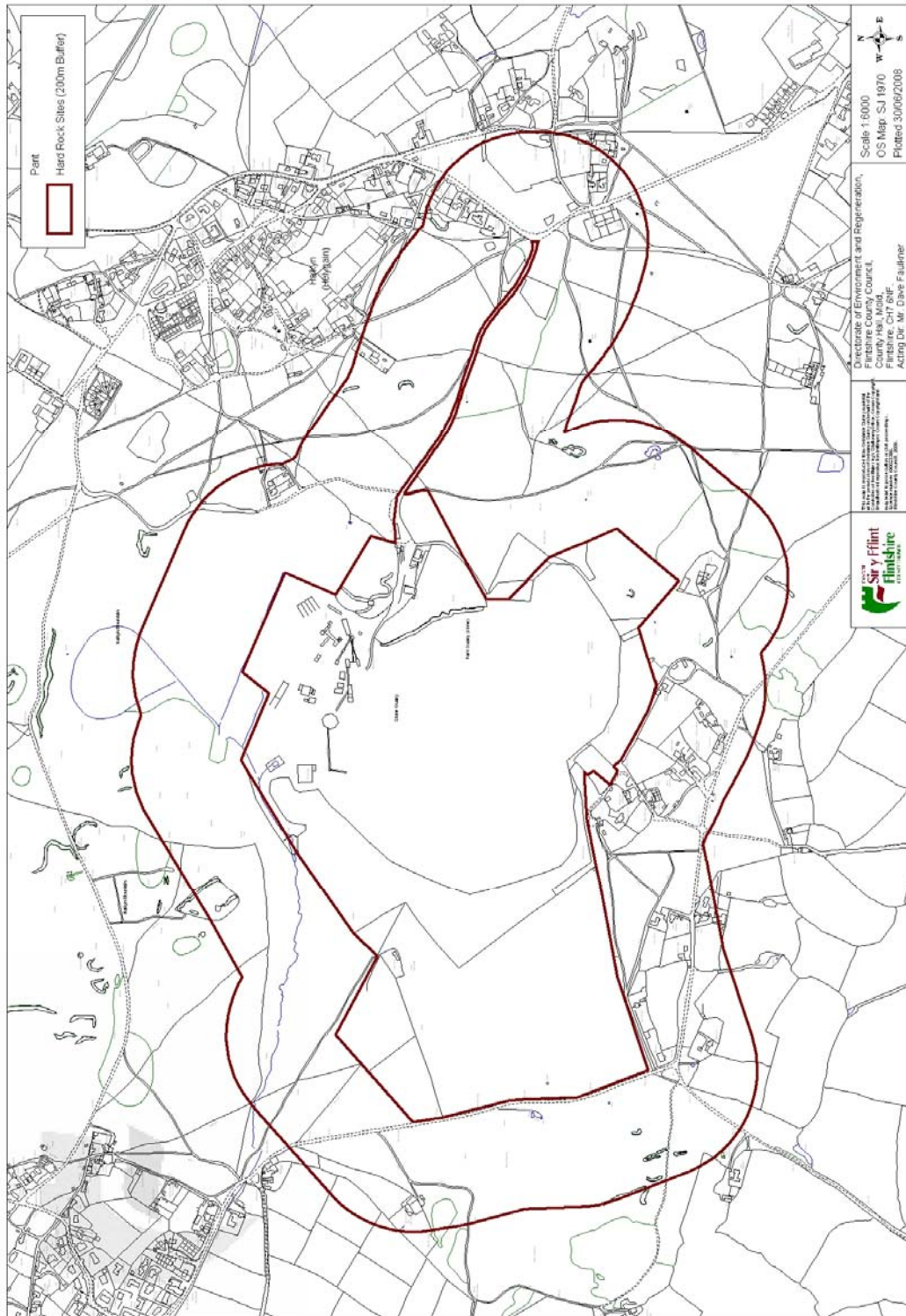**Additional Further Proposed Change No 680 M (Hendre)**

Additional Further Proposed Change No 680 M (Kinnerton Sand Pit)

Additional Further Proposed Change No 680 M (Maes Mynan)

Additional Further Proposed Change No 680 M (Pant)

Additional Further Proposed Change No 680 M (Pant y Pwll Dwr)
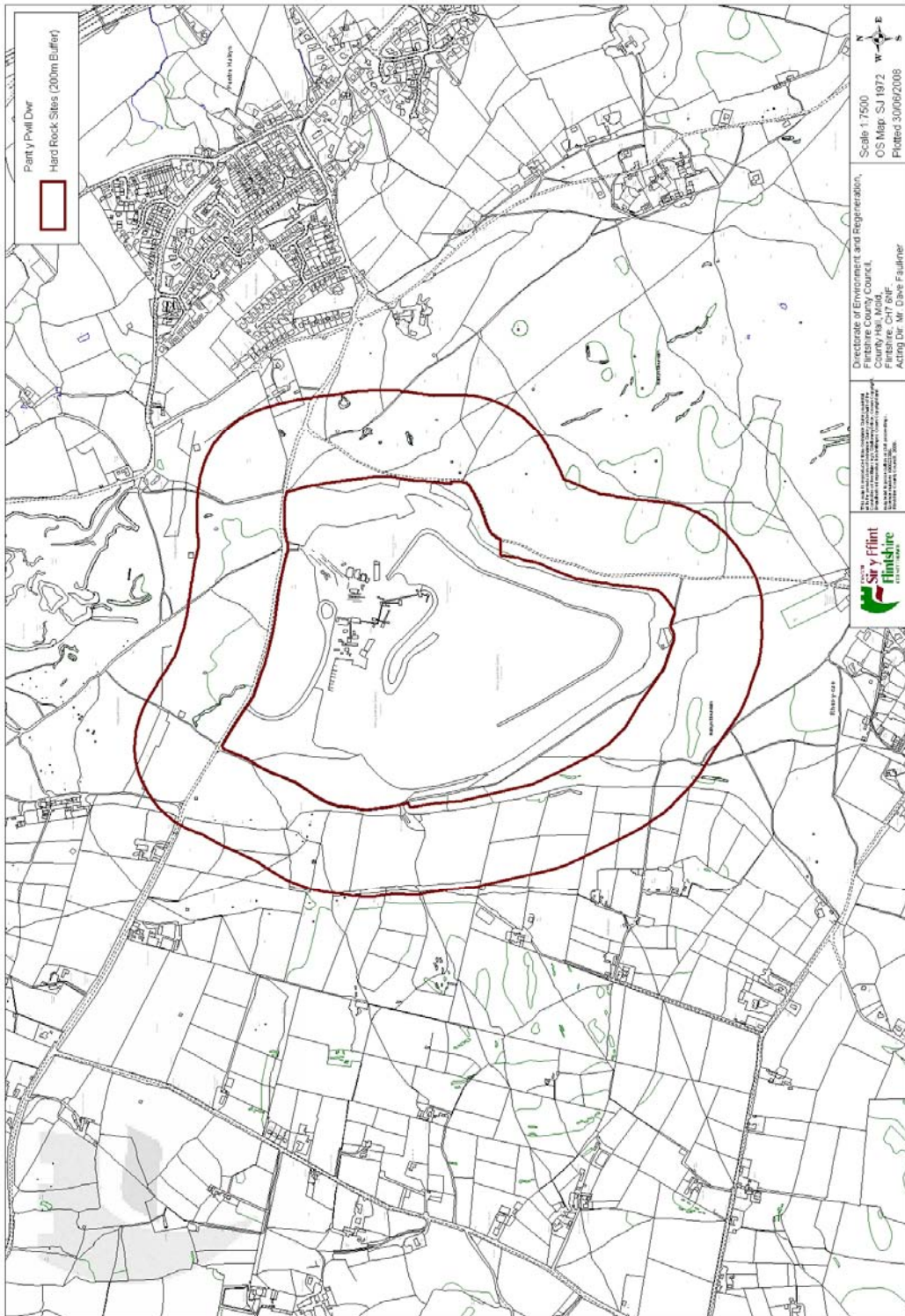
Additional Further Proposed Change No 680 M (Parry's)

Parry's

Sand and Gravel Sites (100m Buffer)

Directorate of Environment and Regeneration,
Flintshire County Council,
County Hall, Mold,
Flintshire, CH7 6NF.
Acting Dir: Mr Dave Faulkner

Scale 1:5000
OS Map: SJ 2766
Plotted 30/06/2008
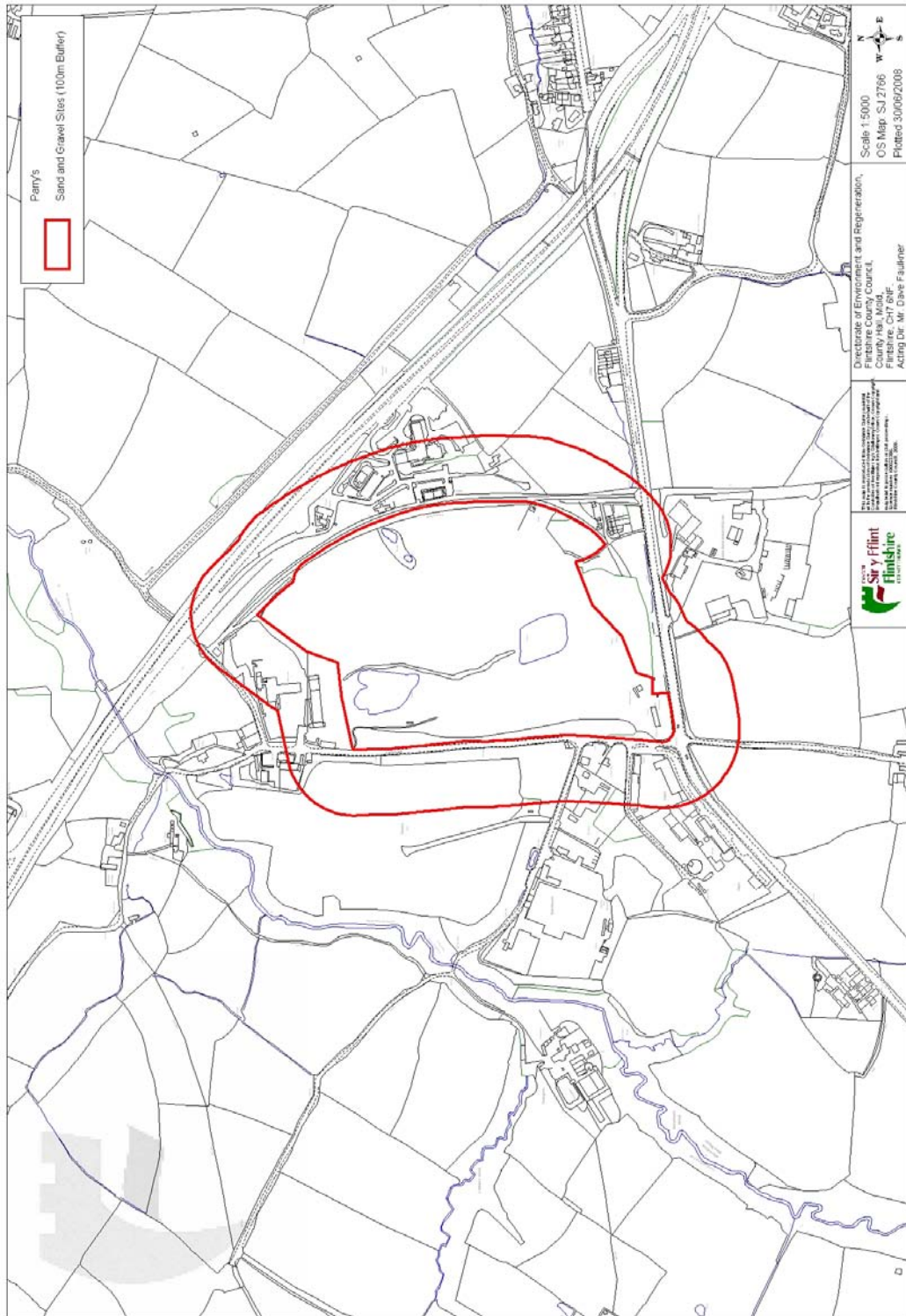
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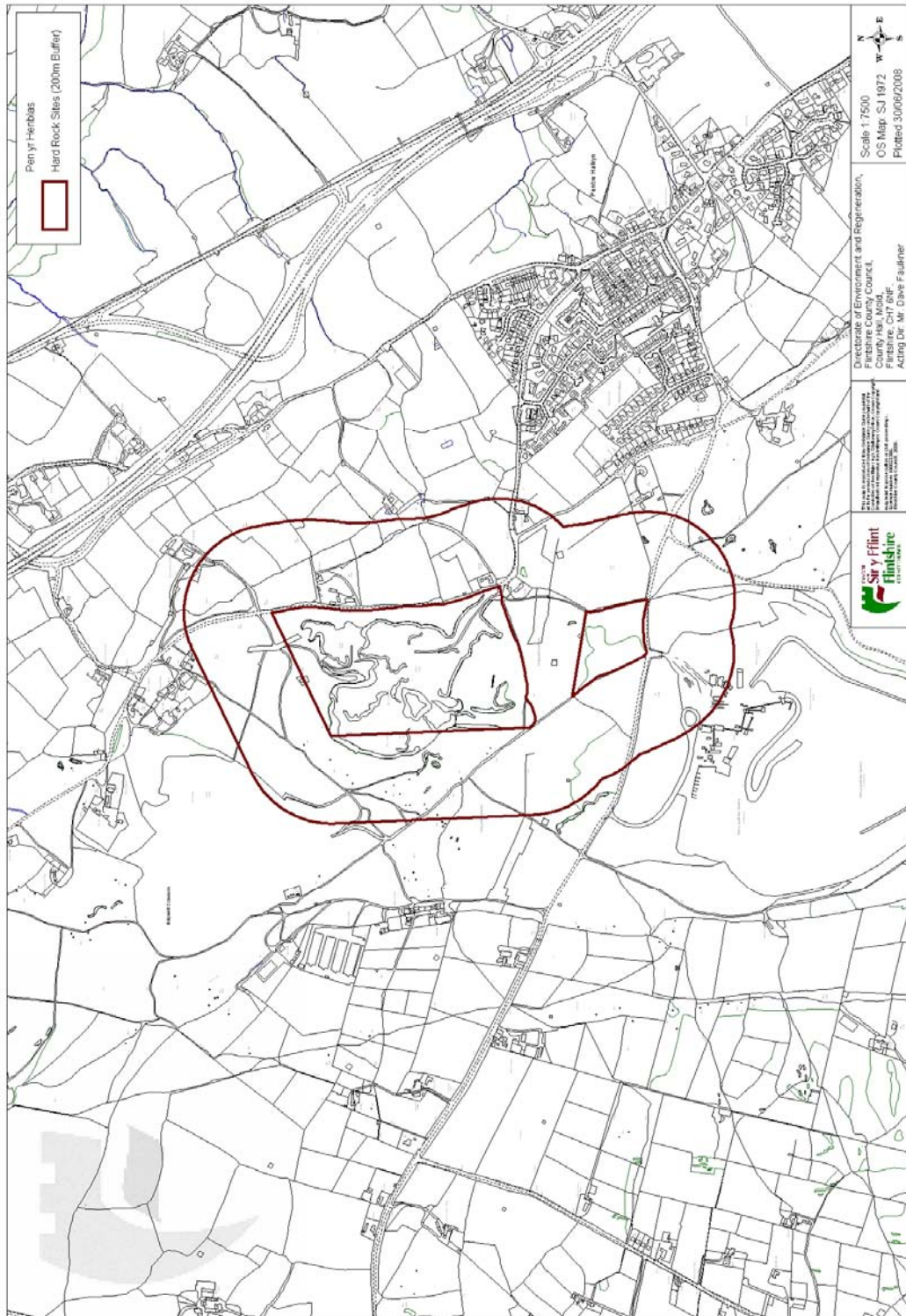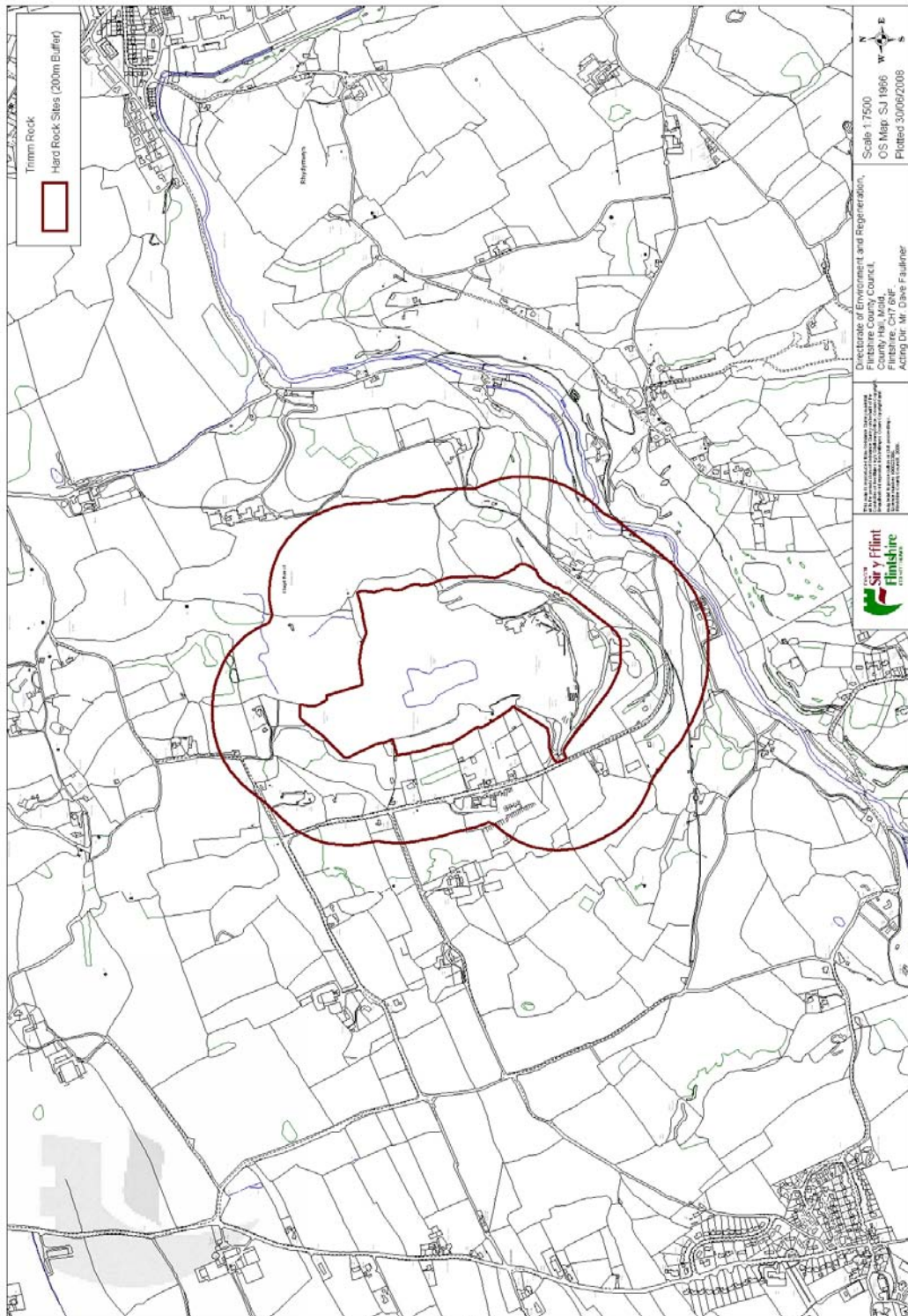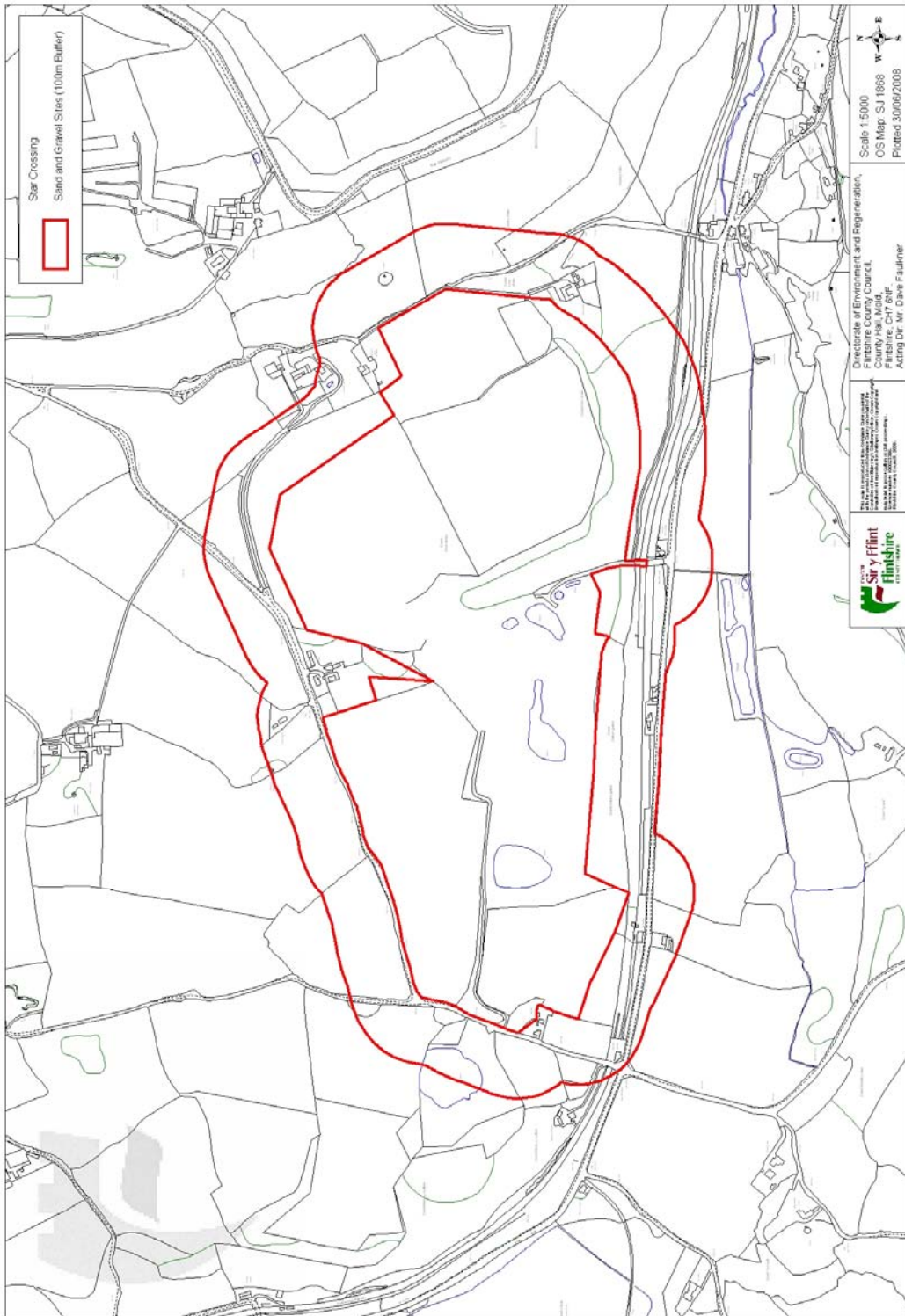
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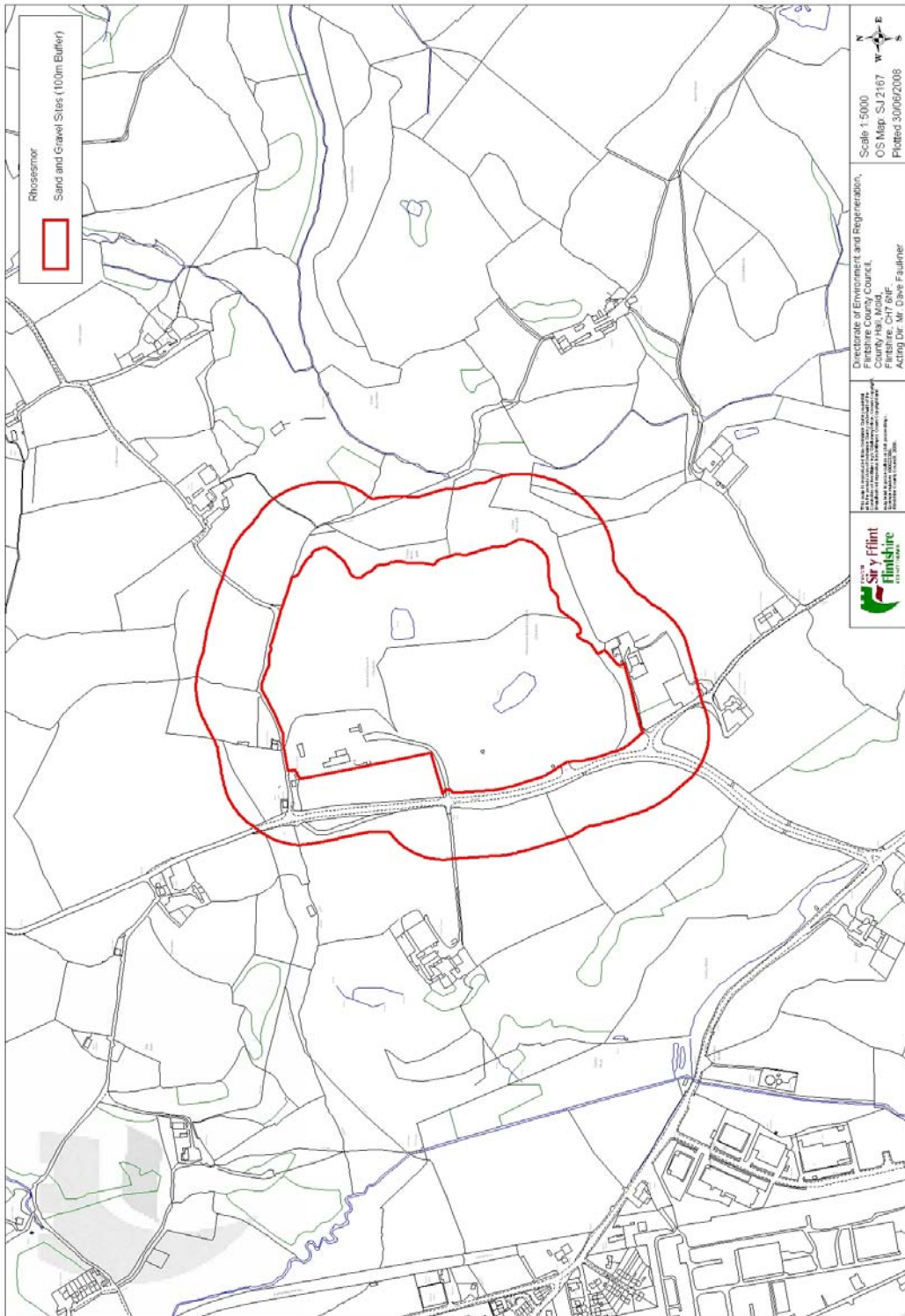
Additional Further Proposed Change No 680 M (Trimm Rock)

Additional Further Proposed Change No 680 M (Star Crossing)

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 5

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **ACTING DIRECTOR OF ENVIRONMENT & REGENERATION**

SUBJECT : **TAITH DRAFT REGIONAL TRANSPORT PLAN**

1.00 PURPOSE OF REPORT

1.01 To seek the views of the Executive on the Draft Regional Transport Plan following its publication in June 2008.

2.00 BACKGROUND

2.01 The Welsh Assembly Government (WAG) require each of the four regions in Wales to produce a Regional Transport Plan (RTP). For the North Wales Region the RTP is being developed by the 'Taith' consortium of the six Local Authorities under an Executive Board which has delegated powers from each Authority.

2.02 The RTP will be a significant document as it will provide the framework for the procurement of transport grant funding from the Welsh Assembly Government.

2.03 The RTP has been developed to reflect the Wales Transport Strategy and WAG guidance on such plans. The Board has agreed objectives and priorities for the North Wales RTP. These priorities include encouraging greater use of more sustainable modes of transport and improving accessibility.

2.04 Transport schemes that require funding from the Welsh Assembly will be subjected to an appraisal system known as WelTAG, which will assess how well schemes meet the Wales Transport Strategy objectives.

2.05 The draft version of the RTP has now been published for consultation and the consultation period ran from the 30th June 2008 to the 18th August 2008. The final version of the RTP is due to be published and become a live document in April 2009.

3.00 CONSIDERATIONS

3.01 Flintshire County Council is a member of the 'Taith' regional transport consortium, which consists of the six Unitary Authorities within North Wales working in partnership. Taith was formally constituted in March 2004 and

established a Board which has powers as a Joint Committee under the Local Government Act 1972. Each of the 6 Authorities has appointed two of their elected Councillors to the Board.

3.02   Each Authority has authorised Taith to act on its behalf in undertaking the role of Regional Consortium for the purpose of fulfilling the requirements of the Welsh Assembly Government relating to Regional Transport Strategies, transport and other grants, and related matters.

3.03   The RTP will replace the Local Transport Plans, which were statutory plans produced individually by each Unitary Authority and covered the period 2001 to 2006. The RTP will be the bidding document for future WAG transport grant funding.

3.04   Work commenced on the TAITH RTP in April 2006.

3.05   All projects that require funding from the Welsh Assembly will be subject to an appraisal mechanism known as WelTAG (Welsh Transport Planning and Appraisal Guidance). The purpose of the appraisal is to ensure that the strategies, policies and projects meet current transport policy objectives based on economic, environmental and social criteria. It also seeks to ensure that the assessment of schemes is objective and fair.

3.06   The objectives within each RTP are to be compliant with the objectives within the Wales Transport Strategy (WTS), which in turn reflects the Wales Spatial Plan (WSP). The WTS is largely centred on encouraging sustainable economic development through greater investment in walking, cycling and personal (public) transport and improving safety across all modes of transport.

3.07   Whilst the RTPs are to meet the WTS objectives, the Welsh Assembly has stated that it expects to see four different RTPs which reflect the different transportation issues and opportunities that exist within each of the four regions. WAG has produced detailed guidance on what should be included in the RTPs.

3.08   The objectives and priorities for the North Wales RTP have been agreed by the Taith Board and are listed on Pages 9 to 11 of the Consultative Summary which is included in the Appendix to this report.

3.09   The final version of the RTP is planned to be published, and become a live document, in April 2009.

4.00   RECOMMENDATIONS

4.01   The Executive on behalf of Flintshire County Council support the objectives, priorities and interventions within the Draft Regional Transport Plan.

5.00   FINANCIAL IMPLICATIONS

5.01   There are currently no financial implications as the RTP production is funded by Welsh Assembly Government.

6.00 ANTI POVERTY IMPACT

6.01   The importance of transport in dealing with social exclusion will be one of the key themes of the RTP.

7.00 ENVIRONMENTAL IMPACT

7.01   The RTP will recognise the role of transport in responding to the challenges caused by climate change.

8.00 EQUALITIES IMPACT

8.01   The RTP will set out the actions needed to provide access to services and facilities for all sections in the community.

9.00 PERSONNEL IMPLICATIONS

9.01   None.

10.00 CONSULTATION REQUIRED

10.01   Further consultation will be carried out as and when required, see below.

11.00 CONSULTATION UNDERTAKEN

11.01   All Members of the County Council have been asked to give their views on the Draft Regional Transport Plan (as summarised by the Consultative Summary Document) as part of the ongoing consultation process.

11.02   Several consultation workshops have been held over the past two years of the Plan's development. These workshops have been held in both North East and North West Wales and a wide cross-section of stakeholders were invited to these events.

12.00 APPENDICES

12.01   Consultative Summary

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

None

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Telephone: 01352 704701
E-Mail: charles_hughes@flintshire.gov.uk

TAITH

Anglesey, Conwy, Denbighshire, Flintshire, Gwynedd and Wrexham Councils working in Partnership

Consultative Summary of the North Wales Regional Transport Plan

Transport Questions for a Sustainable Future

June 2008

Version Control				
No.	**Date**	**Author**	**Action**	**Agreed with**
1.0	27 April 2008	JDC	First draft	MEW
2.0	16 May 2008	JMC	Revised to enhance readability	MEW
2.2	19 May 2008	JDC	Further amendments including SEA	MEW
2.3	20 May 2008	JC	Additional info on issues	MEW
3.0	21 May 2008	JDC/JH	Points for attention	MEW
3.1/3.2	2 June 2008	JH/JDC	Incorporating Strategic Directors' Comments	MEW
3.3	4 June 2008	JH	Additional amendments	MEW
4.0	9 June 2008	JDC	Steering Group amendments	MEW
4.1	11 June 2008	JH	ElanPTC coherence check amendments	MEW
4.2	19 June 2008	MEW/JH	Addition of diagrams	
4.3	24 June 2008	JH/JDC	Incorporating WAG comments on consultation	
4.4	25 June 2008	MW / GW	Final minor changes	MW

Total Pages 29

CONTENTS

Total Pages 29

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1.   About this Consultation

Transport affects all of us, making possible the movement of people and goods. It gives us access to jobs, education, health, shops, leisure and social activities.

The Regional Transport Plan (RTP) is a strategy for delivering improvements to our transport system in North Wales over the next 25 years and is being developed by Taith. Taith is a transport partnership of the six Local Authorities in North Wales – Anglesey, Conwy, Denbighshire, Flintshire, Gwynedd and Wrexham. Taith and three other partnerships[1] have been tasked by the Welsh Assembly Government to produce four Regional Transport Plans within Wales.

This Consultative Summary has been produced to underpin a round of discussions that will take place over the summer of 2008 with the public and key institutional stakeholders (major users and providers of transport) in North Wales.   More detailed information including the latest working draft of the full RTP is available on the Taith web-site www.taith.gov.uk.

Taith would like your opinions on the emerging plan. If you are reasonably familiar with transport planning you can probably save time by starting at Section 4, using the remainder of the document for reference.   Section 4 sets out Taith's vision, objectives and proposed priorities for transport in North Wales and discusses how we are developing the strategy and programmes for the RTP which will take North Wales transport systems forward over the next quarter century.

Section 5 is our consultation questions.   Responses to these can be submitted through the Taith web-site link www.taith.gov.uk/consultation or in writing to Taith Management Unit, Flint Railway Station, Market Square, Flint, CH6 5NW.

Sections 2 describes how the North Wales RTP fits within a national framework of plans and how we must work together with our regional and international neighbours to deal with many of the issues affecting transport in North Wales.   Section 3 discusses in very broad outline the existing transport situation in the region and some of the problems, issues and opportunities that the RTP must tackle.   Finally Section 6 briefly outlines the remaining steps to complete the RTP and obtain Welsh Assembly Government backing for it to come into effect from April 2009.

This is an exciting task with a challenging timescale. Opportunities for consultation are more limited than we would wish so we shall welcome your responses and observations which should be submitted no later than Monday 18 August 2008.

---

[1] The other consortia are TraCC (mid Wales), SEWTA (South East Wales) and SWWITCH (South West Wales)

2.　Transport Planning in Wales

2.1　Connecting the nation: the Wales Transport Strategy

The Welsh Assembly Government (WAG) has recently produced "Connecting Wales: the Wales Transport Strategy", an overarching transport strategy for Wales, and they will also be producing the National Transport Plan which is a plan for transport functions within Wales as a whole for which the Assembly Government is responsible. These include trunk roads and railways. The Regional Transport Plans sit alongside this National Transport Plan looking after all the other transport functions in our regions. This link between the two plans is especially important as so many strategic routes within the region are controlled by the Welsh Assembly Government. These routes are important locally to the people who live near them and use them for their general transport needs. Figure 1 displays the relationships between the various plans and strategies as set out in the WTS.

Figure 1 *Connecting the nation* sets out how transport can contribute to Welsh Assembly Government strategies and the Wales Spatial Plan
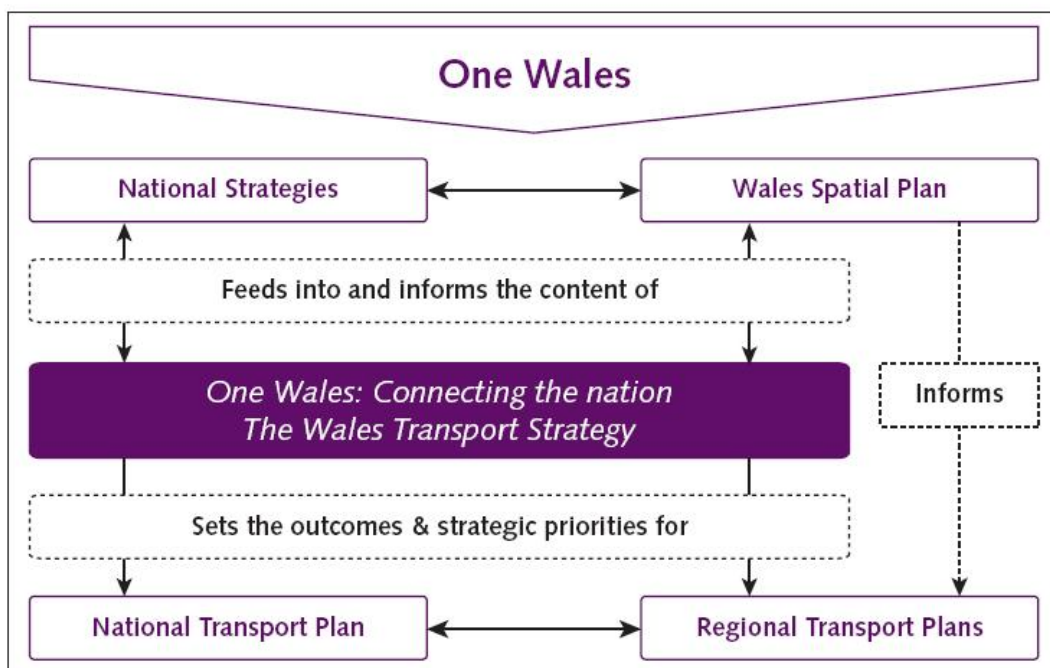
2.2　The Regional Transport Plan

People in their everyday lives cross administrative boundaries without thinking about them, simply travelling along the transport routes which enable them to reach their destinations, unconcerned about whether national or local government is responsible for the route or service they are using. WAG has asked the Taith transport consortium of the six North Wales Authorities to continue and extend their joint working arrangements throughout the region to ensure safe, sustainable, accessible and well maintained links between our communities regardless of artificial lines on a map which need to be crossed in order to reach home, work or amenities or move goods.

Page 2 in document of 29 including covers etc.

Figure 1.1: Taith Regional Transport Consortia Area

Page 3 in document of 29 including covers etc.
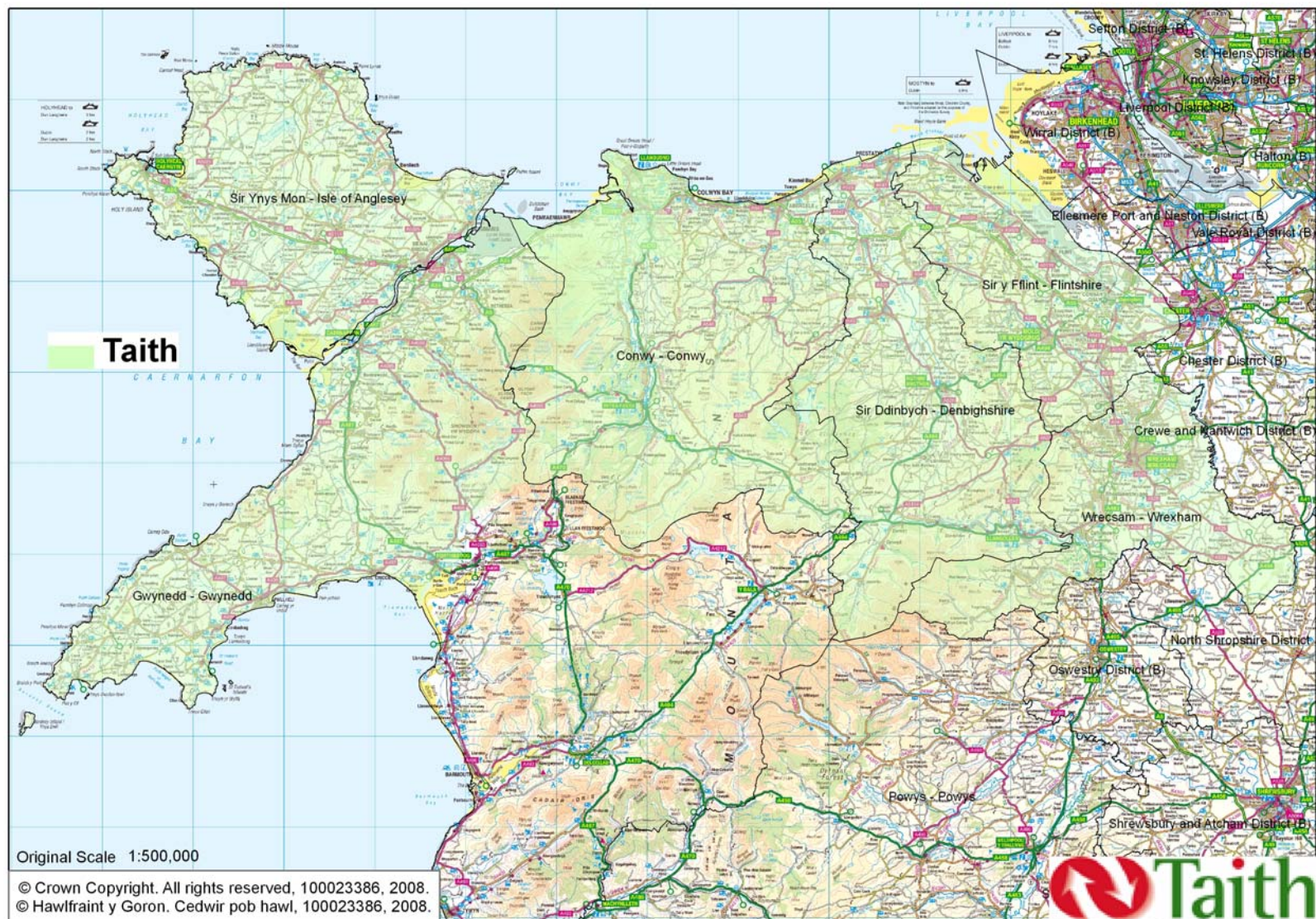
The Regional Transport Plan must also link closely with the aims and objectives of the Wales Spatial Plan[2] (WSP) which aims to deliver an agenda for the sustainable development of Wales over the next 20 years and the more detailed development plans produced by the Councils covering the North Wales region. Taith's area includes the North West, North East and part of the Central Wales areas defined by the WSP. There are close links between the Taith Consortium and the Spatial Plan area teams to ensure compatibility between the plans.

2.3   Partnership

Both Taith and TraCC will be involved in discussion of the Snowdonia National Park Management Plan and Local Development Plan being prepared by the Snowdonia National Park Authority. Taith has been involved for some time with bus services such as the Snowdon Sherpa and is keen to engage with the Authority in exploring further options for sustainable tourism and traffic management within the Park.

The Mersey Dee Alliance of authorities on both sides of the border with England has an important role in respect of both planning and transport. Taith is actively engaged with the MDA in a number of studies and initiatives to improve connectivity and access, including consolidation of control systems for the various Demand Responsive Transport (DRT) services in Cheshire, Denbighshire, Flintshire, Merseyside and Wrexham, the Workwise programmes for removing barriers to travel to work, the social and economic case for progressive improvements to bus and rail services including electrification of the Borderlands route from Bidston to Wrexham.

The Development Plans of the six Local Authorities in North Wales are at different stages but Authority Planning Officers have been involved at various stages in the development of the RTP so that both transport and planning documents can influence each other.

2.4   Overview of the SEA

Strategic Environmental Assessment is an important process to ensure that significant environmental effects arising from policies, plans and programmes are identified and taken into account and mitigated as far as possible. Opportunities for public involvement are included.

SEA helps to achieve sustainable development in public policies and plans, by enabling:

- support for sustainable development;
- improved evidence bases for strategic decisions;
- effective dialogue with stakeholders;
- streamlining of other processes such as Environmental Impact Assessments of individual development projects.

European Union Directive 2001/42/EC requires national, regional and local authorities in Member States to carry out strategic environmental assessment on certain plans and programmes that they promote. Taith follows the EU directive in implementing its SEA. Copies of the SEA Scoping Report are available alongside previous versions of the RTP on the Taith website, www.Taith.gov.uk.   The Environmental Report will be published alongside the Draft RTP.

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[2] Welsh Assembly Government, "People, Places, Futures – The Wales Spatial Plan", 2004 (and refresh 2008)

2.5   Delivering Outcomes

The Wales Transport Strategy has set out the Social, Economic and Environmental outcomes that the Welsh Assembly Government wants to achieve. The North Wales Regional Transport Plan will reflect these outcomes through the policies and projects (interventions) that Taith plans to improve transport in the region.

A Strategic Environmental Assessment (SEA) is being carried out on the RTP as it is being developed. This ensures that it adheres to environmental legislation, provides protection for the environment in North Wales and encourages sustainable transport and development. The SEA is also out for consultation alongside the North Wales RTP.

The North Wales Regional Transport Plan sets out the expenditures that Taith believes are necessary to deliver the transport North Wales requires. Much of this will be provided through Welsh Assembly Government grants and spending approvals which will then be allocated by Taith to the six Local Authorities who will carry out the work needed. Other finance is likely to come from the European Union and from the private sector and Taith will co-ordinate the bids and agreements needed to obtain these funds.

The Regional Transport Plan is therefore an important document that will shape transport systems in North Wales over the next 20 to 30 years. It is therefore important that the people who live in the region and use our transport systems have a chance to comment on how they will look in the future. This is why this consultation is taking place and why it is important not just to let you know what we think, but for you to let us know whether you think we're heading in the right direction.

3.   North Wales Transport Requirements and Issues

North Wales, as shown in figure 3.1, is a very diverse region, geographically, economically and socially. With its coasts and mountains, historical and cultural inheritance including the Welsh language it attracts worldwide attention. It contains areas of outstanding natural beauty, including the Snowdonia National Park..

Page 6 in document of 29 including covers etc.

Figure 3.1: North Wales
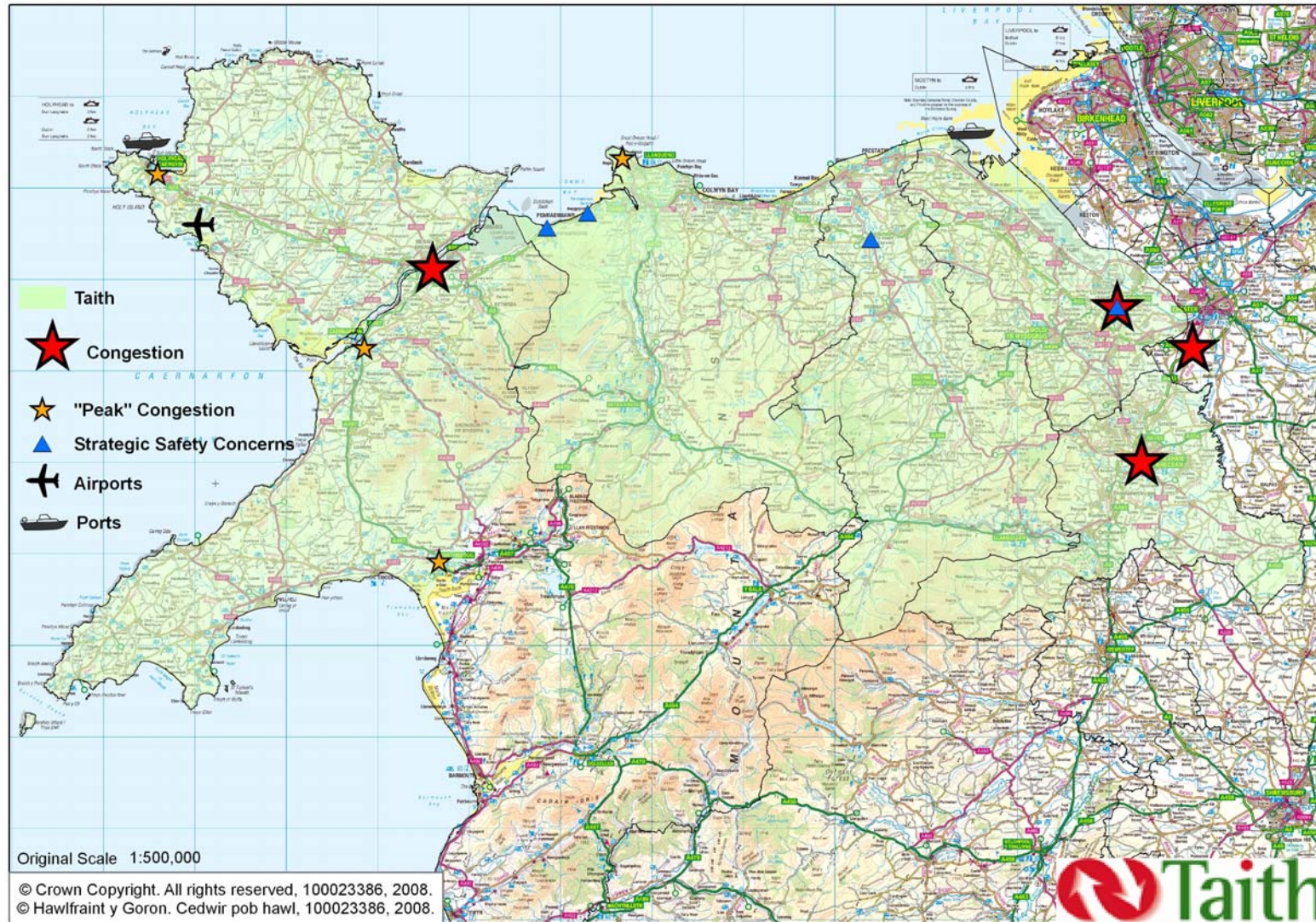
3.1   Industry and Employment

Industrially, North Wales has seen major changes with both mineral extraction throughout the region and the heavy industry of the north east largely giving way to lighter industry, services and tourism, taking advantage of a good skills base supported by a flourishing education sector. There is strong potential for knowledge based economic development.

Many workers commute to North West England from the highly populated north east Flintshire and Wrexham areas with a smaller number of English residents commuting into Wales. These movements contribute to the congestion in the complexes of junctions around the border and show the importance of all the relevant authorities and agencies working together. The Mersey Dee Alliance (described later) is a key partnership for promoting effective solutions in this important area.

Proposals to provide new jobs in Anglesey and around the Menai coast (the Mon Menai initiative) and elsewhere in Conwy and Gwynedd may have considerable transport implications. The North Wales RTP must respond flexibly to changes required to support economic and social development but also must develop transport solutions that respect the environment.

Similarly in the east of the region there are major development opportunities and regeneration proposals but there are concerns at the environmental and traffic impacts such as potential disturbance to wildlife habitats established partly by the post industrial silting of the Dee estuary. Such concerns mean that some improved transport links may be frustrated causing intrusion and congestion problems in nearby settlements.

The potential of North Wales to exploit its climate and natural resources through generation of power from renewable sources should not be underestimated although there is considerable debate on the environmental impacts of such use. In some cases, joint schemes combining both power generation and transport infrastructure may be possible.

It should be remembered that industrial and transport infrastructure from earlier ages is now valued within the heritage of Wales, even though contemporary commentators opposed the building of some of it. Resolving the inherent conflicts between the social, economic and environmental impacts of transport is an important function of appraisal and decision making within the WTS and RTP processes.

3.2   Strategic Importance

North Wales is strategically important. As a gateway to Ireland in the west and to the North West and West Midlands regions of England in the east it has a vital international role within both the United Kingdom and Europe.

Developments in Ireland are enhancing the role of Dublin as a transportation hub for the whole island giving rise to expectations of further growth in traffic through the port of Holyhead using North Wales as a corridor to reach destinations elsewhere in the UK and Europe. It is important that this trade is managed so that it contributes appropriately to the economy of North Wales and that the economic benefits it brings are not outweighed by social and environmental disbenefits.

These international issues demonstrate that several parties, in this case the Welsh Assembly Government, the Irish authorities and the private sector (Port of Holyhead and transport operators amongst others) will all need to play their part. Although

Page 8 in document of 29 including covers etc.

Taith can identify opportunities and problems and propose interventions to deal with them, others may have the powers or resources necessary to implement the solutions.

3.3   Social and Environmental Considerations

Socially, North Wales is rich in Welsh culture, history and language and is characterised by a diversity of communities, some affluent but many others suffering disadvantage because of factors including remoteness, low economic activity and outdated housing, infrastructure and facilities. Some of these communities are small, particularly in the deep rural areas. In order to sustain them and to promote social equality it will be important that revenue streams can be secured to maintain transport services that meet their needs.

Building on existing leisure and tourist activities to develop sustainable tourist industries is a key focus for development in the remoter areas whilst regeneration in the coastal resorts will provide opportunities for residents and visitors. Although there is a tension between the environmental impacts of tourism and its place at the heart of the local economy in many parts of North Wales, encouraging activities based on the use of public transport can provide income to sustain services for residents.

Much of North Wales is rural. The need to sustain rural communities and services is a key issue in the Wales Spatial Plan. Taith maintains contact with the North East, North West and Central Wales WSP teams and also the North Wales Business Forum. A particular point of difference arises between Central Wales using a settlement cluster approach and the North East and North West areas where development hubs have been identified. The potential differences for transport will be discussed with TraCC, the consortium for mid Wales, a significant part of whose area is in the WSP Central Wales area.

3.4   North Wales transport geography

The principal settlements in North Wales lie around the periphery of the region, in the Conwy valley and along the A525 which links many of Denbighshire's principal settlements to the coast and to Wrexham and England.   Within the hinterlands are smaller towns and scattered settlements. A number of principal groupings emerge.
A major corridor comprises the settlements around the strategic road and rail routes from Chester to Holyhead, including the coastal resorts, the Isle of Anglesey and inland towns lying around the strategic routes. Important considerations for the corridor include its contribution to the Trans European Transport Networks (TEN-T) in which both the A55 trunk road and the North Wales Main Line feature strongly. Trends in movements to and from Ireland will have to be accommodated within the RTP after consultation with appropriate Irish agencies.

A feature of the coastal corridor is that communities with stations enjoy significantly higher levels of public transport connectivity than socially and economically similar settlements which have lost their branch line services such as Caernarfon, Denbigh, Mold or St Asaph.

Transport links in the Lleyn peninsula and from Mid Wales extend in the north through Caernarfon towards Bangor and in the east up the Conwy Valley towards Conwy and Llandudno.   There are important interfaces with TraCC around Porthmadog (in Taith) and Blaenau Ffestiniog (in TraCC).and some of the proposals in the North Wales RTP will be developed in consultation with TraCC.

Page 9 in document of 29 including covers etc.

The industrial and commuting towns and villages of Flintshire and Wrexham broadly follow the English border and the Dee estuary. This area is inextricably related economically and socially to Cheshire and Merseyside in North West England. Close co-operation with neighbouring English authorities is necessary.

An air service between Valley and Cardiff has been introduced by the Welsh Assembly Government which has increased the travel opportunities in North West Wales and the possibility exists for further opportunities to other regions in the UK and Ireland, improving economic links particularly with Ireland.

Figure 3.2 (from the Wales Spatial Plan) is a convenient depiction of the transport geography of North Wales.

Figure 3.2: Transport Connectivity in North Wales
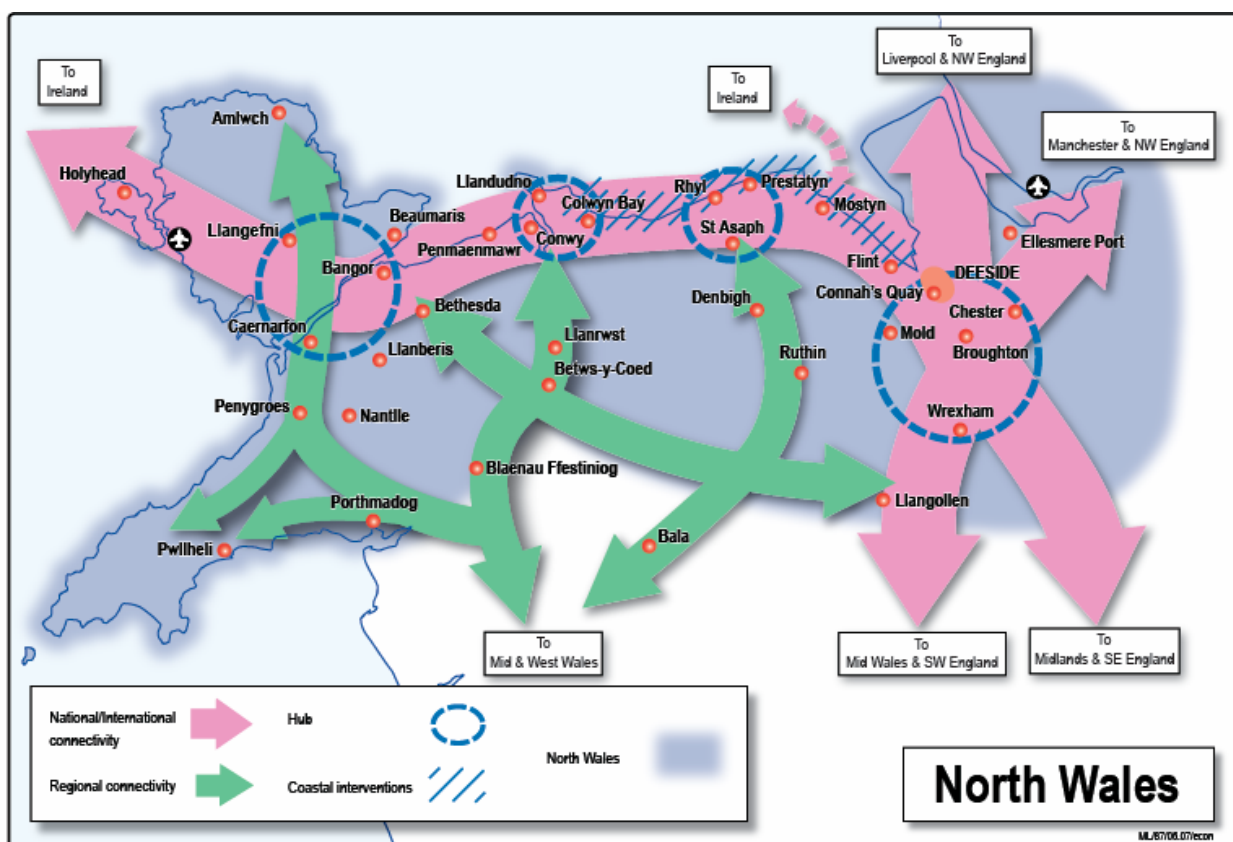
3.5   Transport Problems

Congestion

There are significant congestion and environmental problems around the junctions near Ewloe and Queensferry where commuter traffic tangles with inter-regional movements.   The impacts spill over the English border towards Chester and the M53 and M56 motorways.   There is a need for a comprehensive approach to managing the through traffic and peak commuting movements on the A494, A55, A548, A550 and feeders to them (including roads in England) involving all agencies.

Some congestion at "pinch points" is probably inevitable at peak commuting and tourist traffic times.   However, the impacts of such localised congestion can be significantly reduced if policies within the WTS and RTPs to travel at different times, to reduce the need to travel at all and to share journeys where possible (both by car

and by public transport) are delivered and the most economically and environmentally forms of transport are given due priority to overcome congestion delays.

Rurality
A number of rural towns and numerous small communities, each with distinctive patterns of need and demand, do not lie naturally within any of the main corridors of movement. Many of them have suffered depopulation and reduced economic activity in recent decades and transport links must support wider programmes for stabilising and revitalising them.

Reducing car use
Protecting the environment and minimising the adverse impacts of transport is a priority in North Wales, so achieving modal shift by strengthening public transport networks and improving their performance to attract journeys now made in cars will be important.

Climate Change
Along the northern coast, and to a lesser extent on the west, transport infrastructure, particularly the North Wales Coast main line, forms part of the flood defences for low-lying areas. Mitigating the predicted impacts of climate change offers the opportunity to share costs and benefits between environmental protection and transport infrastructure improvement schemes.

Spreading economic gains
The Welsh Assembly Government has stressed the need to spread economic development to all parts of Wales. For rural areas cars will almost certainly be the most effective vehicles, although shared ownership and management will be encouraged where possible. These principles will assist the achievement of sustainability in transport.

3.6   Transport Issues in North Wales
We have identified many issues with all types of transport infrastructure and services in the region. Some of the most important are shown in the boxes below:

Congestion and Highways issues

On the trunk road network there are major issues with the A494 between Drome Corner and Ewloe (Aston Hill), the Britannia Bridge and many problems relating to North - South connectivity.
Congestion problems arise in and around:
◊ *Deeside*
◊ *The Menai crossings*
◊ *Major roads through towns without by-passes*
◊ *A55 lorry convoys formed in connection with ferry arrivals and departures*
◊ *Tourist pressures in peak season*
Sub-standard highway geometry or limited junction capacity in parts of highway network
Coping with major events such as Eisteddfodau

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> ### *Deprivation*
>
> *In or adjacent to the towns of the northern coastal corridor and around Wrexham are pockets containing some of the most deprived urban areas in Wales. Their problems are associated with poverty, outdated infrastructure and poor services.*
>
> *Proposals for the regeneration of such communities need to be supported by transport initiatives, for example to support personal travel for retraining, job search and travel to work or to improve access to healthcare, shops and other services.*
>
> *Sometimes poor transport services such as infrequent buses contribute to the causes of deprivation, in other cases they are consequences of the low level of economic activity.*

> ### *Resilience*
>
> *The transport networks of North Wales are susceptible to failure or interruption arising from a number of causes including:*
> ♦   *Age and condition of some infrastructure causing sudden failure*
> ♦   *Dependence on the commercial bus market to supply essential links. If any of these are withdrawn because they fail to meet commercial targets, problems arise from interruption of service and budgetary implications if subsidised service contracts are used to replace them*
> ♦   *Continuity of revenue funding causing cutbacks in bus services or highways maintenance when budgets are reduced*

3.7   The WTS Outcomes and Priorities

The North Wales RTP reflects the outcomes and strategic priorities of the Wales Transport Strategy.

The 17 WTS outcomes are grouped under three main agendas – Social, Economic and Environmental as shown in the three boxes below. They describe succinctly the changes that must be made in the transport system to improve life for Welsh communities and businesses.

Social
- Improve access to healthcare
- Improve access to education, training and lifelong learning
- Improve access to shopping and leisure facilities
- Encourage healthy lifestyles
- Improve the actual and perceived safety of travel

Economic
- Improve access to employment opportunities
- Improve connectivity within Wales and internationally
- Improve the efficient, reliable and sustainable movement of people
- Improve the efficient, reliable and sustainable movement of freight
- Improve access to visitor attractions

Environmental
- Increase the use of more sustainable materials
- Reduce the contribution of transport to greenhouse gas emissions
- Adapt to the impacts of climate change
- Reduce the contribution of transport to air pollution and other harmful emissions
- Improve the impact of transport on the local environment
- Improve the impact of transport on our heritage
- Improve the impact of transport on biodiversity

The WTS has also set five strategic priorities which are helping to shape the NTP and RTP. They are:

- Reducing greenhouse gas emissions and other environmental impacts
- Integrating local transport
- Improving access between key settlements and sites
- Enhancing international connectivity
- Increasing safety and security

Taith has taken full account of the WTS outcomes and priorities in developing its own regional vision for transport, objectives and priorities as described in the next chapter.

4. From vision to delivery

4.1 Vision

Transport in North Wales exists to serve the needs of the region's communities and businesses. Transport should be available to allow people to go about their daily life or business in safety without barriers such as poor access or excessive delay. We also need to minimise the disruptive effects of transport on the natural and built environments. Taking account of North Wales' distinctive character and the national strategies and requirements set out in One Wales, the WSP and WTS, Taith's Vision for the North Wales Regional Transport Plan is that:

> *"Taith will deliver safe, sustainable and efficient transport networks to support the economic and social activities of North Wales' diverse communities and businesses having regard to its strategic European role."*

4.2 Objectives

The issues identified in North Wales and summarised in Chapter 2 have led to the production of seven regional objectives which are consistent with the Wales Transport Strategy.

> ### North Wales RTP Objectives
>
> ♦ **Optimise accessibility to employment, education, health and services for all the diverse communities of North Wales**
>
> ♦ **Improve the quality and provision of passenger transport throughout North Wales and to and from the Region**
>
> ♦ **Facilitate the efficient movement of freight supporting the Region's industry and commerce and its International Gateway functions**
>
> ♦ **Provide, promote and improve sustainable forms of transport and infrastructure to minimise the negative impacts of transport on the local and global environment**
>
> ♦ **Improve safety of all forms of transport**
>
> ♦ **Enhance the efficiency and use of the transport network**
>
> ♦ **Upgrade and maintain the transport infrastructure, providing new where necessary**

The first three objectives establish the fundamental purpose of the transport networks in North Wales, namely to support its people and businesses in all aspects of their lives and at all levels from local to international.

Safety, sustainability and efficiency have often been separately considered in the past, but more recent practice confirms that efficient systems are likely to be those which are safest and provide a good base from which to achieve sustainability. Responding to these objectives will involve attention to regional and local initiatives to deal with the issues of climate change also included in the Wales Transport Strategy.

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Maintenance has a vital role to play in achieving all of safety, efficiency and sustainability and not only in the host network – for example well maintained routes have lower accident risks and vehicles operate more smoothly and efficiently when using well maintained roads than on routes where maintenance has been neglected. Working to these objectives ensures progress towards the outcomes of the WTS and producing an RTP addressing and responding to the needs of North Wales.

4.3   North Wales Regional Transport Priorities

The Vision and Objectives defined by Taith are statements of principle setting out what needs to be done to achieve the outcome of safe, efficient, sustainable and environmentally friendly transport meeting the needs of North Wales. To make the links between these high level objectives and the work needed to make them happen - the policy and project interventions we shall discuss later - nine regional priorities have been derived. These also conform nationally both to the Wales Spatial Plan and to the outcomes and strategic priorities of the Wales Transport Strategy.

The order of listing of the regional transport priorities below does not imply any order of importance as many interventions are driven by several priorities:

1. ***Efficiently meeting North Wales' diverse transport needs***
    Providing a transport network for North Wales that recognises the geographic and social diversity of the Region, making best use of the available resources to give efficient movement of both people and freight.

2. ***Passenger transport profile and performance***
    Raising the profile and performance of public transport services in the Taith region within an integrated system including trains, high quality fast inter-urban bus and coach services, improved local bus networks and an appropriate mix of services involving smaller vehicles for rural areas.

3. ***Reducing congestion and journey times***
    Resolving congestion and highway access issues.

4. ***Supporting development***
    Supporting the development of towns and other key centres to increase their economic viability and to promote sustainable development and environmental improvement.

5. ***Safe, efficient, sustainable transport networks***
    Maintaining safe, efficient, more sustainable transport networks.

6. ***Improving rail services for North Wales***
    Seeking improvements to all North Wales' rail passenger services and facilities.

7. ***Environmentally-friendly and efficient freight movement***
    Implementing road, rail and terminal improvements in conjunction with national and regional agencies and companies.

8. ***Smart traffic planning and management***
    Establishing an integrated North Wales' traffic monitoring, information and control network and seeking to promote more sustainable travel behaviour through travel planning and better education in efficient travel choices and driving techniques.

9. ***Sustainable transport***
    Increasing current levels of cycling and walking by residents and visitors

The fact that there is a clear correspondence between Regional and National agendas is reassuring in two respects:

♦ both Taith and the Welsh Assembly Government share similar views of the issues facing Wales and its regions;
♦ the North Wales RTP and the NTP must be complementary both in content and phasing of implementation. National and regional strategic transport networks are inextricably interwoven throughout North Wales with common infrastructure and services simultaneously serving local, regional and national functions.

4.4 Appropriate interventions for North Wales

In the following descriptions the policies and projects to deliver the regional objectives and priorities are referred to as "interventions".

UK national priorities in transport, for example those stated in the DfT paper "Towards a Sustainable Transport System" concentrate on interventions to reduce congestion and support economic growth within a need to reduce environmental impacts, particularly CO2 emissions, by promoting modal shift. They are focussed on international gateways, city regions and inter-urban movement

In North Wales, as recognised in the WSP and WTS outcomes, it is essential to address also the issues of rurality. Whilst modal shift is a desirable outcome, in large parts of North Wales the low volumes of movement often mean that the best solutions use cars.

Collective solutions, including shared car initiatives and community enterprises are nonetheless desirable and will depend on the availability of revenue streams to support their operation. Evaluation of such interventions must capture the full range of social and economic benefits gained where revenue support is provided.

The interventions considered for the North Wales RTP are grouped as shown in the eight following boxes:

Connectivity, i.e. providing infrastructure and services to support economic and social outcomes which may include:

- Improved bus and coach services including an equivalent standard of service for towns with and without a rail service

- Developing innovative services using DRT, community transport, shared cars, taxis, passenger carrying vehicles owned by councils, local agencies and businesses or other flexible shared transport to complement the local bus service and rail networks. Such services will be particularly appropriate in areas where population density is low or for tackling social inclusion problems by meeting specific local needs.

- Fast, reliable rail services between North Wales and other parts of Wales, the UK and Europe.

- Promoting efficient freight movement, whilst adopting principles that minimise the environmental impact of freight traffic;

- Improved interchange between services and modes, including park and ride

- Schemes to facilitate walking and cycling

- Maximising the potential of Holyhead and other North Wales ports for international and coastal trade to and from Ireland, the UK and Europe.

- Road improvements to assist sustainable travel

Access, i.e. enabling everyone to use the transport networks by removing barriers which includes:

- ensuring transport is not seen as a barrier to investment, residence or tourism in North Wales

- Taith smartcards

- reducing journey times for North-South movements, both within North Wales and for inter-Regional journeys

- improving effective movement around the local network

- using available resources including developer contributions to maximise accessibility by all modes.

Resilience, i.e. the ability of transport networks to cope with peaks, disruptions from accidents and other incidents including extreme weather.

- managing the roads to keep traffic moving as smoothly as possible

- giving priority to buses and lorries where appropriate

- improving maintenance to avoid collapses of infrastructure, for example ensuring watercourses are kept clear and can accommodate expected flows

- contingency planning to deal with accidents and other incidents in key locations

- in the longer term combining coastal and flood defences with transport infrastructure

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Improving public sector efficiency, principally working in partnership at all levels of Government and public sector agencies, together with the private sector. It must be noted that both the North Wales RTP and the WTS will depend heavily on the policies pursued by commercial transport operators, both passenger and freight, as well as the public sector. Projects suggested include:

- Seeking "Network Stability" agreements with bus operators to define levels and relative pricing of commercial and subsidised bus services to be provided through the plan period

- Producing a "Buses on the Highway" agreement which will specify traffic management, parking control and road maintenance standards to improve service reliability and ride quality on bus routes across North Wales;

- Forming a Taith Freight Forum to deliver the North Wales Freight Strategy.

Safer Journeys, i.e. Road Safety education, publicity and engineering and including

- meeting and exceeding national and regional casualty reduction targets by 2010;

- developing links between the CCTV systems used in town centres and by public transport operators to assist detection of anti-social behaviour and reduce public perceptions of threats to personal safety;

- improving the consistency and quality of schools transport services;

- safe routes in communities;

- speed management review.

Smarter Choices, Information and Awareness

- encourage the transfer of freight from road to rail and sea transport;

- respect and enhance the natural and historic environment by promoting sustainable travel;

- offer appropriate travel choices where possible, recognising that for many car travel will be the most efficient (and often the only) way of making essential journeys;

- Promoting integration between all transport modes through consistent standards, appropriate infrastructure, effective information, through ticketing and marketing, in particular facilitating good interchange with rail services.

- improving and making safer existing walking and cycling networks, strategically expanding them so that routes link into regional and National networks;

- travel planning, transport information and travel education resources and links;

- educational resources such as information on green travel choices

- tools for teaching and practising safer driving and fuel conservation both for commercial and private transport users

- Increasing current levels of cycling and walking by residents and visitors

Infrastructure, Programmes of schemes to implement the strategic options will be drawn up at the next stage of the RTP. Section 3.6 indicates how we will build up the programmes.

Monitoring & Maintenance to include:

- maintain and upgrade all aspects of transport infrastructure to ensure that it is fit for purpose.

- manage traffic flows and arrange maintenance to improve efficiency and minimise adverse environmental impacts of transport throughout the region

- adopting management and maintenance regimes and standards to ensure that the public highway, cycling and walking networks encourage safe, efficient performance for vehicles and pedestrians

- highway and public transport monitoring and control centres

4.5   Selecting Strategic Options

The Wales Transport Strategy guidance requires three strategic options to be developed. These are interpreted as:

- **Preferred**: the strategy that will most effectively deliver the outcomes of the Wales Spatial Plan and Wales Transport Strategy in North Wales;
- **Best Alternative**: taking account of likely restraints on availability of finance this strategy will produce the best use of resources to progress towards delivery of the required outcomes;
- **Do minimum**: the minimum strategy to sustain acceptable social and economic progress in North Wales.

The strategic options consist of regional strategies and programmes of schemes. They will be finalised taking account of responses to this consultative summary.
In practice both the required outcomes and the level of resources will change over time as a result of changes in social, economic and external factors (changes in stakeholder priorities and legislation for example) since the analysis undertaken for the WSP, WTS and North Wales RTP. The strategy adopted needs to have the flexibility to respond to the evolving situation.

The three strategic options effectively represent three reference points for different levels of resource availability within a continuum of strategies to produce the desired outcomes.

Since the Councils' Local Transport Plans were adopted there has been new legislation (for example the Traffic Management Act 2004) whilst costs and maintenance backlogs have continued to increase, so the do minimum option may actually need an increase in resources.

The difference between the three strategies is therefore a matter of the priorities and rate of implementation of the various interventions in them. This way Taith and the Councils will have maximum flexibility to match their programmes to the resources permitted by the Welsh Assembly Government and to respond to changes that will inevitably occur in the interim between completion of the plan and implementation.

Three Strategic Options consisting of packages of interventions will be evaluated using WAG's WelTAG[3] transport appraisal process and their environmental impacts will be evaluated in the SEA.

4.6   Outline programme

At this stage in development of the RTP we are evaluating a long list of interventions that have been proposed to deal with identified issues and contribute to achieving Taith objectives and WTS outcomes. Indicative costs have been used to estimate the costs of these interventions. As explained above they will contribute to three levels of strategy as shown in the following table:

Strategy Components	Do-minimum (£'000)	Best Alternative (£'000)	Preferred (£'000)
Connectivity*	89,600	113,900	113,900
Physical Accessibility	4,000	4,000	4,000
Resilience	500	10,600	10,600
Public Sector Efficiency*		800	900
Safer Journeys*	22,800	24,800	24,800
Smarter Choices*	16,000	16,000	15,900
Infrastructure	4,900	31,600	68,500
Maintenance & Monitoring*	1,500	1,600	1,600
TOTAL	139,300	203,300	240,200

*Components which rely heavily on revenue funding
Figures are based on 2007 prices

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[3] Welsh Assembly Government, WelTAG (Welsh Transport Planning and Appraisal Guidance), 2006.
This is intended to be used as the core guidance for the planning, development and appraisal of transport proposals in Wales.

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5.   Consultation Questions

We are currently considering lists of possible interventions for inclusion in the North Wales Regional Transport Plan. How important do you think the following types of intervention are in keeping North Wales an attractive place in which to live and do business?

Intervention	Very Important	Quite Important	Neutral	Not very important	Unimportant	No opinion
Improving connectivity between all communities within North Wales						
Improving connectivity to places outside North Wales including Ireland						
Improving roads for faster, less congested car journeys						
Providing reliable public transport that is a real alternative to using cars						
Making walking and cycling safer and more convenient						
Using technology to minimise the effects of congestion, accidents and road works						
High priority for road safety education and engineering works						
Developing transport information to encourage better travel choices						
Designating preferred lorry routes and parking places						

Do you have any other comments to make on the North Wales Regional Transport Plan?

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6.   Completing the RTP

This chapter briefly reviews the steps remaining to complete the North Wales RTP and the tools that will be used.

6.1   Consultation

Consortia are required to consult with their communities in the development of the Regional Transport Plan and accompanying Strategic Environmental Assessment. This is crucial to ensure that the development of the RTP and SEA are informed by an effective and efficient consultation process.   Consultation based on this Consultative Summary takes place from June to August 2008 prior to submission of the draft RTP at the end of 2008.

Previous consultation has centred around priority setting and strategy development and has included in addition to the statutory consultees, corporate, institutional, community-based and voluntary sector organisations.

The consultation process is illustrated by Figure 6.1.

Figure 6.1: Stakeholders and Consultation for the North Wales RTP

Scale: 1-5 ✓s indicates involvement to date

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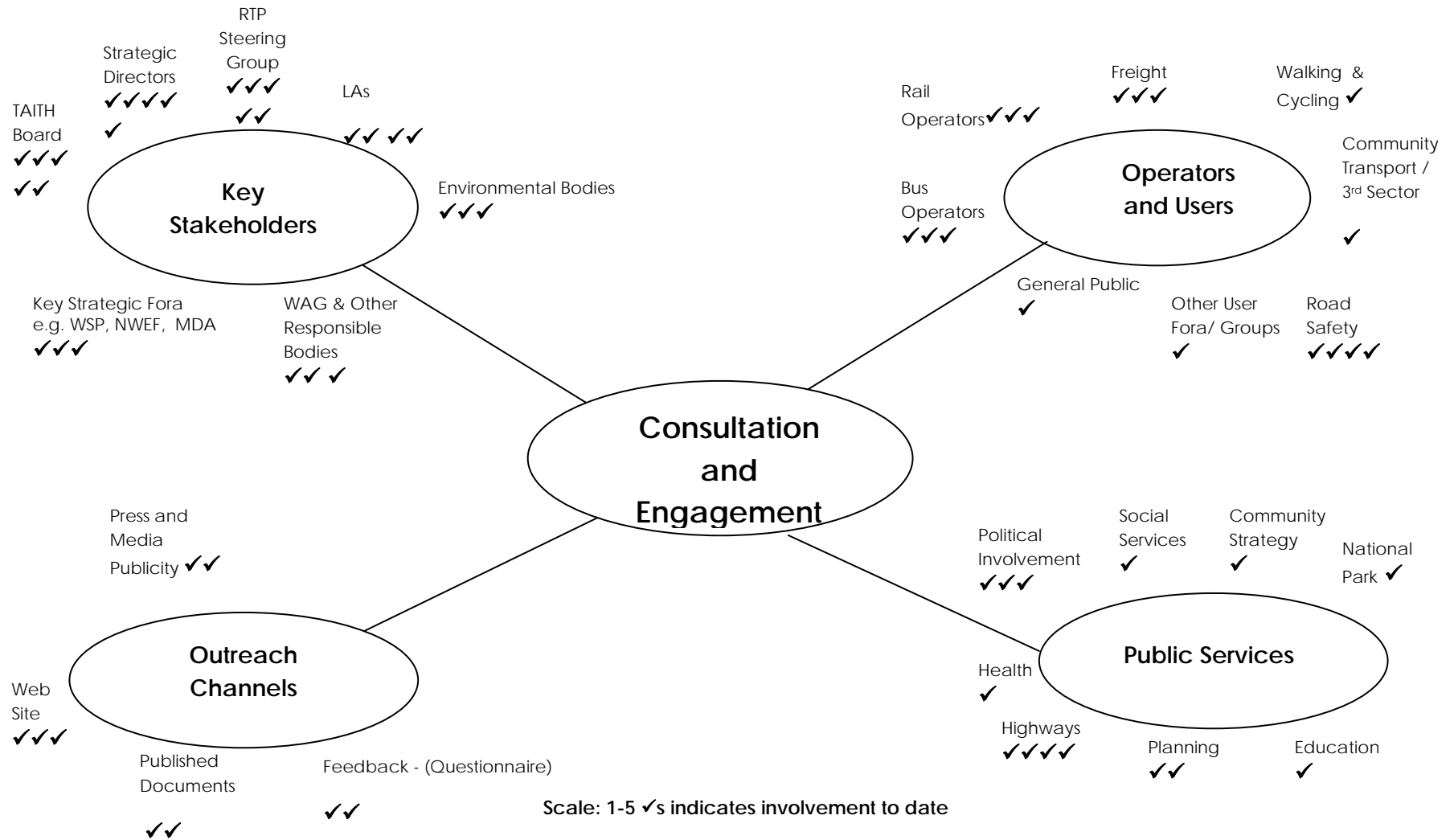
6.2   RTP Production

Work is continuing on a programme of activity to produce the draft RTP by Autumn 2008.

Following this round of consultation and further analysis, the interventions in the three strategic options will be finalised and assessed by reference to the regional priorities. The priorities themselves may be modified in response to changing external influences, consultation and research. Benchmarking against international good practice will assist proposal selection.

Proposals which offer the best likely outcomes will be subject to formal appraisal through the use of a toolkit including accessibility, economic and social evaluation including WelTAG.

Evaluation of environmental impacts will be undertaken as appropriate for individual proposals. The overall environmental impacts of the RTP will be assessed and fed back into the plan appraisal process as well as carried forward into the final SEA.

On completion of the evaluation processes, Action Plans including common monitoring strategies to gauge progress for the partner Councils in the Taith Consortium to implement the RTP strategies will be proposed for discussion and incorporation into the full RTP to be submitted to the Welsh Assembly Government for approval in March 2009.

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 6

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EDUCATION OFFICER**

SUBJECT : **SCHOOL ORGANISATION STRATEGY: PLANNING AND CONSULTATION SCHEDULE TO MID 2009**

1.00 **PURPOSE OF REPORT**

1.01   To provide Executive with the proposed main stages of action for the planning and consultation for the School Organisation Strategy for the period up to mid 2009, including a proposed detailed schedule for the final stage of the production and completion of the Education Asset Management Plan (EAMP).

1.02   In the context of the above main stages, to provide Executive with a summary of the implications of the January 2009 ESTYN Inspection of Educational Services on the School Organisation Strategy.

1.03   Following approval received from Executive on 05.08.08, to inform Executive of the intention to move forward to recruitment for two key temporary appointments to provide strategic capacity to undertake essential work on the School Organisation Strategy.

2.00 **BACKGROUND**

2.01   A Report was submitted to Executive on 05.08.08 regarding the impact of the Wales Audit Office Report, December 2007 on the school organisation process. That report contained four recommendations for action by Flintshire County Council:

a.   Agree a timetable for agreeing and implementing decisions for the future pattern of primary, secondary and sixth form provision in Flintshire;

b.   Identify the full capital costs of improving the condition, suitability and disability access to all schools to make them fit for purpose;

c.   Develop a Medium-Term Financial Plan and Capital Strategy which identifies the capital and revenue resources to fund the future pattern of school provision;

    d.   Identify and provide the staffing resources required to deliver the school organisation and capital investment in buildings.

2.02   It was agreed on the 05.08.08 that an update on progress regarding the School Organisation Strategy process would be submitted to the next Executive meeting in September 2008.

2.03   Two main areas are covered in this report:

    (i)   Proposed schedule of main stages in the planning and consultation stages of the School Organisation Strategy up to mid 2009, including a proposed detailed schedule for the final stage of the production and completion of the Education Asset Management Plan (EAMP).

    (ii)   In the context of the above schedules, clarification of the implications of the ESTYN Inspection of Flintshire Educational Services in January 2009 (and preparation during the Autumn term 2008) on the planning and consultation stages of the school organisation strategy.

2.04   In broad terms, progress continues to build on previous work of the School Organisation and Review Task Group. However, specific further progress has been made in the period April-August 2008 on more detailed scheduling, and on securing strategic capacity to address gaps in key roles to support the School Organisation Strategy process.

This progress has been made both in response to external sources, such as inspection, regulatory review and audit and to internal development achieved through increased planning coherence and coordination, as reported to Executive on 05.08.08, including the introduction of a Planning Framework for the School Organisation Strategy.

A proposed schedule of main stages in the planning and consultation stage of the School Organisation Strategy has now been developed. This is explained more fully in Section 3 of this report.

2.03   Within the proposed main stages of planning and consultation, we have received confirmation that there will be an ESTYN Inspection of Educational Services.

It is understood that ESTYN has a statutory duty to undertake inspections of local authority educational services and provision and under this legislation ESTYN has agreed a six year programme of inspections to cover local authority educational functions.

In 2007 ESTYN carried out an inspection of school improvement services in Flintshire, and following on from this it was agreed that inspection of further areas of educational provision would take place in January 2009.

2.04 The implications of the ESTYN Inspection of Educational Services in January 2009 on the School Organisation Strategy, is readily seen below in the scope of the inspection and areas to be reviewed. The main School Organisation Strategy areas affected during the inspection are shown in **bold**.

Areas of educational provision to be inspected:

- Additional Learning Needs (including Able and Talented);
- **Access**;
- Promoting social Inclusion and the well-being of learners;
- **Strategic management**;
- **Support services for school and other services**.

Within these areas the following Services are to be examined:

- **Access - admissions and transport**;
- **Capital projects and planning**;
- Early years - Sure Start (sufficiency, quality, access);
- Facilities services (school meals);
- **Financial management** (including grants and benefits);
- ICT (in relation to support infrastructure);
- Inclusion Service;
- Racial equality;
- Staffing and governance;
- Youth & Community Services (with regard to contribution to Inclusion and in relation to previous Inspection);

2.05 In addition to the January 2009 ESTYN Inspection visit, considerable work is required during the autumn term to ensure a strong contribution by the school organisation strategy to the ESTYN Inspection process, which begins in November with the collection of key documentation and will require submission of strategic documentation on the following areas relating to the School Organisation Strategy, including:

a. Strategic planning

b. Strategic capacity

c. Coordination with Primary, Secondary and Special School improvement Plans

d. School Place Planning and Pupil Forecasts

e. Capital Funding Strategy

f. Mid Term Financial Planning 2008-2012

2.06   Whilst having a significant interest in the progress achieved on the wider School Organisation Strategy, it is anticipated, the inspection will also examine the specific progress made on the Education Asset Management Plan (EAMP).

It should be noted that the outline timeline for the production of the Education Asset Management Plan presented to Executive on 05.08.08 has required adjustment, leading to some slippage, to allow for important additional work that needs to be undertaken.

An adjusted timeline has been agreed with the EAMP Project Group (20.08.08) and is presented at **Appendix 3** in this Report.

3.00   CONSIDERATIONS

3.01   School Organisation Strategy: Planning and Consultation Schedule to Mid 2009

A diagram is provided at **Appendix 1** to illustrate the main planned stages of planning and consultation required for the School Organisation Strategy over the period September 2008-September 2009.

The diagram shows key planning activities to be undertaken during the autumn term 2008. During the Spring Term 2009 the school organisation strategy process will need to move to an important period of final analysis of the findings of the Education Asset Management Plan audits of school condition, suitability and sufficiency. The results of this final analysis will provide an essential basis for the formulation of the Capital Funding Strategy to address the findings, supported by agreed action planning and monitoring arrangements to ensure review of progress. The proposed Capital Funding Strategy 2008-2012 will need to effectively integrate the published Capital Repair and Maintenance Programme for Schools in 2009-10.

3.02   The production of an Education Asset Management Plan (EAMP) is a statutory requirement placed on all Local Authority education services. Guidance is provided by the Welsh Assembly for its completion, and the production of the Flintshire County Council EAMP has been closely informed by the findings of the EAMP Project, which has properly concentrated on the three categories of audit required by the national guidance:

a.   Condition
b.   Suitability
c.   Sufficiency

Date: 08/09/2008

When completed, the findings of the Flintshire County Council EAMP will undoubtedly identify a significant programme of capital work required across Flintshire schools, as has been the case in other local authorities.

In Flintshire, this new programme of school capital works will be in addition to the current known backlog of school capital repairs and maintenance identified by school condition survey work. The analysis of the findings of the Education Asset Management Plan (EAMP) Project will be critical to informing the overall level of capital funding required to improve Flintshire Schools up to an agreed 'fit for purpose' standard. Additionally, advice will need to be taken on both the scope of capital activity that will be essential and the length of the programme needed to carry out these essential works, which are likely to vary in scale.

The EAMP will be a particularly important management tool and will provide one of the central sources of information on the extent of capital works required to make Flintshire Schools 'fit for purpose'. Further Reports will be presented to Executive on 'Fit for Purpose', to agree the criteria to be used for such assessment. Linked to this, the School Place Plan will set out the forecast of demand (projected pupil numbers), the current capacity (number of pupil places) and the overall future capacity and distribution of capacity (school places) in schools across Flintshire.

Additionally, our progress on the production of the EAMP will be explained to our Welsh Assembly link officer during their forthcoming visit to Flintshire, which we have requested in early September 2008.

The final detailed schedule of production of the EAMP will be reported to Executive in October 2008.

4.00 RECOMMENDATIONS

4.01 It is strongly recommended that focus is maintained during the autumn term 2008 on the key strategic planning areas of the school organisation strategy as set out in (**Appendix 1**) and the use of the main stages in the process that has been proposed for the period 2008-2009.

Note: Inevitably, there is a risk to the local authority that slippage may occur on the schedule of main stages, due to unforeseen circumstances.

4.02 Equally, It is important to develop an initial Medium Term Financial Plan covering the period 2008-2012, and for this plan to be co-ordinated with the wider School Organisation Strategy timeline. Additionally, it is recommended that predictive medium term financial planning should coordinate with pupil forecast numbers, in the first instance, up to 2012-13. After this point pupil data becomes less reliable and indicative pupil projections will need to be calculated for the next Medium Term Financial Plan cycle from 2012-13 to 2016-17 (**Appendix 2**).

Date: 08/09/2008

4.03 On an immediate basis, following approval received at the 05.08.08 Executive meeting, it is recommended that Executive note the intention to make two temporary 6 month appointments, in the first instance, to secure essential staff capacity to support the school organisation process, as follows:

   a.   School Organisation Project Manager
   b.   School Place Planning Management Information Officer

   Please note that revenue funding has been secured for these two appointments.

4.04 To bring a further report to Leader's Strategy Group, Lifelong Learning Overview & Scrutiny and Executive on Flintshire Local Education Authority Schools Capital Progamme and Funding, to include a summary of the wider implications for school capital funding programmes of the new Welsh Assembly Government Strategic Capital Investment Framework, recently received into the Authority.

   The inclusion of this additional recommendation was agreed both at Leader's Strategy Group on 2nd September and at Lifelong Learning Overview & Scrutiny on 4th September.

5.00   FINANCIAL IMPLICATIONS

5.01 It is essential that work moves forward without delay to develop a predictive budget for capital programme works in schools in the two year period 2010-11 to 2012-13.

5.02 It should also be noted that work should proceed to begin to model the financial arrangements within the Council to achieve an indicative capital funding strategy for the period 2012-13 to 2016-17, to align with the Council's second Medium Term Financial Plan cycle (2012-2016).

5.03 The existing known costs of approximately £40M backlog repair and maintenance identified through school condition surveys should be noted.

5.04 Funding has been secured for the cost of two temporary additional capacity appointments as outlined under Section 4.03 above.

6.00   ANTI POVERTY IMPACT

6.01   None.

7.00   ENVIRONMENTAL IMPACT

7.01 The current work on energy usage in schools will make an important contribution to the Council's drive to lower energy usage, associated costs and support Council environmental objectives.

8.00 EQUALITIES IMPACT

8.01   None.

9.00 PERSONNEL IMPLICATIONS

9.01   Two temporary appointments as outlined in 4.03 above.

9.02   Line management and office arrangements for the two temporary appointments.

10.00 CONSULTATION REQUIRED

10.01 Major consultation will be required on the School Organisation Strategy and will need to be co-ordinated with statutory admissions consultation.

11.00 CONSULTATION UNDERTAKEN

11.01 Ongoing collaborative working with Secondary Head Teachers is taking place and meetings with Primary Head Teachers are being arranged.

Continued working with schools, Diocese, and other stakeholders will be required throughout the Autumn Term 2008 and during the Spring term 2009 on:

a.   The proposed Schools Organisation Strategy;
b.   The Education Asset Management Plan Findings and resultant capital programme proposals;
c.   The Medium term Financial Strategy 2012-13 to 2016-17

12.00 APPENDICES

12.01 **Appendix 1**

School Organisation Strategy: Main Stages of Planning and Consultation to Mid 2009.

12.02 **Appendix 2**

Medium Term Financial Strategy (including predictive budget period and indicative budget period.

12.03 **Appendix 3**

School Organisation Strategy: Education Asset Management Plan (EAMP) Activity Schedule.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Date: 08/09/2008

None

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Education Asset Management Plan and Fit-For-Purpose Criteria

Primary School Improvement Planning

Secondary School Improvement Planning

Special School Improvement Planning and Completion of New Build

School Place Planning - Pupil Forecasts 3-19

Mid Term Financial Strategy 2008-2012

Fit-For-Purpose Analysis Stage

Capital Funding Strategy and Monitoring Arrangements

Arrangements for Consultation on the School Organisation Strategy and Report to Executive on Findings

Autumn 2008		Spring 2009		Summer 2009

APPENDIX 2　　　　　**SCHOOL ORGANISATION STRATEGY: MEDIUM TERM FINANCIAL STRATEGY 2008-2012 and 2012-2016**

PREDICTIVE BUDGET 2008-2012　　　　　　　　　**INDICATIVE BUDGET 2012-2016**

Primary School Capital Programme	Primary School Capital Programme
Secondary School Capital Programme	Secondary School Capital Programme
Special School Capital Programme	Special School Capital Programme
Development of Learning Environments	Development of Learning Environments
ICT Programme	ICT Programme
DDA Programme	DDA Programme

2008　　　　　　　　　　**2012/13**　　　　　　　　　　**2016**

APPENDIX 3   **SCHOOL ORGANISATION STRATEGY: EDUCATION ASSET MANAGEMENT PLAN (EAMP)**
Activity Schedule (separate schedule for production of Policy Document to be produced)

EAMP Activity	Lead/Support	Stage to be Reached	Target Dates	Proposed Audience
Fit for Purpose Definition and Criteria-Primary	**Nigel Truman** Kim Garcia EAMP Project Group	Draft Document Written and Prepared for Discussion	By 12th September	EAMP Project Group/LLL DMT/CMT
Suitability Assessments	**Nigel Truman** Paula Vogt	Completion of Assessments Sign off	By 29th September	EAMP Project Group/LLL DMT
Fit for Purpose – Primary Report	**Nigel Truman** Kim Garcia	Report Prepared	3rd October	CAMG/O&S Scrutiny/LSG
Fit for Purpose Definition and Criteria - Secondary	**Nigel Truman** Kim Garcia EAMP Project Group	Draft Document Written and Prepared for Discussion	17th October	EAMP Project Group/LLL DMT/CMT
Fit for Purpose – Secondary Report	**Nigel Truman** Kim Garcia	Report Prepared	24th October	O&S Scrutiny LSG
Executive Approval Fit for Purpose - Primary	**Kim Garcia** Director LLL	Report Presented to Executive	29th October	Executive
Executive Approval Fit for Purpose - Secondary	**Kim Garcia** Director LLL	Report Presented to Executive	18th November	Executive
Suitability Costed against Fit for Purpose (Primary)	**Nigel Truman** Kim Garcia/Paula Vogt/Gaynor Myers	Draft cost matrix	28th November	EAMP Project Group/LLL DMT/CMT
External Sufficiency Assessments	**Nigel Truman** Paula Vogt	Completion of assessments	8th December	EAMP Project Group/LLL DMT
Suitability Costed against Fit for Purpose (Secondary)	**Nigel Truman** Kim Garcia/Paula Vogt/Gaynor Myers	Draft cost matrix	12th December	EAMP Project Group/LLL DMT/CMT

Position Statements Completed (All Schools)	**Nigel Truman** Kim Garcia	Draft Position Statement Report Completed	Mid January 2009	EAMP Project Group/LLL DMT/CMT/CAMG
EAMP completed	**Nigel Truman** Paula Vogt EAMP Project Group Kim Garcia	EAMP Report Completed including Assessment for Condition, Suitability and Sufficiency on all Schools	End January-February 2009	LLL DMT/CAMG/CMT/O&S Scrutiny/LSG/Executive
EAMP Signed Off	**Kim Garcia** Director LLL	EAMP Report Finalised and Signed Off	February 2009	LLL DMT/CAMG/CMT/O&S Scrutiny/LSG/Executive

FLINTSHIRE COUNTY COUNCIL

<div align="right">

AGENDA ITEM NUMBER: 7

</div>

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT :   **COMMUNITY PLANNING AND THE FLINTSHIRE LOCAL SERVICE BOARD**

1.00   PURPOSE OF REPORT

1.01   To seek endorsement of the local approaches to Community Planning and the Flintshire Local Service Board.

2.00   BACKGROUND

2.01   In 2004, the Flintshire Community Strategy Partnership Board (FCSPB) was established.

2.02   In 2007, 'Delivering Beyond Boundaries' - the Welsh Assembly Government (WAG) response to the Beecham Report - identified five areas for action. One of these was the establishment of Local Service Boards (LSBs) and the development of Local Service Agreements (now referred to as 'Local Delivery Agreements').

2.03   In 2007, six LSB Development Projects were identified across Wales in Caerphilly, Cardiff, Carmarthenshire, Gwynedd, Neath Port Talbot and Wrexham. The rationale for this approach was to enable those areas and the WAG to participate in a process of system design and learning that could be used to improve the model for the benefit of the whole public service in Wales.

2.04   LSBs are to be established in every unitary authority in Wales by the end of 2008/09 with an expectation that Local Delivery Agreements (LDAs) will be finalised by 2009/10. LDAs potentially can cover more than one LSB area.

2.05   Each LSB has been appointed a WAG representative who will have a key role in:
a) Providing some support and where appropriate acting as a broker in areas where WAG can make a difference, for example, in the LSB Development Projects the WAG Lead has facilitated contact with other relevant senior WAG colleagues to enable the local team to progress issues.

b) Representing the interest of the Strategic Partnerships and LSB within WAG.

3.00   CONSIDERATIONS

3.01   Flintshire's developing LSB arrangements are outlined below:

Flintshire Local Service Board
In a report submitted to the former Community Strategy Partnership Board in September 2007, support was given to a proposal made by the Chief Executive of FCC for an LSB for Flintshire.

The LSB has a number of roles and functions which are discharged in various ways and through different groups within the structure.

The rationale for these arrangements was to separate executive action (responsibility) from strategy (representation) from consultation (involvement and accountability).

The main role of the LSB will be to identify and manage common / shared issues and challenge the standard of delivery of outcomes across the strategic partnerships that make up Flintshire in Partnership. It will act as:

> Co-ordinator – of all partnerships from a central and leadership position.
> Supervisor – of all partnerships ensuring consistent standards of governance and performance.
> Manager - of data, intelligence and consultation and engagement.
> Strategist – of ideas, policy and programmes.
> Broker - of priorities for attention, resources and action.

Membership of each group within the structure has been agreed as follows:

LSB Executive – responsible for executive planning and action. The group comprises:

> Chief Superintendent North Wales Police
> Flintshire County Council Chief Executive
> Flintshire County Council Leader
> Local Health Board Chief Executive
> Principal, Deeside College

The first meeting of this Group was held on 11th June 2008.

LSB Strategy Group – responsible for governance and priorities. The group comprises:

> LSB Executive Group Members
> WAG Representative
> Director of Community Services, FCC
> Flintshire Local Voluntary Council

National Public Health Service
North Wales Fire and Rescue Service
North Wales NHS Trust

Richard Hart, Area Improvement Director (North Wales) for the Department of Children, Education, Lifelong Learning and Skills (DCELLS) has been appointed as the WAG representative for the Flintshire LSB.

WAG's expectations for LSB developments during 2008/09 are outlined in Appendix 1. These refer to structure, governance and accountability, communications and project management through the Local Delivery Agreement.

LSB Consultation Forum/Network – responsible for consultation and reporting back to the LSB. It will draw on existing mechanisms for consultation and engagement.

LSB Support Team - responsible for the support management of the strategy system. Examples of work this group will undertake are – a Performance Management Framework, a Consultation and Engagement Framework and the Flintshire Profile/Needs Assessment. The Group comprises:

Strategic Partnership Coordinators;
Flintshire County Council Corporate Policy and Partnerships Team Representatives;
Senior Communities First Coordinator
Head of Planning Policy (includes responsibility for Local Development Plan)

3.03 **Flintshire LSB progress**

3.04 The first meeting of the LSB Strategy Group was held on the 14th August 2008. Members agreed that the Terms of Reference for the group would be based around 4 key principle areas:

1. Effective partnership relationships;
2. Discharging the responsibilities of the LSB (eg. producing a meaningful and fit for purpose Community Strategy);
3. Consistent and effective governance and performance of strategic partnerships:- e.g. Community Safety Partnership; Health, Social Care and Well Being Partnership; Children and Young People's Partnership and; Regeneration Partnership.
4. Identifying common issues as public bodies/employers. Some emerging examples of these are:
   - Corporate Health (Employer)
   - Recycling/Waste Production
   - Energy Efficiency
   - Workforce Local Volunteering

- HR/Management/People Achievement

3.05   At its first meeting, the LSB Strategy Group agreed its approach to the review of the Community Strategy:

- LSBStrategy Group members to consult with their organisation to identify key issues.
- Two facilitated workshops will be held in October and December to formalise a county vision and priorities for the LSB and the Community Strategy based on the issues brought by each partner organisation.
- The workshops will lead to a draft Community Strategy by the end of 2008, which will be out for consultation at the beginning of 2009.

3.06   The Council, as part of its consultation and engagement framework for the draft Community Strategy has also organised a County Forum with Town and Community Councils for October. This event will provide the opportunity to discuss the emerging Community Strategy, but also provide the potential to improve governance and engagement arrangements between the tiers of local government. The recent WAG/WLGA/One Voice Wales publication 'A Shared Community' (March 2008) provides the guidance and charter to assist with this approach.

3.07   The Community Strategy has the potential to identify issues for improvement and change and then through the LSB to direct and focus effort amongst the principal leaders in the community to optimise the benefits for the Flintshire community.

3.08   WAG have set aside £50,000 per development area in the 2008-09 Making the Connections Development Fund budget (i.e. non-recurrent) to help LSBs access support and/or expertise related to their own development and/or the delivery of the projects selected for inclusion in Local Delivery Agreements. The Flintshire LSB is currently considering how this can be best optimised to support capacity and development of the LSB.

3.09   **Local Delivery Agreements**
One of the Local Service Board's responsibilities is to produce a manageable, agreed programme of work which captures the priorities for adding value to the delivery of the Community Strategy. This is the Local Delivery Agreement which is to be produced during 2009/10. It is expected that the issues and priorities which emerge as part of the Community Strategy review will inform our Local Delivery Agreement.

3.10   Richard Hart, the WAG representative for the Flintshire LSB has expressed his staunch approval of the steps taken so far with the development of the LSB and the approach to the Community Strategy review.

4.00   <u>RECOMMENDATIONS</u>

4.01   Members are recommended to endorse the approach taken in the development of the Local Service Board and the Community Strategy.

5.00   FINANCIAL IMPLICATIONS

5.01   None at this juncture, although the Community Strategy and the work of the LSB may have implications in the future for allocation of resources. A Development Fund of £50,000 has been released by WAG for 2008/09 to support LSB's other than the development projects.

6.00   ANTI POVERTY IMPACT

6.01   All work programmes resulting from the work of the Community Strategy and LSB will seek to minimise the impact of poverty in the community.

7.00   ENVIRONMENTAL IMPACT

7.01   All work programmes resulting from the work of the Community Strategy and LSB will seek to minimise the impact on the environment.

8.00   EQUALITIES IMPACT

8.01   All work programmes resulting from the work of the Community Strategy and LSB will seek to optimise equality and diversity across all sectors for the benefit of Flintshire.

9.00   PERSONNEL IMPLICATIONS

9.01   None at this time.

10.00   CONSULTATION REQUIRED

10.01   Consultation and engagement with the Flintshire community will be undertaken in the New Year as part of the Community Strategy approach.

11.00   CONSULTATION UNDERTAKEN

11.01   The Local Service Board Strategy Group has been consulted and endorsed the approach outlined.

12.00   APPENDICES

12.01   Appendix 1: Local Service Boards: WAG Expectations
          Appendix 2: Local Service Board Development Projects

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Local Vision – Statutory Guidance on developing and delivering Community Strategies (WAG) March 2008

Date: 08/09/2008

LSB Update (WAG) May/June 2008

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LOCAL SERVICE BOARDS – WAG EXPECTATIONS

WAG Expectations for LSB Development

The draft LSB Prospectus due to be published by WAG in summer 2008, provides a checklist of issues that it considers should be addressed when getting the LSB 'up and running'. It states that during 2008/09, each LSB will need to have:

1.1. Structure and Membership
- Agreed the LSB structure and membership, as the hub for the Community Strategy Partnership and partnership delivery structure.
- Agreed how the LSB will link into the Spatial Plan work (including communication).

1.2. Governance
- Agreed a set of principles setting out the LSB purpose and method of working, its approach to decision making, resourcing and conflict resolution.
- Developed and agreed terms of reference that is endorsed by Partners.

1.3. Managing the Partnerships
- Carried out a stock take of the key delivery partnerships to identify barriers to delivery, and areas where support, challenge or intervention is needed.

1.4. Support
- Put in place the right support capacity to support both the LSB, the wider partnership structure and to manage the LSB priority projects.

1.5. Scrutiny
- Agreed a scrutiny model for the Boards work and how to connect the Boards agenda with the issues identified by the Scrutiny process.

1.6. Accountability
- Agreed clear routes through which the public, the workforce and other key stakeholders can find out about the work of the Board and partnership delivery generally in the area.
- Agreed lines of reporting and communication to Partners.

1.7. Citizen Engagement
- Agreed how to connect to citizens and their experiences of services – through Elected Members of local authorities and Town and Community Councils, the third sector, wider Community Strategy Partners and wide range of stakeholders.
- Agreed how the LSB will share information on the understanding and experiences of citizens to develop a rounded view of priorities for improvement.

Community Planning and the Flintshire Local Service Board

1.8. <u>Projects</u>
- Identified a set of priority projects to be captured in the LDA for 2009/10.

1.9. <u>Development</u>
- Invested in its own development to help ensure that the high performing partnership delivery culture and process for effective prioritisation based on a genuinely inclusive analysis and debate.
- Planned its work programme ensuring full engagement with all Partners.

1.10. <u>Communication</u>
- Put in place two way communication arrangements with citizens, staff and stakeholders on how public services are working in partnership to improve outcomes for citizens, and how the LSB is supporting this.

LOCAL SERVICE BOARD DEVELOPMENT PROJECTS

LSB Development Projects

1.1. <u>Caerphilly LSB</u>
- The Board has been set up with a small core membership in order to encourage team working, build trust and ultimately make progress. It focuses on making visible progress in a small number of public service areas where barriers to progress currently exist.
- Membership comprises Leader of CCBC, Chief Executive of CCBC, Chief Executive of LHB, Chair of LHB, Chief Superintendent of Gwent Police, Assistant Director of GAVO, senior WAG Official.
- A Local Delivery Agreement will be agreed by the autumn.
- An LSB support team has been established within the Council, which also encompasses colleagues from other public service organisations. This will advise the Board on policy, research and citizen engagement issues, as well as action the Board's decisions between meetings.

1.2. <u>Cardiff LSB</u>
- A diagram showing the Partnership Model adopted in Cardiff is attached at Annex A.
- Cardiff's new partnership structure has 3 distinct levels:

  i. The <u>Proud Capital Vision Forum</u> as the city's local strategic partnership including public, private and voluntary sector members and providing strategic leadership. The Vision Forum is chaired by the Leader of the Council and prioritises projects which deliver the commitments of the Proud Capital Community Strategy 2007-2017. Importantly, the Vision Forum plays a wider place-shaping role which enables new initiatives and projects to be developed to address future challenges facing the city (e.g. climate change) alongside those projects which are tackling fundamental and persistent problems relating to public service delivery.

  ii. The <u>Executive Local Service Board</u> provides strategic management and coordination of the governance and delivery of the partnership programme in response to recommendations and prioritisation of the Proud Capital Vision Forum and the emerging issues identified through the established delivery partnerships.

  iii. The <u>Cardiff Connections Operational Forum</u> is made up of senior operational managers and practitioners and provides programme and project management of agreed work programmes. Updates on projects are made to the Executive LSB on a monthly basis. Delivery of Cardiff Connections is also supported by existing partnerships, including the Health Alliance, the Children and Young People's Partnership, the Community Safety Partnership and the Voluntary Sector Compact.

Community Planning and the Flintshire Local Service Board

- Full Membership includes the Chief Executive or equivalent of Cardiff Council, Cardiff and the Vale NHS Trust, Cardiff Local Health Board, South Wales Police, South Wales Fire and Rescue Service and Voluntary Action Cardiff. The Board is supported by the senior WAG Official, and, as required, the policy advisers and the Operational Forum.
- Meetings are held on a monthly basis.

1.3. Carmarthenshire LSB
- The membership has changed slightly from the previous Community Planning Steering Group.
- The Board continues to bring together the key decision-makers from the major organisations in the county and is the Executive body of, and a part of, the Carmarthenshire Partnership Forum.
- Members consist mainly of senior representatives of the organisations responsible for the key strategies in the area and currently includes representatives from the following organisations and sectors:

– Carmarthenshire Association of Voluntary Services (CAVS) – Carmarthenshire County Council – Carmarthenshire Local Health Board – Coleg Sir Gâr – Dept. for Children, Education, Lifelong Learning & Skills (Welsh Assembly) - Formerly ELWa – Dept. for the Economy & Transport (Welsh Assembly) - Formerly the WDA	– Dyfed Powys Police – Environment Agency Wales – Hywel Dda NHS Trust – Trinity College, Carmarthen – The Community Sector – The Private Sector – Senior Civil Servant, Welsh Assembly Government (Currently the Head of Dept. Health & Social Care)

- Meetings are held on a bi-monthly basis.
- The Carmarthenshire Forum is the county's overarching strategic partnership for Community Planning. The Forum meets on an annual basis and is open to all. It was set up to promote the widest engagement of the people and communities of Carmarthenshire in decisions about the future of the county. The Forum is responsible for agreeing the Carmarthenshire Community Strategy and monitoring its progress. It does this by monitoring and overseeing the work of the five strategic community planning partnerships (and other forums and networks), responsible for delivering the countywide priorities agreed by the Forum.

1.4. Gwynedd LSB
- Membership comprises the Chief Executive or equivalent of Gwynedd Council, Gwynedd LHB, North West Wales NHS Trust, North Wales

Police, Mantell Gwynedd, Snowdonia National Park Authority, Coleg Menai, as well as the Vice Chancellor of Bangor University, Leader of Gwynedd Council and the senior WAG Official.

1.5. <u>Neath Port Talbot LSB</u>
- LSB does not replace the Community Plan Strategic Steering Group.
- The current supporting partnership structures will continue to have their specific responsibilities.
- Membership comprises the local Chief Executive or equivalent of NPT Council, NPT LHB, Bro Morgannwg NHS Trust, South Wales Police, NPT CVS, National Public Health Service, Mid and West Wales Fire & Rescue Service, Environment Agency Wales, Jobcentre Plus as well as the Leader of Gwynedd Council, Chairperson of NPT CVS, Chairperson NPT LHB, Chairperson of Bro Morgannwg NHS Trust and the senior WAG Official.

1.6. <u>Wrexham LSB</u>
- The Wrexham Local Service Board is made up of a number of groups including the Executive Group, Steering Group, Annual Citizen Event and Topic Groups. An overview of this is included in the Terms of Reference for the LSB that is attached at Appendix C.
- Membership of the Executive Group comprises:
  - Elected Chairs of the Strategic Partnerships, the Local Development Plan.
  - Environment/Sustainability (e.g. Environment agency/Countryside commission/ Sustainability forum)
  - One Officer from:

o Welsh Assembly Government	o Welsh Ambulance Service
o North Wales Police	o North Wales Fire and Rescue
o North East Wales Institute	o Job Centre Plus
o YALE	o North Wales Chamber of Commerce
o National Public Health Service	

  - One Officer and one elected/governing body representative to represent:
  - o Wrexham County Borough Council (WCBC)
  - o Local Health Board (LHB)
  - o Association of Voluntary Organisations in Wrexham (AVOW)
  - o North East Wales NHS Trust (NEWT)
- Meetings are held on a quarterly basis.
- Membership of the Steering Group comprises WCBC, LHB, NEWT, NEWI, YALE, AVOW.

CARDIFF LSB – Partnership model (Annex A)

PROUD CAPITAL VISION FORUM
(Meets quarterly)
Membership:
Strategic public, private and voluntary sector partners, strategic
partnership chairs, Director of Public Health and others.
Chaired by Leader of the Council

Executive Local Service Board
(Meets monthly)
Membership:
Chief executives of Cardiff Council, Local Health Board , Cardiff & Vale
NHS Trust, plus BCU Commander for South Wales Police, Deputy Chief
Fire Officer of South Wales Fire & Rescue Service and Director of Voluntary
Action Cardiff.

Cardiff Connections Operational Forum
(Meets monthly)
Membership:
Programme and Project Managers
Supported by Health Alliance, Children and Young People's
Partnership, Community Safety Partnership, Voluntary Sector
Compact and Others.

**Statutory
Partnerships**
**Community Safety Partnership
Health Alliance
Children & Young Persons**

**NEIGHBOURHOOD
TRANSFORMATION
PROGRAMME**

**LSB
SCRUTINY &
PERFORMANCE
PROJECT**

**ASK CARDIFF
CITIZEN
CONSULTATION
PROJECT
(MTC Bid)**

**INTEGRATING
SOCIAL CARE &
HEALTH
PROGRAMME**

**FOUNDATION
RESEARCH
PROJECT**

**DATA SHARING &
EXPLOITATION
PROJECT**

**LONG TERM
CARE (DTOC)
PROJECT**

Community Planning and the Flintshire Local Service Board

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 8

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **COUNTY FINANCE OFFICER AND CHIEF EXECUTIVE**

SUBJECT :   **MEDIUM TERM FINANCIAL STRATEGY / BUDGET 2009/10 - PROCESS AND TIMETABLE**

1.00   PURPOSE OF REPORT

1.01   To provide Executive with an update on the work being undertaken on both the Medium Term Financial Strategy (MTFS) and the 2009/10 budget.

2.00   BACKGROUND

2.01   On 3rd June 2008 Executive received an initial report from the Chief Executive and County Finance Officer outlining the work being undertaken on the MTFS and the 2009/10 budget.

2.02   This report was followed by a presentation to Executive on 5th August 2008 which outlined the definition of a Medium Term Strategy and detailed the key principles and activities underpinning the MTFS.

2.03   It is the intention to provide Executive with regular updates, particularly as work on the 2009/10 budget is progressed.

3.00   CONSIDERATIONS

3.01   Whilst a number of the core principles of the MTFS need to be agreed, officers are currently working up a detailed action plan which addresses each of the principles and activities.

3.02   In previous years the budget process has been driven by national and local funding issues. With the introduction of mid-year business reviews we are adopting a different approach to the 2009/10 budget process which will ensure that business and service planning is linked to financial planning.

3.03   A brief outline of the budget process has been communicated to managers (2nd and 3rd Tier) in line with the commitment to engage with management teams and budget managers. A session has been arranged for 10th September where further details, including the action plan, will be shared with managers.

Any issues raised by officers will be reported verbally to Executive on 16th September.

Date: 08/09/2008

3.04 The County Finance Officer is in discussion with Head of Scrutiny to establish how Overview & Scrutiny Members can engage in developing the MTFS over the autumn prior to consideration of the budget in the new year. An initial workshop for Members has been arranged for 29th September 2008.

3.05 The Assembly has issued the timetable for the 2009/10 Local Government Revenue Settlement. The key dates to note are:

- Assembly Government's Draft Budget

  published   7th October 2008
- Provisional Settlement announced   15th October 2008
- Final Settlement announced   10th December 2008

3.06 These dates are considerably earlier than last year (Provisional announced on 14th November 2007 and Final on 22nd January 2008) and will need to be built into the Authority's budget timetable, which will be published following production of the detailed action plan.

4.00 RECOMMENDATIONS

4.01 That Executive note the report.

5.00 FINANCIAL IMPLICATIONS

5.01 None directly arising form this report.

6.00 ANTI POVERTY IMPACT

6.01 None directly arising form this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None directly arising form this report.

8.00 EQUALITIES IMPACT

8.01 None directly arising form this report.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly arising form this report.

10.00 CONSULTATION REQUIRED

10.01 None directly arising form this report.

11.00 CONSULTATION UNDERTAKEN

11.01   None directly arising form this report.

12.00 APPENDICES

12.01   None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Executive Report 3 June 2008 - Medium Term Financial Strategy / General Fund
Budget & Capital Programme 2009/10
Executive Presentation 5 August 2008 - Medium Term Financial Strategy

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Date: 08/09/2008

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 9

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT :   **POST OFFICE CLOSURES - NORTH WALES**

1.00   PURPOSE OF REPORT

1.01   To update the Executive on the Post Office closure proposals for Flintshire and North Wales and to consider a recommendation to County Council regarding the Council's formal response.

2.00   BACKGROUND

2.01   The Government has announced that the Post Office is to close 2,500 post offices across the country and to set up 500 outreach centres to mitigate closures in some areas. The closure programme is now well underway and is scheduled to be completed by the end of 2008. This will leave a post office network of approximately 11,700 post offices once the closure programme is finished. Post Office Limited has split the UK into 47 review areas based on groups of Parliamentary Constituencies and is consulting on its proposals for each review area on a rolling basis.

2.02   On July 29th 2008 Post Office Limited announced details of proposed branch closures across North Wales and opened a seven week public consultation on its Area Plan for North Wales (attached as Appendix 1).

Of the 323 existing branches 66 are proposed for closure and of these 14 will be replaced with a much more limited "outreach service".

3.00   CONSIDERATIONS

3.01   Within Flintshire 10 branches are proposed for closure - Golftyn Deeside; Pontybodkin Mold; Brynford Holywell; Carmel Holywell; Holway Holywell; Lixwm Holywell; Gwernymynydd Mold; New Brighton Mold; Rhosesmor Mold; Gronant Prestatyn.

The Post Office has also announced it intends to trial an additional outreach outlet at Spar Store 1, Golftyn lane, Connah's Quay and would be looking at its performance and usage to determine whether it should remain in the longer term.

3.02   In announcing its branch closure programme for Flintshire and North Wales, Post Office Limited says that it has sought to ensure that people continue to have adequate access to post Office services by applying the minimum access criteria prescribed to it by the Government i.e. Nationally -

- 99% of the UK population to be within 3 miles and 90% of the population within 1 mile of their nearest Post Office branch.
- 99% of the total population in deprived urban areas across the UK to be within 1 mile of their nearest Post Office branch. (Deprived urban - the most disadvantaged urban parts of the UK based on the Indices of Multiple Deprivation).
- 95% of the total urban population across the UK to be within 1 mile of their nearest Post Office branch (urban = a community with 10,000 or more inhabitants in a continuous built up area).
- 95% of the total rural population across the UK to be within 3 miles of the nearest Post Office branch (rural = a community not covered by the definition of urban above).

Additionally -

- 95% of the population of the postcode district to be within 6 miles of their nearest Post Office branch.

3.03   Executive at its meeting of 5th August gave initial consideration to the Network Change Programme - Area Plan Proposal for North Wales.

Executive noted that the seven week consultation period was a very limited exercise not designed to provide a forum for debate on individual branch closures.

The Chief Executive's initial response on behalf of the County Council records the Council's dissatisfaction and disagreement with the Network Change Programme consultation stating that the term "consultation" is a misnomer and that in effect the consultation process is advance notification of a rationalisation and change programme to the network of post offices across the United Kingdom (see Appendix 2 attached).

The Post Office were also invited to discuss openly with elected members and officers four areas of Network operation -

- resourcing Post Offices to be retained to meet the additional customer demands transferred from areas no longer to be served by a Post Office
- how Outreach services will support in practice the areas no longer to be served by a Post Office
- the operation of the Post Office Improvement Fund
- the impacts of Council services for those customers who access Council services/make payments via post offices.

Date: 09/09/2008

The Post Office have been informed that the County Council would be discussing these four issues at its meeting to be held on 25th September and were invited to provide further information to inform our debate and to attend in person.

3.04   The Chairman of Postwatch Wales has written to the Chief Executive setting out Postwatch's role within the current closure programme and outlining particular issues which persons/organisations might wish to raise with Post Office Limited when responding to the consultations.

The letter together with the Chief Executive's reply is attached as Appendix 3 to the report.

3.05   Post Office Development Fund

On 7th August 2008 Welsh Assembly Government issued a consultation document "A refocused Post Office Development Fund" (PODF) setting out some draft proposals regarding the type of support a new fund could provide to diversify and improve post offices within Wales and inviting comment on the proposals.   The new PODF would open from January 1st 2009 and would provide both capital and revenue monies.   The initial scheme operated between 2002-2004. Grants totalling £4.1m were provided to 106 post offices within the Principality, but were for capital costs only.

The closing date for responding to the consultation document is 30th October 2008;   Executive will be considering a report on this consultation at its meeting on 29th October, 2008.

3.06   Post Office Card Account

Currently a large number of individuals receive a variety of state benefits by means of a Post Office Card Account. The tender for the delivery of these benefits is currently being reviewed by the Government and it is understood that at least one other organisation has expressed an interest in securing the contract. If the Post Office Card Account contract is awarded to another party it will have a serious adverse effect on the future viability of a large number of post offices across the UK, with some estimates claiming that up to 3,000 additional post office branches would close if the Post Office failed to secure the Post Office Card Account contract.

4.00   RECOMMENDATIONS

4.01   The Executive is recommending that the County Council consider the following: -

(a)   The post office branch closures proposed in Flintshire and the resultant impacts in the local community;

Date: 09/09/2008

(b)   Support in principle the proposed reopening of a refocused Post Office Development Fund; and

(c)   Request the Chief Executive to write to the Secretary of State for Work and Pensions making clear the importance that the County Council places on the social role that post offices plan in their local community and its concern about the impact that any future loss of business will have should the Post Office Card Account be discontinued.

5.00   FINANCIAL IMPLICATIONS

5.01   There are no financial implications associated with this report.

6.00   ANTI POVERTY IMPACT

6.01   There are no anti-poverty impacts contained within this report noting that the closure of post offices could adversely affect:

i.   Vulnerable people; and
ii.   Rural communities

7.00   ENVIRONMENTAL IMPACT

7.01   There are no environmental impacts contained within this report.

8.00   EQUALITIES IMPACT

8.01   There are no Equalities impacts contained within this report. Although any Post Office closures will have equalities implications particularly for those with a disability or who are reliant on public transport.

9.00   PERSONNEL IMPLICATIONS

9.01   There are no personnel implications arising from this report.

10.00 CONSULTATION REQUIRED

10.01 There is no requirement for consultation directly associated with this report.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 Appendix 1 - Post Office - Area Plan Proposal
        Appendix 2 - Letter to Steve Geraty, Network Development Manager
        Appendix 3 - Letter from Eifion Pritchard QPM Chairman Postwatch Wales and the Chief Executive's response

Date: 09/09/2008

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Contained and listed on the relevant file held in the Policy Unit, Corporate Strategy.

Contact Officer: Peter Kane
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Post Office Ltd

Network Change Programme

Area Plan Proposal North Wales

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7. List of Post Office® branches proposed for closure
8. List of Post Office® branches proposed to remain in the Network

- Frequently Asked Questions Leaflet
- Map of the Local Area Plan
- Branch Access Reports - information on proposed closing branches, replacement Outreach services and details of alternative branches in the Area

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1. Introduction

The Government has recognised that fewer people are using Post Office® branches, partly because traditional services, including benefit payments and other services are now available in other ways, such as online or directly through banks. It has concluded that the overall size and shape of the network of Post Office® branches ("the Network") needs to change.

In May 2007, following a national public consultation, the Government announced a range of proposed measures to modernise and reshape the Network and put it on a more stable footing for the future. A copy of the Government's response to the national public consultation ("the Response Document") can be obtained at www.berr.gov.uk/consultations/page36024.html.

Post Office Ltd has now put in place a Network Change Programme ("the Programme") to implement the measures proposed by the Government. The Programme will involve the compulsory compensated closure of up to 2,500 Post Office® branches (out of a current Network of 14,000 branches), with the introduction of about 500 service points known as "Outreaches" to mitigate the impact of the proposed closures. Compensation will be paid to those subpostmasters whose branches are compulsorily closed under the Programme.

To support the necessary changes to the Network and put it on a more stable footing and to support the reshaped Network of the future, the Government has proposed an investment of up to £1.7bn as a funding package.

The majority of Post Office® branches - more than 80% - will not change as a result of the Programme. Post Office Ltd is seeking to implement those changes that do take place as efficiently and sensitively as possible.

One of the key ways in which Post Office Ltd will make sure that people continue to have the best possible access to Post Office® services is by applying the minimum access criteria prescribed by the Government in the Response Document:

Nationally:

- 99% of the UK population to be within 3 miles and 90% of the population to be within 1 mile of their nearest Post Office® branch.

- 99% of the total population in deprived urban[1] areas across the UK to be within 1 mile of their nearest Post Office® branch.

- 95% of the total urban[2] population across the UK to be within 1 mile of their nearest Post Office® branch.

- 95% of the total rural[3] population across the UK to be within 3 miles of their nearest Post Office® branch.

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[1] Deprived urban – The most disadvantaged urban parts of the UK based on the Indices of Multiple Deprivation (top 15% Super Output Areas in England, 15% of Data Zones in Scotland and 30% of Super Output Areas in Wales and Northern Ireland).

[2] Urban – A community with 10,000 or more inhabitants in a continuous built up area.

[3] Rural – A community not covered by the definition of Urban above.

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In addition, for each individual postcode district:

- 95% of the population of the postcode district to be within 6 miles of their nearest Post Office® branch.

Changes to the Network can only take place within the prescribed access criteria.

In order to deliver the changes set out in the Response Document, Post Office Limited has divided the UK into 47 areas ("Areas"). For each of these Areas Post Office Limited will develop a local area plan proposal ("Area Plan Proposal") which will set out the changes that it proposes to make within it. The Area Plan Proposal for North Wales has been developed and in this booklet you will find information on the changes proposed for North Wales. Full details of the Area Plan Proposal for North Wales are available on our website www.postoffice.co.uk/networkchange or by contacting us at the address given below.

When developing the Area Plan Proposal for North Wales, Post Office Limited analysed a number of factors. These included the proximity of the Post Office® branches proposed for closure to other nearby branches, the number of customers currently using a particular Post Office® branch, the size and ability of nearby branches to absorb extra customers, and the commercial implications of any decision for Post Office Ltd.

Post Office Ltd has also taken into account obstacles such as rivers, mountains and valleys, motorways and sea crossings to islands in order to avoid undue hardship to customers. In addition, the availability of public transport, alternative access to key Post Office® services (such as cash withdrawals, bill payments, mail services), local demographics and the impact on local economies have all been considered. Post Office Ltd has sought information from a number of external organisations and people, including subpostmasters, local authorities and regional development agencies to assist with this process.

Postwatch, the independent consumer watchdog for postal services, has worked with us in assessing the options for change during the period leading up to the publication of the Area Plan Proposal. Post Office Ltd has also engaged with other stakeholders, including relevant MPs.

Local Public Consultation

Each Area Plan Proposal is subject to local public consultation to ensure that the views of local people are taken into account before any final decisions are made by Post Office Limited.

The local public consultation on the Area Plan Proposal for North Wales will commence on 29 July 2008.

The local public consultation will last for a period of six weeks and the closing date for feedback is 15 September 2008. Exceptionally, in this instance, we have extended local public consultation by one week to allow for the summer holiday period. Please send your views and comments in writing regarding access to future Post Office® services in this Area to the address detailed below (payment of postage is not required to a Freepost address). Please note that your comments will not be kept confidential unless you expressly ask us to do so by clearly marking them 'In Confidence'.

<div align="center">

Steve Geraty
Network Development Manager
C/o National Consultation Team
FREEPOST CONSULTATION TEAM
Email: consultation@postoffice.co.uk
Customer Helpline: 08457 22 33 44

</div>

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2. The Area Plan Proposal for North Wales

Post Office Ltd is acutely aware of the concerns that changes – including closures – affecting Post Office® branches in North Wales will cause. In fulfilling the Government's requirement to reduce the overall size of the Post Office® network ("the Network") – and to do so in a way which creates similar results across the UK as a whole, and ensures that no group of inhabitants at an area level is overall significantly more adversely affected than any other – we are proposing to retain a total of 271 Post Office® branches across the North Wales area, but to close 52 existing branches and to replace a further 14 with Outreach Services.

The purpose of this local public consultation is to obtain your views on Post Office Limited's proposals to ensure that the branches that are ultimately selected for closure, or closure and replaced with an Outreach Service, are appropriate. From the outset of the Network Change Programme, Post Office Limited has made it clear in its communications that the Programme is not designed to provide a forum for debate on whether branches should close, but is about ensuring that Post Office Limited has the best available knowledge to allow it to make the most informed decisions about which branches should close.

If these proposed changes take place, Post Office Limited will remain the largest retailer by network size in the area, and will still have more branches open than the number of branches of major banks and building societies combined. 98.8% of the population will see no change to the branch that they currently use or will remain within one mile of an alternative outlet.

At present North Wales' 665,000 residents are served by a total of 323 branches. Usage of Post Office® branches is falling, in line with national trends, as more customers access services at other places, make more use of the internet and have their Government benefits paid directly into bank accounts.

This Area Plan Proposal supports achievement of the national accessibility criteria set by the Government, forms part of an overall reduction in the number of branches by up to 2,500 across the UK and does not disproportionately affect the inhabitants of the area relative to other parts of the country.

In addition to meeting these criteria, when preparing this Area Plan Proposal, Post Office Limited has considered factors relating to geography, the availability of local transport and alternative access to key Post Office® services, local demographics and the impact on local economies. All branches, where changes are proposed, have been visited by members of Post Office Limited's staff to make sure that local factors that needed to be considered in developing an Area Plan Proposal have been assessed first hand.

North Wales is diverse in nature from the urban, industrial areas of Wrexham and Deeside, the University city of Bangor and the seaside towns of Llandudno and Rhyl, to the predominantly rural communities of Arfon, the Lleyn Peninsula, Vale of Clwyd, Anglesey and Conwy Valley. 76% of the population live in rural communities and 24% in urban areas. In order to meet the Government's access criteria, and avoid undue hardship, Post Office Ltd is proposing a future Network in the region comprising 31 branches in urban towns and cities and 240 branches in rural areas.

The needs of those living in communities defined as deprived have been carefully considered in this Area Plan Proposal, reflecting the specific national criteria set by the Government to give greater safeguards on the accessibility of branches in these communities. Some 17% of the area's total population live in deprived communities, 6% of them in urban areas and 11% in rural areas. This proposal for future network provision in North Wales provides for 9 branches being located in urban deprived communities.

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Post Office Limited has engaged with various stakeholders when preparing this Area Plan Proposal. We have consulted with the independent consumer watchdog on postal services, Postwatch, and have asked all local authorities within the North Wales area to provide information and views relevant to the factors which we are able to consider. Our aim throughout has been to minimise the impact, as far as possible, on our customers and to produce the most effective overall proposal for the future.

In our conversations and correspondence with stakeholders, we have been made aware of regeneration plans affecting areas within the overall proposal and have taken these into consideration when constructing the Area Plan Proposal. These include regeneration and development plans and housing strategies from Wrexham County Borough Council, Cyngor Gwynedd Council, Conwy County Borough Council, Powys Council, Flintshire Council, Denbighshire County Council and the Isle of Anglesey Council. Our proposed Network for North Wales takes account of the locations affected by these and other schemes, their likely implementation timescales, and has regard to the needs of the communities affected by these changes. We will keep provision under review should demand increase beyond anticipated levels in the future.

Powys County Council and Conwy County Borough Council have advised Post Office Limited of major road schemes that could materially change the accessibility to branches for particular communities. Similarly, Conwy County Borough Council has provided information regarding public transport provision.

In finalising the Area Plan Proposal, all branches were carefully considered against the Government's minimum access criteria which Post Office Limited must meet, and with regard to the other factors that we must consider. 29% of the initial Area Plan Proposal has been changed as those factors were considered, and as information from stakeholders and Postwatch was reviewed and assessed.

Future service provision:

The Area Plan Proposal envisages a Post Office$^®$ Network of 271 branches in the North Wales area, which ensures that Post Office Ltd would comply with the minimum access criteria set by the Government. For almost 91.5% of customers this would mean no change to the Post Office$^®$ branch that they currently use.

The Network now proposed for North Wales continues to offer better access to services than that of any similar organisation, while accepting the Government's decision to reduce overall branch numbers. Subject to the Government's overriding criteria, we have considered geography, transport provision, demographics and local economic impact where appropriate. We are pleased to maintain 65 branches that support the only essential retailer in their community and 129 that provide the only access to cash in a particular community.

Post Office Ltd understands the importance of its role in both urban and rural communities and is keen to continue to provide access to services for as many customers, in as many of these communities, as possible. We have also considered the relative convenience of alternative branches for those customers whose closest branch is proposed for closure. Of the 8.5% of customers who use a branch that will close, 7.3% would have access to Post Office$^®$ services within one mile as measured by road distance (3.7% being within half a mile of their nearest alternative). In total 98.8% of the population will either see no change, or will be within one mile of an alternative branch.

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As part of these proposals we will provide outreach services to the following 14 communities in North Wales:

Betws yn Rhos
Capel Curig
Cerrigydrudion
Dolwyddelan
Efailnewydd
Gwyddelwern
Llandrillo
Llansannan
Llanuwchllyn
Llithfaen
Pantglas
Pentrefoelas
Rhydycroesau
Trawsfynydd

The consultation will be looking at visiting days and times the outreach models will visit these communities. Local feedback is being sought from the communities where we propose to change access to our services.

There are four types of outreach: hosted, partner, mobile and home, all of which are operated by a core subpostmaster from a larger nearby branch. The models have been successfully tested across the UK.

More details about outreach services are given within this document in Section 4.

Post Office Limited is keen to assist as many customers as possible to access information and take part in the consultation process concerning the Network Change Programme. As part of the local public consultation period, Direct Enquiries the Nationwide Access Register and source of information for people with disabilities, the elderly and people with pushchairs, has conducted an independent access assessment of each of the Post Office branches in the North Wales Area Plan Proposal. These assessments are published on their website (www.directenquiries.com).

Through Direct Enquiries, customers can also take part in the local public consultation about proposed closures in the area by completing a questionnaire at www.directenquiries.com. Customers with no internet access should contact Direct Enquiries on 01344 360 101, or textphone 01344 457 200, to be sent a copy of the questionnaire.

Next steps....

During the local public consultation, which will last for a period of seven weeks, we will seek views on the proposed future service provision in the region as outlined in this Area Plan Proposal.

Subject to the conclusion of the local public consultation period, and after consideration of feedback received, no changes would be implemented before November, 2008.

Post Office Limited is at a crucial point. Customer numbers are falling, customer habits are changing and many of our traditional services are available elsewhere. It is essential that the changes, which include a reduction in the number of branches, are made if the Network is to have a sustainable future. We therefore welcome your views and comments regarding access to future Post Office® services in this area. In particular we ask for your views on accessibility to the nearest Post Office® branch.

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3.

postwatch

The consumer watchdog

Postwatch is the independent watchdog for postal services, created by the Postal Services Act 2000. Postwatch is working with Post Office Ltd and local communities throughout the programme to help secure the best possible outcome for customers.

What Postwatch will do

Postwatch operates through nine regional and national committees across the UK. Postwatch's role during the programme – prescribed by government - is to scrutinise Post Office Ltd's proposals and give feedback, ensure local consultations are meaningful, and that Post Office Ltd's decisions are sensible and in line with government criteria.

Each Postwatch regional office investigates Post Office Ltd's closure proposals. Postwatch receives area plans in advance of public consultation, allowing the time to examine proposals, and Post Office Ltd the chance to refine their proposals before going to public consultation.

Once public consultation is underway, Postwatch works to raise awareness of local consultations, and encourage participation. Postwatch will also work to ensure the minimum access criteria set out by the government are maintained.

Where Postwatch thinks proposals are unsatisfactory, they will work with local communities and Post Office Ltd to address these problems. There is an agreed review mechanism between Postwatch and Post Office Ltd for such instances. It is important to note that Postwatch does not have a power of veto on Post Office Ltd's decisions.

Further information

Postwatch and Post Office Ltd have agreed a Memorandum of Understanding, which sets out in detail the role Postwatch will play in the Programme. This is available on the Postwatch website at www.postwatch.co.uk.

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4. Proposed Outreach Service Points

In some cases, Post Office Ltd is proposing to mitigate the impact of a proposed branch closure by putting in place an Outreach Service. Outreach Services are an innovative way to continue to provide Post Office® services and a means by which Post Office® products and services are provided by a 'Core' Subpostmaster (who already operates a Post Office® branch in the community) to nearby communities.

Outreach Services build on Post Office Ltd's experience of successfully operating over 250 satellite branches since 2000 and have been tried and tested in a number of pilot schemes.

There are currently four different Outreach Service models: the Mobile Service, the Hosted Service, the Partner Service and the Home Service. Details of the current Outreach Service models are set out below.

Mobile Service

The Mobile Service is a travelling Post Office® situated within a mobile vehicle and brings Post Office® and retail products and services to communities without relying on fixed premises. The Mobile Service is provided from the back of the vehicle with a Post Office® counter inside. The vehicle has an access lift so that disabled customers can also access the vehicle.

The Mobile Service will be operated by a Core Subpostmaster from his nearby Core Post Office® branch. The vehicle will visit communities at specified times and days each week and will park at a pre-determined central and safe location.

The technology used in the vehicle means that the Core Subpostmaster (or his staff) are able to provide our customers with a range of Post Office® products and services including:

- Post Office® Card Account.
- Postage and Post Office® Savings Stamps.
- Bill and Budget Payment Schemes.
- Financial and Banking Services.
- Telephony products including Homephone.

Other products and services including car tax, travel money, travel card and travel insurance may also be available if these are available at the Core Post Office® branch.

Hosted Service

The Hosted Service provides customers with access to a range of Post Office® products and services at a fixed site during specified hours on set days.

The Core Subpostmaster will provide the Hosted Service from the premises of a local business or a community building such as a shop, café, church, garage or village hall ("Hosted Premises"). The Hosted Premises will set aside space for the portable Post Office® computer equipment.
The provision of a Hosted Service maintains a Post Office® presence in the community and may also lead to increased sales for the Host if the Hosted Premises contain a retail business.

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The Hosted Service provides customers with a range of Post Office® products and services including:

- Post Office® Card Account.
- Postage and Post Office® Savings Stamps.
- Bill and Budget Payment Schemes.
- Financial and Banking Services.
- Telephony services including Homephone.

Other products and services including car tax, travel money, travel card and travel insurance may also be available if these are available at the Core Post Office® branch.

Partner Service

The Partner Service provides Post Office® products and services to customers at a fixed site through a third party retailer.

The Partner Service can be operated from many types of existing business premises including convenience stores and cafés. The Partner provides Post Office® products and services to customers from his premises on behalf of the Core Subpostmaster. The Core Subpostmaster will provide support and assistance to the Partner in managing the Partner Service. The Core Subpostmaster pays the Partner for operating the Partner Service which is provided from a fixed counter position within the Partner's Premises. The Partner Service will be available to customers during the same hours as the normal opening hours of the Partner's retail business.

The provision of a Partner Service maintains a Post Office® presence in the community and may also lead to increased sales at the retail business of the Partner.

A wide range of Post Office® products and services are available from the Partner Service including:

- Post Office® Card Account.
- Postage and Post Office® Savings Stamps.
- Bill and Budget Payment Schemes.
- Banking Services.
- First class, first class recorded delivery and special delivery of inland letters / packets up to 6kg.
- Second class and second class recorded delivery of inland letters / packets.
- International letters / packets up to 2kg.
- Acceptance of pre-paid home shopping returns packets / parcels.
- Mobile phone top up e-vouchers.

Home Service

The Home Service enables customers to order Post Office® products and/or services and have these delivered direct to their homes or alternatively the products or services will be available for collection by the customer at a Drop-In Session held at a fixed time and location.

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Customers who register for the Home Service can telephone the Core Subpostmaster to order Post Office® products and services including:

- DWP Giro cheque encashment.
- Inland Revenue cheque encashment.
- Non-automated personal cheque encashment and deposits.
- Post Office® saving stamps.
- Non-automated Bill payment.
- Mails acceptance.

The Home Service is likely to be most suited to, for example, small communities of around 50 people or less. Although there will not be a physical Post Office® building in the community, the Home Service enables customers in these areas to access certain Post Office® products and services.

Post Office Ltd is proposing to introduce a number of Outreach service points as part of this Area Plan. A list of the branches proposed for replacement with an Outreach service is provided in section 5 of this booklet and full details of the proposed new services are provided in the appropriate section towards the end of the appendix.

As part of the local public consultation, we would like to seek views from our customers and their representatives in relation to each individual proposal, in particular:

- our proposal to close the Post Office® branch concerned and replace it with an Outreach Service;

- the type of Outreach Service to be provided;

- our current Outreach Service proposal (for example, whether it is a suitable type of Outreach Service for the area and community concerned, whether there are any particular local factors that we should be aware of that may influence what type of Outreach Service is most appropriate for the area and community, whether there are any benefits or disadvantages regarding the type of Outreach Service in the area and community);

- whether the extent of Outreach Service (in terms of hours and Post Office® services provided) proposed is suitable for the area and community;

- suitable locations for the Outreach Service in the local community;

- all other potential Outreach Services for the area and the communities concerned. As explained above, while Post Office Ltd is currently proposing to establish a specific Outreach Service, following local public consultation (and having regard to all relevant factors) it may decide to establish one of the other Outreach Services in the area concerned.

When commenting on our proposals we would particularly be interested in your views on the availability of public transport, alternative access to key Post Office® services, local demographics (such as age, sex, disability, race, religion and ethnicity) and the impact on customers and the local economy.

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5. Additional Outreach outlets

Post Office Ltd is committed to developing our service in ways which benefit customers and help us to ensure that the wider network is sustainable. We know that we have to continue to look at innovative ways to run our outlets. We announced in April that we will undertake trials of outreach outlets, similar to those already well established in rural communities, into urban communities.

Where we trial an outreach outlet, which will provide Post Office services for more flexible hours in an urban area, we will be adding to the overall future network which is proposed in this Area Plan and on which we are consulting locally.

We intend to trial an additional outlet, on this basis at the location detailed below and are therefore including the detail alongside our proposal for the future of the network in North Wales so that all our customers have all the information currently available about our plans.

Post Office® Golftyn Outreach Service, Spar Store, 1 Golftyn Lane, Connahs Quay, CH5 4BH

As this outlet will be provided on a trial basis, we will be looking at its performance and usage to determine whether it should remain in the longer term.

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6. North Wales area -
Post Office branches proposed for Outreach

Branch Name	Address	Town/City	Postcode	Constituency	Local Authority
Pantglas	Pantglas	Garndolbenmaen	LL51 9DJ	Caernarfon	Gwynedd County Council
Llithfaen	The Post Office	Pwllheli	LL53 6NN	Caernarfon	Gwynedd County Council
Efailnewydd	Efailnewydd	Pwllheli	LL53 5TH	Caernarfon	Gwynedd County Council
Gwyddelwern	Gwyddelwern	Corwen	LL21 9DH	Clwyd South	Denbighshire County Council
Llandrillo	The Stores, Llandrillo	Corwen	LL21 0ST	Clwyd South	Denbighshire County Council
Rhydycroesau	Rhydycroesau	Oswestry	SY10 7PS	Clwyd South	Powys County Council
Betws Yn Rhos	Betws Yn Rhos	Abergele	LL22 8AW	Clwyd West	Conwy County Borough Council
Cerrigydrudion	Cerrigydrudion	Corwen	LL21 9SU	Clwyd West	Conwy County Borough Council
Llansannan	Canol Y Llan, Llansannan	Denbigh	LL16 5HG	Clwyd West	Conwy County Borough Council
Pentrefoelas	Pentrefoelas	Betws-Y-Coed	LL24 0HU	Clwyd West	Conwy County Borough Council
Capel Curig	A5 Services, Capel Curig	Snowdonia	LL24 0EL	Meirionnydd Nant Conwy	Gwynedd County Council
Dolwyddelan	Castle Terrace	Dolwyddelan	LL25 0NJ	Meirionnydd Nant Conwy	Conwy County Borough Council
Llanuwchllyn	The Post Office	Bala	LL23 7TY	Meirionnydd Nant Conwy	Gwynedd County Council
Trawsfynydd	3 Ty Gwyn, Trawsfynydd	Blaenau Ffestiniog	LL41 4RW	Meirionnydd Nant Conwy	Gwynedd County Council

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7. North Wales area -
Post Office branches proposed for Closure

Branch Name	Address	Town/City	Postcode	Constituency	Local Authority
Aberangell	Aberangell	Machynlleth	SY20 9QG	Meirionnydd Nant Conwy	Gwynedd County Council
Abergele Road	123 Abergele Road	Colwyn Bay	LL29 7SG	Clwyd West	Conwy County Borough Council
Acton Park	36 Rhosnesni Lane, Acton Park	Wrexham	LL12 7NA	Wrexham	Wrexham County Borough Council
Alexandra Road	48 Alexandra Road	Llandudno	LL30 2DQ	Conwy	Conwy County Borough Council
Bradley	Glanllyn Road, Bradley	Wrexham	LL11 4BB	Wrexham	Wrexham County Borough Council
Brynford	Brynford Hill	Holywell	CH8 8AD	Delyn	Flintshire County Council
Brynhedydd (Temporarily closed)	31 Rhyl Coast Road	Rhyl	LL18 3RD	Vale of Clwyd	Denbighshire County Council
Bwlchtocyn (Mobile service)	Bwlchtocyn	Pwlheli	LL53 7BN	Caernarfon	Gwynedd County Council
Caergeiliog	Caergeiliog	Holyhead	LL65 3YF	Ynys Mon	Anglesey County Council
Carmel	Arfryn, Allt Y Golch, Carmel	Holywell	CH8 8QT	Delyn	Flintshire County Council
Carneddi	Carneddi, Bethesda	Bangor	LL57 3SG	Conwy	Gwynedd County Council
Church Drive	106 Penrhyn Avenue, Rhos-On-Sea	Colwyn Bay	LL28 4LG	Clwyd West	Conwy County Borough Council
Church Terrace	Church Terrace	Holyhead	LL65 2HP	Ynys Mon	Anglesey County Council
Clocaenog	5 Maes Caenog, Clocaenog	Ruthin	LL15 2AU	Clwyd West	Denbighshire County Council
Cwm-y-Glo	Cwm-y-Glo, London House	Caernarfon	LL55 4DT	Caernarfon	Gwynedd County Council
Cymau	Cymau Road	Wrexham	LL11 5EW	Alyn and Deeside	Denbighshire County Council
Deiniolen (Temporarily closed)	Deiniolen	Caernarfon	LL55 3HR	Caernarfon	Gwynedd County Council
Four Mile Bridge	Four Mile Bridge	Holyhead	LL65 2PJ	Ynys Mon	Anglesey County Council
Gerlan	Gerlan, Bethesda	Bangor	LL57 3TL	Conwy	Gwynedd County Council
Golftyn	124 Church Street	Deeside	CH5 4AR	Alyn and Deeside	Flintshire County Council
Grange Road	Grange Road	Rhyl	LL18 4DA	Vale of Clwyd	Denbighshire County Council
Gronant	Gronant	Prestatyn	LL19 9TG	Delyn	Flintshire County Council
Gwernymynydd (Temporarily closed)	Rainbow Garage, Ruthin Road, Gwernymynydd	Mold	CH7 5LG	Delyn	Flintshire County Council
Holway	Londis Stores, Holway Road, Holway	Holywell	CH8 7NN	Delyn	Flintshire County Council
Lixwm	2 Bronant, Lixwm	Holywell	CH8 8NG	Delyn	Flintshire County Council

7. North Wales area -
Post Office branches proposed for Closure

Llaingoch	Community Centre, South Stack Street, Llaongoch	Holyhead	LL65 1LU	Ynys Mon	Anglesey County Council
Llanbedrgoch	Ffordd Deg	Llanbedrgoch	LL76 8TQ	Ynys Mon	Anglesey County Council
Llanbedrog	Fford, Bedrog, Llandbedrog	Pwllheli	LL53 7PF	Caernarfon	Gwynedd County Council
Llandegfan	Bron Craig	Old Llandegfan	LL59 5PW	Ynys Mon	Anglesey County Council
Llandudno Junction	73 Conway Road	Llandudno Junction	LL31 9LT	Conwy	Conwy County Borough Council
Llandudno Road	49 Llandudno Road	Colwyn Bay	LL28 4EX	Clwyd West	Conwy County Borough Council
Llanfrothen	The Post Office, Llanfrothen	Penrhyndeudraeth	LL48 6AX	Meirionnydd Nant Conwy	Gwynedd County Council
Llanfwrog	Denbigh Road, Llanfwrog	Ruthin	LL15 1PB	Clwyd West	Denbighshire County Council
Llangian	Llangian	Pwllheli	LL53 7LP	Caernarfon	Gwynedd County Council
Llanwnda	The Post Office	Caernarfon	LL54 5SD	Caernarfon	Gwynedd County Council
Marchwiel	Wrexham Road, Marchwiel	Wrexham	LL13 0PH	Clwyd South	Wrexham County Borough Council
Morfa	25 Penmaen Road, Morfa	Conwy	LL32 8HA	Conwy	Conwy County Borough Council
New Brighton	Bryn Y Baal Road, New Brighton	Mold	CH7 6RD	Delyn	Flintshire County Council
New Broughton	New Road, New Broughton	Wrexham	LL11 6SY	Clwyd South	Wrexham County Borough Council
Penmorfa	The Village Hall, Penmorfa	Porthmadog	LL49 9RT	Caernarfon	Gwynedd County Council
Ponciau	Bank Street, Ponciau	Wrexham	LL14 1EN	Clwyd South	Wrexham County Borough Council
Pontybodkin	Reflections Hairdressers, Corwen Road, Pontybodkin	Mold	CH7 4TG	Alyn and Deeside	Flintshire County Council
Rhos Y Medre	High Street, Rhos y Medre	Wrexham	LL14 3YE	Clwyd South	Wrexham County Borough Council
Rhosesmor	Rhosesmor Road, Rhosesmor	Mold	CH7 6PJ	Delyn	Flintshire County Council
Rhosrobin	Dodds Lane, Rhosrobin	Wrexham	LL11 4RA	Wrexham	Wrexham County Borough Council
Summerhill	Hill Street, Summerhill	Wrexham	LL11 4UA	Wrexham	Wrexham County Borough Council
Talwrn	Siop Isa, Talwrn	Llangefni	LL77 7SS	Ynys Mon	Anglesey County Council
Talybont	Talybont, Talybont	Barmouth	LL43 2AA	Meirionnydd Nant Conwy	Gwynedd County Council
Tanyfron	Llwyn Ifor Stores, St Albans Road, Tanyfron	Wrexham	LL11 5SY	Clwyd South	Wrexham County Borough Council

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7. North Wales area -
Post Office branches proposed for Closure

				Meirionnydd	
Tanygrisiau	Blaenau-Ffestiniog	Blaenau Ffestiniog	LL41 3SG	Nant Conwy	Gwynedd County Council
Trevor	Llangollen Road, Trevor	Llangollen	LL20 7TB	Clwyd South	Wrexham County Borough Council
West End (Pwllheli) (Temporarily closed)	West End	Pwllheli	LL53 5NT	Caernarfon	Gwynedd County Council

8. North Wales area -
Post Office branches proposed to remain in the Network

Branch Name	Address	Town/City	Postcode
Aberdaron	Spar Stores, Aberdaron	Pwllheli	LL53 8BE
Aberdovey	Penrhos Service Station	Aberdovey	LL35 0NR
Aberech Road (Mobile service)	Aberech Road	Pwllheli	LL53 5LS
Aberffraw	30 Bodorgan Square, Aberffraw	Ty Croes	LL63 5BX
Abergele	21 Market Street	Abergele	LL22 7AG
Abergynolwyn	Y Ganolfan Gymunedol, Abergynolwyn, Tywyn	Gwynedd	LL36 9UU
Abersoch	Abersoch	Pwllheli	LL53 7AP
Amlwch	1 Salem Street	Amlwch	LL68 9DR
Aston	21-23 Central Drive, Aston	Deeside	CH5 1LU
Bagillt	High Street	Bagillt	CH6 6ED
Bala	50 High Street	Bala	LL23 7AB
Bangor	264 High Street	Bangor	LL57 1PB
Bangor Isycoed	High Street, Bangor Isycoed	Wrexham	LL13 0AU
Barmouth	High Street	Barmouth	LL42 1DW
Beaumaris	Church Street	Beaumaris	LL58 8AB
Beddgelert	Caernarfon Road	Caernarfon	LL55 4UY
Benllech	Gwynfryn, The Square, Benllech	Tynygongl	LL74 8SR
Bethel	Bethel	Bodorgan	LL62 5NE
Bethel	Bethel	Caernarfon	LL55 1YT
Bethesda	Spar Stores, High Street, Bethesda	Bangor	LL57 3AR
Betws Y Coed	Betws Y Coed	Betws Y Coed	LL24 0AA
Blaenau Ffestiniog	15 High Street	Blaenau Ffestiniog	LL41 3DF
Bodedern	2 Church Street, Bodedern	Holyhead	LL65 3TU
Bodelwyddan	Spar, 5 Church View, Bodelwyddan	Rhyl	LL18 5TF
Bodfari	Bodfari Fish And Game Farm, Bodfari	Denbigh	LL16 4DW
Bodffordd	Post Office, Bodffordd	Llangefni	LL77 7LZ
Bontnewydd	Bontnewydd	Caernarfon	LL55 2UG
Borth-Y-Gest (Mobile service)	Borth-Y-Gest	Porthmadog	LL49 9UB
Botwnnog	Botwnnog	Pwllheli	LL53 8RA
Broughton	Broughton Hall Road, Broughton	Chester	CH4 0QR
Brymbo	Kirkham House, High Street, Brymbo	Wrexham	LL11 5BL
Bryn Eglwys	Parish Hall, Bryn Eglwys	Corwen	LL21 9LG
Bryn Hafod	6 Prince Charles Road	Wrexham	LL13 8YB
Bryncir	Bryncir	Garndolbenmaen	LL51 9LX
Brynrefail	Brynrefail	Caernarfon	LL55 3NR
Brynsiencyn	Brynsiencyn	Llanfairpwll Gwyngyll	LL61 6UG
Brynteg	49 Hill Street, Pentre Broughton	Wrexham	LL11 6DA
Buckley	10 Brunswick Road	Buckley	CH7 2EF
Bwlchgwyn	Community Centre, Stryt Maelor, Bwlchgwyn	Wrexham	LL11 5YA
Cae Mur	Cae Mur	Caernarfon	LL55 1DR
Caergwrle	Wrexham Road, Caergwrle	Wrexham	LL12 9HN
Caernarfon	Castle Square	Caernarfon	LL55 2ND
Caerwys	Central Stores, Water Street, Caerwys	Mold	CH7 5AT

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8. North Wales area -
Post Office branches proposed to remain in the Network

Carrog	Village Hall, Neuadd Pentref Carrog, Carrog	Corwen	LL21 9AS
Cefn Mawr	Crane Street, Cefn Mawr	Wrexham	LL14 3LN
Cemaes Bay	Cemaes Bay	Cemaes Bay	LL67 0HH
Chester Road	Jones Motor Services, Chester Road	Flint	CH6 5DZ
Chirk	2 Colliery Road, Chirk	Wrexham	LL14 5PA
Chwilog	The Post Office	Pwllheli	LL53 6SH
Cilcain	Celyn Mali Road, Cilain	Mold	CH7 5NW
Clawddnewydd	Siop y Fro, Clawddnewydd	Ruthin	LL15 2NF
Clwtybont	Clwtybont	Caernarfon	LL55 3DH
Clynnogfawr (Mobile service)	Clynnogfawr	Caernarfon	LL54 5PB
Coedpoeth	7 High Street, Coedpoeth	Wrexham	LL11 3RY
Colwyn Bay	The Spar Store, 8 Station Road	Colwyn Bay	LL29 8BU
Colwyn Heights	Wenworth Avenue, Colwyn Heights	Colwyn Bay	LL29 6DD
Connahs Quay	6 Redhall Shopping Centre, Connahs Quay	Deeside	CH5 4TS
Conway Road	103 Conway Road	Colwyn Bay	LL29 7LW
Conwy	7 Lancaster Square	Conwy	LL32 8HT
Corris	Corris Village Institute, Corris	Machynlleth	SY20 9SH
Corwen	Bridge Street	Corwen	LL21 0DF
Craig Y Don	The Chocobox, Carmen Sylva Road	Llandudno	LL30 1EQ
Criccieth	High Street	Criccieth	LL52 0BU
Cynwyd	Cynwyd	Corwen	LL21 0LA
Deganwy	Station Road	Deganwy	LL31 9DB
Denbigh	20 High Street	Denbigh	LL16 3SA
Derwen (serve and store)	Derwen, Derwen	Corwen	LL21 9SG
Dinas Mawddwy	Village Hall, Dinas Mawddwy	Machynlleth	SY20 9JA
Dolgarrog	Conwy Road, Dolgarrog	Conwy	LL32 8JU
Dolgellau	Siop Glyndwr, Plas Yn Dre Street	Dolgellau	LL40 1AD
Drury	15 Drury Lane	Buckley	CH7 3DU
Dwyran	Dwyran	Llanfairpwll Gwyngyll	LL61 6YD
Dyffryn Ardudwy	Dyffryn Ardudwy	Dyffryn Ardudwy	LL44 2EL
Dyserth	High Street, Dyserth	Rhyl	LL18 6AA
Edern	Edern	Pwllheli	LL53 8YS
Eglwys Bach	Pen Y Bont, Eglwys Bach	Colwyn Bay	LL28 5UD
Eryrys	2 Cae'r Odyn, Eryrys	Mold	CH7 4BY
Ewloe	The Highway, Ewloe	Deeside	CH5 3DN
Fairbourne	2 Beach Road	Fairbourne	LL38 2PZ
Ffestiniog	Blaenau-Ffestiniog	Blaenau Ffestiniog	LL41 4NA
Ffrith	Ffrith	Prestatyn	LL19 7YF
Ffynnongroyw	Main Road, Ffynnongroyw	Holywell	CH8 9SN
Flint	39-41 Church Street	Flint	CH6 5AD
Froncysyllte	Holyhead Road, Froncysyllte	Llangollen	LL20 7RA
Gaerwen	Tyn Gamfa Stores, 1 Tyn Gamfa, Lon Groes	Gaerwen	LL60 6DD
Garden City Sealand	35 Welsh Road, Garden City	Deeside	CH5 2HU

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8. North Wales area -
Post Office branches proposed to remain in the Network

Garden Village	175 Chester Road	Wrexham	LL12 8DW
Garndolbenmaen	Minffordd Stores, Minffordd House	Garndolbenmaen	LL51 9TX
Glan Conwy	Glan Conwy	Colwyn Bay	LL28 5SS
Glanadda	Glanadda	Bangor	LL57 4SB
Glanydon	Coast Road, Glanydon, Mostyn	Holywell	CH8 9DZ
Glyn Ceiriog	Maybury Avenue, Glyn Ceiriog	Nr Llangollen	LL20 7EY
Glyndyfrdwy	Bryn Derwyn Terrace	Glyndyfrdwy	LL21 9HB
Greenfield	7 New Shop Parade, Greenfield Road, Greenfield	Holywell	CH8 7QS
Gresford	23 Chester Road, Gresford	Wrexham	LL12 8NB
Groeslon	Groeslon	Caernarfon	LL54 7DF
Gwalchmai	Gwalchmai	Holyhead	LL65 4PU
Gwersyllt	Hope Street, Gwersyllt	Wrexham	LL11 4HT
Gwytherin (serve and store)	Gwytherin	Abergele	LL22 8UU
Halkyn	Halkyn	Holywell	CH8 8ES
Hanmer	Hanmer	Whitchurch	SY13 3DE
Harlech	High Street	Harlech	LL46 2YA
Hawarden	1 The Highway, Hawarden	Deeside	CH5 3DG
Henllan	Henllan	Denbigh	LL16 5AR
Henryd	Henryd	Conwy	LL32 8YB
Higher Kinnerton	The Old Chapel, Bennetts Lane, Higher Kinnerton	Chester	CH4 9AR
Highfield Park	20 Churton Road	Rhyl	LL18 3ND
Hightown	49 Kingsmills Road, Hightown	Wrexham	LL13 8NL
Holt	Village News Stores, Castle Street, Holt	Wrexham	LL13 9YL
Holyhead	13a Boston Street	Holyhead	LL65 1BP
Holywell	50 High Street	Holywell	CH8 7AA
Hope	The Lion Stores, Fagl Lane, Hope	Wrexham	LL12 9PY
Johnstown	Merlin Street, Johnstown	Wrexham	LL14 1NL
Kinmel Bay	72 Foryd Road, Kinmel Bay	Rhyl	LL18 5AY
Leeswood	Queen Street, Leeswood	Mold	CH7 4RQ
Llanaelhaearn	Llanaelhaearn	Caernarfon	LL54 5AL
Llanarmon Yn Lal	Village Store, Liverpool House, Mill Lane, Llanarmon yn ial	Mold	CH7 4QF
Llanbedr	The Post Office	Llanbedr	LL45 2HH
Llanbedr (serve and store)	Tan Y Bwlch, Llanbedr D.C.	Ruthin	LL15 1UN
Llanberis	36 High Street	Caernarfon	LL55 4EU
Llanddaniel	Yr Efail, Llanddaniel Fab	Gaerwen	LL60 6ES
Llanddulas	Llanddulas	Abergele	LL22 8HH
Llandegla	Village Stores, Llandegla	Wrexham	LL11 3AG
Llandrillo Yn Rhos	Llandrillo Yn Rhos	Colwyn Bay	LL28 4PS
Llandudno	14 Vaughan Street	Llandudno	LL30 1AA
Llandyrnog	Llandyrnog	Denbigh	LL16 4HG
Llanerchymedd	Allaw Stores, 5 Bridge Street	Llanerchymedd	LL71 8EU
Llanfachraeth	Llanfachraeth, Llanfachraeth	Holyhead	LL65 4UL
Llanfaelog	Llanfaelog	Ty Croes	LL63 5SS

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8. North Wales area -
Post Office branches proposed to remain in the Network

Llanfaethlu	Coffee Shop House, Llanfaethlu	Holyhead	LL65 4NP
Llanfairfechan	Village Road	Llanfairfechan	LL33 0AA
Llanfairpwllgwyngyll	Ffordd Caergybi	Llanfairpwllgwyngyll	LL61 5YQ
Llanfairtalhaiarn	Swan Square, Llanfairtalhaiarn	Abergele	LL22 8RY
Llanfechell	Llanfechell	Amlwch	LL68 0RA
Llanfynydd	P.O. Llanfynydd	Wrexham	LL11 5HH
Llangaffo	Llangaffo	Gaerwen	LL60 6LU
Llangedwyn	Llangedwyn Mill, Llangedwyn	Oswestry	SY10 9LD
Llangefni	18 Church Street	Llangefni	LL77 7DY
Llangernyw	Rhyd-Y-Foel, Llangernyw	Abergele	LL22 8PP
Llangoed	Llangoed	Beaumaris	LL58 8NW
Llangollen	41 Castle Street	Llangollen	LL20 8RU
Llanllechid	Llanllechid Bangor	Bangor	LL57 3EE
Llanrhaeadr	Llanrhaeadr	Denbigh	LL16 4NT
Llanrhaeadr Ym Mochnant	Llanrhaeadr Ym Mochnant	Oswestry	SY10 0JG
Llanrhos	2 Maes Y Castell, Llanrhos	Llandudno	LL30 1NG
Llanrug	Llanrug	Caernarfon	LL55 4AB
Llanrwst	Ancastor Square	Llanrwst	LL26 0LD
Llansilin (serve and store)	Caple Wesle, Llansilin	Oswestry	SY10 7QP
Llay	Market Square, Llay	Wrexham	LL12 0SA
Llwyngwril	Meirion Stores	Llwyngwril	LL37 2JU
Llysfaen	1 Dolwen Road, Llysfaen	Colwyn Bay	LL29 8SS
Lon Y Bryn	Lon Y Bryn	Caernarfon	LL55 2EP
Maesgeirchen	Maesgeirchen	Bangor	LL57 1LT
Maldwyn	Spar Stores, Lon Ganol, Llandegfan	Menai Bridge	LL59 5UA
Malltraeth	High Street, Malltraeth	Bodorgan	LL62 5AS
Mallwyd	Mallwyd Service Station, Mallwyd	Machynlleth	SY20 9HN
Mancot	Mancot Lane, Mancot	Deeside	CH5 2AH
Meliden	Meliden	Prestatyn	LL19 8LA
Meliden Road	40-42 Meliden Road	Prestatyn	LL19 9RT
Melin Y Wig (serve and store)	2 Awel Clwyd, Melin Y Wig	Corwen	LL21 9RL
Menai Bridge	Bridge Street	Menai Bridge	LL59 5DN
Minffordd (Mobile service)	Minffordd	Penrhyndeudraeth	LL48 6HG
Mochdre	278 Conway Road, Mochdre	Colwyn Bay	LL28 5DS
Moelfre	Moelfre	Moelfre	LL72 8HU
Mold	18 Earl Road	Mold	CH7 1AA
Morawelon	37 Ffordd Tudur, Morawelon	Holyhead	LL65 2DT
Morfa Bychan	Morfa Bychan	Porthmadog	LL49 9UY
Morfa Nefyn	Morfa Nefyn	Pwllheli	LL53 6AP
Mostyn	67 Ffordd Pennant, Mostyn	Holywell	CH8 9NX
Mynydd Isa	Spar Store, 5 The Square, Mercia Drive, Mynydd Isa	Mold	CH7 6UY
Mynydd Mechell (serve and store)	Fron Deg, Mynydd Mechell	Amlwch	LL68 0TG
Mynytho	Mynytho	Pwllheli	LL53 7RH

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8. North Wales area -
Post Office branches proposed to remain in the Network

Nannerch (serve and store)	The Memorial Hall, Village Road, Nannerch	Mold	CH7 5RD
Nasareth (Mobile service)	Nasareth	Caernarfon	LL54 6DW
Nefyn	Nefyn	Pwllheli	LL53 6HW
Newborough	Madryn House, Newborough	Llanfairpwll	LL61 6TA
Northop	High Street, Northop	Mold	CH7 6BQ
Northop Hall Village	Northop Hall Village Post Office	Mold	CH7 6HS
Old Colwyn	290-292 Abergele Road, Old Colwyn	Colwyn Bay	LL29 9LN
Overton	4 High Street, Overton	Wrexham	LL13 0DT
Pandy Tudor	Ty Celyn, Pandy Tudor	Abergele	LL22 8UL
Pantymwyn	Cilcain Road, Pantymwyn	Mold	CH7 5EH
Penmaenmawr	Westminster House, Pant Yr Afon	Penmaenmawr	LL34 6BY
Penmaenrhos	466 Abergele Road, Penmaenrhos	Colwyn Bay	LL29 9LE
Pennal	The Post Office	Machynlleth	SY20 9JT
Penrhewl	Heol Esgob Shop, St. Asaph	St Asaph	LL17 0PN
Penrhosgarnedd	Penrhosgarnedd Post Office, Penrhosgarnedd	Bangor	LL57 2NY
Penrhyn Bay	107 Llandudno Road, Penrhyn Bay	Llandudno	LL30 3HN
Penrhyndeudraeth	14-15 High Street	Penrhyndeudraeth	LL48 6BN
Pensarn	Marine Road, Pensarn	Abergele	LL22 7PR
Pentraeth	Pentraeth Service, Bangor Road, Pentraeth	Anglesey	LL75 8AZ
Pentre Halkyn	The Village, Pentre Halkyn	Holywell	CH8 8HP
Pentre Maelor	18 Bridgeway East, Pentre Maelor	Wrexham	LL13 9RB
Penycae	Hall Street, Penycae	Wrexham	LL14 2RU
Penyffordd	9 Chester Road, Penyffordd	Chester	CH4 0JZ
Penyffordd	The Village, Penyffordd	Holywell	CH8 9HJ
Penygroes	Water Street	Penygroes	LL54 6LW
Penysarn	Penysarn	Penysarn	LL69 9YB
Plas Madoc	4 Woodwards Walk, Plas Madoc	Wrexham	LL14 3UY
Pontfadog	The Post Office, Pontfadog	Llangollen	LL20 7AR
Porthmadog	Bank Place	Porthmadog	LL49 9AD
Porthyfelin	Porthyfelin	Holyhead	LL65 1AU
Prestatyn	SPAR, 26 High Street	Prestatyn	LL19 9BB
Pwllheli	The Colonnade, New Street	Pwllheli	LL53 5HH
Queens Park	83 Holt Road	Wrexham	LL13 8NG
Queensferry	13-17 Station Road, Queensferry	Deeside	CH5 1SU
Rhosddu	Spar Store, Rhosddu Road	Wrexham	LL11 2NS
Rhosgadfan	Mountain Rangers Sports & Social Club, Rhosgadfan	Caernarfon	LL54 7ET
Rhosllanerchrugog	Market Street	Rhosllanerchrugog	LL14 1AG
Rhosneigr	Station Road	Rhosneigr	LL64 5JX
Rhosnesni	12 Dean Road, Rhosnesni	Wrexham	LL13 9EH
Rhostyllen	50 Wrexham Road, Rhostyllen	Wrexham	LL14 4DH
Rhosybol	Siop Paget, Rhosybol	Amlwch	LL68 9PU
Rhuddlan	Spar, 131-136 High Street, Rhuddlan	Rhyl	LL18 2UB

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8. North Wales area -
Post Office branches proposed to remain in the Network

Rhyd Uchaf (serve and store)	Rhyd Uchaf	Bala	LL23 7SD
Rhyl Counter	2 Water Street	Rhyl	LL18 1AA
Riverbank	Boot Garage, Bagillt Road, Bagillt	Holywell	CH6 6JB
Roewen	Groesffordd Roe Stores	Roewen	LL32 8TR
Ronald Road	163 Conway Road	Llandudno Junction	LL31 9EG
Rossett	Station Road, Rossett	Wrexham	LL12 0HE
Ruabon	1a New High Street, Ruabon	Wrexham	LL14 6NL
Ruthin	18 St Peters Square	Ruthin	LL15 1YL
Saltney Ferry	3 Mainwaring Drive, Saltney Ferry	Chester	CH4 0AX
Sandycroft	98 Phoenix Street, Sandycroft	Deeside	CH5 2PE
Sarn	Waterloo House, Sarn	Pwllheli	LL53 8DT
Shotton	Shotton	Deeside	CH5 1BX
Soughton	London Road, Sychdyn	Mold	CH7 6EL
South Beach	The C Store, South Beach	Pwllheli	LL53 5AD
Southsea	1 Southsea Road, Southsea	Wrexham	LL11 6PP
St Asaph	8-10 Chester Street	St Asaph	LL17 0RE
St Gwynans	Treforris Road, St Gwynans	Penmaenmawr	LL34 6UB
St Margarets Drive	St Margarets Drive	Rhyl	LL18 2HT
Talacre	Mca's Store, Station Road, Talacre	Holywell	CH8 9RD
Talsarnau	High Street	Talsarnau	LL47 6TY
Talybont	Conway Road	Talybont	LL32 8SE
Talysarn	Station Road	Caernarfon	LL54 6HL
Town Hill	30 Town Hill	Wrexham	LL13 8NB
Townsend	Vale Street	Denbigh	LL16 3BS
Towyn	Towyn Road, Towyn	Abergele	LL22 9HE
Trearddur Bay	Lon St. Ffraid, Trearddur Bay	Holyhead	LL65 2YR
Trefnant	Trefnant	Denbigh	LL16 5TY
Trefor	Trefor	Caernarfon	LL54 5LW
Trefriw	Trefriw	Llanrwst	LL27 0JJ
Trelawnyd	London Road, Trelawnyd	Rhyl	LL18 6DN
Tremadog	8-10 Church Street, Tremadog	Porthmadog	LL49 9RA
Treuddyn	The Old Co-op, Treuddyn	Mold	CH7 4PA
Tudweiliog	Tudweiliog	Pwllheli	LL53 8NB
Tywyn	High Street	Tywyn	LL36 9AD
Upper Bangor	55 Holyhead Road, Upper Bangor	Bangor	LL57 2HE
Valley	Station Road, Valley	Holyhead	LL65 3EB
Wepre	92 High Street, Connahs Quay	Deeside	CH5 4DD
West Shore	26 Great Ormes Road	Llandudno	LL30 2BW
Wrexham Town Centre	15 Henblas Street	Wrexham	LL13 8AE
Y Felinheli	89-91 Bangor Street	Y Felinheli	LL56 4PJ
Y Ffor	Londis Gwynfa Stores, Y Ffor	Pwllheli	LL53 6UR
Yr Hendre	Yr Hendre, Yr Hendre Stores, Fford Eryri Hendre Estate	Caernarfon	LL55 2UF
Ysbyty Ifan	Ysbyty Ifan, Betwsy Y Coed	Llandudno	LL24 0NH

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Mr. Steve Geraty,
Network Development Manager
c/o National Consultation Team
FREEPOST CONSULTATION TEAM

CE/SEC

5 August 2008

Colin Everett

 01352 702100

E Mail Address:
Chief_executive@flintshire.gov.uk

Dear Mr. Geraty,

Network Change Programme

Thank you for making available to Flintshire County Council the Network Change Programme - Area Plan Proposal for North Wales.

Flintshire County Council wishes to record its dissatisfaction and disagreement with the conduct of the Network Change Programme consultation. The description 'consultation' is a misnomer. The consultation is advance notice of a rationalisation and change programme to the network of post offices across the United Kingdom. The consultation is limited in both scope and timescale and is not an example of good practice of conduct for a former public body which is regarded as a national institution.

The Council understands that Post Office Limited is a commercial entity which operates in a commercial environment and is subject to changing customer need and demand. The Council invites Post Office Limited to discuss openly with its elected members and officers the following four areas of Network operation:-

- resourcing Post Offices to be retained to meet the additional customer demands transferred from areas no longer to be served by a Post Office;
- how Outreach services will support in practice the areas no longer to be served by a Post Office;
- the operation of the Post Office Improvement Fund; and
- the impacts of Council services for those customers who access Council services/make payments via Post Offices.

The Council will be discussing these four issues at its meeting to be held on 25 September and we invite Post Office Limited to both provide further information on these four issues to inform our debate and to attend in person.

I look forward to hearing from you.

Yours sincerely,

Colin Everett
Chief Executive

golwg ar bost cymru
poslwatch wales

Colin Everett
Chief Executive
Flintshire County Council
County Hall
MOLD
CH7 6NB

29 July 2008

Dear Mr Everett,

Post office closure programme — North Wales area plan
52 branches proposed for closure with 14 additional Outreach service points.

You will be aware that Post Office Ltd's seven week public consultation on post officeS closures in North Wales has now commenced pending on the 15 September 2008. Post Office Ltd has proposed to close 52 branches in the North Wales area. This will leave in place 271 post offices and 14 additional 'outreach' service points (typically part-time services offered from a van or from within a local facility like a village hall) serving the area. I thought it would be helpful if I set out Postwatch's role in the weeks ahead.

Post Office Ltd's public consultation in this area covers the following parliamentary constituencies:

Alyn & Deeside	Delyn
Caernarfon	Meirionydd Nant Conwy
Clwyd South	Vale of Clwyd
Clwyd West	Wrexham
Conwy	Ynys Mon

Prior to the start of public consultation, Postwatch received Post Office Ltd's plans on a confidential basis. Two weeks after we received the proposals, Post Office Ltd started confidential commercial discussions with the subpostmasters concerned.

Postwatch has scrutinised and provided initial comments on the proposals and has had constructive discussions with Post Office Ltd. As a result, Post Office Ltd has made a number of changes to the original proposals. As prescribed by Government,

our focus was on whether Post Office Ltd's proposals meet the minimum access criteria for post offices, which aim to ensure communities are within a reasonable distance from a post office. We also examined whether local factors — such as publia transport arrangements, pertinent topographical features, demographics and the impact on the local economy — had been properly considered.

Following our scrutiny of the proposals, Post Office Ltd has made a number of adjustments to the plan. We welcome these changes. However, we still have some concerns, and would particularly welcome customers giving their views and information on the suitability of public transport to reach alternative Post Office branches and topographical features in these areas that may make it difficult for certain customers to access services.

Postwatch wants customers and their representatives to express their opinions on all Post Office Ltd's proposals. We urge representatives and customers to give their views to Post Office Ltd on how they will access alternative post offices in the event of Post Office Ltd's proposals going ahead. In particular we would suggest that responses provide Post Office Ltd with factual information about the impact on the local economy (particularly the last shop in the area and the impact on local businesses), including access to cash and local demographics.

We also want customers to give their views to Post Office Ltd about the ability of remaining post offices to accommodate the increased numbers of customers in the event of Post Office Ltd's proposed closures.

Additionally, we hope members of those communities where outreach services are proposed will comment on the accessibility and appropriateness of the arrangements.

Postwatch's final views on this area plan will be informed by feedback given to Post Office Ltd during public consultation. POstwatch will be working throughout the consultation period to ensure the exercise is meaningful. Post Office Ltd should use the consultation as an opportunity to engage with customers — to set out clearly the proposed changes, and be responsive to feedback. Likewise, we will be working to encourage customer participation to be constructive, as this will help secure a better outcome for customers. It is important to note that Postwatch does not have the power of veto on Post Office Ltd's proposals. At the end of the consultation period, we will write to Post Office Ltd to set out our final view. Our letter will be publicly available on our website **www.postwatch.co.uk** Information on the proposals and the programme is available online at **www.postoffice.co.uk/networkchange**.

We hope you will be able to give your views on the proposals to Post Office Ltd. This can be done by writing to National Consultation Team, Post Office Ltd, FREEPOST CONSULTATION TEAM, or email consultation@postoffice.co,uk. If possible, we

would be grateful if you could also provide Postwatch with a copy of your response, either via email to: info or by post to: Postwatch Wales, 3rd Floor, Capital Tower, Greyfriars Road, Cardiff CF1 0 3AG.

I also enclose copies of Postwatch's leaflets on the closure programme. I hope these are of use in providing background information, and please let me know if you would like any further copies for your office.

If you have queries, please do not hesitate to contact me.

Yours sincerely

Eifion Pritchard QPM
Chairman, Postwatch Wales

Cwynion Cwsmeriaid T 08456 012265
Golwg ar Bost Cymru, Sydd Llawr, T'A'r y Ddinas
Heol y Brodyr Liwydion, Caerdydd CF1 0 SAG
Ff029 2066 3859
info@postwatch.co.uk www.postwatch.co.uk
Cyngor Defnyddwyr Gwasanaethau Post

Customer complaints T 08456 013265
Postwatch Wales, 3rd Floor, Capital Tower
Greyfriars Road, Cardiff, CF1O SAG
F 029 2066 3859
info@postwatch.co.uk www.postwatch.co.uk
The Consumer Council for Postal Services

Mr. Eifion Pritchard, QPM
Chairman,
Postwatch Wales,
3rd Floor,
Capital Tower,
Greyfriars Road,
Cardiff. CF10 3AG

CE/SEC

7 August 2008

Colin Everett

01352 702100

E Mail Address:
Chief_executive@flintshire.gov.uk

Dear Mr Pritchard,

Post Office Closure Programme - North Wales Area Plan

Thank you for your letter dated 29 July.

Please find enclosed a copy of Flintshire County Council's initial response to the
National Consultation Team of the Post Office Limited which is self-explanatory.

Yours sincerely,

Colin Everett
Chief Executive

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **COUNTY FINANCE OFFICER**

SUBJECT :   **REVENUE BUDGET MONITORING 2008/09 (MONTH 3)**

1.00   **EXECUTIVE SUMMARY**

1.01   The report updates members on the Council's financial position for 2008/09 in respect of the the General Fund and the Housing Revenue Account.

1.02   Members are requested to note the projected overspend of £0.291m on the General Fund and the projected underspend of £0.127m on the Housing Revenue Account.

1.03   As it is a very early stage in the year, there are many risks associated with the projection, and some of these are identified in the report (para 2.18).

1.04   Members are requested to note that unallocated Non Standard Inflation of £1.529m and Central Contingencies of £0.269m are assumed to be spent and future allocations will be monitored through subsequent monitoring reports (section 3) It is also recommended the the allocation of Non Standard Inflation is treated as one amount and that any allocations from it are considered on a business case basis, rather than specific provision for individual areas of possible inflationary pressure (para 3.05)

1.05   Taking into account the projected overspend on General Fund, and allocations to date the Contingency Sum available at 31st March 2009 (above the base level of £5.112m) will be £2.025m (para 4.05)

1.06   Taking into account the projected underspend on the Housing Revenue Account the level of balances at 31st March 2009 will be £1.377m (para 5.07)

2.00   **PURPOSE OF REPORT**

2.01   To provide members with the most up to date revenue budget monitoring information (Month 3) for the General Fund and the Housing Revenue Account.

     GENERAL FUND

2.01   The table below shows an in-year overspend of £0.291m, which is a decrease of £0.682m on the figure reported at month 2.

Date: 08/09/2008

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 2	Month 3	Month 2	Month 3	Month 2	Month 3
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	48.176	48.176	0.535	0.579	-	0.153	0.535	0.426
Community & Housing	15.431	15.441	0.020	(0.140)	0.020	(0.115)	-	(0.025)
Lifelong Learning	104.216	104.000	0.230	0.498	-	0.202	0.230	0.296
Environment	17.089	17.124	0.188	0.211	0.188	0.211	-	-
Support Services								
Chief Executive	0.772	0.785	-	0.002	-	0.002	-	-
Corporate Strategy	8.336	8.692	-	0.165	-	0.165	-	-
Financial, Legal & Democratic Services	7.205	7.205	-	0.010	-	0.010	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	-	-	-	-	-	-
Total Services	**202.226**	**202.424**	**0.973**	**1.325**	**0.208**	**0.628**	**0.765**	**0.697**
Central and Corporate Finance	25.915	25.717	-	(1.034)	-	(1.034)	-	-
Total	**228.141**	**228.141**	**0.973**	**0.291**	**0.208**	**(0.406)**	**0.765**	**0.697**

2.02 The Original Budget column reflects the budget approved by Council on the 4th March 2008. The revised budget column reflects in-year virements which have been approved in compliance with Finance Procedure Rules. Appendix 1 gives further analysis of the above net figures showing separately the total expenditure and total income for each Service. Appendices 2-10 detail directorate variances compared to the budget book.

2.03 The Organisational Restructure is being implemented in a phased process which means that the disaggregation of budgets has not yet been undertaken. Due to this, the figures mainly reflect the previous structure, with the exception of Children's Services which is now included within Community Services. The monitoring report will be changed to reflect changes as and when they occur.

2.04 The net projection can be grouped into underspends and overspends over ringfenced and non-ringfenced budgets as follows:-

	Mth2 £m	Mth 3 £m	Variance £m
Non Ringfenced			
(Underspends)	(0.000)	(0.115)	(0.115)
Overspends	0.208	(0.291)	(0.499)
	0.208	(0.406)	(0.614)
Ringfenced			
Overspends/(Underspends)	0.765	0.697	(0.068)
General Fund Revenue Account in-year (under)/ overspend	**0.973**	**0.291**	**(0.682)**

Significant New Variances

Community Services - Older People Services – Overspend £0.181m (Nil Variance at Month 2)

2.05 Domiciliary Support is projecting an overspend on In-House Domiciliary Care mainly due to higher than budgeted employee costs, which are needed to ensure cover for ongoing recruitment issues and other service pressures. Lower projected Independent Sector Domiciliary Care expenditure has partly offset the effect of this. Residential care is projecting an overall underspend at this early stage in the year. This reflects an overspend on In-House Residential Care due to the cost of relief staff and the increase in Service Level Agreements for Cleaning and Laundry. Lower projected Independent Sector Residential Care expenditure has offset the effect of this, though it should be noted that it is difficult to predict outturn at this early stage in the financial year. Professional Support is projecting an overspend due to the cost of agency social workers who have been engaged to meet current service demands.

Community Services - Physical Disability & Sensory Impairment - Overspend £0.149m (Nil Variance at Month 2)

2.06 The main variation within this service relates to a projected overspend on Residential Services which reflects current client packages. Within the Community Equipment Service, increased costs relating to staffing and decontamination of equipment have contributed to the projected overspend. Ongoing developments with partnership working ensures that this budget is carefully monitored and issues are to be resolved as part of the Community Equipment Service Integration project.

Community Services - Learning Disabilities - Underspend £0.088m (Nil Variance at Month 2)

2.07   The projected underspend relates to one off income within the Community Living Service and savings on client costs mainly relating to a package of care for one service user. Current projections for individuals transferring from childrens services are initially projecting a small underspend.   Within the Supported Living and Short Term Care service, the increased cost of delivering the Broughton Resettlement Schemes in house has resulted in a projected overspend which relates to project worker costs.

Community Services - Mental Health Services – Underspend of £0.032m (Nil Variance at Month 2)

2.08   Residential Services are projecting an underspend which is based on current clients and care plans. This position could change in the future due to the nature of client need. Professional Support is projecting an overspend due to the cost of the new Emergency Duty Team being reflected within this service area. Approval will be sought for budget virements from other service areas to reflect this which will be reported in future budget monitoring reports.

Community Services - Ringfenced Budget (Learning Disability) - Underspend of £0.077m (Nil Variance at Month 2)

2.09   The main variation relates to a reduction in the cost of care for one service user due to a change in provision.

Community and Housing - Industrial Units - Underspend of £0.364m (£0.203m at Month 2)

2.10   The underspend on this account primarily relates to back rent received for a unit on Greenfield Business Park, related to the 2007/08 financial year. There has been an ongoing claim for this additional rent which has now been settled, although throughout the process it was uncertain whether a positive outcome would be achieved. In addition to the back rent it has now been determined what the future rent levels will be and these are now reflected within the projections. The proportion of the underspend directly related to Greenfield Business Park is £0.282m. The remaining improvement on the position reported at period 2 follows a comprehensive review of the anticipated rent due in for each industrial unit complex for this financial year, taking into account the latest information provided on tenant occupation levels. A number of the complexes are currently projected to exceed their budgeted rent income target, which aggregate to the current position reported.

Lifelong Learning - Out of County Placements - Overspend of £0.296m (£0.230m at Month 2)

2.11   The projection at month 2 was based on the final 2007/08 outturn figure pending more detailed analysis.   The current projection is based on expenditure to date compared with the same time last year.   However, projecting with accuracy is complicated by the fact that in respect of Maintained Special School Placements, pupil numbers are not known for

certain until children return in September. This figure therefore is potentially subject to change.

Lifelong Learning - Facilities Services - Overspend of £0.184m (Nil Variance at Month 2)

2.12   There is a projected overspend of £0.195m on the School Catering Service within Facilities due to food price inflation. However there is an amount of £0.145m to help cover this pressure which is held centrally as non-standard inflation. The remainder of the projected overspend of £0.134m is due to the assumption that a similar level of central support cost will be charged to the service as 2007/08. The increased charge was due to the results of the first phase of a review into the allocation of central support costs, and phase 2, scheduled for 2008/09, may well lead to a change in the projection.

Former Corporate Strategy – Design & Print – Overspend of £0.122m (Nil Variance at Period 2)

2.13   The reported deficit on the Design and Print Trading Account is very much a best estimate at this time. The department has now completed its review of the service and a report will follow detailing the findings and recommendations for corrective action.

Former Financial, Legal & Democratic Services – Management & Secretariat– Overspend of £0.098m (Nil Variance at Period 2)

2.14   The projected overspend of £0.098m assumes the continuation of the existing interim management arrangements until the end of March 2009. There are however compensatory savings througout the two departments that offset this overspend.

Central & Corporate - Central Service Recharges - Overspend of £0.113m (Nil Variance at Month 2)

2.15   The projected overspend of £0.113m relates to the final outturn position for 2007/08 following phase 1 of a review of central support costs. As referred to in paragraph 2.11 phase 2 of this review is scheduled for 2008/09 so the projection may change. However, there will be a neutreul effect for the Authority overall.

Central & Corporate - Central Loans & Investment Account - Underspend of £1.071m (Nil Variance at Month 2)

2.16   This underspend is the net position of a number of variances concerning interest payable and interest receivable. By far the majority of this amount is an increase in projected interest receivable of £1.005m made up of:-

	£m
Additional interest as a result of additional funds invested	0.763
Additional interest as a result of increasing interest rates	0.242
	1.005

The latter amount is externally driven by the general economic climate. However, the increase based upon additional funds invested should be less difficult to predict. This element is being reviewed in order to improve future projections.

STATEMENT ON RISK

2.17   It is still a very early stage in the financial year and the projection is based on the best assessment as at the end of June. The Council's budget (£228m net) includes many areas that can be deemed volatile and demand-led and the projection can change significantly.

2.18   There are also still many unknowns at this stage of the year that will have a significant impact on the final position, with the following of particular note:-

a)   The pay award has still not been agreed and any final settlement above or below 2.5% will change the projection.

b)   There is a significant amount of non standard inflation and central contingency currently held at the centre (see section 3) which is currently assumed as being required. Included in this allocation is an amount of £1m in respect of energy (gas, electricity,oil), and the amount required from this allocation is unlikely to become clear until well into the winter months.

c)   Fuel costs however have increased significantly recently and no additional resource was included in the budget. This impacts across many services of the council such as local bus service contracts, school transport, refuse collection and client contract costs within Adult Social Care. The impact of rising fuel costs in these areas will continue to be closely monitored.

d)   As can be seen in paragraph 2.16 the effects of a change in interest rates can have a significant impact on the amount of interest receivable on investment income and interest payable on debt.

e)   Rising inflation generally will also have an impact in respect of the prices the Council pays for its goods and services, and also the impact on the income that the Council must generate to achieve its budget.

2.19   Taking into account the overall projected overspend and all of the risks identified above, it is important that the monitoring process ensures that all changes to the projection are reported early. This will help ensure that where necessary corrective action can be implemented, and also that information is available for future financial planning. Finance Procedure Rules require an action plan to be submitted to the County Finance Officer on any Departmental projected overspend and these will be requested from relevant departments.

Date: 08/09/2008

3.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

NON STANDARD INFLATION

3.01   Included in the budget is an amount of £2.406m, which, as in previous years is being held centrally until the actual need is known.

3.02   Increases in respect of Independent Sector Care Fees became effective from 1st April 2008 so the allocations of £0.460m for care homes and £0.348m for domiciliary care have been released to Community Services.

3.03   An amount of £0.069m was included in the budget for energy costs relating to Street Lighting. However, the costs are significantly higher with an overspend of £0.185m being projected against the original budget. The allocation of £0.069m has therefore provisionally been released to the Environment Directorate, although funding of the shortfall may be considered at a later stage pending approval of the recommendation in 3.05.

3.04   The amount remaining at this early stage of the year is therefore £1.529m. However early indications are that the allocation of £0.145m in respect of School Catering is likely to be required, although this will be analysed in more detail when the new school term begins (para 2.12 refers).

3.05   Due to the fact that there are many risks associated with significant allocations in respect of non-standard inflation (see 2.18) it is recommended that the overall allocation is dealt with as one amount and that any allocations from it are considered on a business case basis, rather than specific provision for individual areas of possible inflationary pressure.

3.06   At this stage the amount remaining is assumed to be required later in the year, and is therefore assumed in the projection to be spent.

CENTRAL CONTINGENCIES

3.06   The budget for 2008/09 included £0.269m in respect of Central Contingencies. It was agreed that these items be held centrally and only allocated out to services when the actual increase in cost is known. There have been no allocations to date, although at this time the full amount is assumed to be required at a later stage in the year, and is therefore assumed in the projection to be spent.

4.00 UNEARMARKED RESERVES

4.01   Executive on the 22nd April approved an amount of £0.126m in respect of early retirement costs associated with the restructuring of HR operations and Payroll.

4.02   Executive on 15th July approved an amount of £0.078m to cover the costs of completeing the Single Status Project, and an amount of £0.050m to fund development work for a time-limited period to enable mainstreaming into the HR function.

4.03   Executive on the 15th July approved an amount of £0.100m to cover the implementation of Phase 2 of the HRMIS Project. The contribution funds a temporary project team for 6 months.

4.04   Executive on the 5th August approved an amount of up to £0.051m for the first three years of occupation of new premises, following the decommissioning of Ty'r Binwydden.

4.05   The amount of un-earmarked reserves brought forward into 2008/09 and the current amount available for delegation to Executive is detailed below:-

	£m
Un-earmarked Reserves as at 1 April 2008	10.737
Less – Base Level	(4.000)
Amount Available for Delegation to Executive	6.737
Less Approved in 2008/09 budget report	
One-off items	(1.901)
Capital Programme	(1.000)
Increase base level of reserves	(1.112)
Contingency Sum	2.724
Less In-year approvals	
Single Status Project	(0.128)
HRMIS/Payroll Project	(0.103)
Early Retirement Costs	(0.126)
Support for Voluntary Sector	(0.051)
Revised Contingency Sum	2.316
Less Overspend at Month 3	(0.291)
Amount remaining as at 31st March 2009 (above base level of £5.112m)	2.025

5.00   HOUSING REVENUE ACCOUNT

5.01   On 19th February, 2008, the Council approved a Housing Revenue Account budget for 2008/09 of £22.613m.

5.02   The budget provided for a closing balance at 31st March, 2009 of £0.985m which at 4.36% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.

5.03   Since the 2008/09 budget was agreed, the accounts for 2007/08 have been closed (subject to audit) and the closing balance at the end of 2007/08 was £1.342m which was £0.264m higher than the estimate of £1.078m. This has the effect of increasing the opening balance for 2008/09 by the same amount.

5.04   The projected revenue account and the use of balances for 2008/09 are set out in Appendix 11 and the reasons for significant variances from last month are shown in the following paragraphs.

Significant New Variances

Rental Income (Council Houses and Garages) - Overspend of £0.038m (£0.101m at Month 2)

5.05   There are three factors which are influencing the overspend position reported. Firstly an overspend is still being projected on rent loss associated with void properties. However the situation has improved since month 2, with the actual overspend reducing from £0.123m to £0.080m. The percentage of income projected to be lost on void properties has therefore reduced to 2.81%, and this movement is encouraging as the Directorate strives to reach the budgeted target for void rent loss of 2.5%. A separate but related overspend of £0.011m has emerged on payments of council tax on void properties. The overspend position is being offset by additional dwelling rent income. Current projections indicate an outturn of £22.841m, which is £0.053m above the budgeted level for rent income.

Repairs and Maintenance - Overspend of £0.070m (Underspend of £0.004m at Month 2)

5.06   The overspend position in the main relates to an operational requirement to continue to engage agency support staff in the lead up to the corporate restructure. A review of requirements going forward will be undertaken and the position clarified ahead of the month 4 report. The estimated total commitment on agency staff for the year is £0.131m, although this is being partly offset by salary savings of £0.047m. Further commitments of £0.037m over the budgeted level are anticipated on operational projects, and there is a projected underspend on the establishment costs of the Capital Works Team of £0.048m. This underspend is neutral to the Housing Revenue Account, with the Housing Capital Programme ultimately receiving the benefit of any underspend at the end of the financial year.

5.07   The net effects of the revised balance brought forward and the projected outturn is that there would be balances in hand at the end of the year of £1.377m (budget £0.986m) which at 6.1% of budgeted expenditure is much greater than the minimum level of 3% recommended by the County Finance Officer. The increase of £0.391m on the budgeted figure of £0.986m is due to the additional £0.264m brought forward from 2008/09 and the in year net underspend of £0.127m.

6.00 RECOMMENDATIONS

6.01   Members are recommended to:-

a)   Note the overall report.

b)   Approve that the overall allocation of non standard inflation is dealt with as one amount on a business case basis (para 3.05).

c)   Note the General Fund Contingency sum available as at 31st March 2009. (Section 4).

d)   Note the projected final level of balances on the Housing Revenue Account (para 5.07)

7.00 FINANCIAL IMPLICATIONS

7.01   The financial implications are as set out in Sections 2.00 – 5.00 of the report.

8.00 ANTI-POVERTY IMPACT

8.01   None.

9.00 ENVIRONMENTAL IMPACT

9.01   None.

10.00 PERSONNEL IMPLICATIONS

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 General Fund Variances - Appendices 1-10.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Month 3 Monitoring Papers

Contact Officer: Gary Ferguson

Telephone: 01352 702287
E-Mail: gary_ferguson@flintshire.gov.uk

EXPENDITURE	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 2	Month 3	Month 2	Month 3	Month 2	Month 3
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	61.453	61.453	0.535	1.681	-	1.255	0.535	0.426
Community & Lifelong Learning	34.204	34.227	0.103	0.383	0.103	0.408		(0.025)
	129.496	129.262	0.230	0.498	-	0.202	0.230	0.296
Environment	38.903	38.896	0.113	0.091	0.113	0.091	-	-
Support Services								
Chief Executive	0.783	0.809	-	(0.008)	-	(0.008)	-	-
Corporate Strategy	11.175	11.606	-	(0.042)	-	(0.042)	-	-
Financial, Legal & Democratic Services	42.710	42.890	-	(0.055)	-	(0.055)	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	-	-	-	-	-	-
Total Services	**319.725**	**320.144**	**0.981**	**2.548**	**0.216**	**1.851**	**0.765**	**0.697**
Central and Corporate Finance	32.659	32.945	-	0.037	-	0.037	-	-
Total Expenditure	**352.384**	**353.089**	**0.981**	**2.585**	**0.216**	**1.888**	**0.765**	**0.697**
INCOME								
Direct Services								
Community Services (Exc Housing)	(13.277)	(13.277)	-	(1.102)	-	(1.102)	-	-
Community & Lifelong Learning	(18.773)	(18.786)	(0.083)	(0.523)	(0.083)	(0.523)	-	-
	(25.280)	(25.262)	-	-	-	-	-	-
Environment	(21.814)	(21.841)	0.075	0.120	0.075	0.120	-	-
Support Services								
Chief Executive	(0.011)	(0.024)	-	0.010	-	0.010	-	-
Corporate Strategy	(2.839)	(2.914)	-	0.207	-	0.207	-	-
Financial, Legal & Democratic Services	(35.505)	(35.685)	-	0.065	-	0.065	-	-
Clwyd Theatr Cymru Contribution	-	-	-	-	-	-	-	-
Total Services	**(117.499)**	**(117.789)**	**(0.008)**	**(1.223)**	**(0.008)**	**(1.223)**	**-**	**-**
Central and Corporate Finance	(6.744)	(7.159)	-	(1.071)	-	(1.071)	-	-
Total Income	**(124.243)**	**(124.948)**	**(0.008)**	**(2.294)**	**(0.008)**	**(2.294)**	**-**	**-**
Net Expenditure	**228.141**	**228.141**	**0.973**	**0.291**	**0.208**	**(0.406)**	**0.765**	**0.697**

COMMUNITY SERVICES (EXCLUDING HOUSING)   APPENDIX 2

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Children's Services					
	Children's Training	119	119	119	-	-
	Family placement	1,526	1,526	1,526	-	-
	Grants	162	162	162	-	-
	Family Suppport	290	290	290	-	-
	Prevention and Support	75	75	75	-	-
	Other Residential	709	709	709	-	-
	Professional Support	5,553	5,571	5,571	-	-
	Youth Offending Team	376	376	376	-	-
	Special Investigation	38	38	38	-	-
-	**Sub-Total - Children's Services**	**8,848**	**8,866**	**8,866**	**-**	**-**
	Services for Older People					
-	Community Re-enablement	380	380	374	(6)	(6)
-	Day Services	1,216	1,216	1,198	(18)	(18)
-	Intermediate Care Beds	155	155	151	(4)	(4)
-	Domiciliary Support	6,435	6,435	6,510	75	75
-	Meal Services	1	1	-	(1)	(1)
-	Supporting People Income	(847)	(847)	(847)	-	-
-	Residential Services	9,602	9,602	9,548	(54)	(54)
-	Professional Support	2,390	2,390	2,579	189	189
-	**Sub-Total - Services to Older People**	**19,332**	**19,332**	**19,513**	**181**	**181**
	Physical Disability & Sensory Impairment					
-	Vulnerable Adults	106	106	84	(22)	(22)
-	Day Centres	137	137	117	(20)	(20)
-	Equipment - Stores	314	314	359	45	45
-	ESF Transition	-	-	-	-	-
-	Domiciliary Support	1,450	1,450	1,456	6	6
-	Minor Adaptations	126	126	126	-	-
-	Supporting People Income	(219)	(219)	(219)	-	-
-	Residential Services	641	641	775	134	134
-	Professional Support	1,205	1,205	1,247	42	42
-	Visual Impaired	11	11	3	(8)	(8)
-	Supported ABI	39	39	11	(28)	(28)
-	**Sub-Total - PDSI**	**3,810**	**3,810**	**3,959**	**149**	**149**
	Learning Disability Services					
-	Work Opportunities	1,775	1,775	1,785	10	10
-	Community Living	7,165	7,165	7,085	(80)	(80)
-	Day Services	957	957	939	(18)	(18)
-	**Sub-Total - Learning Disability Services**	**9,897**	**9,897**	**9,809**	**(88)**	**(88)**
	Mental Health Services					
-	Contracts	19	19	19	-	-
-	Day Services	233	233	223	(10)	(10)
-	Grants	130	130	130	-	-
-	Supported Accommodation	426	426	418	(8)	(8)
-	Supported Living	330	330	328	(2)	(2)
-	Supporting People Income	(567)	(567)	(567)	-	-
-	Residential Services	470	470	314	(156)	(156)
-	Professional & Support	819	801	935	134	134
-	Substance Misuse	223	223	237	14	14
-	Work Schemes	394	394	390	(4)	(4)
-	**Sub-Total - Mental Health Services**	**2,477**	**2,459**	**2,427**	**(32)**	**(32)**
	Ringfenced Budgets					
535	Out of county Pooled Budget - Children's Services	2,545	2,545	3,035	490	(45)
-	Learning Disability	570	570	493	(77)	(77)
-	Mental Health	391	391	379	(12)	(12)
-	Older People	-	-	25	25	25
535	**Sub-Total - Ringfenced Budgets**	**3,506**	**3,506**	**3,932**	**426**	**(109)**
	Partnerships and Performance					
-	Business Systems and Financial Assessments	977	977	954	(23)	(23)
-	Business Services - Income	(2,684)	(2,684)	(2,688)	(4)	(4)
-	Finance	331	331	310	(21)	(21)
-	Good Health	28	28	30	2	2
-	Management & Support	1,030	1,030	1,034	4	4
-	Public Information & Planning	438	438	423	(15)	(15)
-	Training	186	186	186	-	-
-	**Sub-Total - Business Services**	**306**	**306**	**249**	**(57)**	**(57)**
535	**TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)**	**48,176**	**48,176**	**48,755**	**579**	**44**

COMMUNITY SERVICES (EXCLUDING HOUSING)

Budget Monitoring as at Month 3

Subjective Analysis

Month 2 Variance £000		2008/09 Budget Monitoring				Movement between Periods £000
		Original Budget £000	Budget £000	Final Outturn £000	Variance £000	
-	Employees	27,089	27,089	27,982	893	893
-	Premises	740	739	832	93	93
-	Transport	1,977	1,977	2,230	253	253
-	Supplies and Services	1,939	1,939	2,262	323	323
535	Third Party Payments	27,020	27,021	27,257	236	(299)
-	Transfer Payments	2,568	2,568	2,513	(55)	(55)
-	Support Services	36	36	35	(1)	(1)
-	Capital Financing	84	84	23	(61)	(61)
-	Income	(13,277)	(13,277)	(14,379)	(1,102)	(1,102)
535	**TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)**	**48,176**	**48,176**	**48,755**	**579**	**44**

COMMUNITY & HOUSING   **APPENDIX 3**

GENERAL FUND

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Business & Support - Operational					
-	Cemeteries	464	464	464	-	-
-	**Sub-Total - Business & Support - Operational**	**464**	**464**	**464**	**-**	**-**
	Customer & Housing Services					
-	Community Services	200	200	184	(16)	(16)
-	Grants & Contributions	94	94	94	-	-
-	Homelessness - Non Ringfenced	325	327	297	(30)	(30)
-	Homelessness - Ringfenced	336	336	311	(25)	(25)
-	Housing Grants	(123)	(123)	(123)	-	-
-	Housing Strategy	-	68	64	(4)	(4)
-	Neighbourhood Wardens	245	250	251	1	1
-	**Sub-Total - Customer & Housing Services**	**1,077**	**1,152**	**1,078**	**(74)**	**(74)**
	Technical Services - Operational					
-	Waste Collection	2,722	2,713	2,736	23	23
-	Waste Disposal	4,604	4,607	4,563	(44)	(44)
-	Agricultural Estates	(142)	(142)	(152)	(10)	(10)
-	Fly Tipping	83	83	85	2	2
-	Sustainable Waste Management	235	236	236	-	-
-	Markets	(93)	(90)	(47)	43	43
81	Property Holdings	(27)	(27)	107	134	53
-	Recycling	504	504	500	(4)	(4)
88	Civic Amenity Sites	1,610	1,610	1,732	122	34
-	Public Conveniences	169	169	157	(12)	(12)
(203)	Industrial Units	(1,802)	(1,802)	(2,166)	(364)	(161)
-	Animal & Pest Control	121	128	131	3	3
(34)	**Sub-Total - Technical Services - Operational**	**7,984**	**7,989**	**7,882**	**(107)**	**(73)**
	Technical Services - Support					
-	Administrative Buildings	1,201	1,201	1,239	38	38
-	Design Services	(69)	(69)	(53)	16	16
-	Energy Services	217	217	233	16	16
-	Corporate Property Maintenance	2,523	2,531	2,514	(17)	(17)
-	Valuation and Estates	517	517	515	(2)	(2)
-	**Sub-Total - Technical Services - Support**	**4,389**	**4,397**	**4,448**	**51**	**51**
	Supporting People					
-	Carelink	125	128	148	20	20
-	Community Centres	126	126	131	5	5
120	General	(1,371)	(1,373)	(1,252)	121	1
-	Management & Admin.	253	256	225	(31)	(31)
-	Relief Wardens	215	219	226	7	7
-	Tenants Gardens	231	231	231	-	-
-	Resident Wardens	973	970	935	(35)	(35)
120	**Sub-Total - Supporting People**	**552**	**557**	**644**	**87**	**(33)**
	Business Units					
-	Waste Collection - Contractor	(195)	(195)	(182)	13	13
(66)	Administration Support	1,160	1,077	967	(110)	(44)
(66)	**Sub-Total - Business Units**	**965**	**882**	**785**	**(97)**	**(31)**
20	**TOTAL - COMMUNITY & HOUSING**	**15,431**	**15,441**	**15,301**	**(140)**	**(160)**

COMMUNITY & HOUSING

Budget Monitoring as at Month 3

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(66)	Employees	9,974	9,985	9,785	(200)	(134)
81	Premises	8,450	8,458	8,633	175	94
-	Transport	1,611	1,611	1,917	306	306
-	Supplies and Services	6,481	6,391	6,540	149	149
88	Third Party Payments	7,666	7,760	7,790	30	(58)
-	Transfer Payments	24	24	23	(1)	(1)
-	Support Services	(240)	(240)	(253)	(13)	(13)
-	Capital Financing	238	238	175	(63)	(63)
(83)	Income	(18,773)	(18,786)	(19,309)	(523)	(440)
20	**TOTAL - COMMUNITY & HOUSING**	**15,431**	**15,441**	**15,301**	**(140)**	**(160)**

LIFELONG LEARNING   APPENDIX 4

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Out County Pooled Budget					
230	Special	1,278	1,278	1,574	296	66
230	**Sub-Total - Out County Pooled Budget**	**1,278**	**1,278**	**1,574**	**296**	**66**
	Libraries, Culture and Heritage					
-	Libraries and Arts	2,407	2,407	2,407	-	-
-	County Record office and Records Management	422	422	422	-	-
	Museums and Heritage Service	380	380	380	-	-
-	Schools Library Service	334	334	334	-	-
-	**Sub-Total - Libraries,Culture & Heritage**	**3,543**	**3,543**	**3,543**	**-**	**-**
	Leisure Services					
-	Leisure Centres and Pools	2,483	2,483	2,511	28	28
-	Recreational Grounds and Amenities	415	415	415	-	-
-	Leisure services	267	267	290	23	23
-	Play Development	333	333	333	-	-
-	**Sub-Total - Leisure Services**	**3,498**	**3,498**	**3,549**	**51**	**51**
	Delegated Schools Budgets					
-	Nursery	1,073	1,073	1,073	-	-
-	Primary	36,662	36,662	36,662	-	-
-	Secondary	32,263	32,263	32,263	-	-
-	Special	3,016	3,016	3,016	-	-
-	**Sub-Total - Delegated Schools**	**73,014**	**73,014**	**73,014**	**-**	**-**
	School Improvement Service					
-	Early Years	-	-	-	-	-
-	Primary - non delegated	766	766	766	-	-
-	Secondary non - delegated	538	538	538	-	-
-	Inclusion	5,755	5,755	5,757	2	2
-	School Improvement Service	1,323	1,323	1,323	-	-
-	ICT Unit	1,083	1,083	1,085	2	2
-	Schools Related	1,379	1,379	1,379	-	-
-	Sports Development	136	136	136	-	-
-	**Sub-Total - School Improvement**	**10,980**	**10,980**	**10,984**	**4**	**4**
	Development and Resources					
-	Youth and Community	1,276	1,276	1,276	-	-
-	Pupil/Student Transport	6,147	5,947	5,947	-	-
-	Student Finance	108	108	108	-	-
-	Service Units	2,040	2,040	2,040	-	-
-	Facilities Services	1,190	1,190	1,374	184	184
-	Management and Administration	1,142	1,126	1,126	-	-
-	**Sub-Total - Development & Resources**	**11,903**	**11,687**	**11,871**	**184**	**184**
230	**TOTAL - LIFELONG LEARNING**	**104,216**	**104,000**	**104,535**	**535**	**305**

LIFELONG LEARNING

Budget Monitoring as at Month 3

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Balances	-	-	-	-	-
-	Employees	100,937	100,917	100,919	2	2
-	Premises	7,651	7,637	7,637	-	-
-	Transport	5,204	5,004	5,004	-	-
-	Supplies and Services	7,955	7,955	7,998	43	43
230	Third Party Payments	7,055	7,055	7,351	296	66
-	Transfer Payments	85	85	85	-	-
-	Support Services	409	409	566	157	157
-	Capital Financing	200	200	200	-	-
-	Income	(25,280)	(25,262)	(25,225)	37	37
230	**TOTAL - LIFELONG LEARNING**	**104,216**	**104,000**	**104,535**	**535**	**305**

ENVIRONMENT

APPENDIX 5

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Highways & Transportation					
-	Maintenance Works					
-	- Structural Maintenance	939	939	939	-	-
-	- Routine Maintenance	2,108	2,108	2,108	-	-
-	- Environmental Maintenance	2,198	2,198	2,198	-	-
-	- Winter Maintenance	488	488	488	-	-
113	- Street Lighting	750	819	935	116	3
-	- Structures	73	73	73	-	-
-	Car Parks	64	64	64	-	-
-	Fleet Services	75	75	100	25	25
-	Highways Strategy	1,047	1,047	1,047	-	-
-	Neighbourhood Services	935	935	935	-	-
-	Transportation	1,052	1,052	1,052	-	-
-	Concessionary Fares	269	269	269	-	-
-	Trunk Road Management Unit	(38)	(38)	(38)	-	-
-	Environmental Maintenance Trading Account	-	-	20	20	20
-	Highways Maintenance Trading Account	-	-	-	-	-
113	**Sub-Total - Highways & Transportation**	**9,960**	**10,029**	**10,190**	**161**	**48**
	Engineering Services					
-	Consultancy	46	46	46	-	-
-	Land Drainage Works	229	229	229	-	-
-	Traffic Services	519	519	499	(20)	(20)
-	Traffic Works	170	170	170	-	-
-	**Sub-Total - Engineering Services**	**964**	**964**	**944**	**(20)**	**(20)**
	Planning					
-	Planning Control	12	12	37	25	25
-	Service Development and Control	243	243	243	-	-
-	Policy and Implementation	518	518	518	-	-
-	Environment and Conservation	293	293	293	-	-
75	Land Charges	(234)	(234)	(159)	75	-
-	Countryside Service	359	359	359	-	-
75	**Sub-Total - Planning**	**1,191**	**1,191**	**1,291**	**100**	**25**
	Public Protection					
-	Pollution Control	317	284	284	-	-
-	Environmental Control	341	341	341	-	-
-	Food Safety	362	362	362	-	-
-	Health & Safety	293	293	293	-	-
-	Trading Standards	646	646	646	-	-
-	Building Control	261	261	261	-	-
-	Building Regulations Charging Account	-	-	-	-	-
-	**Sub-Total - Public Protection**	**2,220**	**2,187**	**2,187**	**-**	**-**
	Management Support & Performance					
-	Finance & Performance	683	683	683	-	-
	Directorate Support	705	705	690	(15)	(15)
	Information Services	148	148	148	-	-
	Electronic Services	154	154	154	-	-
	Geographical Information Services	88	88	73	(15)	(15)
		1,778	**1,778**	**1,748**	**(30)**	**(30)**
	Regeneration					
-	Economic Development	485	485	485	-	-
-	Tourism	132	132	132	-	-
-	European Partnership	-	-	-	-	-
-	Flintshire Business Services	358	358	358	-	-
-	Communities First	-	-	-	-	-
-	**Sub-Total - Regeneration**	**975**	**975**	**975**	**-**	**-**
188	**TOTAL - ENVIRONMENT**	**17,088**	**17,124**	**17,335**	**211**	**23**

ENVIRONMENT

Budget Monitoring as at Month 3

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
-	Employees	17,532	17,575	17,525	(50)	(50)
113	Premises	1,574	1,663	1,779	116	3
-	Transport	5,321	5,314	5,314	-	-
-	Supplies and Services	5,439	5,377	5,402	25	25
-	Third Party Payments	8,577	8,577	8,577	-	-
-	Transfer Payments	6	6	6	-	-
-	Support Services	454	453	453	-	-
-	Capital Financing	-	-	-	-	-
75	Income	(21,814)	(21,841)	(21,721)	120	45
188	**TOTAL - ENVIRONMENT**	**17,089**	**17,124**	**17,335**	**211**	**23**

CHIEF EXECUTIVE   APPENDIX 6

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance			2008/09 Budget Monitoring				Movement
			Original Budget	Revised Budget	Final Outturn	Variance	between Periods
£000			£000	£000	£000	£000	£000
-	Management & Administration		440	440	446	6	6
-	Corporate Communications		332	345	341	(4)	(4)
							-
-	**TOTAL - CHIEF EXECUTIVE**		**772**	**785**	**787**	**2**	**2**

Subjective Analysis

Month 2 Variance			2008/09 Budget Monitoring				Movement
			Original Budget	Revised Budget	Final Outturn	Variance	between Periods
£000			£000	£000	£000	£000	£000
-	Employees		482	482	492	10	10
-	Premises		1	1	-	(1)	(1)
-	Transport		3	3	4	1	1
-	Supplies and Services		201	219	213	(6)	(6)
-	Third Party Payments		-	-	-	-	-
-	Transfer Payments		-	-	-	-	-
-	Support Services		96	104	92	(12)	(12)
-	Capital Financing		-	-	-	-	-
-	Income		(11)	(24)	(14)	10	10
-	**TOTAL - CHIEF EXECUTIVE**		**772**	**785**	**787**	**2**	**2**

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SERVICES WITHIN FORMER CORPORATE STRATEGY   APPENDIX 7

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management					
-	Management	294	295	339	44	44
-	Sub-Total - Management	294	295	339	44	44
	Human Resources & Organisational Development					
-	CRB Checks	74	74	74	-	-
-	Corporate Training & Development	278	278	278	-	-
-	Payroll	333	459	489	30	30
-	Human Resources	819	819	819	-	-
-	Job Evaluation	78	78	78	-	-
-	Temporary HR Projects	54	270	270	-	-
-	Sub-Total - HR & Org Development	1,636	1,978	2,008	30	30
	Occupational Health & Safety					
-	Occupational Health & Safety	679	679	679	-	-
-	Counselling Support	60	60	60	-	-
-	Sub-Total - Occupational Health & Safety	739	739	739	-	-
	Policy, Performance & Partnerships					
-	Civil Contingencies	136	136	136	-	-
-	Policy Grants	-	-	-	-	-
-	Policy, Performance & Partnerships	1,063	1,076	1,045	(31)	(31)
-	Sub-Total - Policy, Performance & Partnerships	1,199	1,212	1,181	(31)	(31)
	ICT & Customer Services					
-	Information Communication Technology	3,773	3,773	3,772	(1)	(1)
-	Customer Services	695	695	696	1	1
-	Design & Print	-	-	122	122	122
-	Sub-Total - ICT & Customer Services	4,468	4,468	4,590	122	122
-	**TOTAL - CORPORATE STRATEGY**	**8,336**	**8,692**	**8,857**	**165**	**165**

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
-	Employees	7,054	7,303	7,311	8	8
-	Premises	44	44	47	3	3
-	Transport	83	83	81	(2)	(2)
-	Supplies and Services	3,593	3,672	3,616	(56)	(56)
-	Third Party Payments	173	263	263	-	-
-	Transfer Payments	-	-	-	-	-
-	Support Services	208	220	225	5	5
-	Capital Financing	21	21	21	-	-
-	Income	(2,839)	(2,914)	(2,707)	207	207
	TOTAL - CORPORATE STRATEGY	**8,337**	**8,692**	**8,857**	**165**	**165**

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management & Secretariat					
-	Management & Secretariat	495	474	572	98	98
-	Sub-Total - Management & Secretariat	495	474	572	98	98
	Financial Management & Audit					
-	Corporate & Capital Accounting	314	314	314	-	-
-	Financial Planning	195	195	159	(36)	(36)
-	Service Accounting	571	571	559	(12)	(12)
	Internal Audit	578	550	527	(23)	(23)
-	Procurement	154	157	175	18	18
-	Sub-Total - Financial Management & Audit	1,812	1,787	1,734	(53)	(53)
	Funds & Customer Accounts					
-	Pensions & Funds	(8)	(8)	(8)	-	-
-	Insurance & Risk Management	18	18	25	7	7
-	Customer Accounts	1,141	1,156	1,169	13	13
-	Sub-Total - Funds & Customer Accounts	1,151	1,166	1,186	20	20
	Legal Services					
-	Legal Services	825	853	832	(21)	(21)
-	Sub-Total - Legal Services	825	853	832	(21)	(21)
	Democratic Services					
-	Business Development	79	77	77	-	-
-	Committee, Member & Electoral Services	2,160	2,160	2,129	(31)	(31)
-	Administration	494	499	497	(2)	(2)
-	Scrutiny	189	189	188	(1)	(1)
-	Sub-Total - Democratic Services	2,922	2,925	2,891	(34)	(34)
-	**TOTAL - FLADS**	**7,205**	**7,205**	**7,215**	**10**	**10**

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
-	Employees	7,401	7,555	7,408	(147)	(147)
-	Premises	23	24	15	(9)	(9)
-	Transport	100	100	79	(21)	(21)
-	Supplies and Services	2,029	2,054	2,173	119	119
-	Third Party Payments	-	-	-	-	-
-	Transfer Payments	32,961	32,961	32,961	-	-
-	Support Services	196	196	199	3	3
-	Capital Financing	-	-	-	-	-
-	Income	(35,505)	(35,685)	(35,620)	65	65
-	**TOTAL - FLADS**	**7,205**	**7,205**	**7,215**	**10**	**10**

CLWYD THEATR CYMRU   **APPENDIX 9**

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Clwyd Theatr Cymru					
-	General Administration	(164)	(164)	(164)	-	-
-	Production Overheads	828	828	828	-	-
-	Clwyd Theatr Cymru Productions	497	497	497	-	-
-	Other Art Forms	(16)	(16)	(16)	-	-
-	Other Earned Income	(144)	(144)	(144)	-	-
-	**TOTAL - CLWYD THEATR CYMRU**	**1,001**	**1,001**	**1,001**	**-**	**-**

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
-	Employees	2,966	2,966	2,966	-	-
-	Premises	268	268	268	-	-
-	Transport	31	31	31	-	-
-	Supplies and Services	1,636	1,636	1,636	-	-
-	Third Party Payments	-	-	-	-	-
-	Transfer Payments	-	-	-	-	-
-	Support Services	-	-	-	-	-
-	Capital Financing	-	-	-	-	-
-	Income	(3,900)	(3,900)	(3,900)	-	-
-	**TOTAL - CLWYD THEATR CYMRU**	**1,001**	**1,001**	**1,001**	**-**	**-**

CENTRAL & CORPORATE FINANCE   APPENDIX 10

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Central & Corporate Finance					
-	Coroners	210	210	180	(30)	(30)
-	Central Services - Other	3	3	3	-	-
-	Central Loans & Investment Account	12,323	12,323	11,252	(1,071)	(1,071)
-	Financing & Funding (insurance, banking etc.)	3,611	3,611	3,611	-	-
-	Development Grants	292	279	279	-	-
-	Corporate Discretionary Rate Relief	95	95	95	-	-
-	Corporate Other	7,109	7,281	7,235	(46)	(46)
-	**Sub-Total - Central & Corporate Finance**	**23,643**	**23,802**	**22,655**	**(1,147)**	**(1,147)**
	Levying Bodies					
-	North West/Wales Sea Fisheries Committee	27	27	27	-	-
-	Fire Service	6,739	6,739	6,739	-	-
-	**Sub-Total - Levying Bodies**	**6,766**	**6,766**	**6,766**	**-**	**-**
	Other					
-	Central Service Recharges	(1,618)	(1,618)	(1,505)	113	113
-	Contribution to / (from) Balances	(2,876)	(3,233)	(3,233)	-	-
-	**Sub-Total - Other**	**(4,494)**	**(4,851)**	**(4,738)**	**113**	**113**
-	**TOTAL - CENTRAL & CORPORATE FINANCE**	**25,915**	**25,717**	**24,683**	**(1,034)**	**(1,034)**

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
-	Employees	7,529	7,606	7,606	-	-
-	Premises	49	1,118	1,118	-	-
-	Transport	-	490	490	-	-
-	Supplies and Services	3,410	1,880	1,834	(46)	(46)
-	Third Party Payments	7,771	7,824	7,794	(30)	(30)
-	Transfer Payments	-	-	-	-	-
-	Support Services	(1,618)	(1,618)	(1,505)	113	113
-	Capital Financing	15,518	15,518	15,518	-	-
-	Income	(6,744)	(7,101)	(8,172)	(1,071)	(1,071)
-	**TOTAL - CENTRAL & CORPORATE FINANCE**	**25,915**	**25,717**	**24,683**	**(1,034)**	**(1,034)**

HOUSING REVENUE ACCOUNT

<div align="right"><u>APPENDIX 11</u></div>

Budget Monitoring as at Month 3

Objective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Income					
101	Rents (Council Houses & Garages)	(22,074)	(22,074)	(22,036)	38	(63)
45	Capitalised Salaries	(443)	(443)	(395)	48	3
-	Interest	(4)	(4)	(4)	-	-
146	**Sub-Total - Income**	**(22,521)**	**(22,521)**	**(22,435)**	**86**	**(60)**
	Expenditure					
-	Building Maintenance Trading Account	300	300	254	(46)	(46)
(34)	Housing Subsidy (Deficit)	6,688	6,688	6,653	(35)	(1)
(167)	Estate Management	1,017	1,017	851	(166)	1
5	Home Ownership (Right to Buy)	(4)	(4)	15	19	14
10	Allocations and Welfare	347	347	351	4	(6)
(4)	Repair and Maintenance	8,059	8,059	8,129	70	74
	Capital Financing	2,411	2,411	2,439	28	28
(93)	Finance and Support	2,125	2,125	2,038	(87)	6
-	Capital Expenditure from Revenue Account (CERA)	1,340	1,340	1,340	-	-
-	Supporting People Transitional Costs	330	330	330	-	-
(283)	**Sub-Total - Levying Bodies**	**22,613**	**22,613**	**22,400**	**(213)**	**70**
	Net Expenditure before use of/to balances	92	92	(35)	(127)	10
(137)	Contribution to / (from) Balances	92	92	(35)	(127)	10
-	Net Expenditure after use of/to balances	-			-	-
	Balances					
(1,342)	Opening Balance	(1,078)	(1,342)	(1,342)		
(137)	Contribution to / (from) Balances	92	92	(35)	(127)	10
(137)	**TOTAL - HOUSING REVENUE ACCOUNT**	**(986)**	**(1,250)**	**(1,377)**	**(127)**	**10**

Subjective Analysis

Month 2 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
(156)	Employees	6,687	6,687	6,410	(277)	(121)
120	Premises	7,595	7,595	7,688	93	(27)
(5)	Transport	788	788	771	(17)	(12)
72	Supplies and Services	3,888	3,888	3,906	18	(54)
-	Third Party Payments	-	-	-	-	-
5	Transfer Payments	229	229	236	7	2
(176)	Support Services	1,449	1,449	1,175	(274)	(98)
-	Capital Financing	3,811	3,811	3,837	26	26
3	Income	(24,355)	(24,355)	(24,058)	297	294
(137)	**TOTAL - HOUSING REVENUE ACCOUNT**	**92**	**92**	**(35)**	**(127)**	**10**

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 11

REPORT TO: EXECUTIVE

DATE :   16 SEPTEMBER 2008

REPORT BY: ACTING DIRECTOR OF ENVIRONMENT & REGENERATION

SUBJECT :   PROPOSED CYCLE LINK - ZONES 3 & 4, DEESIDE
INDUSTRIAL PARK

1.00   PURPOSE OF REPORT

1.01   To inform members of the proposed cycle path linking Zones 3 and 4 on the Deeside Industrial Park and for Members to agree to the proposals.

2.00   BACKGROUND

2.01   This proposed section of the route is to provide combined footway / cycleway between Zones 3 and 4 of the Deeside Industrial Park.

2.02   The original proposal was to design and construct a bridge which would take the link over the Wrexham - Bidston railway line. However in order to install this structure, land was required from a private land owner on Deeside Industrial Park. Unfortunately land discussions and agreements have been unsuccessful and all negotiations for this proposal have been exhausted.

2.03   In order to continue with the scheme, an alternative alignment of the route has been proposed. The proposal is to take the route under the Wrexham - Bidston railway line utilising land owned by Flintshire County Council at Zone 3 to 4 and Network Rail land through the existing A548 underpass. At this point the route is to run parallel with the railway line taking all necessary safety precautions / measures into consideration. The route will then tie into a track owned by Flintshire County Council, then the existing infrastructure would be utilised to take the proposed route through the railway underpass.

2.04   Sustrans Wales have agreed the route in principal.

2.05   Network Rail have been approached by Sustrans and in order for the land ownership issues to progress, the support and approval of Flintshire County Council is required.

3.00   CONSIDERATIONS

3.01   A feasibility study has not been undertaken for the scheme, however there are no significant land ownership issues related to the section as a majority of the proposed link is in Flintshire County Council's ownership.

Date: 08/09/2008

3.02   To progress the link over to the Wirral, consultation with the Ministry of Defence needs to be undertaken. At this stage this will have no negative implications on providing the link between Zones 3 and 4. Consultation with this landowner could be progressed at a later date when Cheshire County Council are in a more certain financial position to continue the link over Burton Marsh.

3.03   The link between Zone 3 and 4 will provide a safe route for commuters who currently use the A548 over bridge to get to their employment areas.

3.04   Numerous requests from cycling commuters are being received asking for a link between Zones 3 and 4.

3.05   Local businesses are very supportive of the proposals and have offered their assistance in promoting to the use of the link to the employees once this section is implemented.

3.06   Plans have been produced indicating the line of the preferred route.

3.07   The route would link into the existing cycle network at Deeside Industrial Park along with transportation hubs in this area. National Cycle Network 5 and Cycle Network Route 89 would be easily accessed from this link for both commuting and leisure.

3.08   It is suggested that the next stage in the development of the proposal is to request Sustrans and Network Rail's official support / approval of the scheme and obtain permission to undertake the link on Network Rail's land.

3.09   The route in Zone 3 is to utilise the existing highway infrastructure and tie into the existing cycle facilities. The proposal is to provide an off road shared facility by converting the existing grassed verge area which will continue into Zone 4 via the proposal indicated within this report.

4.00   RECOMMENDATIONS

4.01   That members approve the proposals as outlined above in order to progress the scheme.

5.00   FINANCIAL IMPLICATIONS

5.01   The construction of the path will be approximately £200K but funding from the Welsh Assembly Government has been received in the successful transport grant bid for the 2008 / 2009 financial year.

6.00   ANTI POVERTY IMPACT

6.01   The construction of the path would provide an invaluable link for employment and leisure use within the area and would assist those on lower incomes who are unable to afford to run a private car.

Date: 08/09/2008

7.00 ENVIRONMENTAL IMPACT

7.01 Providing safe access to facilities by cycle or on foot would provide an alternative to the private car and has the potential to reduce harmful emissions thus providing a more environmentally friendly form of transport to tie in with various sustainable initiatives supported by Flintshire County Council

8.00 EQUALITIES IMPACT

8.01 This link would be available to all sections of the community.

9.00 PERSONNEL IMPLICATIONS

9.01 None

10.00 CONSULTATION REQUIRED

10.01 Official consultation with Network Rail is required.

10.02 Consultation with the Ministry of Defence is required to continue the link over to Burton Marsh in order to allow the link to pass through the entrance of the Shooting Range.

10.03 However at this stage consultation with the MOD is not essential to proceed with the Deeside Industrial Park Zone 3 and 4 link. This can be undertaken at a later date if necessary when the Burton Marsh link can be progressed with Cheshire County Council

11.00 CONSULTATION UNDERTAKEN

11.01 Consultation with Sustrans has already taken place and the project is supported by them, however no written support has been given. Verbal approval was supplied by D. Glyn Evans, Sustrans Area Manager North and Mid Wales.

11.02 Sustrans have made representations to Network Rail who require official approval / support from Flintshire County Council in order to progress the matter further.

12.00 APPENDICES

12.01 Zones 3 to 4 DIP Rev B

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Date: 08/09/2008

Contact Officer: Charles Hughes
Telephone: 01352 704701
E-Mail: charles_hughes@flintshire.gov.uk
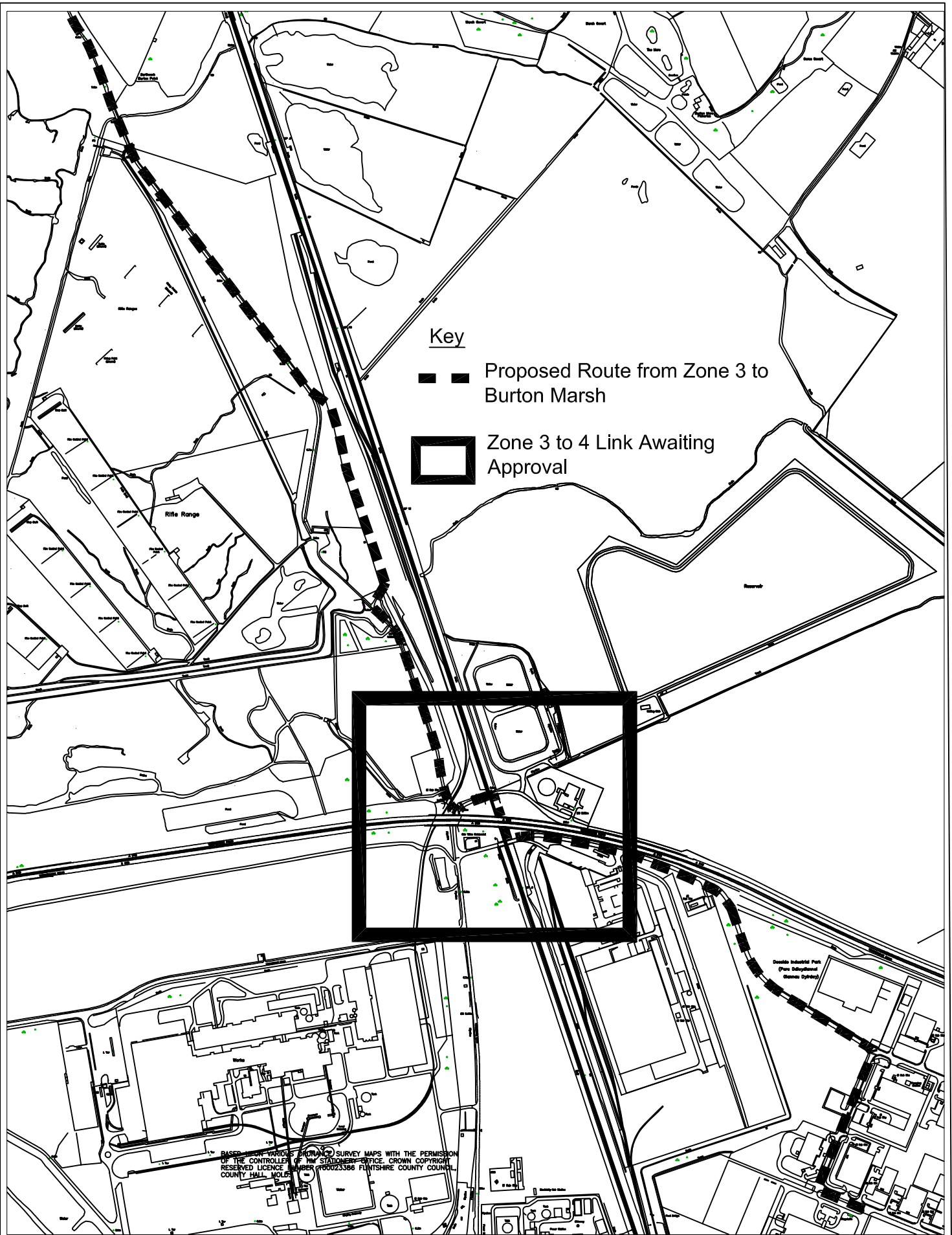
Key

Proposed Route from Zone 3 to
Burton Marsh

Zone 3 to 4 Link Awaiting
Approval

CHRISTOPHER T. KAY
B.Sc.C.Eng.,M.I.C.E.,F.I.H.T.
Cyfarwyddwr Priffyrdd, Cludiant a Pheirianneg   Neuadd y Yr Wyddgrug. CH7 6NF.
Director of Highways, Transportation & Engineering.   County Hall, Mold, CH7 6NF.

Sir y Fflint
Flintshire
COUNTY COUNCIL

TRAFFIC

JOB NUMBER:	SCALES:	AMENDMENTS:	DATE	Proposed Link Between
	1:10000			Zones 3 and 4
DACDIV GROUP:				Deeside Industrial Park
TRAFFIC				EXECUTIVE REPORT
DRAWN BY:	NAT. GRID REF:			
EL	GRIDREF	B Line Type Alteration	22/08/08	
CHECKED BY:	STATUS: 189		LAST EDIT DATE:	Zone3&4DIP A4 B
WGP	CONSULTATION		22/08/2008	

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 12

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **ACTING DIRECTOR OF ENVIRONMENT & REGENERATION**

SUBJECT :   **TOWN CENTRE HEALTHCHECKS STUDY AND TOWN
ACTION PLANS**

1.00   PURPOSE OF REPORT

1.01   To inform members of the findings of the Flintshire Town Centre Healthchecks Study and to consider the next steps with regards to town centre regeneration as a key component of a regeneration strategy for Flintshire.

2.00   BACKGROUND

2.01   The decline of Flintshire's town centres has been recognised and identified in the Council's Strategic Assessment of Risks and Challenges, and their revitalisation is a priority for the Council *(Community Leadership, Strategic Partnerships, Number 10, County Town Network Regeneration & Protection).*

2.02   In October 2007 the Executive approved the undertaking of a Town Centre Healthchecks Study in Flintshire's main commercial centres (Buckley, Connah's Quay, Flint, Holywell, Mold, Queensferry and Shotton).

2.03   The purpose of the study was to provide a point in time assessment of the current vitality and viability of the town centres. This would include a comparable set of data for each centre, as benchmarks against which the impact of future regeneration initiatives could be measured and assessed. Previous studies have been undertaken at varying points in time in most of the centres, but no study has covered all the centres at the same time and using a comparable set of indicators. As no strategies currently exist specifically for the town centres, the study would also help to focus future activity in the towns.

2.04   The total cost of the study was £66,947 and was met jointly by the Department for the Economy and Transport of the Welsh Assembly Government and Flintshire County Council.

2.05   The study was completed in August 2008 and has looked at a series of indicators to measure the performance of our towns including vacant street level property, diversity of uses, pedestrian flows, retail property offer (size of retail units), assessment of operator demand and a physical appraisal audit

of the quality of the built environment. It also provides key findings and recommendations for potential intervention measures in each town. The Executive Summary of the Study, which presents the key findings and recommendations, is attached as Appendix 1.

2.06 Key conclusions are;

- that all the towns need some level of intervention if they are to maintain or improve their vitality and viability, but mostly this is 'minor or moderate intervention' in scale (minor - centres which are considered to be healthy or where there is no/limited evidence of decline; moderate - centres with some evidence of decline, but which are deemed to be sustainable);

- that in the short-term, vitality and viability will be best protected through marketing and business liaison-based measures; and

- that a strong stance should be taken in regard to further out of centre retail and leisure developments, in order to protect the traditional centres.

3.00 CONSIDERATIONS

3.01 Town Centre Healthchecks are well regarded as a comprehensive and robust tool for measuring vitality and viability. As referred to in 2.03, this study has also provided a comparable set of indicators for each centre which can be used as benchmarks for future initiatives.

3.02 Consultation and feedback has been received from across the authority in regard to the final report of the study, and an event has also been arranged for the afternoon of Friday 17th October 2008, at Clwyd Theatre Cymru, to provide feedback to all internal and external stakeholders, including those who were involved in the study consultation workshops held in March this year.   The consultants will present their main findings and the Council (subject to agreement to this report) will present the proposals for what happens next.

3.03 The study has highlighted an urgent requirement to address the needs of our town centres. It is recommended that the authority considers the preparation of Town Action Plans. Town Action Plans are a well established and well regarded approach and structure for town centre regeneration. They provide a joint focus and shared vision for the development of activities in a town, from a wide range of stakeholders. Many areas, including those of similar general characteristics to Flintshire in terms of containing a series of smaller towns, have successfully managed their town centres and undertaken appropriate regeneration initiatives via town action plans. In England, many of these action plans were initiated as part of the successful Market Towns Initiative. The key lesson learned from good practice was to undertake a comprehensive healthcheck study at the start of the process.

3.04 Town Action Plans will help focus current activity and provide a framework for future development and activity, enabling existing and proposed activity to work together better for the regeneration benefit of the town as a whole. The

plans will need to look at the wider town, rather than just the centre, to ensure the full range of issues that affect the town is encompassed.

3.05   The Town Action Plans will consider social, economic and environmental elements. They will look at how our town centres are working (greatly informed by the recent Healthchecks Study), identify opportunities and problems and set out a vision for the future, leading to realistic objectives and actions. They will be a key document to assist in attracting and channelling funding from both the public and private sectors.

3.06   A cross-cutting approach will be needed, with input from appropriate Council services, working with other local stakeholders, particularly the Town Councils.

3.07   Town Partnerships will need to be set up to provide a structure for engaging local communities and to be a focal point for activity. Town Partnerships will be a valuable tool to help engage the local community, to instill a sense of ownership and raise the profile of the town. It is not expected that partnerships in all the towns will be structured in the same way.

3.08   It is proposed that one action plan be developed for the whole area of Deeside, under one partnership - covering Connah's Quay, Shotton and Queensferry.

3.09   The development of Town Action Plans will be resource-intensive and it is therefore proposed to undertake the action planning process in a staged manner.

3.10   Whilst public consultation has taken place, as part of the Town Centre Healthchecks Study, a considerable amount of further consultation will be required in this process, on the issues, the vision, and the proposed actions.

3.11   It is also proposed that this report goes to the Environment & Regeneration Overview and Scrutiny Committee meeting on 24th September.

3.12   Progress on preparation of the Action Plans will be reported to the Executive for approval.

4.00   RECOMMENDATIONS

4.01   That Members note the contents of the Town Centre Healthchecks Study and its role as a baseline document to help inform the development of Town Action Plans.

4.02   That Members approve the next steps of the development of Town Action Plans.

5.00   FINANCIAL IMPLICATIONS

Date: 08/09/2008

5.01   There will be process costs involved in the development of the Town Action Plans, mainly related to the costs of consultation. These costs are not yet clear, but they will be met from the Regeneration budget.

5.02   It is not possible to quantify at this stage the cost of subsequent actions put forward in the Town Action Plans. However, within the partnership approach, emphasis will be placed upon those actions which can be realistically achieved and for which funding can be secured. Experience from other parts of the UK shows that following this process will in itself, be a key to attracting outside investment.

6.00   ANTI POVERTY IMPACT

6.01   Town centres play a key role in providing accessible goods and services for those most vulnerable. Town centres are also a key source of local employment. Town Action Plans will build upon the evidence from the Town Centre Healthchecks Study to provide a focus for future support and activity of these service centres.

7.00   ENVIRONMENTAL IMPACT

7.01   The Town Action Plans will seek to cover economic, social and environmental concerns. Transport and accessibility will also be key elements within the plans.

8.00   EQUALITIES IMPACT

8.01   The action plans will seek to help local service centres to remain viable. These centres provide vital locally based services, especially to those without access to private transport.

9.00   PERSONNEL IMPLICATIONS

9.01   Existing Regeneration Division officers will lead the development of the Town Action Plans. Support and involvement will also be required from officers across the Council, as referred to at 3.06.

10.00   CONSULTATION REQUIRED

10.01   As outlined above in 3.10, considerable consultation will be required and the establishment of multi-agency town partnerships will be key to the process.

11.00   CONSULTATION UNDERTAKEN

11.01   A considerable amount of consultation has already been undertaken as part of the Town Centre Healthchecks Study, including a pedestrian survey, household telephone survey, postal business survey and stakeholder workshops. Consultation has also been undertaken with a range of Flintshire County Council officers.

Date: 08/09/2008

12.00 <u>APPENDICES</u>

12.01   Executive Summary from the Town Centre Healthchecks Study

<u>LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</u>
<u>BACKGROUND DOCUMENTS</u>

None

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Flintshire County Council
TOWN CENTRE HEALTHCHECKS STUDY
Executive Summary of Study Findings

August 2008

ROGER TYM & PARTNERS

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Introduction

1   In October 2007, Flintshire County Council commissioned Roger Tym & Partners to undertake the *Flintshire Town Centre Healthchecks Study*. The purpose of the study is to provide the Council with comprehensive data on the current performance of the County's main town and district centres in relation to a wide range of indicators. The seven study centres are:

- Buckley Town Centre;
- Connah's Quay District Centre;
- Flint Town Centre;
- Holywell Town Centre;
- Mold Town Centre;
- Queensferry District Centre; and
- Shotton Town Centre.

2   Through the study we have also identified the scale of additional retail floorspace needed in the County in forthcoming years in order for its centres to remain competitive, and we have assessed the scope for additional commercial leisure and other 'town centre' uses. The outputs from the study will therefore provide a baseline for future monitoring, and can be used by the County Council and its partners to help ensure each centre's long-term vitality and viability.

3   A mix of quantitative and qualitative research was undertaken in the early stages of the study to enable a substantial body of original data on retail and town centre uses to be assembled. This research included a telephone survey of households - which provided a detailed picture of existing shopping and leisure patterns to be built up - as well as a range of local consultations and analysis of the study centres in relation to key performance indicators.

4   In this Executive Summary, we pull together the principal findings from the various lines of research and analysis that informed the study. We also summarise our assessment of potential measures that could help to protect the vitality and viability of the centres, by placing each centre within one of three intervention models - as listed below - and then identifying 'actions' consistent with the identified model:

a) '**Minor intervention**' - centres which are considered to be healthy, or where there is no/limited evidence of decline;

b) '**Moderate intervention**' - centres with some evidence of decline, but which are deemed to be sustainable; and

c) '**Major intervention**' - centres which are no longer commercially sustainable, or which are significantly under-performing where there is a need for comprehensive redevelopment/regeneration.

Key Messages from the Ministerial Interim Planning Policy Statement 02/05 ('the MIPPS')

5   In our assessment, the key changes in national policy emphasis arising as a result of the MIPPS are: (i) a requirement for a much more proactive, plan-led approach to planning for town centres through local planning; and (ii) a much greater involvement on the part of the public sector in the management and implementation of changes in town centres. Thus, LPAs are required to:

- select appropriate existing centres to accommodate growth, making the best use of existing land and buildings, but extending the centres where appropriate;

- manage the role of existing centres through the promotion of specialist activities, or specific types of uses; and

- manage the decline in relative importance of existing centres, as other centres expand.

Socio-Demographic Profile

6   The headline findings from our analysis of key socio-demographic data are as follows:

- Collectively across the Flintshire's study area, the proportion of residents classified as 'employees' is significantly higher than the average for Wales. The proportion of residents across all eight study area zones[1] classified as self-employed is slightly below the average for Wales, although there is significant zonal variance.

- The study area as whole also has a relatively low unemployment rate. This is consistent with the fact that across all study area zones, just 5.3 per cent of residents are classified within social grade E (on state benefit, unemployed, unskilled), which is significantly lower than the average for Wales of 7.2 per cent.

- The proportion of study area residents falling within the ABC1 social grade classifications is consistent with the average for Wales.

- Similarly, the proportion of residents classified as social grade C1 (supervisory, clerical, junior managerial/administrative/professional) across the Flintshire study area as a whole is in line with the average for Wales.

- The proportion of the study area workforce that works in the manufacturing sector is significantly higher than the average for Wales.

- Conversely, the proportion of the study area's residents working in the health and social sector is below the average for Wales.

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[1] Further information on the 'study area zones' is provided later in our Executive Summary under the heading 'Current Patterns of Retail and Leisure Spending'.

- Overall, the socio-demographic data indicated that there are pockets of deprivation in each of the towns within the study area.

Performance Analysis and Key Qualitative Needs

7   Our analysis of the performance of the seven study centres and identification of qualitative needs involved a combination of: desk research; benchmarking 'performance' against various comparator centres; consultations with a wide range of stakeholders; a postal survey questionnaire sent to 35 retail and leisure operators that are not currently represented in the County; our own visits to each centre; and various physical audits of each centre.

8   Following our performance analysis, we identified through our Stage 2 Report a range of projects, actions and initiatives for each of the study centres. Some of the actions are intended to address a specific problem/issue – or maintain/build upon a positive attribute or specific opportunity – as identified through our Stage 1 research. Other actions are intended to help meet the quantitative and qualitative needs in the retail and leisure sectors which we identified in Stage 2.

9   However, it is important to emphasise that the recommendations in Sections 6 to 12 of our Stage 2 Report (which are summarised below) do not represent final action plans for the centres, and that these will be developed further through consultation with stakeholders. The County Council intends to use the key findings from this study – including the centre-specific recommendations to help inform the development of town action plans.

Buckley Town Centre

10   Our overall assessment is that Buckley is a relatively small but reasonably stable town centre, which performs a localised comparison retail and day-to-day services function. Despite potential residential growth in and around the town, any significant expansion of Buckley's role is not realistically achievable given the close proximity of higher-order centres.

11   Nevertheless, there is a need for intervention to ensure that Buckley maintains its current role, and does not decline as a result of strengthening local competition (particularly from an extended Broughton Retail Park). We consider that there is scope to improve the convenience offer in Buckley, which is currently insufficient to meet the needs of the local catchment. We therefore conclude that the appropriate model for Buckley town centre is '**moderate intervention**'. Accordingly, we recommend that the Council and its partners should seriously consider the potential for delivering a supermarket in Buckley to address this particular local deficiency.

Connah's Quay District Centre

12   Attracting a significant number of new retail and leisure operators to Connah's Quay district centre is not a realistic proposition, even on the back of the planned medical centre. This is because the redevelopment

of the existing local centre at Ffordd Llanarth – which is currently being marketed as 'Deeside District Centre' – includes a new Morrisons superstore, as well as around ten other retail units which have unrestricted Class A1 planning permission and a national pub chain. Ffordd Llanarth is only 1 mile from Connah's Quay district centre.

13   Nevertheless, we consider that Connah's Quay district centre is in serious decline and no longer sustainable in its current form. A number of businesses are considering relocating away from Connah's Quay, or closing down altogether, with the poor quality of existing property and a shortage of space being cited as serious constraints to business expansion.

14   Accordingly, we conclude that the appropriate model for Connah's Quay is '**major intervention**' and that the centre needs to be contracted in order to focus the modest number of retail and service uses within a more appropriately sized core area. Our main recommendation is that the existing, low-grade parade of units on the western side of the centre – close to the planned new medical centre - should be cleared and replaced with new-build premises. Existing businesses from other parts of the centre would relocate to the consolidated core area, and vacated premises would then be redeveloped or converted for residential or other appropriate uses. There may be potential for the development scheme to be anchored by a foodstore of around 10,000 sq.ft net sales area.

Flint Town Centre

15   We consider Flint to be a relatively healthy town centre, which has benefited from recent investment in the form of some TIG funding and two new supermarkets (namely Sainsbury's and Aldi). However, there remains room for improvement in a number of important areas, in particular the aesthetic appearance of the prominent Council-owned tower blocks and maisonettes, and the poor quality eastern gateway to the centre. There is thus a need for some intervention in Flint that will promote the town centre's existing assets, and address key deficiencies.

16   In our assessment the appropriate model for Flint town centre is therefore '**minor intervention**'. However, it is important to note that should the County Council decide, at a later stage, to pursue the wholesale redevelopment of the tower blocks and/or maisonettes, then it is likely that major investment will be necessary. In summary, we recommend that improvements to the Council's residential property – in addition to enhancements to the eastern gateway and the provision of improved car parking – should be the top priority actions in Flint.

Holywell Town Centre

17   We consider that although Holywell is a relatively stable town centre – and has benefited from recent investment, in the form of THI funding and two new supermarkets (Tesco and Lidl) – there are also indications of decline. There is thus a need for intervention in Holywell, both to develop and enhance the town centre's existing assets, and to stave off further decline.

18   Our conclusion is that the appropriate model for Holywell town centre is 'moderate intervention'. Enhanced pedestrian linkages between the new Tesco store and the Core Retail Area, and the provision of replacement town centre car parking, are our key recommendations for Holywell.

Mold Town Centre

19   We consider that Mold is quite a healthy town centre, but that there is a need for intervention to stave off potential decline. This is all the more important given the strengthening competition from larger centres outside of, but close to, the County boundary, as well as the planned expansion of Broughton Retail Park. We therefore conclude that the appropriate model for Mold town centre is 'moderate intervention'.

20   Accordingly, we recommend that the Council and its partners should seriously consider the potential for delivering a centrally located development scheme to attract new, high-quality retail and leisure outlets of the type that are currently missing from Mold's offer. In our assessment, Mold is the only one of the seven study centres where there would be sufficient developer and operator interest to make a significant retail-led development scheme viable. The Mold area also has a good socio-economic profile and the highest levels of per capita expenditure are available to residents of study zones 2, 4 and 5, which are close to Mold.

Queensferry District Centre

21   Queensferry's retail core has declined in recent years but has now stabilised, while the large Asda store continues to prosper. The opportunity for significant intervention in Queensferry is limited because of the size of the centre, and it is anticipated that the bulk of any new private sector investment that will be made in the Deeside centres will be focussed on Shotton and Connah's Quay. Accordingly, we conclude that the appropriate model for Queensferry district centre is 'minor intervention', and we identified only two potential specific actions for the centre.

22   There is scope for further cosmetic improvements to the buildings and signage, particularly at each end of the old district centre, which would complement recent environmental improvements to Station Road. This is a relatively low-cost intervention but would help to draw the passing trade into the centre and increase footfall in Station Road. A potential, longer-term intervention is the reopening of Queensferry Station, which would also help to increase footfall in Station Road. This latter, more ambitious action would need to be included in the Regional Transport Plan now if it were to be considered over the next 20 years.

Shotton Town Centre

23   Our overall assessment is that Shotton performs a localised retail and day-to-day services function. We have identified no demand from retail/leisure operators for representation in Shotton, apart from JD Wetherspoon, which we understand has acquired the vacant hotel next to the railway station. Furthermore, there are no obvious development sites

within the town centre. We therefore conclude that the appropriate model for Shotton town centre is '**minor intervention**'. Most of the actions that we identified for Shotton are accordingly relatively small-scale, and many can be implemented in the short- to medium-term (such as cosmetic enhancements and a general environmental upgrade).

24   It is important to emphasise that whilst a key issue in Shotton (as in Connah's Quay) is the level of traffic congestion in the town centre, this will be very difficult to remedy given the densely built-up nature of the centre and lack of scope to further widen the roads. Nevertheless, we include consideration of road congestion issues as an action for both centres in recognition of the severity of the problem.

Potential Measures for Protecting Centres' Vitality and Viability

25   As well as the centre-specific interventions that we put forward in Sections 6 to 12 of our Stage 2 report, there is a range of 'general' measures that the County Council could consider which might have the potential to protect or enhance the vitality and viability of the County's various centres. We have researched initiatives being considered or undertaken across a range of local authorities around the UK, which aim to promote the retail 'distinctiveness' of town and district centres, particularly through the fostering of independent, local shops, which is a key asset in many of the County's centres. The findings of our research are detailed in full in Appendix 3 to the Stage 2 report, but the key issues and potential initiatives are summarised below. Some of the potential initiatives are likely to require primary legislation, whilst others are more readily applicable at the local level:

  ▪ **'Unique shopping'** – Birmingham City Centre Partnership, in conjunction with promotional organisation Marketing Birmingham, has signed up 59 independent retailers to be part of a free promotional campaign under the 'Unique Shopping' banner. The campaign is designed to ensure that Birmingham's independent retailers do not get 'swamped' by the major retail developments which have taken place in the city centre, such as the Bullring.

  ▪ **Loyalty cards -** The market town of Haslemere has created a successful 'loyalty card' scheme which enables small independent retailers to work together. The 'Haslemere Rewards' Loyalty Card scheme presently has support from over 30 businesses, and roughly 4,500 cards are in circulation, with businesses in the town centre giving collectable points or discounts on production of the card. The card has been cited as a driver behind increased footfall in many businesses in the town centre.

  ▪ **Retailer forum** – a network of independent retailers and restaurateurs in Shrewsbury town centre have developed Retailers United, a forum for networking and marketing their businesses, the development of training schemes, and liaison with local councils. The organisation has recently launched an online portal for the town's independent retailers called 'All the Little Shops'.

- **Business training** – East Cambridgeshire and Huntingdonshire District Councils have funded, in conjunction with the East of England Development Agency, an annual programme of free business training to retailers in Cambridgeshire, covering sales, marketing, visual merchandising, customer care, and retail security, in order to help independent businesses flourish in an increasingly competitive local market.

- **Town centre 'champions'** – A study for the Royal borough of Kensington and Chelsea highlighted the need for the appointment of a 'champion' for shopping centres, to network with local businesses and keep them informed about key developments taking place within the town centre. A town centre manager (or equivalent) would be most effective at performing such a role. Four of the Flintshire study centres already have a Town Centre Manager; at the least we consider that these posts should continue to be funded.

- **Assessment of distinctiveness** – Regional Development Agency One North East commissioned a series of 'Market Town Retail Distinctiveness' reports, for centres including the market town of Guisborough near Middlesbrough. The study found that the clustering of local independent shops served to build a good reputation for specialist independent shopping, but many local shops did not promote the local or specialist products they sold to a great extent.

- **'Affordable retail'** – Both Birmingham City Council and the Royal Borough of Kensington and Chelsea are considering the use of planning gain deals with developers to subsidise space for independent retailers. The 'affordable retail' scheme would be operated through the Section 106 mechanism.

26   In summary, it is clear that whilst some initiatives, such as planning gain deals, would be of potential interest to centres such as Mold, these schemes are still at the early stages of policy consideration and hence should only be considered as tentative initiatives at present. Furthermore, many of the measures that are referred to above are qualitative in nature and are therefore difficult for us to assess in terms of hard, measurable outputs.

27   As such, we consider that protection of the vitality and viability of Flintshire's town and district centres in the short-term will be best served through marketing and business liaison-based measures, which the Town Councils will be well-placed to implement. Mold 2000, Holywell Chamber of Commerce and similar organisations in the County will also have a key role to play in identifying deficiencies in their respective areas and means of addressing them.

28   Protecting the vitality and viability of the County's centres will also require regular monitoring, which the bodies referred to above could assist with. Our thoughts on monitoring are provided in the final section of our Stage 2 report, and are summarised at the end of this Executive Summary.

Current Patterns of Retail and Leisure Visits

29   Early in the study, we defined the overall catchment area (OCA) of Flintshire's centres, based on the findings from an on-street survey of 504 visitors to the seven study centres undertaken by the market research firm NEMS during January 2008. We then divided the OCA into eight homogenous 'zones' for the purposes of assessing current convenience and comparison retail spending patterns.

30   The study area and the eight constituent survey zones are shown in Figure 1 below, together with seven 'buffer areas' which we defined in order to analyse in greater depth the direction of expenditure leakage from the study area zones. The majority of survey zones are located entirely within Flintshire County, although zones 4 and 5 also cover parts of Denbighshire.

Figure 1 Expenditure Zones (Flintshire Study Area)

31   A comprehensive telephone survey of 1,014 households resident in the eight study area zones was undertaken in February and March 2008, by NEMS. The findings are based on a fully representative sample, with a minimum of 100 responding households from each of the eight survey zones shown in Figure 1, and with all results weighted to reflect the actual distribution of households across the catchment area in the year 2005. The survey of households found that Chester city centre is the prime destination for all of the seven leisure activities featured in the questionnaire, and identified the following in relation to retail spending patterns:

Comparison (Non-Food) Retail Spending Patterns[2]

i) town centres, retail parks and individual stores located within Flintshire's study area retain, collectively, some 34 per cent of the comparison expenditure of residents of the catchment. However, almost one third of comparison expenditure retained within the study area is accounted for by Broughton Retail Park. As such the cumulative retention rate for the seven study centres is considerably less than 34 per cent (and is approximately 23 per cent);

ii) the main outflows (or leakage) of comparison expenditure are to Chester city centre (£129.61m), the Greyhound Retail Park at Sealand Road, Chester (£35.70m), and Wrexham town centre (£28.79m), equating to composite market shares of about 32 per cent, 9 per cent and 7 per cent, respectively;

iii) Chester achieves the highest comparison market share in most of the study area zones (particularly the central core), although Rhyl is the dominant comparison centre for residents located towards the north-west of the study area, and Wrexham is the dominant centre for residents towards the south;

iv) considering the study area centres only, Mold is dominant across most of the County (particularly in the south and west of Flintshire). Flint is the dominant study centre for residents living along the A548 coastal road, whilst Queensferry is dominant towards the north-east of the study area (due to the presence of the Asda Walmart store), and Shotton achieves the highest market share in postcode sector CH5 4;

v) conversely, Buckley, Connah's Quay, Holywell and Shotton have very limited, localised comparison retail catchment areas, which do not extend much beyond the built-up area and immediate environs of the centres; and

vi) residents who named Shotton and Queensferry as their 'nearest' centres in the household survey were least likely to visit these centres on a regular basis (with over 40 per cent of residents who named Queensferry and Shotton as their 'nearest' centre stating that they do not visit these centres regularly).

Convenience (Food) Retail Spending Patterns[3]

i) town centres and individual foodstores located within the study area retain, collectively, some 76 per cent of the convenience expenditure of residents of the catchment, which is a relatively good overall level of retention for this type of retail; and

ii) despite the above finding, two zones have a convenience goods retention rate of less than 50 per cent, these being zone 1 (49 per cent) and zone 5 (29 per cent). The low retention rates achieved in

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[2] 'Comparison' retail refers to spend on all categories of non-food goods, including clothes and shoes, furniture and soft household furnishings, DIY and decorating goods, electrical appliances, and other more specialist items such as jewellery, musical instruments, sports equipment and books.
[3] 'Convenience' retail refers to spend on food and grocery items.

each of these zones reflects the availability of large convenience stores around Rhyl, Prestatyn and Wrexham.

Summary of Quantitative Need – Retail

Comparison Goods

32   The existing comparison goods retail commitments will meet all of the quantitative need likely to arise in the period up to 2015. Nevertheless, our analysis suggests that a modest quantum of comparison goods need is likely to arise from 2015 up to 2020, but only under our more ambitious 'rising retention rate' scenario, whereby the overall retention level increases by 2 percentage points from 34.0 per cent in the year 2008, to 36.0 per cent in 2015, and remains at 36.0 per cent up to 2020. The increase of 2 percentage points in the comparison goods retention rate in the period up to 2020 increases the amount of retained expenditure by £14.4m, compared to the constant market share scenario. Whilst an ambitious target, we consider that increasing the comparison retention rate to a new level of 36 per cent is achievable.

33   The cumulative expenditure growth from 2008 to 2020 is sufficient to support new comparison floorspace in the range **180 sq.m gross/ 126 sq.m net** (under the static retention scenario) **to 5,308 sq.m gross/ 3,716 sq.m net** (under the rising retention scenario). This cumulative need is over and above existing commitments, so that a further medium-sized development is likely to be required in the period up to 2020 (if the rising retention rate scenario is to be achieved).

34   We consider that the comparison retail capacity identified should be used to secure a high quality, comparison goods development in one study centre, rather than distributing the development (and thus the benefits) more thinly across a greater number of centres. We therefore suggest that the majority of the capacity identified should be concentrated in Mold town centre, which as the highest-order town centre in Flintshire has the most potential for further comparison goods development, both in terms of physical capacity (potential development sites) and operator demand.

35   Such a strategy would not rule out small-scale comparison retail development in the remaining six study centres, although we consider that the retail focus for these centres should be the reoccupation of vacant units and diversification of the existing retail offer (by encouraging niche or independent retail opportunities).

Convenience Goods

36   The residual convenience goods need from 2008 up to 2020 is negative, both under a scenario where the overall proportion of convenience goods expenditure retained by centres and stores within the study area is assumed to remain constant at 76.2 per cent between 2008 and 2020, and an alternative scenario where the overall retention rate increases by 3.8 percentage points to 80.0 per cent by 2020. We consider that the second scenario is realistic given the commitment for a large new supermarket in Ffordd Llanarth.

37   The negative residual is a direct result of the scale of retail development already permitted in the study area (particularly the new supermarket at Ffordd Llanarth and the Marks & Spencer store at Broughton Retail Park), coupled with more modest forecast per capita expenditure growth in the convenience sector than in the comparison sector.

38   Nevertheless, there is an urgent requirement to meet the localised deficiency which exists in Buckley. Whilst the household survey also identified a low convenience retention rate in the Holywell Zone, the new Tesco store will increasingly meet the immediate needs of residents of the Holywell area, as the store becomes more established over time. We therefore assessed the effect of a short-term increase in the localised retention rate in Zone 6 (the Buckley zone), from the current level of 27.8 per cent – which is unacceptably low – to a new level of 55 per cent in 2015.

39   The increase in retained convenience goods expenditure in Buckley would be sufficient to support a small supermarket of the sort operated by Somerfield (although Somerfield is already represented in the centre), Aldi, Lidl, Netto or Co-op, together with small stores operated by independent traders. It is noteworthy that, through research undertaken for the study, we identified a requirement from Lidl for a store in Buckley.

40   In summary, despite the negative residual across the catchment area as a whole in the period up to 2015, we consider it important to meet the localised deficiency in Buckley, which will also have the benefit of reducing the slight over-trading of certain edge-of-centre stores elsewhere in the study area.

Summary of Need – Commercial Leisure Sector

41   Expenditure on leisure services in the Flintshire study area is projected to grow by £44.4m in the period up to 2020. How this growth might be expended locally depends very much on what opportunities the market supplies - thus, current spending patterns can only provide a guide to what might happen in the future.

42   On the basis of current spending levels in the catchment area, just over 60 per cent of this spending growth (£27.2m) will go to eating and drinking establishments (restaurants, cafés, take-away outlets and pubs/bars). Capturing a sizeable proportion of this growth in expenditure through the provision of a better and more appealing choice of restaurants, cafés and pubs/bars will be vital to the future health of all of the study centres in Flintshire.

43   The remainder of the growth in expenditure on leisure services will go to a wide range of activities, with no single activity capturing a significant market share. In our assessment, there appears to be no scope for a multiplex cinema or casino development in Flintshire. However, Flintshire may be viewed more favourably by independent cinema operators and neighbourhood bingo clubs, as a potential location for some additional cinema/bingo provision.

44   The approach to the assessment of quantitative need in the leisure sector is less well developed than in the retail sector and so the quantitative 'needs' that we have identified should be treated as an indicative guide. Furthermore, the leisure sector is dynamic, changing and operator-led. Thus, if an investor feels capable of attracting customers by diverting spending from other facilities, the planning system does not seek to prevent additional development, provided such development meets the tests in the MIPPS.

Scope for Other 'Town Centre' Uses

B1 Office Uses

45   The Economic Development Strategy for Flintshire aims to ensure that an appropriate supply of employment land is available in the County, and seeks to provide *'300,000 sq.m of new commercial and industrial workspace'*. The emerging UDP identifies an employment land requirement of 300 ha, and accordingly allocates 298 ha of land in the form of general allocations and *'high quality'* employment sites. The allocation of sufficient employment land to meet the County's requirements is reflected in the emerging Employment Land Review – currently in draft form – which looks likely to conclude that there are adequate unconstrained employment sites to meet current needs, although the availability of suitable sites in the medium to longer term appears less certain.

46   Consultations with local property market agents and our other research confirms that the office market in the Flintshire study centres is small-scale and predominantly localised. There is generally a low level of enquiries for office space in any of the study centres, with those that do seek office/commercial space typically locating on the Deeside Industrial Estate, Greenfield Business Park, or Acorn Business Park.

47   There are very few, if any, suitable sites available within the study centres that are physically capable of accommodating new office floorspace. Furthermore, local agents are not convinced that there is sufficient demand to justify any additional office development in the study centres, and consider that sufficient good-quality office space is already available in various locations outside of the town centres. Indeed, in addition to those locations mentioned above, the proposed strategic development at the Northern Gateway site in Deeside is envisaged to include a range of employment uses, and represents an appropriate location for meeting future office requirements in the area. Therefore, for the reasons set out above, we do not feel it is appropriate to actively seek any additional B1 office floorspace in the study centres, although of course proposals for office space in town centre locations that do come forward should generally be viewed favourably.

Tourism and Cultural Uses

48   We consider that the existing tourism and cultural offer in most of the study centres, and Flintshire as a whole, is generally good. However, our view – which was also broadly confirmed through stakeholder discussions

– is that these assets are not being fully exploited, and that there is potential to further develop the tourism sector in the study centres, in particular Mold, Holywell and Flint. Indeed, the results of the household survey confirm that with the exception of Mold, none of the study centres are frequently visited for tourism/cultural purposes, and our research suggests that there is strong competition from centres outside of Flintshire.

49   We are, however, encouraged by the aims and objectives set out in the Tourism Strategy, and agree with the approach advocated in the strategically themed action plans. Given this, we considered that it was not necessary to identify any further, specific actions of our own, and we fully support the implementation of the Tourism Strategy in its current form.

Monitoring and Review

50   Whilst monitoring is not explicitly mentioned in the MIPPS, it is clear that monitoring is an essential component of the work required to fulfil the Assembly Government's objectives. Such monitoring can enable early signs of change in town centres to be identified and appropriate action to be undertaken. As the MIPPS does not provide specific advice on monitoring, it is helpful to refer to paragraph 4.3 of the corresponding guidance in England (PPS6), which states that the following matters should be kept under regular review:

- the network and hierarchy of centres (at both the regional and local levels);

- the need for further development; and

- the vitality and viability of centres (at the local level).

51   In relation to the first of these matters, paragraph 2.10 of PPS6 states: '…*any significant change in role and function of centres, upward or downward, should come through the development plan process*.' In terms of the need for further comparison and convenience retail development, we have identified floorspace capacities for 2010, 2015 and 2020. We consider that our capacity estimates are robust and, accordingly, we do not anticipate that the Council will have to update the quantitative need exercise in the immediate future.

52   The third matter to be kept under review is given the greatest coverage in Chapter 4 of PPS6. Accordingly – and for the reasons set out above – we focused on vitality and viability indicators in formulating the Monitoring Framework, as summarised below.

The Monitoring Framework

53   Our suggested Monitoring Framework is provided in Section 13 of the Stage 2 Report. The quantitative indicators are likely to be easily obtainable for the County's larger town centres, but some quantitative indicators might not be available for the smaller study centres. Other indicators (such as 'quality and mix of services and other uses') are more subjective/qualitative in nature, and will therefore require a degree of

judgment. Monitoring of the more qualitative indicators is also likely to require on-foot surveys of the centres, attitudinal surveys of pedestrians, discussions with town centre stakeholders, and so on.

54   For most of the indicators, we suggest an annual monitoring frequency. In this way, the indicators can be monitored at the same time, which will be useful since many of the indicators should not be viewed in isolation. It will also be more efficient, from a staff resourcing point of view, for the monitoring of indicators to be undertaken at the same time. We further suggest that the indicators be monitored at the same time of year if possible, to assist with comparability and compatibility of data.

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 13

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **ACTING DIRECTOR OF ENVIRONMENT & REGENERATION**

SUBJECT : **COMMUNITIES NEXT - OUTCOME OF THE CONSULTATION ON THE FUTURE OF THE COMMUNITIES FIRST PROGRAMME**

1.00 PURPOSE OF REPORT

1.01 To update members on the proposed changes and recommendations on the next phase of the Communities First Programme (1st April 2009 to 31st March 2012).

2.00 BACKGROUND

2.01 Communities First is a flagship Welsh Assembly Government (WAG) initiative that aims to tackle poverty and disadvantage in the poorest communities of Wales. There are 5 communities in Flintshire that benefit from the programme; they are the Bryn Gwalia estate in Mold, Holywell Neighbourhoods, Higher Shotton estate , Flint Castle ward and Rural North Flintshire.

2.02 Earlier this year WAG consulted widely on their proposals to strengthen the programme, in order give a much clearer focus on addressing the causes and effects of poverty. Through the next phase of the programme WAG aspire to achieve:

- a new focus on tangible regeneration outcomes and achievement;

- stronger links to the Assembly Government's wider agenda for regeneration and its other priorities such as child poverty;

- increased prioritisation of economic development within a continuing broad approach to regeneration;

- an expectation of, and support for, increased programme-bending and mainstreaming through joint work with service providers;

- maximising the benefit of new European Structural Funds for Communities First areas;

- reconfigured support structures for the programme which include increased opportunities for local partnerships to support each other.

3.00 CONSIDERATIONS

Date: 08/09/2008

3.01 WAG has yet to issue a final report on the findings of their consultation, it is expected in September 2008. Elements of this report have been extracted from an interim report that has highlighted the key messages from the responses that have been analysed to date.

3.02 **Branding**

The consultation highlighted a clear demand for the "Communities First" branding to remain. Respondents believed that the existing name is long established, respected and familiar to all associated with the programme and as a result it is likely to remain "Communities First".

3.03 **The Vision Framework (VF)**

The VF was developed to encourage a holistic approach to tackling poverty and social exclusion. It provides a broad range of potential aspirations that Communities First Partnerships must set out to achieve in their own way.

The VF currently boasts 6 themes, jobs and business, education and training, environment, health and wellbeing, active community and crime and community safety.

The consultation identified that there was broad support for the VF:

a) as a useful tool for supporting partnerships to plan their work
b) for indicating how a vibrant community might look.

There were some concerns that the VF should have fewer than 6 themes and that the suggested new theme of "child poverty" should not be added as it cross cuts over a number of existing themes.

3.04 **The Outcome Fund**

WAG has sought to establish a key fund under the convergence programme that aims to give Communities First Partnerships in Wales access to a potential £25 million over a three year period if they can demonstrate real evidence of programme bending as well as engaging the statutory sector in delivering its services more effectively.

The consultation identified that funding is not the only barrier to programme bending, the relationship between service providers and Communities First Partnerships will also be key to achieving desirable outcomes.

It was suggested that Local Authorities should be involved in designing the fund, especially if they are expected to match-fund projects. There were also concerns about the links to convergence funding in terms of eligibility; displacement of funding and sustainability.

Further guidance on the Outcome Fund is expected in September 2008.

Date: 08/09/2008

3.05 **Balance between regeneration outcomes and community involvement**.
Those consulted expressed a desire to see capacity building remain as an important element of the programme due to the changing nature of people and projects.

It was stressed that regeneration and community involvement should not be seen as separate processes and treated equally.

3.06 **Training, development and support.**
There was concern that the withdrawal of the Communities First Support Network (CFSN) would leave a gap in support for both staff and Partnership Boards at a crucial time. Through the consultation, it was suggested that Partnerships should be able to purchase their own training and support in order to meet their own individual needs.

The key message is that specific training is required for service providers, statutory organisations, elected members and key stakeholders who are or plan to be engaged in the   Communities First process.

3.07 **Critical success factors**
Through consultation it was proposed that WAG consider some of the following factors to help identify "success".

- Beneficiaries moving into economic activity or training.
- Development of training opportunities for the Communities First Partnerships.
- Narrowing the health inequality gap and improving access to health care.
- Evidence of community involvement in developing strategic plans.
- Involvement of elected members.
- Volunteering and volunteer hours committed to the programme.

It was also recognised that it is not only the Communities First Partnership that contributes to the success of the programme, the role of service providers is also crucial in determining its success. The changes set out above are seen as a sensible evolution of the Communities First Programme.

3.08 **Failing Partnerships**
The findings of the consultation suggested that the term "failing partnership" is inappropriate. It was suggested that should WAG consider some of the following factors in order to help identify under performing partnerships.

- Poor practice in project management.
- Financial impropriety.
- Under representation from key organisations.
- Failure of Partnerships and elected members to work together.

- Low levels of resource take up.
- Poor governance structures.

3.09 **Communities of interest**

The Communities Next consultation questioned whether Communities of Interest (those that tackle rural deprivation over a wider geographical area) should continue to have direct funding from the programme. There was broad agreement that these areas should remain to have direct funding and that they should be treated no differently to any other Communities First area.

3.10 **Links to Community Planning and Local Service Boards (LSBs)**
During the consultation it was highlighted that communication and dialogue between both Community Strategy and Communities First Partnership Boards was important.

It was suggested that WAG should be tasked with the role of ensuring that the LSB takes into consideration the needs of Communities First Partnerships and that it may be useful for WAG to place an obligation on LSB's to involve Communities First in the course of their work.

3.11 **Elected members**
It was suggested that membership on the Communities First Partnership was key, as was good communication and keeping members informed on progress. Mixed views were expressed as to whether roles should be limited and number of seats restricted.

It was suggested that Local Authorities / WLGA may have a role in providing training and support to elected members in order to engage them fully in the Communities First process.

3.12 **Over-arching co-ordinators**
A need was recognised for the role to be standardised across Wales as not all areas have Over-arching Co-ordinators. Concern was expressed that the combination of a strategic / line management role created difficulty for most Over-arching Co-ordinators in the delivery of their work.

4.00 RECOMMENDATIONS

4.01 Members are recommended to note the potential changes and recommendations by WAG for the next phase of the Communities First Programme.

5.00 FINANCIAL IMPLICATIONS

5.01 Although WAG grant funding for 2009-2012 will be cut, (amount to be confirmed), the commitment to a further three years funding from WAG is

Date: 08/09/2008

welcomed. The implications of anticipated reductions in grant funding will be considered in more detail during the 2009/10 budget process.

5.02 Funding bids for Flintshire are expected to be agreed by December 2008.

6.00 ANTI POVERTY IMPACT

6.01 The Communities First Programme in Flintshire is aimed specifically at tackling poverty and disadvantage on our poorest communities.

7.00 ENVIRONMENTAL IMPACT

7.01 Through the Community Vision Framework, the programme aims to improve the environment by placing focus on the following areas; good housing standards, accessible transport, community engagement, environmental health and prevention of pollution.

8.00 EQUALITIES IMPACT

8.01 The Communities First Programme seeks to reduce social exclusion by providing equality of opportunity for disadvantaged groups and communities.

9.00 PERSONNEL IMPLICATIONS

9.01 The Welsh Assembly have set new criteria for determining the number of staff each Communities First Partnership will be eligible for from 1st April 2009.

Staffing levels will be determined by population statistics and as a result the programme in Flintshire will lose funding for 3 staff, impacting mostly upon Holywell Neighbourhoods and Rural Flintshire.

10.00 CONSULTATION REQUIRED

10.01 No further consultation is planned.

11.00 CONSULTATION UNDERTAKEN

11.01 Communities First Staff, Partnerships, Local Authorities, Grant Recipient Bodies, Business, Voluntary Councils and Community Groups have all been given the opportunity to comment on the proposed changes to the programme.

12.00 APPENDICES

12.01 None.

Date: 08/09/2008

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 14

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **ASSISTANT DIRECTOR OF ICT AND CUSTOMER SERVICES**

SUBJECT :   **IMPROVING ACCESS TO THE COUNCIL FOR THE CUSTOMER**

1.00   PURPOSE OF REPORT

1.01   To provide an update to members on current and proposed improvements to customer access to the council.

2.00   BACKGROUND

2.01   Our current Council Plan has as a key aim "Customer Focus – putting people first". In addition our 2007/08 Strategic Assessment of Risks and Challenges identified customer access as a Council Delivery risk and Customer Focus as a Corporate Governance risk. If we are to deliver against this aim and effectively mitigate these risks we need as an organisation to adopt Customer service as an ethos. Our goal should be to ensure that our customers consistently receive an excellent standard of service, whichever service area they are dealing with and whichever way they wish to access the council.

2.02   There are a variety of channels the customer can use to access the council. There are the traditional challenges of face to face, telephone and in writing. There are also many new electronic channels which offer advantages to both the customer and the council. The most prevalent electronic channel is the web, but there are also opportunities to use other channels such as kiosks, text messaging and digital TV.

2.03   Customer expectations are a fundamental driver for change, research has shown that customers want and increasingly expect to have their enquiries dealt with at the first point of contact. They should not need to understand the organisational structure and what department delivers what service; services should be designed to meet the requirements and needs of the customer.

2.04   Our residents' survey undertaken in 2007 showed that 26% of people who had contacted us in the last 12 months thought we were poor in terms of customer contact and our mystery shopper exercise conducted in 2005 revealed that a third of all calls to the Council got transferred to at least one other extension with many being transferred 2 or 3 times.

Date: 08/09/2008

2.05 Our customers are different and we must accept that one type of access channel will not suit all. We need to focus on all access channels to ensure our customers receive the same standard of service whether they deal with us face to face, over the telephone, electronically or in writing. However we can't do everything at once and priorities need to be set.

3.00 <u>CONSIDERATIONS</u>

3.01 In order to achieve our aspirations for improving customer access we must prioritise our goals whilst remaining focused on our longer term aim to ensure that our customers consistently receive an excellent standard of service, whichever service they are dealing with and whichever access channel they chose to use.

3.02 **Face to face contact**
Face to face contact is still a popular method of contact. There has recently been some remodelling at Flint County Offices reception which has been well received by customers and staff. The 2007 resident's survey shows that County Hall in Mold is valued as a service delivery point and this is further endorsed by footfall figures. However as things currently stand customers visiting County Hall have a choice of 4 receptions which can be confusing, signage is poor and car parking is a major issue.

3.03 There have been recent improvements to the Customer Accounts reception at County Hall dealing with local taxation, benefits and housing, with positive customer feedback. However the other reception areas do not provide a particularly pleasant customer experience. We are also unable to meet customer expectations in terms of providing a joined up service and dealing with their enquiries at a single point of contact.

3.04 It is therefore proposed that as a priority, the reception arrangements at County Hall are reviewed and redesigned to improve access to council services on this site.

3.05 A project team has been established to develop a centralised customer reception area at County Hall. The new reception will be located at entrance 3, with the front reception remaining as a civic reception and the chimney entrance as the main staff entrance. The new customer services reception will aim to resolve customer enquiries at the first point of contact. There will be improved ICT facilities to assist staff in dealing with customers and available for customers to access services on a self help basis.

3.06 Once the new reception is established it is proposed to integrate the Customer Accounts reception with the new facility at the earliest opportunity. It is also proposed that there is some remodelling of the main reception area and the chimney entrance, so improving facilities for visitors, members and staff.

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3.07   The project will take account of customer car parking and physical access to the building together with appropriate signage and location of services. Car parking is also being looked at in the wider context as currently there is no enforcement of car parking arrangements on the County Hall complex with staff occupying customer/visitor parking bays as a norm and issues with parking at the front entrance causing difficulties for councillors and visitors.

3.08   It is envisaged that the County Hall customer reception facility once complete will be a model design and brand which can be replicated on a planned basis at other customer access points across Flintshire.

3.09   **Mobile Office**
        The Council's Mobile Office has been in operation for almost 6 years. Although offering a valued service in the community, usage has never been very high with the average number of annual customer visits averaging 1000. This low usage means the average cost per visit is approximately £54 significantly more expensive than visits to static locations.

3.10   In 2007 a review was carried out of the mobile office in terms of the number of days it operated and the locations it visited. The changes made have not made any significant difference in terms of usage. In the next few years if we are to maintain the service we will need to replace the existing vehicle which will cost approximately £100,000.

3.11   If the service was withdrawn we would have to consider how we are to continue to provide access to council services in rural communities where access to a main council premises is difficult, particularly for the older population. Various options could be considered including an outreach service where council staff visit rural villages but base themselves in the community centre or other such location. In addition the potential for locating kiosks as community information points could be considered. (see 3.21 below)

3.12   **Telephone Contact**
        Whilst the focus of our customer access improvements will initially be on face to face contact, consideration must also be given as to how this will impact on the telephone contact proposals to ensure that standards of service are consistent across all access channels. We must not look at face to face contact in isolation but as part of a wider vision for customer access. The work being undertaken on the County Hall receptions project particularly in relation to business process improvement and streamlining will also assist in improving telephone contact.

3.13   The telephone is and is likely to remain the most popular way of contacting the Council for some time. The Council receives around 150,000 calls per month of these around 30,000 are handled by the switchboard with the remainder being made to direct numbers within service areas. Many of these calls taken by staff in service areas are basic enquiries which could, with the

availability of the relevant ICT systems, easily be handled at the first point of contact.

3.14   The establishment of a council wide contact centre for handing both telephone and email contact is an option worthy of consideration. Evidence from other councils in the UK who have adopted this approach have shown improved customer satisfaction levels and in some cases made significant efficiency savings. It is unlikely that a big bang approach would be appropriate or feasible. However there are opportunities to build on existing service based arrangements or to integrate the introduction of contact centres alongside the development of our Streetscene proposals.

3.15   **Website - www.flintshire.gov.uk**
Although telephone access still remains the most popular access channel, more and more people are accessing councils on-line. The Flintshire website receives on average 50,000 visitors per month, with 75% being returning visitors. In total we have on average 500,000 page hits per month.

3.16   The recent launch of the new Flintshire website provides us with a modern platform to further develop our electronic information and services.

3.17   We have an ambitious web development strategy with plans to increase the range of electronic services available, increase on-line participation and provide a secure personalised service so that customers can choose what they want to see, subscribe to areas of the site and have a personal account so they can access information such as their council tax balance and benefit entitlement.

3.18   One of the targets within the web development strategy is to make the website the most popular customer access channel by 2013. This is grounded in the fact that electronic transactions are far cheaper than more traditional face to face and telephone transactions. Research carried out by the North West E-Government Group (NWEGG) shows that the average cost per transaction differs considerably according to the access channel used - £4 per telephone call, 17p self service on-line and £8 per visit. Potentially if we can encourage channel shift to the web as channel of choice we could achieve huge efficiency gains.

3.19   **Other Electronic Access Channels**
There are other electronic access channels which require further consideration and research.

3.20   The communication channel of choice amongst the under twenties is SMS/Text. Opportunities exist for us to develop SMS based services for both sending and receiving information and services via mobile phones.

3.21   The Digital Switchover in 2009 will greatly increase the potential of digital TV as an access channel with a far larger potential audience. Kirklees Council

offer services to other councils in establishing a digital TV presence which is available via Sky and other digital TV providers.

3.22   Kiosk technologies offer the potential to establish community information points throughout Flintshire whether this be in council owned premises such as leisure centres and libraries or at customer facing locations such as health centres, post offices and other retail premises.

3.23   We are at the final stage of a small pilot project where we are installing a kiosk with access to a version of the Flintshire website at Broughton Retail Park. We will build in to the software a customer survey to gauge their views on the service and potential developments.

3.24   As a council it is vital we take a multichannel approach to customer access to ensure we are meeting the differing needs of our customers in terms of where, when and how they access the council. Any plans we have should be focussed on the following:-

- **Quality -** high quality, reliable, flexible and responsive services which continuously strive to improve**.**
- **Relevance -** tailoring services to meet specific needs.
- **Choice -** through a choice of access channels, putting the customer first.
- **Accessibility -** in locations, at times and in ways which suit the needs of all our customers.
- **Consistency -** using information effectively to ensure the same level of service and same information is available to all.
- **Joined Up -** both internally within the Council and with our partners, access to services should be seamless and transparent.
- **Value for Money -** greater cost effectiveness, reliable and efficient**.**

4.00   RECOMMENDATIONS

4.01   Executive are asked to:

i.   Endorse the multichannel approach to customer access.

ii.   Note and endorse the proposals to improve receptions at County Hall, Mold including the introduction of a customer services reception.

iii.   Consider whether the council continues to provide the Mobile Office or look at other options to provide services in rural communities.

i.   To note the launch of the new Flintshire website and support the longer term objective of making the website the access channel of choice by 2013.

5.00   FINANCIAL IMPLICATIONS

5.01   An allocation of £230,000 has been made within the 3 year capital programme to fund improvements at County Hall. Until detailed design work

has been undertaken it is not possible to provide accurate costs for the work required.

5.02   If we are to achieve our ambitions to provide excellent customer service we will need to invest in project management, specialist advice, systems and infrastructure. Costs associated with access improvements will be provided with any future proposals particularly in relation to contact centres. These costs are likely to be offset by efficiency savings flowing from new ways of working and improved business processes.

6.00   ANTI POVERTY IMPACT

6.01   No impact

7.00   ENVIRONMENTAL IMPACT

7.01   The use of electronic access channels will have a positive environmental impact.

8.00   EQUALITIES IMPACT

8.01   A multichannel approach to customer access will ensure all citizens have some choice as to how they access the council. In addition all customer access developments will be taken through an equality impact assessment.l

9.00   PERSONNEL IMPLICATIONS

9.01   None explicit in this report. A representative from HR is part of the project team looking at County Hall reception improvements.

10.00 CONSULTATION REQUIRED

10.01 On-going consultation with customers is needed.

11.00 CONSULTATION UNDERTAKEN

11.01 2007 residents survey. Involvement of groups such as Disability Equalities Core Group

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

County Hall access improvements project documentation

Date: 08/09/2008

Contact Officer: Chris Guest
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E-Mail: chris_guest@flintshire.gov.uk

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT :   **HEALTH AND SAFETY UPDATE - OCCUPATIONAL HEALTH STATISTICS 2007/08**

1.00   PURPOSE OF REPORT

1.01   To report referral trends to the Occupational Health and Safety Unit (OHSU) during 2007/08 by Directorate and cause for referral. In addition the results of ongoing employee and manager satisfaction surveys are summarised.

2.00   BACKGROUND

2.01   The OHSU has been collecting data regarding referral trends and causes of referral for approximately three years. During this period the type of information collated and the method of collection have been refined to produce meaningful data.

2.02   It may be beneficial to consider the data alongside sickness absence statistics produced by our human resource colleagues and the Authority's sickness absence policy.

2.03   The OHSU continues to generate income by providing service to external customers the largest being North Wales Fire and Rescue Service (NWF&RS).

2.04   The OHSU continue to contribute to the Authority's overall productivity by facilitating an early return to work following sickness absence, through liaison with external health agencies and giving advice on rehabilitation, redeployment or retirement.

3.00   CONSIDERATIONS

3.01   The majority of referrals to the OHSU are as a result of long term absence, i.e. those greater than four weeks. However in the last six months the drive for managers to attend sickness absence training has had a notable increase in the number of referrals relating to specific health advice with regards to recurrent short term absence.

3.02   The total number of appointments provided for Flintshire employees in 2007/08 is 1856 (Appendix 1).

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3.03   The majority of appointments, management referrals and subsequent reviews are related to long term absences.

3.04   An increasing number of appointments are relating to the management of short term and recurrent absence. These are currently collated under the 'other' category, as often the causes of absences are various and unrelated. This has resulted in a 40% increase in face to face consultations and therefore has placed extra operational demands on the department. There is no indication that this increased workload is likely to diminish in the future.

3.05   Of some concern is the number of wasted appointments through late cancellation or non attendance (DNA) totalling 340 (Appendix 1) or approximately 18% of the total. This is similar to 2006/07 but represents a large significant waste of time and resource. OHSU tries to overcome this by informing employees and their managers of appointments 3-4 weeks in advance. In addition information about referral is provided with each appointment to allay employees potential concerns.

3.06   The commonest cause for referral is due to mental disorder and stress related symptoms, across most directorates.

3.07   Stress symptoms, and mental disorders are anecdotally multifactorial in nature, relating both to workplace and personal factors. There is no way in which occupational health professionals can reliably validate reported causes of workplace stress.

3.08   Workplace stressors often described are levels of workload, breakdown in relationships with colleagues or managers, perceived harassment and bullying, organisational change, job uncertainty and lack of role clarity.

3.09   The OHSU continues to provide specialist counselling services. In addition proactive measures were introduced last year which has helped to support the Authorities Stress Management Policy (Addressing Stress at Work: Implementation Plan, December 2005).   Namely the 'Stress Risk Assessment Training for Managers' and 'Group Anxiety Management Workshops for Vulnerable Individuals'.   Unfortunately the stress risk assessment training sessions have not always been well attended despite the evidently high prevalence of psychological symptoms within the workforce. The effectiveness of anxiety management workshops is being measured and collated to be included in the next six monthly interim report.

3.10   General musculoskeletal combined with back and neck problems are the second major reason for referral, followed by cardiovascular symptoms. This might be expected in a demographically ageing workforce population. In addition operational directorates understandably see a higher number of referrals for musculoskeletal, back and neck problems where employees are exposed to more physically demanding work such as client personal care, refuse collection and road maintenance.

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3.11   Patterns of referral echo those reported for public sector absence by the local government employers organisations.

3.12   Manual handling training is provided through the Authorities Corporate Training Department and is now in line with Health & Safety Executive and Welsh Assembly recommendations for Manual Handling Passport Scheme.

3.13   Employees exposed to higher risk manual tasks also receive more specialised on-site training.

3.14   Health surveillance for Hand Arm Vibration Syndrome (HAVS) was introduced in 2006. The level of health surveillance is likely to increase in the next 12 months with medicals for employees exposed to noise in the workplace. This is particularly relevant in the operational directorates.

3.15   Employee satisfaction surveys indicate the overall satisfaction rate from employees is 98% (Appendix 2).

3.16   Manager satisfaction surveys indicate the overall satisfaction rate from managers is 100% (Appendix 2).

3.17   All individual concerns or queries raised through the satisfaction audit process continue to be acted upon and solutions implemented as part of a process of continuous improvement.

3.18   In addition to Flintshire County Council the OHSU provides occupational health services to North Wales Fire & Rescue Service and an additional 1044 appointments have been provided to this contract (Appendix 3).

4.00   RECOMMENDATIONS

4.01   That this report is accepted as a summary for OHSU referral/clinic activities in 2007/08.

4.02   Flintshire County Council remains committed to the provision of high quality in house Occupational Health & Safety Services, including the provision of counselling services.

4.03   The statistical collation will change to reflect the new organisational structure.

5.00   FINANCIAL IMPLICATIONS

5.01   No implications.

6.00   ANTI POVERTY IMPACT

6.01   No impact.

7.00   ENVIRONMENTAL IMPACT

Date: 09/09/2008

7.01   No impact.

8.00   EQUALITIES IMPACT

8.01   No impact

9.00   PERSONNEL IMPLICATIONS

9.01   No implications.

10.00   CONSULTATION REQUIRED

10.01   No consultation required.

11.00   CONSULTATION UNDERTAKEN

11.01   Not applicable

12.00   APPENDICES

12.01   Attached

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

None

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FLINTSHIRE COUNTY COUNCIL
CLINICAL STATISICS APRIL 2007 – MARCH 2008

	ASC	ECS&R	Comm & Hsg	Corp Strat.	Env & Reg	FL&DS	Theatr Cymru	Chief Exec's	TOTAL
Mgt Referral	243	182	132	31	74	40	1	1	704
Self Referral	25	45	8	5	9	3	1	0	96
Self Referral review	3	9	0	0	2	0	0	0	14
Review	141	146	69	31	29	35	1	1	453
Rescheduled	31	41	20	4	17	6	0	0	119
Cancelled	5	8	4	0	2	1	0	0	20
Pre Employment	203	1201	41	28	53	16	0	0	1542
Preg. Risk	0	0	0	0	0	0	0	0	0
Drivers Medical	3	83	0	2	8	0	0	0	96
Ill health retirement	0	0	0	1	0	0	0	0	1
School Crossing	0	0	0	0	5	0	0	0	5
Phone Review	12	7	2	0	0	3	0	1	25
VDU EyeTest	8	43	5	13	30	12	0	0	111
HAVS	0	0	54	0	100	0	0	0	154
HAVS review	0	0	15	0	37	0	0	0	52
Extra Benefits	0	0	0	6	0	0	0	0	6
	674	1765	350	121	366	116	3	3	3398
									TOTAL
Infections	10	4	11	3	0	1	0	0	29
Musculo-skeletal	40	51	22	10	17	6	1	0	147
Eye,ear,nose&mouth	15	10	3	3	5	2	0	0	38
Back & Neck	32	24	14	7	7	9	0	0	93
Mental Disorders	162	174	61	35	44	36	0	0	512
Neurological	9	13	8	0	2	0	0	0	32
Cardiovascular	18	13	16	7	9	1	0	0	64
Respiratory	17	3	5	1	2	0	0	0	28
Gastric system	20	15	15	1	6	1	1	0	59
Genitourinary	16	15	2	0	3	1	0	0	37
Preg Related	5	1	0	0	2	0	0	0	8
Other	29	25	15	1	6	13	0	1	90
Health Surveillance	0	0	58	0	98	0	0	0	156
Health Screening	215	1319	52	42	108	29	0	0	1765
DNA	50	52	42	7	39	10	1	0	201
Rescheduled	32	41	20	4	16	6	0	0	119
Cancelled	6	5	6	0	2	1	0	0	20
	676	1765	350	121	366	116	3	1	3398

SATISFACTION AUDIT
APRIL 2007- MARCH 2008

EMPLOYEE PERCENTAGE OF POSITIVE RESPONSES					
QUESTIONS	Q1	Q2	Q3	Q4	TOTAL
1. The Occupational Health Staff understood my health problem?	97%	100%	100%	100%	99%
2. The Occupational Health Staff understood my problem with my work.	97%	98%	94%	100%	97%
3. The Occupational Health Staff made me feel welcome.	100%	98%	100%	100%	99%
4. The Occupational Health Staff treated me with courtesy and respect.	100%	98%	100%	100%	99%
5. I have confidence in the confidentiality of the Occupational Health Professional.	97%	100%	100%	100%	99%
6. I understand what information the OH Physician/Nurse Adviser will give to my employer as a result of my visit.	97%	100%	100%	98%	98%
7. My employer explained to me the reasons for this referral.	94%	93%	89%	95%	93%
8. I received an information leaflet with my letter of appointment which explained the referral process and role and responsibilities of the occupational health service an staff.	86%	95%	89%	93%	91%
9. The consultation arrangements and facilities were satisfactory.	100%	100%	100%	100%	98%
10. I am happy to consult the OH service about health problems connected with my work.	97%	98%	100%	98%	98%
MANAGERS PERCENTAGE OF POSITIVE RESPONSES					
QUESTIONS	Q1	Q2	Q3	Q4	TOTAL
1. The referral letter/form clearly identified the questions that needed to be answered.	100%	100%	100%	100%	100%
2. I understand that the OH Professional can provide me with advice and guidance in relation to how the employee's health impacts on their work and how work impacts on the employee's health.	100%	100%	100%	100%	100%
3. The OH Professional responded to the questions I asked in the referral.	100%	100%	100%	100%	100%
4. The OH Professional gave clear advice and guidance.	100%	100%	100%	100%	100%
5. I now have a clear understanding of how the employee's health may impact on their work.	98%	95%	97%	97%	97%
6. I now have a clear understanding of how the employee's work may impact on their health.	95%	95%	97%	97%	96%
7. Did you feel better able to manage your employees problems?	93%	95%	91%	94%	93%
8. The employee was seen within 15 days of being referred.	100%	100%	95%	100%	99%
9. Have you been on the 'Managing Attendance/Sickness Absence' training.	79%	78%	75%	87%	79%
10. I am happy to consult and seek advice from the OH service.	100%	100%	100%	100%	100%

North Wales Fire & Rescue Service	
Annual Total for 1st April '07 to 28th March '08.	**No of examinations**
Periodic Accumulative	278
New Recruit Accumulative	45
LGV Accumulative	66
Mgt Referral Accumulative	117
Review Accumulative	100
Control Medical	0
Domiciliary Visit	0
Eye Test	6
Repeat Step Test	15
Retirement Medical	1
Self Referral	13
Counselling	60
DNA	26
Cancelled	198
Unfilled	117
Stress Risk Assessments	2
Totals	*1044*

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT :   **WELSH LANGUAGE SCHEME MONITORING REPORT 2007-08**

1.00   PURPOSE OF REPORT

1.01   To present to members the Council's Welsh Language Scheme Annual Monitoring Report 2007-08, and to seek agreement to the formal submission of the report to the Welsh Language Board (WLB).

2.00   BACKGROUND

2.01   Flintshire County Council has adopted the principle that in the conduct of public business and the administration of justice in Wales it will treat the Welsh and English languages on a basis of equality. The Council's Welsh Language Scheme, which was prepared under the Welsh Language Act 1993, sets out how the Council will give effect to that principle when providing services to the public in Wales, and in the conduct of its internal business. The Welsh Language Scheme is both a statutory Scheme and a corporate policy document on bilingualism.

2.02   The Council has made a public commitment to monitor and review the implementation of its Welsh Language Scheme and to report annually to the Council's Executive and to the Welsh Language Board on its performance. This report covers the period 1 April 2007 to 31 March 2008.

2.03   For the purpose of preparing this report the Council has adhered to the Welsh Language Board's reporting framework. The reporting framework includes monitoring the Council's performance against 5 prescribed WLB performance indicators. It should be noted that the Council has made representations to the WLB over the definitions and clarity of these indicators, which do not readily allow for precise measurement of performance progress.

2.04   The Chief Executive has overall responsibility for putting the Scheme into practice and for ensuring compliance with it.

3.00   CONSIDERATIONS

3.01   The annual report (attached as Appendix A) shows that although the Council is successfully implementing many of the Scheme's commitments, some of the targets have not been met.

3.02   Most of the Council's progress has been made under the headings 'Communicating with the Public' and 'The Council's Public Face'.

3.03   The report highlights some of the more fundamental weaknesses and risk areas in terms of Scheme implementation. These relate to the headings 'Service Planning and Delivery' and 'Implementing and Monitoring the Scheme'. These areas are critical to the effective implementation of the Scheme.   The report also describes the corrective measures that the Council will take.

3.04   A meeting with the Welsh Language Board (WLB) was held to discuss the Monitoring Report and the timetable for implementing the Scheme. The WLB agreed that the timetable for implementing some of the actions could be reviewed as part of the Scheme revision process in 2008-09.

4.00   RECOMMENDATIONS

4.01   That Members note the report and agree to the formal submission of the report to the Welsh Language Board.

5.00   FINANCIAL IMPLICATIONS

5.01   The day-to-day costs of implementing the Welsh Language Scheme, e.g. translation, are met from individual directorate budgets, although there could potentially be some additional costs around the Language Awareness Training and the Monitoring Arrangements of the plan, and these will need to be quantified and considered as part of the budget process.

6.00   ANTI POVERTY IMPACT

6.01   None

7.00   ENVIRONMENTAL IMPACT

7.01   None

8.00   EQUALITIES IMPACT

8.01   The Welsh Language Scheme is an important element of the Council's overall commitment to the principle of equality in all aspects of its business.

9.00   PERSONNEL IMPLICATIONS

9.01   There are no direct personnel implications associated with this report. However, the effective implementation of the Welsh Language Scheme is dependent on staff having an awareness of the Scheme, an understanding

Date: 09/09/2008

of how the Scheme impacts on their posts, and the relevant language skills to deliver services in Welsh and English according to customer needs/preference.

10.00 <u>CONSULTATION REQUIRED</u>

10.01 None required

11.00 <u>CONSULTATION UNDERTAKEN</u>

11.01 The Annual Monitoring Report was considered by the People and Performance Scrutiny Committee on 29 July 2008. No specific recommendations were made.

12.00 <u>APPENDICES</u>

12.01 Welsh Language Scheme Monitoring Report 2007-08.

<u>LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</u>
<u>BACKGROUND DOCUMENTS</u>

Welsh Language Scheme

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Date: 09/09/2008

CYNGOR
Sir y Fflint
Flintshire
COUNTY COUNCIL

Welsh Language Scheme Monitoring Report 2007-08

June 2008

1.   Introduction

1.1   Flintshire County Council has adopted the principle that in the conduct of public business and the administration of justice in Wales it will treat the Welsh and English languages on a basis of equality. The Council's Welsh Language Scheme, which was prepared under the Welsh Language Act 1993, sets out how the Council will give effect to that principle when providing services to the public in Wales, and in the conduct of its internal business. The Welsh Language Scheme is both a statutory Scheme and a corporate policy document on bilingualism.

1.2   The Council has made a public commitment to monitor and review the implementation of its Welsh Language Scheme and to report annually to the Council's Executive and to the Welsh Language Board on its performance. This report focuses on the period 1 April 2007 to 31 March 2008.

1.3   For the purpose of preparing this report the Council's has adhered to the Welsh Language Board's reporting framework.

1.4   The Chief Executive has overall responsibility for putting the Scheme into practice and for ensuring compliance with it.

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2.   Compliance with Welsh Language Scheme targets and timetable

See Appendix 1

3.   Welsh language front line services

3.1   *Youth Support Services*

The Young People's Partnership (YPP) identified, through the process of Self Assessment, that there was a need to scope accessibility to bi-lingual youth support services in Flintshire and that this would show that there was a need to improve opportunities for young people to use the Welsh language, and to receive services bilingually, or in other

languages of their choice. This was confirmed in the Subsequent ESTYN inspection. Since this time, the YPP has:

- been working with Menter Iaith Sir y Fflint (MISFf) to ascertain the needs of young Welsh speakers, Welsh learners and non-Welsh speakers who would like to learn Welsh. The YPP and MISFf have developed questionnaires, targeting approx 100 young people. However, MISFf has found it difficult to get responses from young people, and the YPP is awaiting advice from MISFf as to how to progress with this work.

- completed an audit of all the services for children and young people in Flintshire at grass roots level – this was done through a questionnaire which included questions on the services ability to provide bi-lingual services. The next step for the YPP is to analyse the audit to establish the true picture of opportunities for young people to use the Welsh language. This is a challenging task and will require time commitment.

- completed an audit of the YPP's members Welsh Language policies. The audit shows that the majority of organisations work to a Welsh Language Scheme and produce all materials bilingually, and are able to offer provision bilingually. It is mainly the voluntary sector that has limited capacity to consistently provide bilingual material or provision bilingually. The other issue is about the ability of workers to speak Welsh – and ability to offer opportunities through the medium of Welsh. This has been highlighted in the Children and Young People's Needs Assessment and has actions specifically to address this issue under 'Workforce Development'.

- begun to complete the tool kit for youth support services. We have found it difficult as it focuses on a specific age range, while the Partnerships and the Welsh Assembly Government (WAG) guidance is moving away from age specific strategies. Also, some of the toolkit is specifically for organisations e.g. Careers Wales, while other elements are specifically a partnership approach. However, we will persevere.

- agreed that MISFf and other Welsh language specific organisations may promote their events and activities on the www.fflintyrifanc.co.uk website, which is a fully bilingual website.

- completed a comprehensive Needs Analysis for Children, Young People and Families, of which one aspect was Welsh Language. The Needs Analysis, under Core Aim 5, looked specifically at Welsh Speakers and their needs, *Iaith Pawb*, and the importance of language in the home and in childcare and early years settings. It concluded that Welsh services can only be provided / extended when the workforce is developed / recruited to provide bilingual

services.

- included in the Children and Young People's Plan 2008-11 (out currently for consultation) to provide training and development opportunities for the children and young people's workforce to ensure they are skilled, knowledgeable and competent about the Welsh Language and Welsh cultural issues. Also included the action to implement 'Iaith Pawb'.

  There is no, and will not be, a separate Action Plan for the development of bilingual Youth Support Services. The guidance from the WAG – 'Shared Planning for Better Outcomes' - stresses the importance of one single 'Children and Young People's Plan' to look at the strategic and holistic needs of children, young people and families. This Plan is based on the 7 core aims and addresses bi-lingual issues. The YPP, Children and Young People's Partnership and all sub-groups, will be working towards the actions and strategic aims of this plan. Actions for the development of bilingual services, specifically through developing and supporting the workforce, are included in the Plan.

3.2 *Performance Indicator WLI 2: Number and percentage of main reception, call centres or one stop shop posts that have been denoted as 'Welsh Essential' and have been filled by bilingual staff.*

Over the past 12 months the Council has been identifying the posts that are relevant to this performance indicator and meeting with the service managers, HR Officers and Policy Officer Welsh Language to assess the Welsh language requirements of these posts. The process of identifying the relevant posts and denoting them as Welsh Essential is not yet complete.

Details of posts that have been identified and denoted as 'Welsh Essential' can be found in Appendix 2. Details of posts that have been identified but not yet denoted as 'Welsh Essential' can be found in Appendix 3.

3.3 *Performance Indicator WLI 6: Number of complaints received in relation to the operation of the Welsh Language Scheme and the percentage dealt with in accordance with the Council's corporate standards.*

Number of complaints
In the period 1st April 2007 – 31st March 2008 the Council received **13 complaints** and **1 comment** relating to the operation of the Welsh Language Scheme.

Percentage dealt with in accordance with the Council's corporate standards.

The Council's corporate standards for responding to complaints, compliments and comments are as follows:

- Acknowledgement letter within 5 days
- Full response within 10 working days
- If full response is not possible within 10 working days, then there should be a holding letter/Email or phone call on the 9th working day.

Here are the details of compliance:

Complaint (C) Comment (CM)	Acknowledgement	Full Response	Holding
1 (C)	None required	1 working day	None required
2 (C)	5 working days	None issued	None issued
3 (C)	None issued	8 working days	None required
4 (C)	None issued	8 working days	None required
5 (C)	None required	5 working days	None required
6 (C)	None required	5 working days	None required
7 (C)	None issued	6 working days	None required
8 (C)	None issued	17 working days	None issued
9 (CM)	None required	1 working day	None required
10 (C)	None issued	None issued	None issued
11 (C)	None required	5 working days	None required
12 (C)	None required	4 working days	None required
13 (C)	None issued	13 working days	None issued
14 (C)	None required	1 working day	None required

Number and Percentage of complaints dealt with in accordance with the Council's corporate standards:

Type of Response	Number	Percentage
Acknowledgements	8	57%
Full Responses	10	71%
Holding Responses	10	71%

Nature of Complaints Received

Complaint (C) Comment (CM)	Nature of Complaint / Comment
1 (C)	Human Resources issued English–only correspondence
2 (C)	English-only street name plate in Leeswood
3 (C)	Complaint about the English language being placed before the Welsh language on traffic signs relating to the National Eisteddfod
4 (C)	Complaint about the English language being placed before the Welsh language on traffic signs relating to the National Eisteddfod
5 (C)	Complaint about the English language being placed before the Welsh language on traffic signs relating to the National Eisteddfod
6 (C)	Complaint about Welsh-only signs at Flint Railway Station
7 (C)	Complaint about the English language being placed before the Welsh language on traffic signs relating to the National Eisteddfod
8 (C)	Complaint about the English language being placed before the Welsh language on material in the Council's pavilion at the National Eisteddfod
9 (CM)	Suggestion that there should be an automated bilingual greeting on the Main Switchboard, rather than switchboard operators giving a bilingual greeting each time
10 (C)	Staff at Deeside Shuttle did not answer the complainant's telephone call with a bilingual greeting, and there were no Welsh-speaking staff available to deal with enquiry in Welsh
11 (C)	Erection of English-only street name plate in Mold
12 (C)	Erection of English-only street name plate in Mold
13 (C)	Road Safety Department issued English–only correspondence
14 (C)	Lack of Welsh on signs in Bridges Fitness Suite, Mold Leisure Centre

4. Scheme management and administration

4.1 *Welsh Language Board Risk Assessment 2006-07*

The Welsh Language Board visited the Council on 24 April 2007 to conduct a Risk Assessment of the Council's staffing arrangements. The purpose of the assessment was to determine the Council's capacity to:

- maintain full and current information on bilingual skill levels;
- report annually to the Welsh Language Board on bilingual skill levels within the Council.

The Welsh Language Board's risk assessment was based on the following questions:

- How does the organisation record information about the supply of officers it employs who have Welsh language skills?
- How does the organisation know that its bilingual employees are located in the right places to enable it to provide a satisfactory and complete service in accordance with its Welsh Language Scheme?

In seeking answers to these questions, the risk of lack of compliance with the requirements of Council's Welsh Language Scheme was assessed in 3 specific areas, namely:

Risks in respect of ability, e.g. absence of failure to achieve what is required or planned as regards staffing. The Welsh Language Board made seven recommendations in relation to this risk area:

- To record data relating to employee Welsh language skills on the new HR system
- Review and implement the Council's Welsh Language Skills Strategy
- Adopt and apply objective criteria for assessing the communication requirements of all Council posts, then undertake an audit to identify workplaces and posts for which the ability to speak Welsh is essential
- Conduct a Skills Gap Analysis to identify where services are short of bilingual skills
- Work closely with Welsh medium secondary schools and other schools and colleges to raise awareness among Welsh speakers and Welsh learners of career opportunities with the Council, and the Council's need for bilingual employees
- Make contact with the new Welsh for Adults centre established at Bangor University
- Use appraisal system to identify the need for Welsh language training and to monitor progress and development of those undertaking Welsh courses.

Risk in respect of resources, e.g. training staff to learn or improve their Welsh language skills. The Welsh Language Board made no recommendations in relation to this risk area.

Risk in respect of context, e.g. failure to provide key services verbally through the medium of Welsh. The Welsh Language Board made one recommendation in relation to this risk area:

- Conduct a survey or assessment of its performance relating to Welsh language services; look for opportunities to survey members of the public and also other pertinent monitoring measures, e.g. mystery shopper exercise.

The Welsh Language Board's report also highlights 3 examples of good practice:

- Development of new HR system
- The new HR system will be able to record the Welsh language skills of employees, thus facilitating the Authority's ability to monitor the development of the workforce and possible the effectiveness of Welsh language training
- Supporting and developing local young people through its modern traineeship programme

Most of the recommendations reflect the commitments made previously in the Council's Welsh Language Scheme and/or Welsh Language Skills Strategy.

The Council has developed a Welsh Language Skills Improvement Plan which comprises 32 actions to implement the Welsh Language Board's recommendations. Approximately 50% of the actions are to be completed by the end of 2008; some are to be completed by June 2009, whilst others will be 'ongoing' actions to be implemented from 2009.

The Welsh Language Skills Improvement Plan has been submitted to the WLB. The Welsh Language Board's Risk Assessment Report and the Council's Welsh Language Skills Improvement Plan is available on the Council's website.

4.2 *Performance Indicator WLI 1: the percentage of a sample of contracts with third parties monitored (focusing on Care Services, Youth and Leisure Services and Pre-school provision) which comply with the requirements of the Welsh Language Scheme.*

The requirements of the Council's Welsh Language Scheme in relation to contracts with third parties are as follows:

- 'In letting any new contract or agreement for the delivery of services and the purchase of goods, Directors will be responsible for determining which of the Scheme's requirements are relevant to the service to be provided, and will ensure that these requirements are included in tender documents, contracts,

service licences, service level agreements and conditions. Where appropriate Directors will ask prospective contractors to provide statements on how they propose to deliver the service(s) or provide the goods in compliance with the specified requirements.

- Directors will be responsible for ensuring that contracts, service licenses and Service Level Agreements which specify a requirements to comply with the Welsh Language Scheme, will also include a requirement for regular compliance reports to be submitted by any third party providing a service on the Council's behalf.'

4.2.1 *Care Services*

During the monitoring period the Council's care services were managed within two directorates:

- Adults: Directorate of Adult Social Care
- Children and Young People: Directorate of Education and Children's Services, and Recreation.

4.2.1.1 *Care Services for Adults*

Monitoring against this performance indicator focused on contracts relating to Domiciliary Care Services and Residential / Nursing Home Care.

In the Monitoring Report 2006-07 the Council described its Welsh language requirements in respect of the following:

- Gaining 'Approved Provider Status',
- 'Service Specification' documents for Domiciliary Care Services and Residential / Nursing Home Care

In its response to our Monitoring Report 2006-07, the Welsh Language Board stated that 'good practice is evident in the adult care service.' It also highlighted the Council's requirements in relation to contractors gaining 'Approved Provider Status' as 'good practice'.

Despite the Adult Social Care department's pro-active approach to ensuring that the Welsh language is given due consideration in contractual documents, the Council's conclusion last year was that these documents did not comply with the Welsh Language Scheme for the following reasons:

- they did not specify the relevant Scheme requirements in relation to the service to be provided
- they did not ask prospective contractors to provide statements on how they propose to deliver the service(s) in compliance with the specified requirements.

Since April 2007 the Policy Officer (Welsh Language) has been working with the Adult Social Care to rectify this situation. As a result the North East Wales Domiciliary Care contract included specific Welsh Language Scheme requirements. Additionally, a Contract Group has been established in Adult Social Care to review existing contracts and ensure future compliance with the Welsh Language Scheme and other Equality legislation and Schemes.

4.2.1.2 *Care Services for Children*

The Monitoring Report 2006-07 reported that although the Children's Services department had been pro-active in ensuring that the Welsh language is given due consideration in contractual documents, the 5 contracts monitored did not comply with the Welsh Language Scheme because no specific Welsh Language Scheme requirements were reflected in any of the contracts.

Since April 2007 the Policy Officer (Welsh Language) has been working with the Children's Services Planning Officer to rectify this situation. The outcome is that from 1st April 2008 all Children's Services contracts are fully compliant with the Welsh Language Scheme.

Flintshire County Council, Denbighshire County Council and Wrexham County Borough Council have entered into a contract with the National Youth Advocacy Service (NYAS), with Wrexham being the lead organisation in relation to the current contract. The contract includes Wrexham County Borough Council's Welsh Language Scheme as an appendix.

At present, information regarding compliance with the Welsh Language Scheme does not form part of Children's Services' contract monitoring arrangements.

4.2.2 *Youth and Leisure Services*

In the last annual report we reported that the Council had contracts with nine Ice Coaches to provide ice-skating coaching to members of the public. None of the contracts included any Welsh Language Scheme requirements. Since April 2007 the Policy Officer (Welsh Language) has been working with Leisure Services to rectify this situation. The outcome is that from 1st April 2008 all Ice Coach contracts reflect relevant Welsh Language Scheme requirements.

The Council's Youth Services Manager confirmed that the Council has no contracts with any third parties for the provision of youth services. However, he also confirmed that discussions had taken place with Urdd Gobaith Cymru and Menter Iaith Sir y Fflint regarding the possibility of establishing Service Level Agreements with these organisations in the future.

4.2.3 *Pre-school Provision*

The Council's Early Years Officer confirmed that the Council has no contracts with any third parties for pre-school provision.

4.2.4 Conclusion WLI 1: During 2007-08 considerable progress has been made in relation to ensuring that, in the future, contractual documentation relating to care services for children and leisure services comply with the Welsh Language Scheme. Action is being taken to ensure that contractual documentation relating to care services for adults comply with the Welsh Language Scheme.

5.   Linguistic skills: comparing service needs and capacity

5.1   *Human Resources: Skills*

The number of Council employees (excluding school based staff) as at 31 March 2008 was 4076.

5.1.1 *Performance Indicator WLI 4(a): The number and percentage of* employees *who have received training in Welsh to a specific qualification level.*

Since September 2007, 60 employees have been learning Welsh with the Council's support.

There are 29 employees attending the following in-house courses provided by the Department of Lifelong Learning, Bangor University. All courses commenced on 17 September 2007 and will run until 27 June 2008:

- 'Wlpan' (for complete beginners)
- 'Pellach' (for Intermediate learners)
- 'Uwch Parhad' (for 2nd year Advanced learners)

Employees who are attending the 'Wlpan' and 'Pellach courses are receiving four hours tuition per week, split into two 2-hour sessions. Employees who are attending the 'Uwch Parhad' course are receiving three hours tuition per week split into two 1.5 hour sessions.

One employee, who has been recruited to a post for which the ability to learn Welsh is essential, is receiving one-to-one tuition in County Hall from the University of Wales Bangor.

There are 31 employees attending community based classes (provided by University of Wales Bangor, Yale College Wrexham, and *Popeth Cymraeg*) with financial support from the Council (course fees, course materials, exam fees and revision course fees). Of these 31 employees, 16 are attending evening classes in their own time.

Learners are continuously assessed throughout their courses (Open College Network Units). Several employees will sit the appropriate WJEC examination in Spring / Summer 2008.

The Council ran two Welsh Language 'Taster' sessions for complete beginners in May 2007. These were attended by 17 employees and 1 Executive Member.

All employees attending the 'Wlpan' course for complete beginners were offered an opportunity to attend Bangor University's 5-day Summer School for Welsh learners in Northop in July 2007. Other employees attended this Summer School with the financial support of their Directorates.

Popeth Cymraeg ran an 8-week course for Complete Beginners between January and March 2008; 17 employees attended this course.

Prospective 2008-09 learners were offered an opportunity to attend a 3-day residential course for Complete Beginners at the Welsh Language and Heritage Centre at Nant Gwrtheyrn, Pwllheli in March 2008. One employee attended this course.

The table below shows only the number of employees achieving formal qualifications in 2007-08. The table does not reflect the number of staff who have been learning Welsh with the Council's support, which is higher.

Qualification	Number of employees gaining qualification	Total
Uwch (Advanced)	0	
Canolradd (Intermediate)	1	
Sylfaen (Foundation)	10	16
Mynediad (Entry)	5	

Conclusion WLI 4(a): 16 employees achieved a formal Welsh language qualification in 2007-08.

The Welsh Language Board has commented that the number of Council employees gaining qualifications falls as the level of qualification increases, and has asked the Council whether it has considered ways of ensuring that a higher percentage of employees move on to gain a higher level qualification. The Council's current practice is to encourage all employees attending Welsh courses to progress to the next level. Employees are not and will not be compelled to do so unless achievement of a certain qualification or level of Welsh is a condition in their contracts of employment.

5.1.2 *Performance Indicator WLI 4(b): The number and percentage of* employees *who have received language awareness training.*

The Council has made a commitment in its Welsh Language Scheme to introduce a programme of Language Awareness Training (LAT) from April 2007 and it will be a requirement for all employees and Members to attend this training. The Council's *People Strategy Action Plan* includes a commitment to develop this programme. The Corporate Training Unit was assigned responsibility for LAT in August 2006.

In our previous Annual Report the Council confirmed that the Corporate Training Unit was researching the availability of LAT trainers and training materials. The Council can report no further progress in this respect.

For the past three years the Council has been running an Equalities e-learning programme developed by BTC group. The programme comprises six modules, one of which focuses on the history and development of the Welsh Language. The programme has been rolled out on a directorate by directorate basis, commencing with Corporate Strategy. Last year we reported that only sixteen employees had completed the Welsh language module. During 2007-08 the following actions were taken to increase the numbers of employees completing this important module:

- Presentation within *Team Talk*
- Corporate Induction Programme - two out of seven modules to be competed within first six weeks of employment
- All Modern Trainees to compete all seven modules
- Community and Housing Directorate and the Directorate of Education, Children's Services and Recreation to focus on Age and Welsh Language

During the monitoring period, 677 employees completed the Welsh language module. In total, 693 employees have completed this module. The Council's agreement with BTC ceased on 31 March 2008; Council employees no longer have access to the E-learning modules.

In May 2007 the Council introduced Diversity and Equality workshops for managers, which include content regarding the Welsh Language. By the end of the monitoring period 138 employees had attended these workshops. The Council has also been piloting Diversity and Equality workshops for officers for non-managerial employees; these have been attended by 21 employees to date.

Summary of LAT provision 2007-08:

Course	Number of Employees Attending
E-learning: Welsh language module	677
Diversity and Equality for managers	138
Diversity and Equality for non-managers	21
TOTAL	**836**

Conclusion WLI 4(b): 836 employees received language awareness training in 2006-07.

The actions to be taken to progress Language Awareness Training within the Council are listed in section 7, page 19.

5.2   *Human Resources: Equality and Diversity*

Performance Indicator WLI 5: Number and percentage of staff within the Council's services who are able to speak Welsh (excluding school teachers and school based staff) by:

- *Service division*
- *Post grade*
- *Workplace*

In our previous annual report we reported that we were not in a position to report against this performance indicator due to the fact that the Council was not collating or recording data regarding the Welsh language skills of employees. During 2007-08 the Council took steps to rectify this. In October 2007 the Corporate Management Team received a report regarding the intention to undertake an Employee Welsh Language Skills Survey in the New Year. The Survey commenced in January 2008.   With the exception of school-based employees, every employee was asked to complete a survey questionnaire. Employees with access to a PC in work were asked to complete a questionnaire on the Council's intranet. All other employees were asked to complete a paper questionnaire. By 31st March 2008, 1884 employees had submitted their completed questionnaires (46% of the workforce, excluding school teachers and school based staff). The results of the survey are detailed below.

For the purpose of reporting against performance indicator WLI 5:

- 'Number and percentage of staff' means number and percentage of survey respondents, due to the low number and percentage of staff who responded to the survey
- 'staff who are able to speak Welsh' means employees who have self-assessed their oral Welsh language skills as being Level 1

or above using the Council's the Welsh Language Skills Self-Assessment Tool (Appendix 4).

Number and percentage of employees (respondents) who are able to speak Welsh by Directorate and Service Division

Overall, **46.7% of respondents** speak Welsh (Level 1 and above). See Appendix 5 (this also shows the survey response rate by Directorate and Service Division).

Number and percentage of employees (respondents) who are able to speak Welsh by Post Grade and Level of Spoken Welsh

Due to the limitations of the survey software used to undertake the Welsh language skills survey, the Council is unable to report against this aspect of WLI 5 this year. We expect to be in a position to report against this in the 2008-09 Monitoring Report.

Number and percentage of employees (respondents) who are able to speak Welsh by Workplace

Due to the limitations of the survey software used to undertake the Welsh language skills survey, the Council is unable to report against this aspect of WLI 5 this year. We expect to be in a position to report against this in the 2008-09 Monitoring Report.

6. Mainstreaming

6.1 *Policies, Plans and Initiatives*

Section 2.2 of the Welsh Language Scheme states that the Council will:

'develop a formal procedure for undertaking a detailed and thorough assessment of the impact of any new or revised policy, plan or initiative on the Welsh language and the Welsh Language Scheme.'

In order to meet this commitment the Council is taking the following actions:

6.1.1 In our 2006-07 Monitoring Report we reported that we had developed a 'Flintshire Integration Tool' (FIT), a simple self-assessment / appraisal tool and process that should help to align the strategic policies, strategies and plans of Flintshire County Council. We confirmed that Welsh language considerations are embedded in the FIT.

FIT has been in a state of 'pilot' for some 18 months. During the last year FIT has been used on 3 main strategies, those being the Housing

Plan, the Homelessness Plan and the Children and Young People's Plan, with varying degrees of success. In the first instance key corporate policy officers, including the Welsh Language Policy Officer, took the Housing Plan through the FIT process which was deemed a success by corporate policy officers. However, the information and guidance provided during this process was not included in the final plan. The Homelessness Plan received a much better outcome, with the author commenting that the process helped to broaden the perspective and depth of the plan, and it helped to embrace the wider corporate policy agenda including the Welsh Language. The Children and Young People's Plan is part way through the process, and it has raised issues relating to control and influence when working with partnership organisations and voluntary organisations, with regard to what can be requested from them in relation to the Welsh language, and to date these issues are not yet resolved.

We are further developing the FIT in line with the new guidance for the Community Strategy, and considering its potential use with partners.

6.1.2   The Council is currently developing a Welsh language impact assessment tool that will be used in conjunction with the Integration Framework described above. In developing the impact assessment tool, the Council is drawing on the following:

- Specific Welsh Language Scheme commitments relating to new policies, plans and initiatives
- Guidance issued by the Welsh Language Board to public bodies regarding implementing the 'new policies and initiatives' clause of their Welsh Language Schemes
- The Council's Equalities Impact Assessment Tool

6.2   *Use of Welsh within the community and workplace*

6.2.1   The Council uses the Welsh language in the community in line with the commitments made in its Welsh Language Scheme.

In its Welsh Language Scheme the Council states that it recognises its responsibility and duty as a community leader to promote, support and safeguard the Welsh language for the benefit of present and future generations. The Council makes the following commitments to strengthen the position of the Welsh language in Flintshire:

- *To work with its partners in the community to develop and implement a Welsh Language Action Plan with the aim of increasing and encouraging awareness, visibility and the use of the Welsh language in economic, social and cultural situations in Flintshire.*

  In 2007 the Council contributed to the development of a Menter

Iaith Sir y Fflint Strategic Plan. The Plan includes several actions which involve close working with the County Council to strengthen the position of the Welsh language in Flintshire.

- *To ensure that, as part of the Community Strategy for Flintshire, the Welsh language is a key feature of every area of work.*

  The Council has begun the process of reviewing and revising its Community Strategy. The very first step in the process was to identify the individuals, groups and organisations – the 'stakeholders' – who should be involved in the development of the new strategy. In November 2007 the Council held four 'Stakeholder Analysis Workshops'. Several Welsh-medium organisations were invited to the workshops, including Menter Iaith Sir y Fflint, Urdd Gobaith Cymru and Mudiad Ysgolion Meithrin. Simultaneous translation was provided at all four events. The Policy Officer – Welsh Language was a facilitator at all four workshops; she led a group of Welsh speakers in two workshops. The workshops highlighted the need for a range Welsh-medium organisations and the Welsh speaking public to be involved in the development of the Community Strategy.

6.2.2   The Council has taken a very positive step forward in relation to the use of Welsh within the workplace by including a new section relating to this issue in its revised Welsh Language Scheme. We are committed to raising the profile and status of the Welsh language internally; this includes increasing bilingual working within the Council, creating a working environment that is positive and supportive towards the Welsh language, and being sensitive and responsive to the linguistic needs and preferences of individual employees. We will develop an action plan and timetable to achieve this.

6.2.3   Flintshire County Council has supported Menter Iaith Sir y Fflint both financially and in kind since 1998. In November 1998 the Council agreed a 3-year support package worth approximately £10,000 per annum, commencing in April 1999. The Council has awarded Menter Iaith Sir y Fflint an annual Community Development Grant since 2002, which has helped to support a number of initiatives to support Welsh as a community language in Flintshire. For example:

- Welsh medium activities for children and young people
- Advice to local businesses on introducing and using the Welsh language in their establishments
- Ffiesta Sir y Fflint
- Annual St. David's Day concerts
- Children's Holiday Play schemes
- Annual Eisteddfod for learners of Welsh
- Community Translation Service
- Rock and Pop Gigs and Workshops

- Annual Cadi Ha Festival
- Twmpath Dawns (Folk dancing)
- Welsh Language Awareness Sessions
- Chat Sessions for learners of Welsh

6.2.4 The development of services for very young children across Wales is promoted by the Welsh Assembly Government and supported by grant funding which is channelled via local authorities. The grants are also catalysts for ensuring that a mixed economy of statutory, voluntary and independent services are supported. In order to promote the use of the Welsh language in early years and childcare provision there is a strong partnership with Mudiad Ysgolion Meithrin (MYM). The development officers from MYM are involved in the following sub-groups of the Children and Young People's Partnership:

- Early Years Development Group
- Childcare Development Group
- Childcare Grants Group

In addition the Mudiad Ysgolion Meithrin are provided with grants to deliver the following:

- Welsh medium childcare for the Flying Start Project through a grant
- Welsh medium childcare for children in high level social need such as Communities First areas through the *Cymorth* Grant
- Welsh medium early years education in the non-mantained sector

The county association of MYM are also awarded grants from Cymorth to deliver training to workers/volunteers in the cylchoedd and *Ti a Fi* groups.

6.3 *Increasing the numbers of Welsh speakers*

In order to strengthen the Council's ability to deliver services in Welsh in accordance with the commitments made in its Welsh Language Scheme, and in support of the Welsh Assembly Government's key target to increase the number of people in Wales able to speak Welsh, the Council sets aside an annual budget for the provision of Welsh language training to Council staff. Information about the number of Council staff learning Welsh with the Council's support is provided in section 5.1.1 of this report.

7. **Analysis of performance by priority and target**

The Welsh Language Scheme makes a commitment to ensure that the annual Monitoring Report:

- **identifies any fundamental weaknesses and risks, and**
- **includes an action plan of corrective measures**

Section 2 of this report (Appendix 1) reports on the Council's compliance / non-compliance with all of the Welsh Language Scheme's targets and the timetable for implementing the targets.

This section highlights what the Council considers to be some of the more fundamental weaknesses and risks in relation to the implementation of the Welsh Language Scheme, and which give the Council cause for concern. This section also sets out the measures it will take to address these weaknesses and risks.

Weaknesses / Risks	Corrective Measures
No formal procedure in place for undertaking Welsh language Impact Assessments on Council policies, plans and initiatives.	• Develop a Welsh language Impact Assessment Tool to be used in conjunction with the Integration Tool • Develop and agree a structured programme for mainstreaming the Welsh language in the Council's policy development and approval processes
The Council's Welsh Language Skills Strategy is not being implemented	• Review Welsh Language Skills Strategy by July 2009 and agree a timetable for its implementation • Develop the Council's capacity to maintain full and current information on bilingual skills • Identify posts for which Welsh language skills are essential • Review / revise the Council's Recruitment and Selection Policy and Procedures to incorporate the requirements of the WLS • Integrate within the Recruitment and Selection process a formal assessment of the Welsh language skills requirements of all posts to be filled • Identify the options available for targeting Welsh-speakers as part of recruitment campaigns in relation to 'Welsh essential' posts and present a

	• report to the Corporate Equalities Review Team • Ensure that WLS requirements are integral to Recruitment and Selection training
The Council's Risk Assessment arrangements do not adequately identify risk in relation to the WLS. Consequently, WLS weaknesses are not highlighted and the necessary corrective measures do not feature in Service Plans	• Integrate a robust WLS compliance assessment within the Council's annual Risk Assessment arrangements • Incorporate within Service Plan the appropriate improvement measures to address areas of non-compliance • Directorates to submit quarterly reports to the Corporate Equalities Team on progress against WLS improvement measures in Service Plans
WLS requirements are not an integral part of the Council's Procurement arrangements WLI 1	• Review current written guidance for Council officers and third parties on the requirements of the Scheme and revise as appropriate • Procurement Unit to advise / provide training to Council staff on WLS requirements in relation to contracts and Pre-qualification Questionnaires • Develop model clauses pertaining to the WLS for Council contracts • Review all contract documents and amend to reflect the requirements of the Scheme.
The Council has no formal plan or structured arrangements for monitoring/verifying the implementation of the WLS at service or corporate level, and no budget for monitoring activities	• Develop a Monitoring Plan • Agree budget for monitoring
The Council is not yet implementing a programme of compulsory Language Awareness Training sessions (LAT) for all new recruits, existing members of staff and Councillors WLI 4(b)	• Agree annual budget for LAT • Identify LAT trainers • Develop a LAT course and training materials • Promote Diversity and Equality training

8. **Publishing information on performance**

This Monitoring Report has been prepared and considered in accordance with the commitments set out in section 7 of the Council's Welsh Language Scheme.

The Report was considered by the People and Performance Scrutiny Committee on 29 July 2008. The Council's Executive considered the Report on 16 September 2008 and approved its submission to the Welsh Language Board.

This report will be available for the public to access on the Council's website and in libraries throughout the county.

Appendix 1

WELSH LANGUAGE SCHEME
TARGETS AND TIMETABLE

Targets to be achieved by September 2006:
Service Planning and Delivery

KEY ACTION	PROGRESS
Integrate an annual Welsh Language Scheme (WLS) compliance assessment within the Council's Performance Management, Improvement Assessment, and Wales Programme for Improvement arrangements (section 2.3)	See Appendix 6.

Targets to be achieved by September 2006:
Communicating with the Public

KEY ACTION	PROGRESS
Review all Council stationery to ascertain whether all items are fully bilingual, and amend as necessary (section 3.2)	All services were asked to include this action in their 2007-08 service plans. This will be monitored in 2008-09.
Ensure that all standard text on e-mail, 'auto-signatures', disclaimers, and 'out of office' replies are bilingual, and provide guidance / support to staff to achieve this (section 3.2)	Instruction / guidance note issued. All services are required to include an action in their 2007-08 service plans to ensure that staff have made the required changes.
Review guidance for staff on how to meet the Council's commitments with regard to Welsh correspondence and amend as necessary (section 3.2)	Target met
Review guidance for staff regarding the Council's translation services and amend as necessary (section 3.2)	Target met
Greet all external telephone calls bilingually (section 3.3)	Original instruction / guidance issued in 2005 as part of the Council's Customer Care Policy / Standards. Further guidance issued in 2006 under the revised Welsh Language Scheme. All services were asked to include an action in their 2007-08 service plans to ensure that staff answer calls bilingually.
Review guidance on handling telephone calls from Welsh speaking members of the public, and amend as necessary (section 3.3)	Target met

KEY ACTION	PROGRESS
Main switchboard and any service centres / points using an automated answering service or answer phone will record bilingual messages (section 3.3)	Guidance note issued in 2006 with regard to telephone calls, which included guidance on the use of automated answering services. All services were asked to include this action in their 2007-08 service plans.
Staff using answer-phones will begin their recorded messages by giving a bilingual greeting, record English or bilingual messages as appropriate, and invite callers to leave Welsh or English messages (section 3.3)	Guidance / instruction issued in accordance with the WLS. All services were asked to include an action in their 2007-08 service plans and to ensure that members of staff comply. Subsequent guidance on Voicemail issued by Customer Services in December 2006 confirms that greetings must be bilingual, and includes a requirement to invite callers to leave messages in Welsh or English.
Provide training for receptionists / counter and front of office staff to greet members of the public bilingually (section 3.4)	All Directorates have confirmed that they have instructed receptionists / counter and front of office staff to greet members of the public bilingually. This will be monitored during 2008-09. There have been no requests from Directorates for training to enable the delivery of bilingual greetings, although Corporate Strategy did seek advice on how customers should be greeted. The Welsh Language Board's 'Swnio'n Dda - Sounds Good' audio resource will loaded onto the Council's intranet in April 2008; every employee with access to a PC will be able to use this resource.
Provide bilingual receptionists, counter and front of office staff with Welsh Language Board *Iaith Gwaith* badges (section 3.4)	Target met. This will be monitored during 2008-09.
Set out procedures for establishing language preference in advance of one to one and public meetings (section 3.4 and 3.5)	Target met
Review and revise written guidance available to staff responsible for arranging and chairing meetings (section 3.5)	Target met

Appendix 1

Targets to be achieved by September 2006:
The Council's Public Face

KEY ACTION	PROGRESS
Review guidance for staff, designers and others who reproduce or use the Council's corporate identity, and amend as appropriate (section 4.2)	Target met Guidance / instruction issued in accordance with the WLS. Other guidance recently issued by Corporate Communications regarding the use of the Council's identity does not make specific reference to WLS requirements, however it does include some images of bilingual material. There will be explicit references to the WLS in the revised version of this guidance.
Agree and implement procedures and protocols for the preparation / production of signs and issue guidance to staff and others involved in this activity (section 4.3)	Target partially met. Guidance on the preparation of signs developed and issued, but to date no formal procedures/protocols have been developed. A Task and Finish Group, led by Corporate Communications, has been established to develop formal procedures/protocols.
Establish arrangements for identifying the preferred language of the public when receiving requests for Council minutes, and for publicising the availability of Welsh translations (section 4.5)	Target not met. In December 2006 the Head of Committee, Member and Electoral Services agreed to take the following actions: • Information would be posted on the Council's website to inform visitors that minutes/extracts in Welsh are available in Welsh. • Members of staff who deal / potentially deal with telephone and face to face requests for minutes would be instructed ensure that they always ask customers whether they want a full set of minutes or an extract, and whether they want them in Welsh, or English, or both languages

KEY ACTION	PROGRESS
	• A member of staff would be identified in the Council's A-Z as someone who could deal with customers who prefer to deal with the Council in Welsh • Include an item regarding the new committee minutes system in the September 2007 edition of the Council's 'Your Community Your Council' publication, to include information about how members of the public can get Council minutes in Welsh on request. These actions have not yet been implemented
Review guidance for staff, designers and others who are involved in the preparation, printing and display of public materials and revise as necessary (section 4.5 / 4.6)	Target met
Review written guidance for staff and others involved in designing and producing forms and revise as necessary (section 4.6)	Target met
Review all displays, information boards, exhibitions etc. and ensure that they meet the requirements of this Scheme (section 4.7)	All services were asked to include this action in their 2007-08 service plans. This will be monitored during 2008-09.
Establish 'control points' to ensure that those who are responsible for producing and displaying public and official notices comply with this Scheme (section 4.9)	All services were asked to include this action in their 2007-08 service plans. This will be monitored during 2008-09.
Ascertain the preferred language of media organisations in Wales and issue press releases accordingly (section 4.11)	Target met

Targets to be achieved by September 2006: Implementing and Monitoring the Scheme

KEY ACTION	PROGRESS
Review and revise leaflet which explains the provisions of the Scheme and the role of staff in its implementation (section 6.1)	This document was reviewed, amended and posted on Infonet by the target date, i.e. the Council's internal 'website' for staff. The

KEY ACTION	PROGRESS
	document is also included in the Council's Diversity and Equality Training information pack.
Identify the resources that will be required to meet the requirements of the Scheme for the coming year(s) (section 6.4)	All services were asked to include this action in their 2007-08 service plans.
Make arrangements to retain a record of all complaints or suggestions received regarding this Scheme and its implementation, together with officers' responses to those complaints / suggestions (section 7.5)	Target met

Targets to be achieved by December 2006: Communicating with the Public

KEY ACTION	PROGRESS
Invite all English medium schools in Flintshire to express a preference to receive bilingual or English written correspondence from the Council, and record their language preference in accordance with the Council's arrangements (section 3.2)	All general correspondence and circulars to English medium schools are bilingual. Correspondence to individuals is written in the language of their choice.

Targets to be achieved by March 2007: Service Planning and Delivery

KEY ACTION	PROGRESS
Develop formal procedures and written guidance for undertaking a detailed and thorough assessment of the impact of any new or revised policy, plan or initiative on the Welsh language	Target not yet completed. A draft Impact Assessment Tool has been developed based on guidance issued by the Welsh Language Board. The Council hopes to pilot the tool during 2008-09.
Develop a structured programme for mainstreaming the Welsh language in the Council's main policies and initiatives	See section 6.1.1
Review arrangements for ascertaining and recording the preferred language of individuals and organisations (section 2.3)	Original arrangements are still in force. The Council is considering the procurement of a Contact Centre solution, which will record

KEY ACTION	PROGRESS
	customers' personal details. If this initiative goes ahead, a customer's language preference details will be recorded on their customer record.
Review current written guidance for Council staff regarding third party compliance and revise as appropriate (section 2.4)	Target partially met. New guidance has been drafted, including model clauses pertaining to the WLS for Council contracts.
Review current written guidance for third parties on the requirements of the Scheme and revise as appropriate (section 2.4)	Target not met. Original guidance is still in force
Integrate Welsh Language considerations within the Council's Procurement arrangements (section 2.4)	Guidance for Council staff regarding third party compliance is included on the Procurement Advisory Support System. The Council's Policy Officer (Welsh Language) has taken the following actions: • meeting with the Procurement Manager to discuss WLS requirements • presentation to officers across the Council who are involved in procurement activities • presentation to the Procurement Board concerning the requirements of the WLS • provided advice and assistance to officers in the Procurement Unit, Children's Services, Adult Social Care, Chief Executive's Department, Leisure Services, Human Resources, Corporate Communications, to integrate WLS requirements within their contracts in relation to the development of a number of specific contracts • worked with the Council's Monitoring Officer to review and revise the Council's Contract Procedure Rules to reflect the requirements of the Welsh Language Scheme.
Review and revise the Council's arrangements for encouraging and supporting other organisations to adopt	Target not met. Existing arrangements are still in force

KEY ACTION	PROGRESS
practices which promote equality between the Welsh and English languages (section 2.5)	
Review and revise the Council's arrangements and criteria for funding voluntary organisations to reflect the requirements of this Scheme (section 2.6)	The Council is currently reviewing its arrangements and criteria for funding voluntary organisations. As a result, the Development Grant application form has been revised; it now asks applicants to describe how they propose to use the Welsh language in relation to the activity to be funded.
Prepare guidance on implementing the WLS to those who administer funding schemes (section 2.6)	Target partially met. The Policy Officer - Welsh Language met with the Partnerships Development Officer (Voluntary Sector) to explain the requirements of the WLS. Both officers attended the Welsh Language Board's 'Awarding Grants, Loans and Sponsorship' seminar in September 2007. The officer responsible for administering the Development Grant and Community Chest has received a copy of the Welsh Language Board's guidance 'Awarding Grants, Loans and Sponsorship'. Officers responsible for other funding streams will be targeted in 2008-09.

Targets to be achieved by March 2007: Communicating with the Public

KEY ACTION	PROGRESS
Review all IT systems used to generate correspondence and prepare a report on their ability to comply with the requirements of this Scheme (section 3.2)	See Appendix 7
Audit of standard letters and translate where they are English only (section 3.2)	All services were asked to include this action in their 2007-08 service plans.
Review the arrangements for updating the Council's internal directory of Welsh speaking staff (section 3.3)	Target partially met. Initial discussions have taken place between the Policy Officer (Welsh Language) and the Customer Services Officer regarding how

	current arrangements can be improved.
Ensure that help-lines, automated telephone services and call centres set up by the Council provide an equal service in Welsh and English and ensure that arrangements are in place to make callers are aware of this option (section 3.3)	All services were asked to include this action in their 2007-08 service plans where appropriate.
Denote switchboard, reception, counter, front of office, contact office and similar posts as 'Welsh Essential', amend job descriptions, and ascertain language skills of current post holders (section 3.3/3.4)	Target partially met See section 3.2 of this report.
Produce and display bilingual notices that inform the public that a Welsh and English service is available (section 3.5)	Target met.

Targets to be achieved by March 2007:
The Council's Public Face

KEY ACTION	PROGRESS
Conduct an audit of all Council items bearing the Council's name/logo and ensure that all such items are bilingual (section 4.2)	All services were asked to include this action in their 2007-08 service plans where appropriate.
Conduct an audit of all signs – permanent, temporary, fixed and portable – for which the Council or a party acting on its behalf is responsible, and ensure that monolingual signs are made bilingual (sections 3.5 and 4.3)	All services were asked to include this action in their 2007-08 service plans where appropriate.
Develop and issue a 'Design Guidelines' leaflet to relevant planning permission applicants which encourages them to erect bilingual signs and includes guidance on bilingual design (section 4.3)	Target not met. However, initial discussions have taken place between the Policy Officer (Welsh Language) and the Council's Head of Planning Control to discuss the potential content and recipients of such a leaflet.
Develop and issue a 'Street Names' leaflet which explains the Council's preferences regarding the names of housing developments and the streets within them (section 4.4)	The Chief Building Control Officer has designed a one page bilingual pamphlet giving guidance to developers on street names. The pamphlet is currently with our graphics design team. Once printed, the pamphlet will be sent to:

KEY ACTION	PROGRESS
	• all developers on Building Control's customer database • all developers who submit a new Building regulation application. • County Councillors • Town and Community Councils The pamphlet will also be available in our reception areas and on the Council's web site.
Establish and implement procedures for ensuring that the Council or agents acting on its behalf produces material for public use in accordance with the requirements of this Scheme (section 4.5 and 4.6)	All services were asked to include this action in their 2007-08 service plans.
Undertake an audit of all Council forms with a view to verifying that their format, language content, terminology and diction style comply with this Scheme, and implement a programme to revise these forms where necessary (section 4.6)	All services were asked to include this action in their 2007-08 service plans.
Develop a corporate involvement and consultation strategy, and maintain a database of Welsh-speaking individuals and Welsh medium local groups and organisations who are willing to participate in surveys and consultation exercises (section 4.8)	Consultation and Engagement is a key principle within the Authority's approved Communication Strategy 2006-2008. Work on the corporate 'Consultation and Engagement Framework and Guidelines' is still ongoing after widening its scope to include: Service User Involvement in the Recruitment Process; Rewards and Recognition; Service User Involvement in Improvements and Developments. A Consultation and Engagement Directory of Groups and Organisations, which includes reference to a number of Welsh language groups, has been prepared and is awaiting final approval. The anticipated date for publication on the Council's internal Infonet is June 2008.

KEY ACTION	PROGRESS
Identify the options available for targeting Welsh-speakers as part of recruitment campaigns in relation to 'Welsh essential' posts and present a report to the Corporate Equalities Review Board (section 4.10)	Target not met

Targets to be achieved by March 2007:
Implementing and Monitoring the Scheme

KEY ACTION	PROGRESS
Ensure that all staff are aware of the specific requirements of this Scheme and how they impact on their individual roles (section 6.1)	All services were asked to include this action in their 2007-08 service plans.
Undertake an audit of the Council's ICT systems in order to ascertain whether they are able to, and do, meet the commitments given in this Scheme, and present a report to the Executive (section 6.2)	See Appendix 7
Prepare detailed guidance for staff regarding the purchase and development of ICT systems and software to meet the Council's needs, based on the requirements of this Scheme and the Welsh Language Board's IT Standards (section 6.2)	See Appendix 7
Identify options for facilitating the use of Welsh by bilingual staff when using the Council's IT systems (section 6.2)	Target not met.

In April and May 2008 the Council plans to publicise on its Intranet the availability of Welsh Language Interface Packs and spellcheckers for Microsoft Office 2003 and 2007 and Windows XP and Vista. The ICT department will be piloting these packages on a limited number of PCs within the Council before making them widely available. We will also intend to direct employees to the 'Technology' page on the Welsh Language Board's website so that they can learn about the whole range of options available for using Welsh on their PCs. |

Appendix 1

KEY ACTION	PROGRESS
Review the Welsh Language Skills Strategy, revise the timetable for its implementation, and implement accordingly (section 6.2)	Revised date of July 2009 agreed with the WLB following its 2007 Risk Assessment.
Review all aspects of the Council's Recruitment and Selection procedures and ensure that they meet the requirements of this Scheme (section 6.2)	A new Recruitment and Selection Policy is under development and the relevant content pertaining to the WLS has been included.
Ensure that an assessment of the need for specific vocational Training through the medium of Welsh, and for vocational training to facilitate the implementation of the Scheme is an integral part of the staff appraisal process (section 6.2)	Target not met
Establish procedures for ensuring that training courses for Council staff and elected members include content pertaining to the WLS where appropriate (section 6.2)	Target not met
Implement a programme of compulsory Language Awareness Training sessions for all new recruits, existing members of staff and Councillors (section 6.1)	Target not met.
Develop formal 'learning agreements' for Welsh Language training (section 6.2)	Target not met. These will be developed and applied when the Council begins to advertise 'Welsh Essential' posts, and the Welsh language training programme has been reviewed.

Targets to be achieved by September 2007:
Service Planning and Delivery

KEY ACTION	PROGRESS
Review partnership working arrangements and revise to reflect the requirements of this WLS (section 2.7)	A review of partnership working arrangements is currently being undertaken. WLS requirements and the WLB publication 'Partnerships and the Welsh Language' will be considered as part of this review.
Prepare guidance for officers who are involved in partnership working on the requirements of this WLS (section 2.7)	The Principal Partnerships Officer has received the WLB publication 'Partnerships and the Welsh Language'. Partnership Coordinators will be targeted during 2008.

Targets to be achieved by September 2007: Implementing and Monitoring the Scheme

ACTION	PROGRESS
Undertake a detailed and thorough review of the Translation Unit (section 6.2)	The Translation Unit is firmly committed to the Scheme and its objectives. It acts as the Council's key point of contact for all of its bilingual communication. The Translation Unit is committed to delivering services in Welsh and employs two full-time and one part-time translator who are professionally qualified with the necessary skills to translate a wide range of documents. The internal translators offer professional support to all members of staff on matters such as the design of bilingual publications, signage wording, correct language and specialist terms. The Welsh Translation Unit is also supported by external translators whose services are employed when our demand exceeds internal capacity. Our Translation Unit is small in comparison to our neighbours e.g. Conwy employ one principal translator, four full time translators and one full time administrator; Gwynedd employ eight translators including one senior translator; and Carmarthenshire employ nine translators. Like Flintshire, Denbighshire, Gwynedd and Conwy have experienced difficulties when trying to recruit translators. Flintshire's Translation Unit translated in excess of 739 thousand words during the fiscal year 2006 – 2007 (over 61,000 per month). A full review has not yet been completed due to resourcing issues within the Unit and the imminent departure of the current manager. It is intended to

Appendix 1

ACTION	PROGRESS
	complete the remainder of the review later this year when the manager returns from maternity leave. The work undertaken so far against the actions outlined in the Welsh Language Scheme is detailed in Appendix 8. The actions detailed above will be reviewed later this year when the Translation Unit has its full resources employed and the manager returns from maternity leave. Although much work has been done e.g. the introduction of scheduled team meetings, review of charges, initial review of collaborative working with North Wales Police and guidance review for staff, further information needs to be gathered to make an informed decision about the future of the Translation Unit.
Include a commitment in the Council's ICT Strategy to implement the Welsh Language Board's IT Standards (section 6.2)	See Appendix 7
Prepare an action plan setting out how the Council will mainstream the Welsh language in the field of ICT and meet the Welsh Language Board's IT Standards (section 6.2)	See Appendix 7
Develop a Welsh language training programme to meet the Council's needs in terms of implementing this Scheme and allocate the necessary resources in accordance with the requirements of the Welsh Language Skills Strategy (section 6.2)	The Council is currently running a Welsh language Training programme As described in section 5.1.1. The training programme and the budget for its implementation will be reviewed in the light of the revised Welsh Language Skills Strategy.

Appendix 2
WLI 2: Identified posts that have been denoted 'Welsh Essential'

Directorate	Service	Post Title	Location / Workplace	Number of Posts	Postholder(s) Welsh-speaking?
Environment and Regeneration	Management Support & Performance	Senior Administration Assistant	General Office, County Hall, Mold	1	NO
		Administration Assistant		2	NO
		Clerical Assistant		3	NO
Community and Housing	Administration	Receptionist	Flint, County Offices	2	NO
			Holywell Area Office	2	NO
			Connah's Quay Area Office	1	NO
			Mold, County Hall	1	NO
			Mold, Town Hall	2	NO x 1 YES x 1

Appendix 2

Directorate	Service	Post Title	Location / Workplace	Number of Posts	Postholder(s) Welsh-speaking?
Financial, Legal and Democratic Services	Benefits and Advisory Services	Benefits and Advisory Services Assistant	Mold, County Hall	4	YES x 1 NO x 3
	Exchequer Services	Assistant Caller / Cash	County Hall, Mold	1	YES
			Mold Town Hall	2.7	YES x 1 NO x 1.7
			Buckley Town Hall	1	NO
			County Offices Connah's Quay	1	NO
			County Offices, Flint	1	NO
Corporate Strategy	Customer Services Switchboard / Reception	Customer Services Assistant	County Hall Mold	10	NO x 5 YES x 5
	Customer Services, Public Information	Customer Services Assistant	Mobile Office (Based in County Hall, Mold)	3	NO x 2 LEARNING x 1

Appendix 3
WLI 2: Posts identified but not yet denoted 'Welsh Essential'

Directorate	Service	Location / Workplace	Post Title	Number of Posts	Postholder Welsh-speaking? Yes / No
Environment and Regeneration	Regeneration	Greenfield Business Centre	Administration / Receptionist	3	NO
	Planning Services	Countryside Services, Wepre Park	Weekend Receptionist	1	NO
	Highways & Transportation Neighbourhood Policy & Strategy	Alltami	Senior Administration Officer	1	NO
			Administration Officer	2	NO
	Highways & Transportation	Mold Bus Station	Mold Bus Station Assistant	2	NO
Corporate Strategy	Theatr Clwyd	Theatr Clwyd	Box Office Assistant	7	NO x 3 YES x 4
			Senior Box Office Assistant	1	NO
			Receptionist /Shop Assistant	5	NO x 3 YES x 2
	Customer Services Switchboard / Reception	County Hall Mold	Customer Services Supervisor	1	NO
	Customer Services Switchboard / Reception	County Hall Mold	Customer Services Assistant (Relief)	2	NO
	Customer Services Public Information	Mobile Office (County Hall, Mold)	Customer Services Assistant (Relief)	1	NO

Appendix 3

Directorate	Service	Location / Workplace	Post Title	Number of Posts	Postholder Welsh-speaking? Yes / No
Education, Children's Services and Recreation	Children's Services	County Offices Connah's Quay	Receptionist	2	NO
		Greenfield Valley	Receptionist	Not Confirmed	Not Confirmed
	Leisure Services	Leisure Centres / Swimming Pools	Receptionist	Not Confirmed	Not Confirmed

Appendix 4

WELSH LANGUAGE SKILLS SELF-ASSESSMENT TOOL

	LISTENING / SPEAKING	READING / UNDERSTANDING	WRITING
LEVEL 0	● No appreciable ability	● No appreciable ability	● No appreciable ability
LEVEL 1	**I Can:** ● Pronounce Welsh words, place names, department names, etc. ● Greet and understand a greeting. ● Use basic every day words and phrases, e.g. thank you, please, excuse me, etc. ● Understand / pass on simple verbal requests of a routine / familiar / predictable kind using simple language, e.g. 'May I speak to…'. ● State simple requests and follow up with extra questions / requests in a limited way	**I Can:** ● Understand simple key words and sentences on familiar / predictable matters relating to my own job area, e.g. on signs, in letters.	**I Can:** ● Fill in simple forms, note down simple information, e.g. date and venue of a meeting, Welsh address, etc.
LEVEL 2	**I Can:** ● Understand the gist of Welsh conversations in work ● Respond to simple job-related requests and requests for factual information ● Ask simple questions and understand simple responses ● Express opinions in a limited way as long as the topic is familiar ● Understand instructions when simple language is used	**I Can:** ● Understand factual, routine information and the gist of non-routine information on familiar matters related to my own job area , e.g. in standard letters, leaflets, etc.	**I Can:** ● Write short simple notes / letters / messages on a limited range of predictable topics related to my personal experiences or my own job area
LEVEL 3	**I Can:** ● Understand much of what is said in an office, meeting, etc. ● Keep up a simple conversation on a work related topic, but may need to revert to English to discuss / report on complex or technical information ● Answer predictable or factual questions ● Take and pass on most messages that are likely to require attention ● Offer advice on simple job-related matters	**I Can:** ● Scan texts for relevant information ● Understand a fair range of job-related routine and non-routine correspondence, factual literature, etc. when standard language is used.	**I Can:** ● Write a detailed / descriptive letter relating to my own job area, but will need to have it checked by a Welsh speaker ● Make reasonably accurate notes while someone is talking
LEVEL 4	**I Can:** ● Keep up an extended casual work related conversation or give a presentation with a good degree of fluency and range of expression but may need to revert to English to answer unpredictable questions or explain complex points or technical information ● Contribute effectively to meetings and seminars within own area of work ● Argue for/against a case	**I Can:** ● Read and understand information fairly quickly as long as no unusual vocabulary is used and no particularly complex or technical information is involved	**I Can:** ● Prepare formal letters of many familiar types such as enquiry, complaint, request and application ● Take reasonably accurate notes in meetings or straightforward dictation ● Write a report / document relating to my own job area, but will need to have it checked by a Welsh speaker
LEVEL 5	**I Can:** ● Advise on / talk about routine, non-routine, complex, contentious or sensitive issues related to own experiences ● Give a presentation/demonstration ● Deal confidently with hostile or unpredictable questions ● Carry out negotiations using complex / technical terms ● Give media interviews	**I Can:** ● Understand complex ideas and information expressed in complex or specialist language in documents, reports correspondence and articles, etc.	**I Can:** ● Write letters on any subject ● Write full / accurate notes of meetings while continuing to follow discussions and participate in them ● Write reports / documents with confidence but they may need to be checked for minor errors in terms of spelling and grammar

Appendix 5

Number and Percentage of Employees (Respondents) who are able to speak Welsh by Directorate and Service Division

Directorate	Section	Number of Employees in Section	Number of Respondants per Section	% of Employees Responding to the Survey	Number of Welsh Speaking Respondants	% of Welsh Speaking Respondants
ASC	LD	293	112	38.23%	54	48.21%
ASC	MH	83	24	28.92%	12	50.00%
ASC	OP	349	98	28.08%	39	39.80%
ASC	P&P	79	69	87.34%	31	44.93%
ASC	PDSI	52	31	59.62%	17	54.84%
CH	Administration	52	45	86.54%	22	48.89%
CH	Administration & Support Services	6	6	100.00%	2	33.33%
CH	Allocations & Welfare	16	15	93.75%	10	66.67%
CH	Business Development	11	8	72.73%	5	62.50%
CH	Community Services	5	4	80.00%	0	0.00%
CH	Customer & Housing Services	41	32	78.05%	19	59.38%
CH	Design & Consultancy	15	10	66.67%	6	60.00%
CH	Direct Workforce - Canton Depot	100	21	21.00%	4	19.05%
CH	Direct Workforce - Queensferry Depot	92	23	25.00%	6	26.09%
CH	Environment Services	18	15	83.33%	6	40.00%
CH	Housing & Property Maintenance - Canton Depot	39	24	61.54%	10	41.67%
CH	Markets	4	3	75.00%	2	66.67%
CH	P. A. Unit	3	2	66.67%	2	100.00%
CH	Renovation Grants	9	7	77.78%	3	42.86%
CH	Sheltered Housing	66	64	96.97%	24	37.50%
CH	Technical Services, Property & Asset	31	28	90.32%	11	39.29%
CE	Chief Executive	1	1	100.00%	1	100.00%
CE	Corporate Communications	5	5	100.00%	4	80.00%
CE	Management Support	5	4	80.00%	3	75.00%
CS	Civil Contingencies	5	6	120.00%	3	50.00%
CS	Corporate Training & Development	5	4	80.00%	2	50.00%
CS	Customer Services	48	37	77.08%	26	70.27%
CS	Design & Print	19	19	100.00%	9	47.37%
CS	Human Resources	26	20	76.92%	6	30.00%
CS	ICT - Information & Business Services	20	18	90.00%	7	38.89%
CS	ICT - Network & I. T. Support	14	14	100.00%	9	64.29%
CS	ICT - Operational Services	15	11	73.33%	7	63.64%
CS	Job Evaluation	8	6	75.00%	3	50.00%
CS	Management	3	2	66.67%	1	50.00%
CS	Occupational Health & Safety	8	5	62.50%	0	0.00%
CS	Occupational Health Team	11	6	54.55%	3	50.00%
CS	Payroll	19	19	100.00%	15	78.95%
CS	Policy, Performance & Partnership	16	17	106.25%	8	47.06%
CS	Theatre	233	18	7.73%	14	77.78%
ER	Highways & Transportation	424	206	48.58%	76	36.89%
ER	Management Support and Performance	38	23	60.53%	8	34.78%
ER	Planning Services	59	33	55.93%	16	48.48%
ER	Public Protection	70	48	68.57%	23	47.92%
ER	Regeneration	38	29	76.32%	18	62.07%
ECSR	Children's Services	181	81	44.75%	32	39.51%
ECSR	Development and Resources	39	32	82.05%	20	62.50%
ECSR	Facilities Services	303	31	10.23%	7	22.58%
ECSR	ICT	28	11	39.29%	4	36.36%
ECSR	Leisure, Recreation and Play	431	141	32.71%	63	44.68%
ECSR	Libraries, Culture and Heritage	132	93	70.45%	50	53.76%
ECSR	Management	2	1	50.00%	0	0.00%
ECSR	School Service's	140	57	40.71%	37	64.91%
ECSR	Youth and Community	137	41	29.93%	21	51.22%
FLADS	Audit	17	15	88.24%	10	66.67%
FLADS	Customer Accounts	89	75	84.27%	32	42.67%
FLADS	Financial Management	25	24	96.00%	10	41.67%
FLADS	Funds	6	5	83.33%	1	20.00%
FLADS	Management and Secretarial Support	3	3	100.00%	0	0.00%
FLADS	Pensions	16	14	87.50%	5	35.71%
FLADS	Procurement & Insurance	8	7	87.50%	3	42.86%
FLADS	Democratic Services	41	37	90.24%	22	59.46%
FLADS	Legal Services	20	20	100.00%	12	60.00%
FLADS	Management and Secretarial Support	4	4	100.00%	4	100.00%
Totals		4076	1884		880	

KEY

ASC	Adult Social Care
CH	Community and Housing
CE	Chief Executive's Department
CS	Corporate Strategy
ER	Environment and Regeneration
ECSR	Education and Children's Services, and Recreation
FLADS	Financial, Legal and Democratic Services

Appendix 6

Performance Management

The Council's Service Planning Guidance 2007-08 included a section on the Welsh language, which asked services to assess their compliance against a number of the Welsh Language Scheme's targets. If they were not fully compliant, they were advised to include ameliorative actions in their Service Plans. They were also asked to submit Monitoring Returns to the Policy Unit highlighting the areas of compliance and non-compliance. Details of the Monitoring Returns submitted are provided below:

Directorate	Number of Monitoring Returns Expected	Number Monitoring Returns Received
Adult Social Care	1	1
Chief Executive	1	1
Community and Housing	16	12
Corporate Strategy	7	1
Education, Children's Services and Recreation	10	10
Environment and Regeneration	7	0
Financial, Legal and Democratic Services	17	16

The Council introduced new Operational Risk Assessment (ORA) arrangements in 2007. The importance of embedding the Welsh language, Equality and Sustainable Development within these new arrangements was acknowledged and reflected by the fact that three ORA Workshops were held in September and October 2007, which focused specifically on these three cross-cutting areas. The relevant Officers highlighted the strategic and operational risks of failing to comply with legislation and the Council's policy commitments in relation to the Welsh language, Equality and Sustainable Development.

Officers responsible for undertaking an ORA for their own areas were expected to identify the areas of non-compliance in relation to the three areas, include these in their ORAs and, ultimately, include in their 2008-09 service plans actions to mitigate the risks.

The Council's Risk Manager confirmed that six of the forty-four ORAs undertaken identified risks relating to the Welsh Language Scheme, and two of the seven Council directorates identified risks relating to implementing the Welsh Language Scheme (see below):

Directorate	Number of ORAs Submitted	Number WLS - related risks
Adult Social Care	5	0
Chief Executive	0	0
Community and Housing	13	0
Corporate Strategy	4	5

Appendix 6

Education, Children's Services and Recreation	6	1
Environment and Regeneration	11	0
Financial, Legal and Democratic Services	5	0
TOTAL	**44**	**6**

The Council also undertook a Strategic Risk Assessment during the monitoring period. Compliance with the Welsh Language Scheme was not identified as a strategic risk.

The Council will be using the new pan-Wales performance management system *Ffynnon* to help manage the Council's approach to performance and risk management. It is intended to include an overview of the Council's compliance with the WLS within this system.   Further detailed assessments will need to be undertaken where appropriate.

Appendix 7

Welsh Language Scheme Monitoring Report 2007-08

Progress against ICT Targets and Timetable

1.   **Purpose of Report**

To provide an update of progress made in relation to undertaking the tasks identified in the council's Welsh Language Scheme in relation to ICT.

2.   **Project Update**

2.1   *Method of Work*

In the current ICT Strategy, there is a requirement to review both the ICT software development environment and the associated development standards. It was felt that the actions identified in the council's Welsh Language Scheme would be best implemented by analysing them and implementing them as part of this review. This would mean that they would form an integral part of all new software developments.

In analysing these requirements, it would also be possible to further enhance the ICT Technical Specification that has to be completed by suppliers of software applications to the authority.

Providing resource to address these areas whilst maintaining a service in relation to software development and support has proved challenging but this has now been addressed. A development manager has been assigned a specific project to address these areas with a timescale of 12 months from April 1st 2008 to complete the work.

The Council's Welsh Language Policy Officer has been kept informed of any progress and will be consulted on any proposals prior to implementation. Although the work undertaken to date has been of a mainly analytical nature, this process of consultation has already begun and appears to be working well.

2.2   *Progress against Section 3.2*

'*Review all IT systems used to generate correspondence and prepare a report on their ability to comply with the requirements of this Scheme'.*

A new system library has been developed for in house systems. There has been a considerable amount of work undertaken to identify system owners from the relevant service areas. This work is now complete and each system owner will be emailed and asked to complete the following questions in relation to existing in house applications:

•   Does this system produce letters, etc. for the public?

- If so, does it produce them bilingually?
- Does it accommodate a language preference?

The response will automatically update the database and it will be possible to report on the number of in house databases, the number that produce documentation for the public and the proportion that meet the requirements of the Scheme.

We are currently in the process of redeveloping the library for supplied systems and on completion will undertake the same exercise for them to enable a complete assessment of compliance. All new procurements and in house developments will make this assessment at the outset to ensure that information is kept up to date. All work should be complete by September 2008.

2.3 *Progress against Section 4.13*

'All databases and computerised or electronic systems that feed the Council's websites with information will hold bilingual information. The Council will agree a programme to convert monolingual systems into bilingual systems within the lifetime of the scheme, taking into account the Council's corporate ICT Strategy.'

All databases and computerised or electronic systems, which feed the website and have been written in house currently hold information in both English and Welsh. The Council is in the process of implementing a new web content management system which allows workflow techniques to be used when entering and modifying information on the website. The workflows that have been developed ensure that all information is sent to the translation unit to enable them to translate the content into Welsh. Only when this is complete is the information then published in both English and Welsh at the same time.

The only area where the authority does not have this control is when there is integration with supplied business systems. The new Content Management System will allow some control over look and feel and the 'wrappers' that we are able to place around applications but we are unable to access core data within the application.

Whilst all new applications are assessed against the requirements of the Welsh Language Scheme and the Welsh Language Board's ICT Standards, it is not always possible to find a supplier that meets both the legislative or process requirements of the business as well as the Welsh Language Scheme requirements. There are also many cases where the suppliers of existing software that may have been procured some time ago are now developing web access modules for the software and again there is no commitment to consider the Welsh Language. We have found that some companies will simply refuse any consideration of requirements or they will make amendments that cost significant amounts that cannot be met within current budget allocations.

We have committed to undertaking an analysis before implementation and will keep both the council's Welsh Language Policy Officer and the Welsh Language Board informed of these issues as they arise, particularly if the end result means that we have to publish a predominantly English version of the software.

We have recently engaged with Draig, who helped to develop the Welsh Language Board's ICT Standards. They have accepted that some of the standards are aspirational and are not possible to implement with current technology but they have developed some tools which may assist in implementation.

One of these is a tool called *Interceptor*. Data from a third party application can be pushed through this product and translation can occur before publication on website. The software costs £5000 per engine and one engine is needed per product that is being translated. We currently have three systems which feed our website that will need this product. As the technology is unproven to us, we propose to run a pilot with one of the systems and have purchased a licence for one engine and the associated consultancy involved for the installation of that engine for use on the *Lalpac* licencing system. If the pilot is successful further licences for the engine can be procured and installed for use with the other two systems. Consideration will need to be given to funding of this. Whilst funding has been found for the pilot, none has been identified for the other applications.

2.4 *Progress against Section 6.2 ICT Action (i)*

'Include a commitment in the Council's ICT Strategy to implement the Welsh Language Board's ICT Standards.'

The ICT Strategy has a strong commitment within it to the Welsh language. Details can be found in Section 1.6 of the document which is published on the council's intranet.

Within that commitment it is worth highlighting that following discussions with Draig and also with ICT colleagues in other Welsh Authorities, the commitment to the Welsh Language Board's ICT Standards is made "where it is practical and appropriate to do so" based on available technology and budget.

2.5 *Progress against Section 6.2 ICT Action (ii)*

'Undertake an audit of the Council's ICT systems in order to ascertain whether they are able to, and do, meet the commitments given in this Scheme, and present a report to the Executive".

See section 2.2

2.6 *Progress against Section 6.2 ICT Action (iii)*

'Prepare detailed guidance for staff regarding the purchase and development of ICT systems and software to meet the Council's needs based on the requirements of this scheme and the Welsh Language Board's ICT Standards.'

An assessment of the Welsh Language Board's ICT Standards is currently being undertaken. The assessment is based around what is possible given current available technology. On completion of the assessment, requirements will be built in to the council's software development standards. As indicated earlier, these are being reviewed as part of the ICT Strategy.

Any new developments will have to conform to a new set of standards which define how to produce software which is multilingual and holds all field name translations separately in a translation cache. In all future developments we will be aiming to not include any "hard coded" text on our forms and will, instead, look up that information in a central translation cache to obtain the information. This will mean that all systems will have the potential to be presented bilingually.

Any procurement of ICT systems includes and ICT technical questionnaire and subsequent evaluation. This currently includes a series of questions relating to the use of the Welsh language, particularly in relation to the website. When the above assessment is complete, this questionnaire will be revised accordingly to ensure compliance with revised development standards.

2.7 *Progress against Section 6.2 ICT Action (iv)*

'Prepare an action plan setting out how the Council will mainstream the Welsh Language in the field of ICT and meet the Welsh Language Board's ICT Standards.'

On completion of the assessment and software audit, an action plan will be developed.

Translation Unit Review

Action	Details of Work Undertaken	Review Date
Identifying resources to meet the demand for translation services and making appropriate provision.	During 2007 the Translation Unit was resourced by only one part-time translator following the departure of one full-time translator (the second full-time translator is currently seconded). The Translation Unit manager was tasked with recruiting a full-time translator and like our neighbouring Authorities; Flintshire found it difficult to recruit and employed the assistance of the Chief Executive of the Association of Welsh Translators and Interpreters. As the Translation Unit has not been operating to full capacity, there has not been the opportunity to review the demand for translation within the Council to date. It would not be fair to review demand when the Unit has not yet had a period of stability to thoroughly review demand against resource. From 1 April, 2008 the Unit will be in a better position to review resources when the full-time translator currently seconded will return to his substantive post.	31.12.2008
Establishing formal procedures for monitoring the standard and quality of the work of internal and external translators and making appropriate provision.	Informal procedures have been implemented that afford the internal translators the opportunity to discuss translation issues and work together to ensure a consistent and quality service is delivered by the Unit. No formal procedures have yet been established as, until late 2007, the Unit was serviced by one part-time translator. A quality control process will be reviewed later in the year when the manager returns from maternity leave and the second full-time translator returns to post. The Translation Unit will explore the option of collaborating with other Local Authorities with a view to implementing an independent review of translation work undertaken by internal and external providers at agreed intervals.	31.12.2008

Action	Details of Work Undertaken	Review Date
Establishing methods of ensuring consistency in the use of terminology and text formulation and making appropriate provision.	The Unit has established methods of ensuring consistency in the use of terminology by introducing weekly team meeting/brainstorming sessions with translators. The weekly meetings allow the translators to discuss issues such as the use of terminology and text formulation. It also allows the translators to keep their Dictionary of Terms up to date and ensures templates and corporate documents are reviewed, thus ensuring consistency of work released by the Unit.	Complete
Identifying how the Translation Unit may best contribute to Scheme implementation in the broader context.	The Translation Unit manager will need to liaise with the Welsh Language Officer in regard to this. Action to be reviewed later this year when the post-holder returns from maternity leave.	31.12.2008
Supporting translators to further develop their translation skills and professional qualifications.	The Translation Unit manager meets staff on a regular basis via team meetings and has also undertaken staff appraisals. Appraisals are carried out on an annual basis to include a 6 month review. As part of the appraisal process, personal development needs are discussed and support and training is reviewed on an individual basis. The translators are supported by their manager to further their translation skills and professional qualifications as required. Development needs of each translator are held confidentially by the manager and action is taken as agreed between staff and management.	Complete
Identifying the costs / benefits of purchasing simultaneous translation equipment and advising on the most appropriate arrangements for	The Translation Unit does not have the resource to provide a simultaneous translation service at present. The Unit has received in excess of 5,700 requests for translation services since 1 April, 2006 and none of these have been logged for simultaneous translation. Although the Unit has received a few enquiries about simultaneous translation,	31.12.2008

Action	Details of Work Undertaken	Review Date
the Council.	these requests have been managed by sign-posting staff to external providers. The initial enquiries that have been received, the Unit does not have a record of any meetings with simultaneous translation facility having taken place. As the Unit does not have the demand for this provision, there are no costs or benefits to purchasing simultaneous equipment to be identified or reviewed.	
Supporting Members' communications with Welsh speaking constituents.	The Translation Unit is committed to supporting communications with all of the Council's customers. It has not received any requests for support from Members with their Welsh speaking constituents to date. County Council elections are due to be held in May, 2008. This action will be reviewed later in the year with a view to working with Member Services to ensure Members are aware of the support available from the Translation Unit.	31.12.2008
Supporting the Welsh Assembly Government's broad vision for the Welsh language.	The Translation Unit manager will liaise with the Welsh Language Officer in regard to this. Action to be reviewed later this year when the post-holder returns from maternity leave.	31.12.2008
Supporting other organisations in the communities we serve to operate bilingually by offering the specialist advice and guidance of the Translation Unit.	The Translation Unit does not currently support other organisations as it does not have the resources to do so. However, this will be reviewed following the outcome of Point 1 when the Translation Unit has all of its resources employed.	31.12.2008

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 17

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **COUNTY FINANCE OFFICER**

SUBJECT : **BUSINESS RATES - WRITE OFFS**

1.00 PURPOSE OF REPORT

1.01 To request authorisation to write off a single debt outstanding for Business Rates to the value of £28,272.24

2.00 BACKGROUND

2.01 Financial Procedure Rules (section 9.6 - Income and Expenditure) requires that write-off are referred to Executive in excess of £25,000.

3.00 CONSIDERATIONS

3.01 The consideration to write off relates to a company in Administration. The Council had actively pursued collection of business rates through the normal recovery process but received notification from appointed Administrators on the 13th February 2008, to confirm that a company had been placed into Administration on the 18th December 2007 and that there was no prospect of any funds being available for distribution to unsecured creditors. On this basis a decision was taken by the Appointed Administrators not to hold a creditors meeting.

4.00 RECOMMENDATIONS

4.01 That members approve the write off of this debt, amounting to £28,272.24

5.00 FINANCIAL IMPLICATIONS

5.01 There are no financial implications to the Council or to taxpayers in relation to the write off of bad debts since the Council collects Business Rates on behalf of the Assembly through the National Collection Pool for Wales. There are provisions made within the Collection Pool for the write off of debts.

6.00 ANTI POVERTY IMPACT

6.01 None

Date: 08/09/2008

7.00 ENVIRONMENTAL IMPACT

7.01   None

8.00 EQUALITIES IMPACT

8.01   None

9.00 PERSONNEL IMPLICATIONS

9.01   None

10.00 CONSULTATION REQUIRED

10.01 None

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

Financial Procedure Rules (section 9.6 - Income and Expenditure)

Notification of Liquidation dated 13/02/2008

Contact Officer: David Barnes
Telephone: 01352 703652
E-Mail: david_barnes@flintshire.gov.uk

Date: 08/09/2008

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 18

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **COUNTY FINANCE OFFICER**

SUBJECT :   **ANNUAL TREASURY MANAGEMENT REPORT 2007/08**

1.00   PURPOSE OF REPORT

1.01   To present to Members the Annual Treasury Management Report for 2007/08.

2.00   BACKGROUND

2.01   The CIPFA Code of Practice on Treasury Management introduced in 1996 and revised in 2001 requires local authorities to agree a Treasury Management Policy & Strategy Statement, together with an annual report on the performance of the Treasury Management function.

2.02   The Treasury Management Policy Statement for 2007/08 was approved by the Council on 1 March 2007. In accordance with the Prudential Code for Capital Finance, the Policy Statement included key indicators and limits for 2007/08 and in addition included an Investment Strategy which is a requirement of the Welsh Assembly Government.

2.03   Financial Procedure Rule 14: Treasury Management, requires that The County Finance Officer will produce an annual report on Treasury Management in line with Treasury Management Practices for presentation to the Executive.

2.04   This report provides members with a review of the Treasury Management function in 2007/08.

3.00   INFORMATION

3.01   The Annual Report for 2007/08 is attached.

3.02   The Annual Report concludes that the Treasury Management function has operated within both the statutory and local limits detailed in the 2007/08 Treasury Management Policy Statement.

4.00   RECOMMENDATIONS

4.01   That the Annual Report for 2007/08 be noted.

Date: 08/09/2008

5.00 FINANCIAL IMPLICATIONS

5.01   As detailed in the Annual Report.

6.00 ANTI POVERTY IMPACT

6.01   None

7.00 ENVIRONMENTAL IMPACT

7.01   None

8.00 EQUALITIES IMPACT

8.01   None

9.00 PERSONNEL IMPLICATIONS

9.01   None

10.00 CONSULTATION REQUIRED

10.01 Sterling Consultancy Services as Treasury Management Advisers.

11.00 CONSULTATION UNDERTAKEN

11.01 Sterling Consultancy Services as Treasury Management Advisers

12.00 APPENDICES

12.01 None

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS**

Treasury Management Policy & Strategy Statement 2007/08
Schedule of temporary investment transactions 2007/08
List of approved banks and building societies at 31st March 2008

Contact Officer: Philip Latham
Telephone: 01352 702264
E-Mail: philip_latham@flintshire.gov.uk

Date: 08/09/2008

FLINTSHIRE COUNTY COUNCIL

TREASURY MANAGEMENT

ANNUAL REPORT 2007/08

1.00 INTRODUCTION

1.01 The purpose of this report is to review 2007/08 Treasury Management operations.

2.00 BACKGROUND

2.01 The Council adopted the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services Code of Practice 2001 from 1 April 2002.

2.02 The Code of Practice required the inclusion of five clauses under financial procedure rules. These are as follows:-

(i).   The Council is responsible for approving the Treasury Management Policy Statement. The Policy Statement is proposed to the Council by the Executive, on the advice of the Chief Finance Officer. The Chief Finance Officer has delegated responsibility for implementing and monitoring the statement and managing the Council's Borrowing Portfolio in accordance with the statement.

(ii).   All Council monies, as defined in the Policy Statement for Treasury Management, shall be aggregated for the purposes of Treasury Management, and shall be under the control of the Chief Finance Officer on behalf of the Council.

(iii).   All Executive decisions on authorised borrowing, investment or financing such monies shall be delegated to the Chief Finance Officer, who is required to act in accordance with CIPFA's Code of Practice for Treasury Management in Public Services and the Council's Treasury Management Policy Statement and Strategy.

(iv).   The Chief Finance Officer will produce an annual report on treasury management, in line with Treasury Management Practices, for presentation to the Executive and will report to the Executive a proposed Treasury Management Strategy for the coming financial year before the start of each financial year.

(v).   The Chief Finance Officer will report promptly to the Executive any exceptional circumstances where the provisions of the Code of Practice are not met in the activities of the Treasury Management Operation.

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2.03 The Treasury Management Policy & Strategy Statement for 2007/08 was approved by Council on 1 March, 2007. In accordance with the Prudential Code for Capital Finance, the Policy Statement included key indicators and limits for 2007/08 and in addition included an Investment Strategy which is a requirement of the Welsh Assembly Government. It sets out the Authority's policy concerning all of its funding or borrowing from external sources and the lending or investment of surplus balances.

2.04 The Authority's current policy is to appoint external advisers to advise on its Treasury Management function. The external adviser is Sterling Consultancy Services.

3.00 TREASURY MANAGEMENT ACTIVITIES

3.01 Treasury Management comprises the management of the local authority's cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.

3.02 The total long term debt outstanding, brought forward into 2007/08 totalled £173.6 million (m) of which £154.7m was at fixed rate and £18.9m was variable in the form of LOBO's (Lender's Option, Borrower's Option – see para. 8.01).

3.03 During the year the Authority acted both as a borrower and as a lender and was a net borrower over the year in question. The maximum investments the Authority had on deposit at any one time was £76.05m and the maximum long-term borrowing at any one time was £173.6m. In the management of its debt and investment activities, the Authority was advised by Sterling Consultancy Services.

4.00 TEMPORARY BORROWING

4.01 There were no temporary borrowing transactions made during 2007/08.

5.00 INVESTMENTS

5.01 Investment transactions totalled £310.75m in 2007/08 with interest earned amounting to £3.6m. A full list of transactions undertaken during the year is available in the background papers. All investments were made in accordance with the Treasury Management Policy & Strategy Statement 2007/08.

5.02 The maturity of investments is reviewed on a weekly basis with the aim of maximising returns whilst managing the risk of future interest rate movements. Section 10 of this report shows that the strategy continues to be successful.

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5.03 The Annual Investment Strategy sets a limit of £40 million for non-specified investments. Non-specified investments are limited to investments over 364 days, including forward deals with counterparties which meet the credit rating criteria and investments with Building Societies with assets greater than £1 billion.

As at 31 March 2008, the maturity of investments is shown in the table below:

Maturity Due	%
< 1month	41.79%
1-2 months	18.98%
2-3 months	4.56%
3-6 months	0.00%
6-9 months	14.60%
9-12 months	5.47%
12-18 months	0.00%
> 18 months	14.60%

As part of the above strategy, the following 'longer term' investments were made during 2007/08:

Amount (£)	Date From	Date To	Period (Days)	Interest Rate (%)
3,000,000	15.05.2007	15.05.2008	366	5.00
2,000,000	27.07.2007	27.07.2010	1096	6.70

5.04 Cash balances in relation to the Pension Fund, Insurance Fund and School balances were utilised in the year and interest was paid on the basis of the average seven day rate calculation. It is Council policy to minimise daily cash flow balances. However, on certain occasions it is uneconomic to deal (below £200,000) and therefore, the balance is kept in the bank account.

6.00 LONG TERM BORROWING

6.01 The Authority's long term debt portfolio was as follows:

	01/04/07	31/03/08
Total debt outstanding	£173.6m	£173.6m

6.02 There were no long term borrowing requirements for 2007/08, as reported in the 2007/08 Treasury Management Policy & Strategy Statement.

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6.03 The Council's overall borrowing rate was 5.65%.

6.04 The debt maturity profile as at 31 March 2008 is shown on page 12. This shows a debt maturity profile in line with CIPFA's recommendations of having no more than 10% of the debt portfolio maturing in any one future year. In fact, no more than 6.23% of the Council's portfolio matures in any one year.

7.00   ECONOMIC & INTEREST RATE REVIEW 2007/08

7.01 The financial year started with the UK base rate at 5.25%, increasing by 0.25% in May and July, then decreasing by 0.25% in December and February to close the financial year at 5.25%.

7.02 The 2007/08 maximum and minimum PWLB rates for fixed maturity loans were:

Period	Maximum	Minimum	31/03/2008
4 to 5 years	5.95%	4.00%	4.19%
9 to 10 years	5.75%	4.41%	5.43%
10 to 15 years	5.70%	4.47%	4.59%
15 to 25 years	5.50%	4.45%	4.65%

7.03 The graph below shows the movement in U.K. base rate during 2007/08 and Sterling's forecast for 2007/08 upon which the Strategy was based.

Monthly Base Rate
Movements in 2007.08

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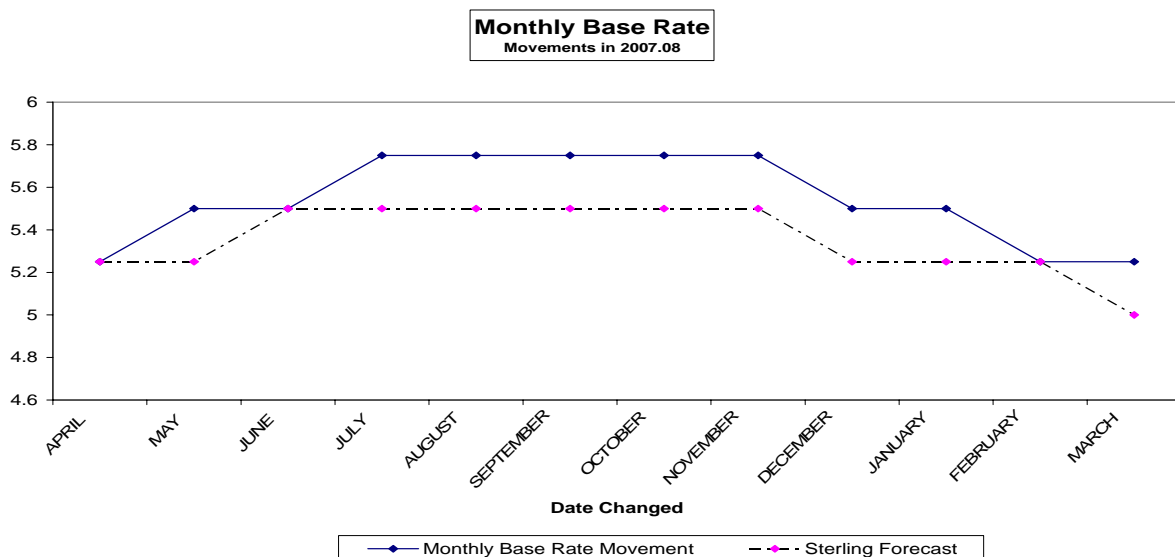
7.04 Throughout the year, there was considerable activity throughout the world that affected movements not only in interest rates, but also in stock markets. The major events of the year as provided by Sterling Consultancy Services were as follows:-

April   As the financial year started, the Bank of England was in monetary tightening mode in an effort to keep inflation close to the 2% target. Bank Rate had increased to 5.25% in January, but the Monetary Policy Committee (MPC) were concerned about the pricing power of firms. Past rate increases had seemed to do little to calm consumer activity and companies were finding they had ample opportunity to pass price rises on to the public with little impact on sales. This was shown in the Consumer Price Index (CPI) reading of 3.1% for March, which prompted an open letter of explanation from the Governor of the Bank to the Chancellor, the first since the Bank's independence in 1997.

May   Following the CPI reading in the previous month, there was little surprise that the Bank decided to vote for a rate increase in May. Bank Rate moved to 5.50%, but the markets continued to price in further rate increases, mainly based on hawkish MPC opinion. It was during this month that oil prices starting rising quickly from around $60 per barrel due to geo-political factors, a trend which would continue unchecked for the next year, causing worldwide inflation problems.

June   High house price inflation and hawkish rhetoric from MPC policymakers continued in June and upped speculation of another rate rise. Although Bank Rate remained on hold, it became apparent that Mervyn King had been in the hawkish minority. There were also tremors from across the Atlantic regarding the growing impact of subprime mortgage defaults. One US investment bank announced difficulties in tow of its hedge funds because of investments backed by subprime loans.

July   The MPC increased Bank Rate for the fifth time in a year to 5.75% to try and curb economic growth and reduce inflationary pressure. The previous policy action by the committee seemed to be having some effect and economic data was more mixed with possible signs of slowing activity. Market opinion over future rate hikes dimmed, but another upward move was still priced in.

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August	It was this month that the full impact of the 'credit crunch' became apparent. For years, mortgages and other debts had been packaged up as securities and sold to investors and institutions around the world as highly rated bonds, helping banks raise funds for further investment. However, growing defaults of US subprime mortgages prompted questions about the value of these securities, and ultimately credit markets froze as confidence in the securities plummeted. This had a knock-on effect for money market rates as fears of default and insolvency prompted banks to hoard cash. The wider economic impact was then uncertain.
September	The problems experienced by Northern Rock were the big news in September. The lender was heavily reliant on the credit and wholesale cash markets for funding, and once these became effectively frozen, the bank experienced liquidity problems. The news caused a bank run and the Government had to announce guarantees for depositors in an effort to restore confidence. The Bank of England also announced cash auctions in an attempt to alleviate liquidity problems in the money markets, just as 3-month cash rates hit a nine-year high around 6.9%. In the wider economy, it became increasingly apparent that house prices might have reached a peak with risks to the downside going forward. Meanwhile in the US, the Federal Open Markets Committee (FOMC) began to cut interest rates in a dramatic attempt to keep the economy out of recession.
October	The impact of higher food and oil prices was becoming more strongly apparent in manufacturing input costs, although it was not yet evident in the CPI rate. Economic growth was still strong and the MPC chose to hold Bank Rate at 5.75% despite the problems in financial markets.
November	The FOMC cut again to 4.5%, but the MPC decided to stick at 5.75%. The US economy was showing definite signs of rapid cooling, but data on the UK economy was more mixed. However, the 'credit crunch' was having a big impact on the housing market. Lenders were restricting credit to individuals due to funding problems, which was rapidly reducing the number of housing transactions. Prices seemed to have levelled, but there were signs that the situation could turn dire as consumer confidence dipped.
December	Economic data took a turn for the worse in a clear sign that the UK economy was slowing. House prices and transactions fell, while growth in the manufacturing and service sectors cooled. The MPC decided pro-active action was needed and cut Bank Rate to 5.50%, despite signs of

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rising inflation pressures. Market levels in the money markets also eased as confidence grew that the Bank would keep liquidity flowing, especially following central bank statements outlining joint international action. The FOMC reduced rates again. The European Central Bank (ECB) had so far declined to move and was more focused on the short-term risks to inflation than the downside risks to growth.

January   The housing market slump started to accelerate, while other economic data was also soft. The exception was growing pressure in manufacturing input and factory gate prices, which were rising due to high food and oil prices. Oil reached and surpassed the milestone of $100 per barrel, but the upward trend showed little sign of slowing. In the money markets, interest rates continued to fall towards Bank Rate. In the US the FOMC continued to take drastic action to support growth, cutting rates by 0.75%. Forecasts of a US recession were becoming increasingly common and stock markets were extremely volatile as concerns waxed and waned. However, markets were generally trending down.

February   The MPC voted to cut Bank Rate by another 0.25% to 5.25%, as fears over inflation started to inflate the money market yield curve. The FOMC acted again and lowered US interest rates to 3.0%. At this point money market interest rates started to rise rapidly again as fears grew over both increasing inflation and a resurgence of the 'credit crunch'.

March   A spike in CPI to 2.5%, and news from the US that investment bank Bear Sterns was the subject of an assisted takeover to avoid failure, saw another strong rise in the money market yield curve. Other data pointed to a faltering economy during 2008/09 and various institutions, including the Government, revised forecasts of economic growth lower. The Bank of England declined to move rates from 5.25% and was now in the tricky position of trying to balance prospects of high inflation against the near certainty of slower growth. In the US, the FOMC seemed to have no such problems, cutting rates again to 2.25%.

8.00   EXPOSURE TO VARIABLE INTEREST RATES

8.01   At the beginning of 2007/08, Flintshire County Council held 3 LOBO (Lender Option Borrower Option) loans totalling £18.95 million. These LOBO's began in 2002 and were fixed at 4.45% for 4 years. After these 4 years, the lender had the option to change the interest rate every 6 months. As the borrower, the Council

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would then have the option to either accept the new rate or repay the loans.

In July 2007, the lender changed the interest rate to 10%. As this interest rate was unacceptable, there were 3 options available to the Council:

    1. Repay the debt

    2. Replace with PWLB fixed or variable debt

    3. Replace with new LOBOs

8.02   The first consideration was whether to repay some or all of the debt. However, given that at the time the investment rates were over 6% and borrowing rates were between 4.5 – 5% this would not have been economically advantageous.

8.03   The next discussion was around the benefits of PWLB variable debt. Purely from a Treasury Management point of view, variable debt PWLB could be advantageous because of the forecasted falls in interest rates. However, current rates at the time were over 6% and this would have cost an additional £300,000 p.a. It was considered that from both a budget and risk perspective (interest rates may not fall) that variable rate debt was not appropriate.

8.04   That left a comparison between PWLB fixed rate and LOBOs. The main factors involved balancing budget considerations with risk. PWLB fixed rates were higher than those quoted for LOBOs (4.75%), but obviously there was a risk that LOBO rates could increase in the future if interest rates rose and if the LOBO was called. Consideration was given to the fact that only 11% of the total debt portfolio was in LOBOs, hence it was considered appropriate to take the current lower rate offered by LOBOs.

8.05   The final decision was to establish the details of the new LOBOs. The original LOBOs had between 33-35 years left to run at a rate of 4.45%. To maintain this low rate it would be necessary to extend the life of the new LOBOs. Obviously this would keep annual interest costs at current levels but in the long term the Council could pay in the region of another £20 million over the full life of the loan. Although the LOBO may be called before the end of its life, on balance, it was considered that this option would not provide value for money for the Council. Therefore, to maintain the current risk profile, replacement LOBOs over the same period, 33 – 35 years was considered the best option despite some increase in annual interest costs of £14,820.

8.06   The original £18 million all had the same call period, which had led to them all being called at the same time. To avoid this re-occurring, different fixed periods were considered to stagger any future calls. Longer fixed periods have been considered to give more budget certainty.

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8.07 In conclusion and after consultation with Sterling, it was recommended that 3 new LOBOs were taken out, the details of which are shown below –

£6,350,000 loan at a rate of 4.48% fixed for 1 year, 6 monthly calls, maturing on 24/1/2040, and annual interest of £284,480

£6,300,000 loan at a rate of 4.525% fixed for 16 months, 6 monthly calls, maturing on 24/1/2041, and annual interest of £285,075

£6,300,000 loan at a rate of 4.58% fixed for 23 months, 6 monthly calls, maturing on 24/1/2042, and annual interest of £288,540

The additional interest costs of £14,820 will be funded from additional investment income.

9.00   TREASURY MANAGEMENT CREDIT RATING CRITERIA

9.01 In the Treasury Management Policy & Strategy Statement approved by Council on 1 March 2007, the Authority's minimum lending criteria, as regards financial institutions, was based on credit ratings. Investments for less than 365 days with Counterparties which meet the credit ratings criteria are classed as specified investments.

9.02 All institutions must possess a short term rating of at least F1 * and a long term rating of at least A. This is based on Fitch IBCA's issued credit ratings. Sterling, the Council's external Treasury advisers, provided ongoing updates of the Council's approved lending list from IBCA's credit ratings. The approved counterparty lending list, based on the above criteria is available in the background papers.

* Obligations supported by the highest capacity for timely repayment. Where institutions possess a particularly strong credit feature, a rating of F1+ is assigned.

9.03 The exceptions to this are Building Societies which are not rated as above, but have an asset size in excess of £1 billion which were added to the Council's approved lending list in order to increase investment return. These are classed as non-specified investments in the Annual Investment Strategy.

9.04 The 'credit crunch' resulted in many changes in the ratings for Banks and Building Societies. However, Sterling advised the Council immediately by e-mail of changes relating to any of our counterparties and updated lists were sent

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monthly. All investments made during 2007/08 met the credit rating criteria.

10.00 PERFORMANCE

10.01 The weighted average temporary investment rate obtained in the year was 5.78% compared with the seven day LIBID rate of 5.59%. The 'credit crunch' resulted in interest rates being much higher than anticipated. Therefore, a combination of this and higher cash balances resulted in additional interest of £1.4 million over the year.

10.02 The long term debt portfolio average borrowing rate as at 31 March 2008 was 5.65%.

10.03 Flintshire County Council is a member of the CIPFA Treasury Management and Debt Management Benchmarking Clubs. In 2007/08 the Council was compared with 137 other authorities. The data provided showed that the weighted average long term borrowing rate for Flintshire of 5.65% was slightly above the benchmarking group average of 5.40%. The reason for this difference reflects the Council's historic borrowing. Although this average borrowing rate could be reduced by restructuring debt, this would mean paying more in the longer term (8.05 as an example). The weighted average investment rate was 5.78% compared with the benchmarking group average of 5.80%.

10.04 The performance of external cash managers is monitored by Sterling Consultancy Services and if it is considered appropriate in the future to appoint such a manager, then a recommendation will be made to Executive. However, results from the CIPFA Benchmarking Club showed that on average, External Manager Investment returns were lower than that achieved by the Council.

10.05 The Council measured its performance against 8 other Welsh Unitary Authorities for 2007/08. For that period, the Council achieved a return equalling the average for the group.

11.00 CONCLUSION

11.01 The Treasury Management function has operated within the statutory and local limits detailed in the 2007/08 Treasury Management Policy Statement. The benchmarking club results show the Investment returns and borrowing rates remain in line in with other Local Authorities.

11

Long Term Debt Maturity Profile

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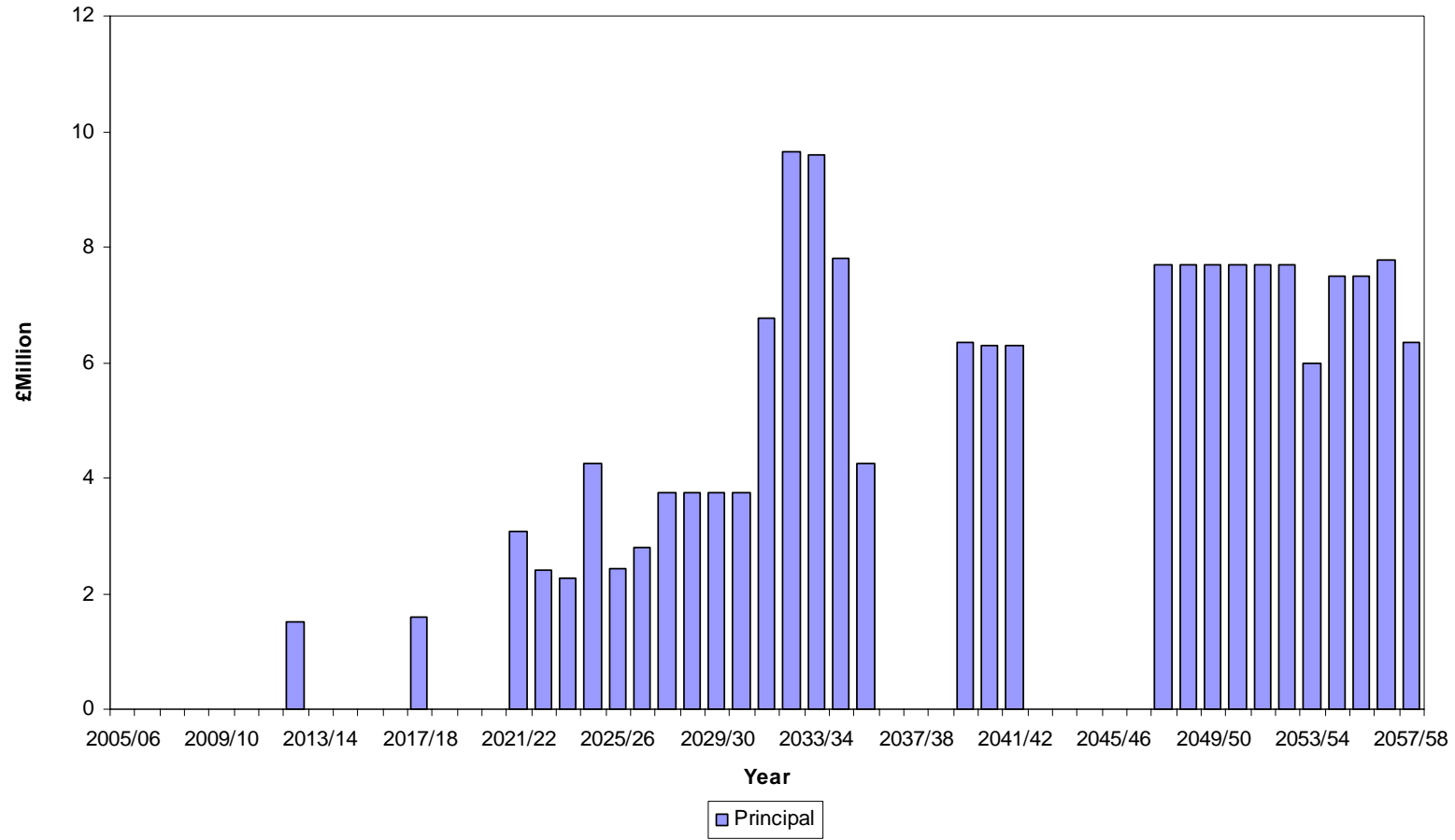
FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 19

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **CHIEF EDUCATION OFFICER**

SUBJECT : **AMALGAMATION OF DEE ROAD INFANT SCHOOL AND CUSTOM HOUSE LANE JUNIOR SCHOOL: INITIAL REPORT**

1.00 PURPOSE OF REPORT

1.01 To provide the Executive with an initial report on the possible amalgamation of Dee Road Infant School and Custom House Lane Junior School, Connahs Quay.

1.02 To provide the Executive with background information on the amalgamation process and to outline the next stage in the move towards entering a formal amalgamation process.

1.03 To make arrangements to present a full proposal to the Executive (to be entitled Amalgamation Report 1) and seek the Executive approval to commence the formal amalgamation process.

2.00 BACKGROUND

2.01 **Legislation**

The legislation applying to the amalgamation of schools in Wales is contained within the Schools Standards and Framework Act, Section 28 (Establishing a school) and Section 29 (Discontinuing a school).

Regulations

Current regulations applying to the amalgamation of schools in Wales are contained within Education (School Organisation Proposals)(Wales) Regulations 1999, 1671/99.

Note: These regulations are due to be revised by the Welsh Assembly but this revision will not take place prior to the period of this proposed amalgamation.

Guidance

Guidance on the discontinuation and establishment of schools in Wales is

contained within guidance from the National Assembly for Wales Circular 2302 (July 2002).

In addition, the School Organisation and Admissions branch of the Children, Education, Lifelong Learning and Skills Department, Welsh Assembly Government, has produced a useful handbook on the process for discontinuing schools and establishing new schools.

2.02   The process of amalgamation is essentially comprised of two actions:

a. The discontinuation of two or more schools
b. The replacement of the provision in those schools with the establishment and opening of a single school.

Section 2.03 below provides further detail on the amalgamation process and is based on advice received from the School Organisation and Admissions branch of the Welsh Assembly Government in May/June 2008. There are named contact officers for School Organisation matters for each area of Wales.

2.03   Amalgamation: Process Options

There are two main process options for achieving the amalgamation of two primary age range schools:

Option A
Discontinue two schools and replace with the establishment of 1 school

Option B
Discontinue 1 school and extend the age range in 1 school.

The Welsh Assembly does not instruct Local Authorities on which process to use and are open to proposals. However, the majority of proposals received follow Option A because of the advantages and benefits offered by that process, including:

- fairer approach to consultation with Headteachers and staff;
- typically reasons leading to the consideration of closure of one school affects the other school;
- curriculum continuity can be secured;
- admissions issues are minimised;
- budget issues are reconciled more effectively.

The Welsh Assembly Government do not prevent Local Authorities from using Option B, but the advantages and benefits of the proposal would need to be clearly set out and justified.

2.04   Amalgamation: Key Steps

Step 1

Amalgamation Report 1 (full proposal to amalgamate) to be constructed and submitted to Executive for approval.

Step 2 - Consultation

The consultation must to be based on Amalgamation Report 1 having received approval from Executive. Consultation must be held over a minimum period of 4 weeks and provide reasonable opportunity for the Local Authority to provide sufficient information regarding the proposal to amalgamate to consultees and sufficient time to receive responses from consultees.

Consultees should include:

- Parents and carers
- Governing Body of each school being amalgamated
- Head Teacher of each school being amalgamated
- Teaching staff of each school being amalgamated
- Non-teaching staff of each school being amalgamated
- Head Teachers and Governing Body of neighbouring schools
- Head Teachers of schools within a 'relevant radius' (typically 2 miles based on admission criteria)
- Local Councillors
- Diocese (as appropriate)

Step 3 - Publish Notice

Using the standard format and guidance provided by the Welsh Assembly Government.

Step 4 - Statutory Objection Period

A two month statutory objection period is required within which any individual, group or organisation has the right to object to the proposal.

A single objection will cause the proposal and supporting process to alter from being led by the Local Authority as 'decision maker' to the process being reviewed by Welsh Ministers who become 'Decision Maker' regarding the original proposal.

Should this be the case, Welsh Ministers are allowed up to 6 months to investigate and report their decision, which would be sent in the form of a letter directly to the Director of Life Long Learning in the Local Authority.

Step 5

Amalgamation Report 2 to be submitted to Executive to provide a review of progress and findings following consultation, notice period and statutory objection period.

Step 6

Upon receipt of approval from Executive, either through no objections being presented following Publishing of Notice or upon receipt of the decision by Welsh Ministers (should objection be raised), the Local Authority may commence the implementation of the amalgamation by reporting the mandate to amalgamate to the two schools concerned (normally by letter and by presentation to the Governing Body/Head Teacher).

Note: There is no provision by the Welsh Assembly Government for fast tracking an amalgamation process.

2.05 Timeline

A timeline will be presented within the next Report on this matter to the Executive.

2.06 Preparation of the Proposal to Amalgamate (Amalgamation Report 1)

It should be noted that guidance is set out in Schedules provided by the Welsh Assembly Government. There is a substantial amount of detail required covering areas including arrangements for:

- capacity determination (normally in the context of wider school organisation arrangements;
- pupil admissions and surplus places;
- leadership;
- staffing (teaching);
- staffing (non-teaching);
- governance;
- revenue budget and related financial matters;
- capital and asset management;
- special educational needs and DDA requirements;
- Welsh medium requirements;
- school category;
- age range including Nursery and Foundation arrangements if applicable;
- staff development;
- Transport

2.07 Process Note

The introduction and implementation of the proposal to amalgamate and the amalgamation itself, should not prevent access to existing employment rights

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and entitlements contained within contracts and elsewhere, and in accordance with relevant Local Authority policy.

3.00   CONSIDERATIONS

3.01   The Governing Body of Dee Road Infant School and the Governing Body of Custom House Lane Junior School have expressed a desire to amalgamate the two schools, to the Local Authority.

3.02   A meeting is being arranged for early September 2008 to enter into discussions regarding the possibility of constructing a proposal to amalgamate the two schools. The meeting will involve the two Head Teachers, the two Chairs of the Governing Body, Acting Chief Education Officer and Interim Head of Development and Resources.

3.03   The Local Authority has also received a request from the Governing Body of Dee Road Infant School to review the catchment area for nursery admissions. This matter will be included in the early September meeting outlined in 3.02.

3.04   The desire to amalgamate, as expressed by the two schools, has been confirmed to the Schools Management and Effective Division, at the Welsh Assembly on 11 August 2008.

3.05   Following the meeting with the two schools in early September, an Amalgamation Report 1 will be produced and submitted to Executive to summarise the outcomes of the meeting and will include a proposal to amalgamate should that be the recommendation at the September meeting with the two Head Teachers and Chairs of Governing Bodies.

Amalgamation Report 1 will commence the amalgamation process by presenting the proposal to amalgamate to Executive and by seeking Executive approval to proceed.

4.00   RECOMMENDATIONS

4.01   To receive the enclosed information within this Initial Report on the generic amalgamation process and early position regarding the possible amalgamation of Dee Road Infant School and Custom House Lane Junior School.

4.02   To note the next step in moving towards an amalgamation process in the form of an early September 2008 meeting with the two Head Teachers and Chairs of Governing Body as described in Section 3.02 above.

4.03   To agree arrangements for Executive to receive Amalgamation Report 1 containing a full proposal to amalgamate and supporting information on process actions and timeline, financial implications (revenue and capital), and personnel implications.

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5.00   FINANCIAL IMPLICATIONS

5.01   None at this stage.

6.00   ANTI POVERTY IMPACT

6.01   None at this stage.

7.00   ENVIRONMENTAL IMPACT

7.01   The amalgamation of schools can lead to environmental efficiencies and improvements in energy usage and related budget cost-effectiveness.

8.00   EQUALITIES IMPACT

8.01   None at this stage.

9.00   PERSONNEL IMPLICATIONS

9.01   Amalgamation of two schools, involves the discontinuation of the two schools and the opening of one school. The number of Head Teachers is normally reduced by one, as is the Governing Body. Staffing levels may also be rationalised by the process.

10.00   CONSULTATION REQUIRED

10.01   Initial consultation is planned including a meeting in early September with the two Head Teachers and Chairs of Governing Bodies concerned.

10.02   Should the discussions lead to a Report to Executive, recommendations will be included regarding conducting statutory consultation as part of the amalgamation process.

11.00   CONSULTATION UNDERTAKEN

11.01   An expression of a desire to amalgamate has been received from the two schools concerned.

12.00   APPENDICES

12.01   None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

See 2.01

Date: 08/09/2008

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 20

REPORT TO: **EXECUTIVE**

DATE :   **16 SEPTEMBER 2008**

REPORT BY: **ACTING DIRECTOR OF COMMUNITY AND HOUSING**

SUBJECT :   **DEVELOPMENT OF SANDYCROFT HOUSEHOLD WASTE RECOVERY CENTRE (RECYCLING PARK)**

1.00   PURPOSE OF REPORT

1.01   To seek approval to develop a split-level Recycling Park at Prince William Avenue, Sandycroft to replace the single level site at Queensferry.

2.00   BACKGROUND

2.01   Members will be aware that Queensferry Recycling Park, along with the Queensferry Operational Depot for Fleet and Waste Services, were subject to a Compulsory Purchase Order (CPO) as part of the intended A494 road widening scheme at Aston Hill. Whilst the recent decision of the Public Enquiry Inspector was not to proceed with the proposed road widening scheme, it is the considered view that a lesser scheme will, at a future date, be brought forward, and to that end, both Queensferry Recycling Park and Depot will remain blighted.

2.02   During 2005/06, Capital monies of £0.644m were set aside to seek a suitable relocation of the Queensferry Recycling Park for two reasons, one to comply with the intended CPO and secondly, and more importantly, to develop a modern split-level site along the lines of that at Greenfield to assist in the wide ranging and very challenging targets to divert waste from landfill as part of the Welsh Assembly Government's (WAG's) National Waste Strategy 'Wise About Waste 2002'. The reason for looking in the Sandycroft area was due to the need to provide a site that would serve the same catchment area but which relocated, what is an Industrial type facility, to an established Industrial Estate. Sandycroft Industrial Estate presented options and available space for development.

2.03   The search for suitable sites at that time located a two-acre plot within the County's property portfolio, which had recently been cleared. This was located in the first cul-de-sac in Prince William Avenue on the Sandycroft Industrial Estate which had some six other Industrial Units located either side of the access road. This was an end cul-de-sac site and presented a good opportunity for safe traffic flows in and out of the site with a one-way system, as at Greenfield.

2.04   Designs were drawn up and a planning application was submitted through the Engineering Design Services' team of Environment and Regeneration (E&R) [Ref. 37434], in late April 2004, and was supported with advice from the Mineral and Waste Planning team, realising however that their guidance is not a sanction for approval.   A lengthy period of statutory consultation revealed three major issues which needed to be given full weight.

2.05   Public Protections, Environmental Health Officers (EHO) in their responses highlighted the close proximity of the seven terraced cottages, and two bungalows, and their 'right to amenity'. The Recycling Parks are open from 8 a.m. to 8 p.m. from April to September, and 8 a.m. to 6 p.m. October to March, on 364 days per annum. The concerns centred on noise in relation to reasonableness in normal industrial estate locations. A Noise Assessment was commissioned and delivered to the Planning and Public Protections EHOs' team and the consultation phase was revised from October 2005 through and into early 2006. In March 2006, the EHOs advised that no amount of earth bunding and specially designed noise abated fencing would mitigate the levels of potential noise to the properties abutting the site. Their recommendations would be to refuse because of the adverse effect on the amenity of local residents.

2.06   At the same time, a revised flood risk assessment was requested by the Environmental Agency (EA) and submitted to the EA at which point the EA then recommended a deferral of any planning consent in late March 2006. Through the E&R Design Team we were able to mitigate the flood risk aspect and this was not felt to be insurmountable to the processing of the application.

2.07   In April 2006, the Mineral and Waste Planning team advised, following a land search, advised that the proposed site had been used previously as a former munitions storage area and that site investigations would prove lengthy and costly.

2.08   After further consultations and advice, the application was withdrawn given all the factors raised above.   The cost of design fees, noise survey and report, planning application and flood risk assessment reports amounted to £14k at that time.

2.09   Further searches for suitable sites in the Sandycroft Industrial Estate area were instigated. During early 2007, Valuation and Estates' service presented a number of options for a suitable alternative site which would fill the criteria for development. The former Haydn Bateman Recycling and Coal Merchant site in Prince William Avenue met, as a best match, the criteria and also had the benefit of a Waste Management licence which demonstrated a history of waste treatment, one of the planning considerations. The four-acre site was sandwiched between Alchemy, a chemical production plant, and Universal Salvage, an End of Life Vehicle Processor and Accident Damaged Vehicle Auctioneers.   The footprint required was in the order of two acres and negotiations with the owners, Jimsul of Connah's Quay, commenced. Jimsul

had design drawings for ten light, industrial start-up units, and through negotiation, redesigned with five units on site, with Flintshire County Council's Engineering Services providing design plans for a split level site on the remainder of the site. Designs, planning application documents, along with tender specifications were developed which reflect the requirements for a split-level facility; capital development costs are estimated at £0.794m. The total estimated scheme cost including land purchase (£0.300m) is £1.094m, as compared with the £0.644m provided in the 2008/09 capital programme budget (as referred to in Section 2.02), representing an overall increase of £0.450m.

2.10   Work has been undertaken in order to determine how the £0.450m (over and above the programme budget) might be accommodated, which has included exploring the following options

   1.   Use of available Sustainable Waste Management Grant (SWMG) monies
   2.   Purchase of land by way of prudential borrowing
   3.   Leasing the land (as opposed to purchase)

2.11   Through Valuation and Estates' service, a valuation to lease the land was negotiated, which led to a figure of £30k per annum being agreed over a 25-year term. The advice received from the Head of Engineering Design (within the Environment Directorate) was that, given the level of investment, as set out in 2.9 above, a 99-year lease should be negotiated;
a further option would be to procure the site at a cost of £0.300m by way of an initial deposit of £0.05m, which a balance to pay of £0.250m.

2.12   The indicative future revenue impact of prudential borrowing of £0.250m balance would be £40k per annum over a ten-year period, based on an interest rate of 6%, which would be funded by the Sustainable Waste Management Grant (SWMG).

3.00   CONSIDERATIONS

3.01   Given the decision of the Enquiry Inspector in April 2008 not to draw down the orders for the A494 road widening, and with that no Compulsory Purchase order for the Recycling Park, then the compensation payment which funded part of the capital for the Sandycroft project will not be realised at this time.

3.02   WAG, since 2002/03, has provided a specific grant to expand Re-use, Recycling and Composting schemes to increase the diversion of waste from landfill. This is known as the 'Sustainable Waste Management Grant' (SWMG). This Grant is delivered in a rolling programme on a three-yearly basis. The Grant covers various initiatives to improve capital facilities or increase service provision. The SWM Grant provides an opportunity to fund the additional monies required for this capital scheme.

3.03   At 2.11 above, an annual lease rent was indicated at £30k per annum without inflation.   Indications are that the value of the site available for development at Sandycroft would be some £0.150m per acre.   The site required is two acres, which represents a total cost in the region of £0.300m. The procurement of the land would present the Council with a 'spend to save' opportunity beyond year 10 and therefore it would be advisable to secure the purchase of the site which would represent a significant saving in the long term.   Within the SWMG additional monies, a proposed £0.050m has been set aside to place a deposit to procure the site, leaving a funding difference of £0.250m, as referred to in Section 2.11 above.   The deposit would be would be financed via the SWM Grant, which represents a low risk to the Authority should the grant cease to be provided by WAG without alternative replacement funding. The SWM Grant is a significant income stream which is currently increasing year-on-year as part of WAG's ongoing commitment to the wider sustainability agenda, but specifically aimed at the reduction of waste sent to landfill. Should the grant cease to be available, it is expected that the monies would subsequently be included within the RSG settlement. It would be incumbent on the service provider to justify the level of spend and that support for the prudential borrowing is maintained.

3.04   Included in the 2008/09 budget is a saving of £0.083m, which assumed that the Saltney Recycling Park would have closed in July 2008, realising this saving in the last three-quarters of 08/09. The site is in close proximity to the City of Chester boundary and presents an annual running cost of £0.120m per annum for a diversion of some 300 tonnes per annum, making the cost per tonne diverted at £400 unviable, and the modern site developed at Sandycroft would serve this additional area with a full range of recycling and general disposal options. Contractor's staff, based at both Queensferry and Saltney, would be redeployed to the new Sandycroft site at no extra management cost to the proposed scheme.

4.00   **RECOMMENDATIONS**

4.01   Members approve the use of £0.150m from the additional SWMG monies to top up the available programme budget (from £0.644m to £0.794m), in order to enable the development of a split level Recycling Park in Sandycroft to assist the meeting of the wider landfill diversion targets.

4.02   Members approve the use of a further £0.050m from the additional SWMG monies to provide the deposit for the procurement of the industrial land in order to realise the 'spend to save' initiative relating to the procurement over lease option for the site at Sandycroft, as indicated at 2.11 above, with the balance of land purchase monies (£0.250m) to be added to the agreed 2008/09 Capital Programme of capital scheme priorities.

4.03   Members approve an allocation of £0.083m from the contingency reserve, to

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reinstate on a one-off basis the approved 2008/09 budget Savings Option relating to the intended closure of the Saltney Recycling Park in July 2008.

5.00 FINANCIAL IMPLICATIONS

5.01 The one-off call on additional SWMG monies (£0.200m) is covered within the Council's overall SWMG entitlement figure.

5.02 The use of the capital programme general funding resources of £0.250m reduces the level of programme headroom, the impact of which will be taken into account of in the overall review of the capital programme, to be undertaken in the autumn.

5.03 The Savings Option for £0.083m relating to the closure of the Saltney Recycling Park will be returned to the 2008/09 Community and Housing budget by way of an allocation from the contingency reserve. The potential implications in 2009/10 of the ongoing need to continue operations at the Saltney Recycling Park will be considered and dealt with as part of the 2009/10 budget process.

6.00 ANTI POVERTY IMPACT

6.01 There are no anti-poverty impacts relating to this scheme.

7.00 ENVIRONMENTAL IMPACT

7.01 The development of this split-level facility will result in increased levels of diversion of waste from landfill, which will assist Flintshire County Council in meeting targets for waste diversion, as set out in the WAG's Wales Waste Strategy 'Wise About Waste 2002', which has a target of 40% diversion of waste from landfill by the end of March 2010.

7.02 The diversion of waste from landfill meets the wider sustainability agenda of WAG and also contributes to the reduction in carbon footprint of Flintshire County Council.

8.00 EQUALITIES IMPACT

8.01 There are no equality issues relating to this scheme.

9.00 PERSONNEL IMPLICATIONS

9.01 The Contractor's site attendant operatives will be transferred to the new facility, from both Queensferry and Saltney, with no detriment.

10.00 CONSULTATION REQUIRED

10.01 Local Elected Members for Queensferry and Saltney.
10.02 AD Waste Limited.

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11.00 CONSULTATION UNDERTAKEN

11.01   AD Waste Limited.

12.00 APPENDICES

12.01   None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

None

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AGENDA ITEM NUMBER: 21

REPORT TO: **EXECUTIVE**

DATE : **16 SEPTEMBER 2008**

REPORT BY: **HEAD OF LEISURE SERVICES**

SUBJECT : **CAPITAL PROGRAMME 2008 / 09 - PLAY AREA IMPROVEMENTS**

1.00 PURPOSE OF REPORT

1.01 To report on the proposed deployment of the capital allocation in the 2008 / 09 programme for Play Area Improvements.

2.00 BACKGROUND

2.01 There is a capital allocation in the 2008 / 09 programme of £350,000 for Play Area Improvements throughout the County.

3.00 CONSIDERATIONS

3.01 Throughout Flintshire there are some 165 play facilities of varying size and quality. For a number of years now, the provision has been showing signs of decline due to lack of capital investment and ageing equipment becoming unserviceable. In preparing the proposals for utilising the funding now available, the focus has been solely on play need and value to enable priorities to be established in 2 types of play areas:

- Destination Play Areas

- Poor quality and low play value facilities

3.02 The term Destination Play Area is used to describe play facilities which are usually centred on town areas or have large populations within close proximity. The facilities also attract usage from further communities who visit the play area because of its high play value or attractive setting. As mentioned above many of the facilities are suffering from age or lack of investment. We recommend that to make meaningful improvements £250,000 of the allocation should be used for improvement schemes of a value up to £50,000 to the following five Destination Play Areas:

3.02.1. Maes Bodlonfa, Mold

3.02.2. Central Park, Connah's Quay

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3.02.3. Higher Common, Buckley

3.02.4. Cornist Park, Flint

3.02.5. Fron Park, Holywell

3.03. The remaining balance of £100,000 would be used to provide 5 x £20,000 schemes to upgrade the following play areas which are in very poor condition and provide low play value for children.

3.03.1 Park Avenue, Saltney

3.03.2 Victoria Road, Bagillt

3.03.3 Lixwm Village

3.03.4 Poenix Park, Leeswood

3.03.5 Heol Fammau, Mynydd Isa

3.04 The capital programme will help to deal with some of the most urgent areas. However it will not deal with the remaining issue of ageing play facilities and it is hoped that further funding resource can be found by the Authority to provide a rolling capital programme for year upon year improvements. In addition part of the reasoning for the current position of play areas across the County is the relatively low provision of base revenue budget to meet repair and maintenance obligations. For a number of years now in relation to new play provision on housing developments we have used the ratio of 5% of the capital cost to make a provision for annual revenue implications. This has been found from experience to be an appropriate level of forward commitment. On this basis it is considered that the base revenue budget should be increased by £17,500 for the 2009 / 10 year to enable maintenance implications on these proposed improvements to be met.

3.05 If the proposed deployment of the funding is approved then there would be further consultations with the appropriate County Councillors and Town / Community Councils prior to the implementation of works. Clearly all the Play Areas are outdoors and it is important that we progress matters as soon as possible prior to the onset of winter conditions. Further details regarding each of the proposed sites are included in the Appendix.

3.06 As part of the leisure and play strategies further play area enhancements across the county will be proposed for consideration for the later term.

4.00   RECOMMENDATIONS

4.01 It is recommended that the proposals for the deployment of the funding allocation of £350,000 be approved for design and implementation; and that

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the addition of £17,500 to the base revenue budget for play areas be considered as part of the 2009 / 10 budget process.

5.00 FINANCIAL IMPLICATIONS

5.01 The proposed deployment of the funding is within the sum allocated in the 2008 / 09 programme. The question of the additional revenue funding identified in the report would need to be considered for the 2009 / 10 Budget process.

6.00 ANTI POVERTY IMPACT

6.01 There would be improvements to provision in 10 communities across the County.

7.00 ENVIRONMENTAL IMPACT

7.01 There would be inmprovements to the appearance of ten sites in the County.

8.00 EQUALITIES IMPACT

8.01 All sites will be designed on an inclusive and accessible basis.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 Further consultation with appropriate County Councillors and Town / Community Councils.

11.00 CONSULTATION UNDERTAKEN

11.01 None

12.00 APPENDICES

12.01. Destination Play Areas

12.02. £20k Upgrade Works

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Date: 09/09/2008

BACKGROUND DOCUMENTS

None

Contact Officer: Mike Hornby
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E-Mail: mike_hornby@flintshire.gov.uk

DESTINATION PLAY AREAS

Five Play Areas at Cornist Park, Flint; Central Park, Connah's Quay; Higher Common, Buckley; Fron Park, Holywell and Maes Bodlonfa, Mold.

It is recommended that £50k is spent on each of the above listed play areas. All have been suffering from a lack of investment for the last 10 to 15 years. The monies will be used to provide a wide range of quality play experiences ranging from new aerial runways (zip line), tunnel slides, spider-web climbing nets, and suspension bridges; the emphasis being on agility, excitement and having fun. Also traditional play experiences for the younger children will be introduced including new swings with anti-wrap mechanisms, slides, seesaws and roundabouts.

This investment will be appreciated and welcomed by families who use play facilities and experience improved play opportunities. The time spent in the play areas is extended because there is lots to do to keep children stimulated and challenged.

MAES BODLONFA PLAY AREA, MOLD

This play area was last upgraded in May 1991; the equipment has come to the end of its life expectancy and will be removed. The play area is located within walking distance of Mold Town Centre and is situated within the Maes Bodlonfa Park which incorporates tennis courts, bowling green, formal gardens and football pitches. The scheme will provide a refurbished sand toddlers play area together with new swings and cable runway for the older child.

The play area forms an integral part of the whole park and without the opportunity for a major refurbishment, the cable runway, swings and toddlers play equipment will require removal. The proposed scheme in total is estimated to cost £70,000 and we will work with partners to identify additional funding and phase the implementation as necessary.

CENTRAL PARK CONNAH'S QUAY

The recreation area is one of the largest in the community, being well located and accessed by the community of Connah's Quay. Over the past two years a community group has been formed called Friends of Central Park. They have been actively obtaining funding grants, consulting with the community and undertaking environmental improvements to the park land.

The area has good potential to be developed into the Destination Park for this community's recreation provision and the scheme will provide new play equipment and completion of a Multi-Use Games Area for the older child and youths.

1

There is no doubt that improvements to the play area will attract families back into the park. The whole play area will be enclosed for health and safety reasons. Estimated scheme costs are £70,000; £50,000 will be from the Capital Budget allocation and the remainder would be subject to future funding bids working with the local voluntary group and the Town Council.

HIGHER COMMON, BUCKLEY

The play area is located within the large Higher Common and is well located to serve the recreational needs as a Destination Play Area for Buckley. The existing facility has come to the end of its life expectancy and the proposed scheme will provide a new range of high play value equipment, new seating and resurfacing of tarmac area. The estimated scheme costs are £70,000; £50,000 can be met from the Capital allocation with the balance met from existing s.106 Agreements.

CORNIST PARK, FLINT

Cornist recreation ground is in need of further refurbishment works in order to improve the quality of the play experience for children in the Community.
The first phase of these works improved the toddler provision and was completed in 2007. This phase will complete the refurbishment, providing much needed new challenging play experiences including a new aerial runway, tunnel slides and climbing walls. It will also include resurfacing works to the access drive which is in poor condition. The draft scheme has been estimated to cost £62,500 and will be met from the Capital Budget Allocation and existing S.106 Agreements.

FRON PARK, HOLYWELL

Fron Park is located adjacent to Holywell Leisure Centre and provides a wide range of recreation facilities for the community of Holywell and is well located to be identified as a Destination Play Area.

The children's play facility was last refurbished in 1991 and is now in need of a major uplift due to the existing equipment coming to the end of its life expectancy. A number of items have already had to be removed on health and safety grounds. The draft scheme will provide new equipment giving exciting, challenging play opportunities for visitors to the Leisure Centre and the children of Holywell. This will include provision of a spider web climbing net; tunnel slides; new toddler swings and a complete refurbishment of the feature play ship.

The estimated scheme costs are £70,000; £50,000 will be from the Capital Budget Allocation and £20,000 from Section 106 Agreements and partnership funding .

2

£20k UPGRADING WORKS

PARK AVENUE PLAY AREA, SALTNEY - PHASE 1

This recreation ground is used as the main recreation area for this community. The existing play provision has very low play value. The draft scheme has been estimated at a cost of £40,000: £20,000 will be funded from the Capital Budget allocation and Saltney Town Council have agreed to fund £20,000 to complete the scheme.

LIXWM

This village facility was last upgraded in 1991 and most of the existing play equipment will be removed over the next 12 months due to its end of life expectancy. The draft scheme has been estimated at £45,000; £20,000 will be provided from the Capital Budget Programme. The remaining funding will be provided from existing Section 106 Agreements.

VICTORIA ROAD, BAGILLT - PHASE 1

Due to the removal of play equipment over the past years on health and safety grounds, this facility has only a set of swings and a climbing structure left in place. There is an urgent need for play facilities for young families to access play opportunities in safety. A draft scheme to upgrade and develop the play area has been estimated at £45,000: with £20,000 funded from the Capital Programme. The remainder will be subject to partnership working with the local community and the whole scheme will need to be phased.

LEESWOOD, PHOENIX PARK - PHASE 1

A number of items of play equipment have been removed on health and safety grounds resulting in the facility providing low play value to this community. The play area was last upgraded in 1992. A draft scheme has been prepared with estimated costings of £50,000 in order to bring this facility to a basic level of provision. £20,000 would be used from the Capital Programme to fund Phase 1 of this scheme. The remaining funding would be subject to Section 106 Agreements and partnership working with the local Community Council.

HEOL FAMMAU, MYNYDD ISA

This facility was provided in 1990 and due to the end of the life expectancy of the play equipment; all the existing equipment will be removed as part of the upgrading proposal and replaced with more appropriate equipment. This small door step play area has been extensively used over the years by local families.

3

An important element of the proposal is to re-design the layout to reduce issues from ball games near to property boundaries.

A draft scheme has been prepared and estimated costs are £45,000 of which Phase 1, £20,000 would be funded from the Capital Programme. The remainder would be subject to partnership working with the local Community Council in order to complete the upgrade.

4

FLINTSHIRE COUNTY COUNCIL

REPORT TO: EXECUTIVE

DATE: 16th SEPTEMBER, 2008

REPORT BY: CHIEF EXECUTIVE

SUBJECT: EXERCISE OF DELEGATED POWERS

1.00 PURPOSE OF REPORT

1.01 To inform Members of action taken under delegated powers.

2.00 BACKGROUND

2.01 At the Executive Meeting held on 31st October, 2000 it was agreed that one of the standard agenda items at each Executive should be a report on the "Exercise of Delegated Powers".

3.00 RECOMMENDATION

3.01 Members note the details of actions taken under the "Exercise of Delegated Powers".

4.00 FINANCIAL IMPLICATIONS   5.00 ANTI-POVERTY IMPACT

4.01 As detailed in each report.   5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT   7.00 EQUALITIES IMPACT

6.01 As detailed in each report.   7.01 As detailed in each report.

8.00 PERSONNEL IMPLICATIONS

8.01 As detailed in each report

9.00 CONSULTATION REQUIRED

9.01 Not applicable

10.00 CONSULTATION UNDERTAKEN

10.01 Not applicable

L/Keep/GC

11.00 **APPENDICES**

11.01 Summary of Decisions taken under Delegated Powers.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background documents: See individual report.
Contact Officer: See individual report.

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Directorate   **Subject**

Community & Housing   Transfer of land known as Coronation Park, Chester Road, Buckley to Buckley Town Council

Disposal of land to rear of Cornist Hall Courtyard, Off Cornist Lane, Flint

Disposal of land at 4 Bod Hyfryd, Chapel Street, Flint

Community Services   Capital Minor Works Programme 2008/09

Copies of the Delegated Powers reports are on deposit in the Members' Library

L/Keep/GC

FLINTSHIRE COUNTY COUNCIL

EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 16 September 2008

AGENDA ITEM NO: 23

REPORT OF: (Director of originating Department)

Assistant Director of ICT and Customer Services

SUBJECT:

Design and Print Service Review

The report on this item is NOT FOR PUBLICATION because it is considered to be exempt information in accordance with the following paragraph(s) of Schedule 12A to the Local Government Act 1972.

	Para	
Information relating to a particular individual *	12	✅
Information likely to reveal the identity of an individual *	13	✅
Information relating to financial/business affairs of a particular person * See Note 1	14	
Information relating to consultations/negotiations on labour relations matter *	15	✅
Legal professional privilege	16	
Information revealing the authority proposes to:	17	
(a) give a statutory notice or		
(b) make a statutory order/direction *		
Information on prevention/investigation/prosecution of crime *	18	

For Standards Committee meetings only:

	Sec.
Information subject to obligations of confidentiality	18a
Information relating to national security	18b
The deliberations of a Standards Committee in reaching a finding	18c

	Sec.
Confidential matters which the County Council is not permitted to disclose	100A(3)

PLEASE TICK APPROPRIATE BOX

SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS

REPORT: Design and Print Service Review
AUTHOR: Chris Guest
MEETING AND DATE   Executive on 16 September 2008
OF MEETING:

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:
Paragraphs 12, 13 and 15.

Factors in favour of disclosure:
There are no obvious advantages.

Prejudice which would result if the information were disclosed:
It would be inappropriate to reveal the details of proposed consultations/negotiations publicly before the recommendations had been approved and the individuals affected had been made aware of them.

My view on the public interest test is as follows:
The Council's duty of care to its employees requires it to deal discretely and in confidence with those affected by the recommendations of the report and their union representatives.

Recommended decision on exemption from disclosure:
That the report be exempt from disclosure.

Date: 26/08/2008

Signed:

Post: County Legal and Democratic Services Officer.

I **accept** the recommendation made above.

_____
                              Proper Officer

Date: ___**28/08/2008**_____

EXECUTIVE FORWARD WORK PROGRAMME
MONTHS 09/09 TO 11/08

The following reports are included in the FWP for submission to this meeting of the Executive. However, the reports are not included on the Agenda for the reasons stated:-

Lifelong Learning

- Leisure Centre Enhancement Strategy
  (This report will be submitted to LSG on 14 October)

- School Playing Fields Grounds Maintenance Contracts
  (This report will be submitted to LSG on 14 October)

- Greenfield Valley Trust – Audited Accounts 2007
  (This report will be submitted to the Executive on 7 October)

Chief Executive

- Green Dragon: Environmental Management System
  (The audit assessment for Level 3 of Green Dragon is not taking place until mid September and it is unlikely that the final report will be received before early October. The report will be submitted to the Executive on 29 October)

Environmental

- Individual Site Issues – Seaview Farm
  (This report will be submitted to LSG on 29 October)

Community Services

- The Old Brewery – Service for onset Dementia
  (This report will be submitted when the project has been completed)

- SMAT Funded Accommodation Officer
  (The County Legal and Democratic Services Officer has advised that as this is externally funded and time limited the report did not have to be considered by Executive)

- Looked After Children Employment Project
  (This report will be submitted to Executive on 7 October)

- Outcomes of the Care and Social Services Inspectorate (Wales) (CSSIW) of the Flintshire Foster Care Services 2006/07
  (This report will be submitted to Executive on 7 October)

<u>Assistant Director of ICT and Customer Services</u>

- Council Ward Grant Schemes
  (This report will be submitted to the Executive when the ongoing consultation is completed)

FLINTSHIRE COUNTY COUNCIL
FORWARD WORK PROGRAMME
<u>EXECUTIVE</u>
<u>Months 09/08 to 11/08</u>

DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE
16 September 2008	Finance	➢ MTFS / Budget 2009/10 Update ➢ Revenue Budget Monitoring 2008/09 (Month 3) ➢ Treasury Management Outturn Statement	Strategic Strategic Operational
16 September 2008	Lifelong Learning	➢ Progress Report on the School Organisational Review ➢ Outdoor Play Area Investment Strategy ➢ Leisure Centre Enhancement Strategy ➢ School Playing Fields Grounds Maintenance Contract ➢ Greenfield Valley Trust – Audited Accounts 2007	Strategic Strategic Strategic Operational Operational
16 September 2008	Chief Executive	➢ Community Planning and the Flintshire Local Service Board ➢ Green Dragon: Environmental Management System	Strategic Strategic
16 September 2008	ICT/Customer Services	➢ Customer Access Strategy Update ➢ Design and Print Service Review	Operational Operational
16 September 2008	Environment	➢ Closure of UDP Inquiry and Timetable for Adoption ➢ Communities Next – Outcome of the Consultation on the Future of the Communities First Programme ➢ Individual Site Issues – Seaview Farm	Strategic Strategic Operational
16 September 2008	Community Services	➢ The Old Brewery – Service for Onset Dementia ➢ SMAT Funded Accommodation Officer ➢ Looked After Children Employment Project ➢ Outcomes of the Care and Social Services Inspectorate (Wales) (CSSIW) of the Flintshire Foster Care Services 2006/2007	Operational Operational Operational Operational
16 September 2008	Legal & Democratic	➢ Legislative and Constitutional Matters from the Assembly	Operational

DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE
	Services		
7 October 2008	Finance	➢ MTFS / Budget 2009/10 Update ➢ Revenue Budget Monitoring 2008/09 (Month 4) ➢ Capital Programme Monitoring (Month 4) ➢ Procurement Strategy	Strategic Operational Operational Operational
7 October 2008	Community & Housing	➢ Peripatetic Skip Service Update	Operational
7 October 2008	Chief Executive	➢ Voluntary Sector Compact Review ➢ Strategic Assessment of Risks and Challenges 2008/9 Review ➢ Council Plan Review ➢ Draft Improvement Agreement (with Welsh Assembly Government) ➢ Regulatory Plan Mid-Year Review ➢ Performance Management Reporting Arrangements ➢ Q1 – Performance Report 2008/09	Strategic Strategic Strategic Strategic Operational Operational Operational
7 October 2008	ICT/Customer Services	➢ North Wales Regional Partnership Board Update ➢ ICT Strategy Progress Report	Operational Operational
7 October 2008	Lifelong Learning	➢ Welsh Public Library Standards – Report on Welsh Assembly Government Response to FCC Annual Report for 2007/08	Strategic Strategic Operational
7 October 2008	Environment	➢ Planning Development Control Action Plan Improvement Review ➢ Prohibition Orders (Unspecified) ➢ Review of Old Mineral Planning Permissions	Operational Operational Operational
29 October 2008	Finance	➢ Revenue Budget Monitoring 2008/09 (Month 5) ➢ MTFS / Budget 2009/10 Update	Operational Operational
29 October 2008	Community & Housing	➢ Housing Management and Maintenance Mid-Year Performance Review	Operational

DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE
29 October 2008	Chief Executive	➢ Strategic Assessment of Risks and Challenges 2009/10 ➢ Annual Performance Report ➢ Mid-Year Flintshire Partnership Performance Assessment ➢ Senior Management Structure/Organisational Design Phase II ➢ Organisational Health and Safety Mid-Year Review ➢ Voluntary Sector Grant Management Practice	Strategic Strategic Strategic Strategic Operational Operational
29 October 2008	HR Operations	➢ Single Status Progress Review	Strategic
29 October 2008	Lifelong Learning	➢ Leisure Strategy Position Statement ➢ Deeside Leisure Centre Investment and Modelling Strategy ➢ Estyn Inspection of Adult Community Based Learning in Flintshire	Strategic Strategic Operational
29 October 2008	ICT/Customer Services	➢ ICT Security Policy	Operational
29 October 2008	Environment	➢ TAITH Regional Transport Plan ➢ Flintshire Local Development Plan – First Steps ➢ Traffic Management Act – Update and Policies ➢ Environmental Impact Assessment Procedures and Guidance Policy	Strategic Strategic Operational Operational
18 November 2008	Finance	➢ MTFS / Budget 2009/10 Update	Strategic
18 November 2008	Chief Executive	➢ People Strategy Review ➢ Q2 – Performance Report 2008/09	Strategic Operational
18 November 2008	HR Operations	➢ Agency Staff Reporting – Q2 ➢ Attendance Management, Sickness Absence – Q2	Operational Operational
18 November 2008	Chief Executive's	➢ Organisational Development Programme for the Council ➢ Employee Opinion Survey	Strategic Operational
18 November 2008	Environment	➢ National Regional Waste Strategy	Strategic