

**TO: Councillor: Arnold Woolley
(Chairman)**

Councillors: Carol Ellis, Patrick Heesom, Mel Higham,
Dennis Hutchinson, Nancy Matthews, Neville Phillips
OBE, Tony Sharps, Nigel Steele-Mortimer, Helen Yale

Your Ref /
Eich Cyf

Our Ref / Ein NG
Cyf

Date / Dyddiad 13/02/2009

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, 17 FEBRUARY 2009** at **09:30** to consider the following items.

Yours faithfully



Assistant Director (Democratic Services)

AGENDA

1. **APOLOGIES**

2. **MINUTES**

To confirm as a correct record the minutes of the meeting held on 27/01/2009 (copy enclosed).

3. **DECLARATIONS OF INTEREST**

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4. GENERAL FUND 2009/10

Report of the Head of Finance and Chief Executive - Portfolio of the Leader and Executive Member for Finance and Asset Management (with the agreement of the Executive, this report will follow to ensure issues raised at

the round of Overview and Scrutiny Committees which concluded on 30 January can be addressed within the report)

5. HOUSING REVENUE ACCOUNT 2009/10
Report of the Head of Finance and Director of Community Services - Portfolio of the Executive Member for Housing Strategy and Planning
6. TREASURY MANAGEMENT POLICY & STRATEGY STATEMENT INCORPORATING THE PRUDENTIAL CODE FOR CAPITAL FINANCE & ANNUAL INVESTMENT STRATEGY 2009/10
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
7. STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES REVIEW
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
8. DRAFT COMMUNITY STRATEGY AND LOCAL SERVICE BOARD MID YEAR REVIEW
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
9. PEOPLE STRATEGY 2006-2009 UPDATE ON PROGRESS
Report of the Interim Assistant Director of Human Resources and Organisational Development - Portfolio of the Executive Member for Corporate Governance and Strategy
10. DELIVERING THE NEW NHS FOR WALES, CONSULTATION PAPER II
Report of the Director of Community Services - Portfolio of the Executive Member for Social Services

OPERATIONAL REPORTS

11. REVENUE BUDGET MONITORING 2008/09 (MONTH 8)
Report of the Head of Finance - Portfolio of the Leader and Executive Member for Finance and Asset Management
12. MINIMUM REVENUE PROVISION 2009/10
Report of the County Finance Officer - Portfolio of the Executive Member for Finance and Asset Management
13. REGULATORY PLAN
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
14. IMPROVEMENT AGREEMENT - PROGRESS
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
15. SUPPORTING PEOPLE OPERATIONAL PLAN 2009-10
Report of the Director of Community Services - Portfolio of the Executive Member for Social Services

16. DEESIDE NEIGHBOURHOOD RENEWAL AREA STUDY UPDATE
Report of the Director of Community Services - Portfolio of the Executive Member for Housing Strategy and Planning
17. CONTAMINATED LAND STRATEGY
Report of the Director of Environment - Portfolio of the Executive Member for Leisure and Public Protection
18. ENVIRONMENTAL SERVICES - COMMUNITY (PERIPATETIC) SKIP SERVICE
Report of Director of Environment enclosed
19. COUNTY COUNCIL DIARY OF MEETINGS 2009/10
Report of the Chief Executive - Portfolio of the Executive Member for Corporate Governance and Strategy
20. EXERCISE OF DELEGATED POWERS
Report of the Chief Executive enclosed
21. FOR INFORMATION
A copy of the Executive Forward Work Programme (Months 12/08 to 04/09) together with an update are enclosed for information

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 the Paragraph(s) listed, of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

STRATEGIC REPORTS

The following item is considered to be exempt by virtue of Paragraph(s) 14 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

22. ADDITIONAL FINANCIAL SUPPORT (VOLUNTARY SECTOR)
Report of the Chief Executive - Portfolio of the Leader and Executive Member for Finance and Asset Management and Executive Member for Corporate Governance and Strategy

EXECUTIVE
27TH JANUARY 2009

Minutes of the meeting of the Executive of Flintshire County Council held at County Hall, Mold on Tuesday, 27th January 2009.

PRESENT: Councillor A Woolley (Chairman)

Councillors: C. Ellis, P.G Heesom, M. Higham, H.D.Hutchinson, N. Matthews, N. Phillips, L.A Sharps, N.R Steele-Mortimer and H. Yale.

ALSO PRESENT: Councillors: J.B Attridge, K. Armstrong-Braun, R.C. Bithell, R. Baker, A. Davies-Cooke, R.G. Hampson, Mrs C.M.Jones, Mrs D. Mackie, A.P Shotton and D. Wisinger.

IN ATTENDANCE:

Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, Head of Legal and Democratic Services, Head of Finance, Assistant Director ICT and Customer Services and Head of Committee, Member and Electoral Services.

The Assistant Director (Financial Management), Head of Financial Planning and Principal Accountant were present for Agenda items 4 and 5.

APOLOGY

Councillor H.D. Hutchinson informed the Chairman that he would be leaving the meeting early in order to attend the Public Inquiry to be held in Buckley.

227. MINUTES

The minutes of the meeting held on 6th January 2009 were confirmed as a correct record.

228. DECLARATIONS OF INTEREST

Councillors A. Woolley, C. Ellis, P.G. Heesom, M. Higham, H.D.Hutchinson, N. Matthews, N. Phillips, N.R.Steele-Mortimer and H.Yale all declared personal non-prejudicial interests in Agenda item no 10 – School Admission Arrangements 2010, as School Governors.

229. GENERAL FUND REVENUE BUDGET 2009/10

The Head of Finance provided copies of slides that were to be part of a presentation plus appendices on the previous year's growth/items dropping out, inflation, summary of pressures, local service pressures, pressures from demographic change, details in the reduction of income one off pressures, a summary of savings including efficiency savings for staff related and non staff related, savings from demographic change and increases in income. Additional papers were tabled on the General Fund Budget pressures which had been withdrawn and those pressures that were not recommended for inclusion.

The Chief Executive explained that all Members of the Council would receive copies of the presentation and supplementary papers and further presentations would be made at Overview and Scrutiny Committee meetings to be held during the rest of the week. A full audit trail of all the budget considerations was available and the County Council at its meeting on 3rd March, 2009 would approve the budget proposals and set the Council Tax.

The Chief Executive outlined the purpose of the presentation which was to collectively propose the 2009/10 General Fund Revenue Budget. In view of the current economic climate the budget had been prepared prudently having regard to the Council's responsibility in the management of performance and transitional stage of the organisation. The Council was continuing to sustain its organisational priorities including Education and was aiming to be resilient under current market forces. The Council would protect public services by reducing overhead and increasing costs and overtime. There were a number of critical pressures and prioritisation which would take into account the strategic assessment of risks and challenges.

The Chief Executive then referred to the 3% increase in the Welsh Assembly Government funding for 2009/10. Indications were that the Revenue Support Grant funding would not match pressures on services in future years. An over spend was being projected for 2008/09 as an additional factor. The current economic climate was having an impact of approximately £1.8m and there were also service pressures such as Out of County Placements and waste. There was also a partial withdrawal or ending of several Welsh Assembly Government specific grants.

The budget approach and principles were being set within the context of the Medium Term Financial Strategy and a corporate and strategic approach had been taken. The budget proposals were considered to be realistic and prudent, incorporating items which were already committed. Funding was aligned with organisational needs and risks and there was a recognition that the Council was in a period of organisational redesign. There was a protection of public services and a control of fees and charges within the principles of affordability and comparability. It was emphasised that there was a full audit trail of the pressures and efficiencies within the budget consideration.

The Chief Executive referred to further budget considerations which had included the identification of pressures and efficiencies by the Mid Year Business Reviews at service level and it was proposed to include a £1m In Year efficiencies. Reference was made to cashable and non cashable items and to a £25k de-minimus level which would be applied to all directorates and would be managed within the directorates without having to be referred to Members for consideration. No new posts would be considered unless service critical and fees and charges would be considered against comparable market levels and with affordability and sensitivity. In year budget monitoring would be even more rigorous and Out of County Placements was given as an example. The reserves had been reviewed and a full list of all reserves would be contained within the budget considerations.

In conclusion, the Chief Executive referred to organisational efficiency which was a continuous discipline and was not an annual budget setting process. Organisational change programmes would be implemented with ownership and urgency and there would be strong budget management and control which would include the rigorous management of vacancies but it was emphasised that this should not be interpreted as a “moratorium” on recruitment.

The Head of Finance then referred to the final settlement which had been reported to the Executive previously which had resulted in Flintshire receiving a 2.9% increase in Standard Spending Assessment (SSA) and a 3% increase in the Aggregate External Finance (AEF) for 2009/10. On the level of Council Tax, the budget proposals assumed that the net budget would be set at £0.476m above the calculated SSA at £233.434m and that the Council Tax yield would be £51.425m, representing a 3.5% increase. This would result in a Band D Council Tax of £852.42 for Flintshire excluding Police and Town and Community Councils’ precept which was increase of 3.5% (£28.82).

The Council would receive un-hypothecated funding of £0.225m Deprivation Grant and £1.497m Improvement Agreement Grant. This latter amount had previously been known as the Performance Incentive Grant and was now linked to a Performance Agreement with the Welsh Assembly Government.

The Council would receive Revenue Support Grant of £141.572m, NNDR of £40.437m and income from Council Tax of £51.425m giving a total budget requirement of £233.434m. In addition the un-hypothecated grants referred to earlier totalled £1.722m and estimated specific grants for which details of a number were still awaited totalled £28.861m. With the use of un-earmarked reserves of £2.097m this gave a total budget of £266.114m.

The Head of Finance referred to a number of assumptions that had been made as part of the budget process including inflation were 2.36% had been provided for pay for teachers and 2.30% for pay for non teaching workers. A provision of 1.50% had been included for prices and non standard inflation was being applied to specific items were a higher level of increase could be expected such as energy and fuel costs. A 2.70% provision was being included for income.

On expenditure the total budget for 2008/09 totalled £259.878m with the previous year’s items dropping out amounted to £1.942m, inflation of £4.433m together with ongoing pressures for 2009/10 of £5.451m and one-off pressures £2.097m, less efficiencies of £3.803m giving a total of £266.114m. There were a number of pressures recommended for inclusion in the budget and these would be the subject of consideration by the Overview and Scrutiny Committees later in the week. These included local service pressures of £4.200m, demographic change amounting to £0.330m and a reduction of income of £0.921m out of which totalled £5.451m. The reduction in income had been referred to earlier by the Chief Executive; the impact of the economic climate and the loss of income on charges such as Building Control

charges, Local Searches fees and the reduced investment income. Pressures recommended for inclusion in the budget which were non-recurring included local service pressures of £2.061m and a reduction in income of £0.036m making a total of £2.097m. Efficiencies recommended for inclusion in the budget included pay budget related (including MASS efficiencies and recruitment advertising) of £0.594m, non pay budget related £2.348m making a total of £2.942m to which adjustments for demographic change in respect of falling school numbers of £0.541m and an increase of income of £0.320m gave a total of £3.803m.

The Head of Finance then referred to the General Fund Un-earmarked Reserves which provided base level reserves to be maintained at 2% of turnover which represented £5.269m as at 31st March, 2010. The Contingency Reserve (at post month seven) was currently projected to be £1.076m as at 31st March, 2009 but this would fluctuate due to the movements of the in year budget monitoring and the implementation costs of Phase 2 of the Organisational Redesign. It was recommended that no provision be made for the Landsbanki investment of £3.7m. The loss of interest had been taken into account and no recognition made of the loss of the principal amount which reflected ongoing discussions being held nationally.

In conclusion, the Head of Finance referred to the consultation undertaken with the Schools' Budget Forum and Business Rate Payers and to the consultation planned with the Overview and Scrutiny Committees between 28th and 30th January. Further communication was planned with the Flintshire Joint Trades Union Committee.

The Chief Executive referred to the provision in the budget proposals. On the proposed Council Tax level, if approved, Flintshire would be in the middle range of all Welsh Councils. If alternative budget proposals were being put forward by individual Members or Groups, these needed to be tested for legality and affordability.

The Leader thanked the Chief Executive and Head of Finance and their teams for the work undertaken on the budget preparation. He considered the budget to be prudent and would set stability for the next few years and he moved that the budget proposals be recommended for consultation with the Overview and Scrutiny Committees and for the approval of the County Council.

RESOLVED:

That the proposals set out in the presentation made by the Chief Executive and Head of Finance be recommended for consultation with Overview and Scrutiny Committees and for approval by the County Council.

230. HOUSING REVENUE ACCOUNT 2009/10

The Director of Community Services gave a presentation to the Executive and explained that all Local Authorities which manage their own

housing stock had to maintain a Housing Revenue Account (HRA). All expenditure on the management and maintenance of the Authority's stock had to be funded by the HRA. The HRA could not generally contribute to or be funded by the General Fund. The Council could not legally budget for the closing balance to be a deficit at the year end and the recommended practice was to budget for a minimum 3% closing balance at year end. The HRA income comprised 98% from dwelling grants, 1% from garage rents and 1% from other sources such as interest and balances, service charges for lease holders, rechargeable repairs and insurance/water commission.

On rents, the Welsh Assembly Government intended that all social landlords (Councils and Housing Associations), charge similar rents for similar properties by 2012. This was known as Rent Convergence. To this end, the Assembly advised all Local Authorities what their annual rent increase should be and this was known as the Guideline Rent Increase.

Local Authorities could decide their own increase but if they levied an increase below the guidance level the Assembly would assume they had levied the full increase and calculate subsidy accordingly. If an increase above the guideline level was applied this could lead to a reduction of the Housing Benefit Subsidy claimed by way of Rent Rebate Subsidy Limitation Deduction and this would be charged to the HRA. If Authorities were in negative subsidy the Assembly would require a greater return from the HRA.

The Assembly had advised the Council that a provisional increase of £3.14 per property per week should be levied for 2009/10 and this equated to an overall 5.26% increase. It was proposed that the increase be set at the guideline level and the average rent for 2009/10 would be £63.28.

The Director then referred to the items of expenditure, Housing Subsidy and the Major Repairs Allowance. The Repairs and Maintenance Budget was the largest expenditure item on the HRA. Reference was also made to Capital Financing and the Welsh Housing Quality Standard.

The HRA Budget had included assumptions for inflation of 2.3% for pay, 2% for prices and 2.70% for income. Budget pressures included the Building Maintenance Trading Account of £0.150m, Corporate Democratic Costs of £0.373m, Tenant's Gardens £0.030m and a reduction in the Right to Buy Fee income of £0.036m which provided total budget pressures of £0.588m. In conclusion, the Director referred to balances; it was proposed that a balance greater than 3% be planned to provide for contingency against unforeseen commitments and further stock options appraisal activity according to the Assembly guidelines. This was estimated as 5.65%.

The Executive Member for Housing Strategy and Planning referred to the budget pressure for Corporate Democratic Costs and this had been included as a budget pressure as a result of advice received from the external auditors. He had asked for further work to be undertaken on this re-charge. In response, the Chief Executive explained it was correct to take account of the Welsh Assembly Government advice and for support costs to be made to the HRA as part of the Corporate re-charge. As a result of the

Pricewaterhouse Coopers report on Contractor Functions further work was to be done on re-charging central costs.

The Executive Member for the Environment referred to a recent statement made by the Minister of State for Housing and whether this had any implications on the Housing Revenue Account. In response, the Executive Member for Housing Strategy and Planning referred to the statement which he considered would not affect the current budget deliberations and agreed to provide a copy of the press statement to the Executive Members and other Members. The Chief Executive also indicated that following Government statements there was always a time lapse before any proposals were finalised and implemented; as the County Council would determine the HRA Budget at its meeting on 17th February 2009 the contents of the statement would not affect the current budget proposals.

RESOLVED:

That the proposals set out in the presentation made by the Director of Community Services be recommended for consultation with the Community and Housing Overview and Scrutiny Committee and the approval of the County Council.

231. SCHOOL MODERNISATION STRATEGY: SCHOOL PLACE PLANNING

The Director of Lifelong Learning presented a report the purpose of which was to provide a summary of recent work undertaken to develop Flintshire County Council's School Place Planning methodology including co-ordinating the projection of pupil numbers, projections for the future demand for school places, assessment of school capacity and surplus place levels for all schools. The report also provided a summary of the annual school planning cycle and an overview of School Place Planning methodology for approval. Finally, the report sought to clarify the future use of School Place Planning guidance including its co-ordination with other areas of School Planning and how it would contribute to future school organisation and modernisation strategy.

The Director reminded Members that a report had been considered by the Executive in September 2008 which provided a proposed schedule of action to achieve completion of the Statutory Education Asset Management Plan and fit for purpose guidance during the spring term 2009. This report on School Places Planning was an important further contribution to the policy papers which would form the basis for future planning and decision making in relation to the school modernisation process.

The Executive Member for Education and Youth explained that this was one of a number of reports to form the basis for future planning and decision making in relation to the school modernisation process. He drew Members' attention to Table 1 of the report which showed the increase in birth rate for Flintshire projected to 2010. The Executive Member also paid tribute to the work by Kim Garcia, Interim Assistant Director (Development and Resources), on this particular issue.

RESOLVED:

- a) That the overview of School Place Planning methodology and the Annual School Place Planning Cycle, be approved;
- b) That consultation on the School Place Planning methodology and Annual School Place Planning Cycle be undertaken with schools and partners;
- c) That a further report be made to the Executive on the consultation findings.

232. SCHOOL MODERNISATION STRATEGY: FIT FOR PURPOSE GUIDANCE

The Director of Lifelong Learning presented a report, the purpose of which was to provide the Executive with a summary of the work undertaken in the Autumn term 2008 to produce guidance for identifying the minimum standards for school accommodation and facilities to support and contribute to the process of modernisation of secondary schools in Flintshire. Secondly, to present draft Fit For Purpose Guidance documents for approval and to clarify the future use of the guidance as part of the criteria for prioritising future Capital Programme work for schools against, short, mid and long term timelines.

The Director referred to the report submitted to the previous meeting of the Executive on the Fit For Purpose Guidance for Primary Schools and this report now dealt with Secondary Schools. The document would be a key tool for prioritising asset management and capital investment and would be subject to consultation with the education partners.

RESOLVED:

- a) That the use of the draft Fit For Purpose Guidance for Secondary Schools be approved for consultation;
- b) That the draft Fit For Purpose Guidance for Secondary Schools be referred to Lifelong Learning Overview and Scrutiny Committee for consideration;
- c) Consultation to be undertaken on the draft Fit For Purpose Guidance with school and partners;
- d) That a further report be presented to the Executive on the Local Statement as required for the strategic planning of education assets; and
- e) That the consultation findings be reported to the Executive in March 2009.

233. DISABILITY EQUALITY SCHEME – ANNUAL REPORT

The Executive Member for Corporate Governance and Strategy introduced a report, the purpose of which was to present the second annual

report of the Disability Equality Scheme for the period December 2007-December 2008 for consideration and approval. He reported that this report had been considered by the People and Performance Overview and Scrutiny Committee the previous day and Fiona Mocko (Policy Officer, Equalities) the author of the report had been congratulated on the work undertaken.

The Chief Executive explained that this was the second annual report and it covered progress to meeting priorities identified by disabled people and meeting statutory duties as well as the next steps. He also paid tribute to the work undertaken by Fiona Mocko (Policy Officer, Equalities) and other Officers. The report contained details of future priorities which included improving awareness of reasonable adjustments in the work place and to services to increase customer access to services.

The Executive Member for Social Services also referred to future priorities and welcomed the involvement of disabled people and for their views to be heard not only in monitoring the development and implementation of the Disability Equality Scheme and also the planning, delivery and evaluation of services.

RESOLVED:

That the Disability Equality Scheme Annual Report be approved.

234. WELSH EDUCATION SCHEME 2009-2014

The Director of Lifelong Learning presented a report, the purpose of which was to appraise Members of Flintshire's Welsh Education Scheme for 2009-2014. Copies of the scheme were available in the Members' Library and it was awaiting final approval by the Welsh Language Board but a positive evaluation had been received on 6th January 2009.

RESOLVED:

That the final version of the scheme be approved and for publication upon final approval from the Welsh Language Board.

235. SCHOOL ADMISSION ARRANGEMENTS 2010

The Director of Lifelong Learning presented a report, the purpose of which was to seek authority to commence the statutory consultation on the admission arrangements to apply from September 2010. The consultation process had commenced in January and would be included by the end of February.

The Director reported that the present admission arrangements had been in place since 2003 and were implemented to address significant overcrowding in some schools and to increase occupancy in others and the policy had been very successful. The vast majority of parental preferences were met and admission appeals were relatively low. He also reported that a detailed review and options appraisal in respect of secondary admissions

would commence in September 2009 and this work will be taken into account in the School Modernisation Strategy.

The Director referred to the current policy regarding nursery admissions and that it needed to be noted that admission to a nursery class at a particular infants school did not guarantee subsequent admission to the reception class at that school. It was proposed that the nursery admissions policy be amended to enable parents to express a preference for a nursery of their choice and if there were more applications received than there were places available, the over subscription criteria in respect of Primary School admissions would apply. These proposed amendments would be included in the consultation exercise and be brought to the attention of consultees. The amended policy would take effect from September 2010.

RESOLVED:

- a) That the proposed admission arrangements for September 2010 be used as the basis for consultation;
- b) That a report on the outcome of the consultation be presented to the Executive and subsequently to the County Council in order that the admission arrangements are determined by 15th April 2009; and
- c) That further work is commissioned to examine the options for secondary school admissions taking into account the School Modernisation Strategy.

236. SHOTTON EXTRA CARE SCHEME

The Executive Member for Social Services introduced a report, the purpose of which was to inform Members of progress on developing Flintshire's first Extra Care Housing Scheme for older people.

The Executive Member reported that the scheme was due to open in early February and Executive Members and local Members would be invited to view the scheme before the residents moved in. She was also pleased to note the facilities which would be provided within the scheme.

The Director of Community Services thanked Members and Officers for pursuing this facility which would be used to promote wellbeing for tenants with a wide range of needs. It was planned that this first Extra Care scheme would be complimented by a second scheme in Mold.

The Chairman welcomed this scheme which had been in development for two to three years and the role of the previous administration needed to be recognised in the decision to proceed with the scheme.

RESOLVED:

That the progress in developing Flintshire's first Extra Care Scheme for older people and use as a model for future service development, be noted.

237. WHITE ON BROWN TOURISM SIGNING

The Director of Environment presented a report, the purpose of which was to seek approval for a framework within Flintshire County Council, as Traffic Authority, would consider all requests for the provision of tourist signs commonly known as “White on Brown” signs. If the policy was approved, Flintshire would fall into line with the other North Wales Local Authorities. Whilst this was not the main reason for the policy, it was acknowledged that it would assist the tourism industry in the current economic climate.

The Executive Member for Regeneration and Tourism welcomed the policy but was concerned that retail establishments were not eligible for such signing and requested a follow up report on signage in roundabouts. The Director emphasised the need to conform with current regulations and there were issues of health and safety but a number of local authorities did have roundabout sponsorship and he agreed to investigate this and report back.

RESOLVED:

- a) That the policy in respect of “White on Brown” signs for Flintshire County Council be approved and noting that the Council, acting as Highway Authority, had no jurisdiction for the provision for these types of signs on trunk roads; and
- b) That the Director of Environment investigate the possible sponsorship and signage on roundabouts with a report to a future meeting.

238. DEE ESTUARY CANDIDATE SPECIAL AREA OF CONSERVATION

The Head of Legal and Democratic Services presented a report to update the Executive on the outcomes of a further report considered by the Environment and Regeneration Overview and Scrutiny Committee as a result of a previous call in meeting of the item on 13th February 2008.

The Head of Legal and Democratic Services referred to the designation of the Dee Estuary as a Candidate Special Area of Conservation which had been reported to the Executive on 30th January 2008. As a result of the decision of the Executive a call-in was received because of concerns on the impact on economic development such designation could have. Subsequent meetings of the Overview and Scrutiny Committee had been attended by representatives of the Countryside Council for Wales and the Environment Agency. As a result, there was a need to establish a management scheme jointly with relevant stakeholders to encourage the wise use of an area without detriment to the environment based on the principle of sustainability.

The Head of Legal and Democratic Services referred to the four recommendations of the report and suggested that the Executive at this stage, only consider recommendations 4.01 and 4.02 and that a further report be prepared in relation to recommendations 4.03 and 4.04 in the report.

The Executive Member for Housing Strategy and Planning emphasised that the substance of the report represented the views of Overview and Scrutiny and the Executive would need to consider the details of such a management scheme.

RESOLVED:

- a) That the development of a management scheme for the Dee Estuary SAC be agreed;
- b) That in agreeing the development of the scheme, the Executive agrees that Flintshire should take the position of lead authority;
- c) That a further report be submitted by the Director of Environment on arrangements for a management scheme in accordance with recommendations 4.03 and 4.04 of the report.

239. EXERCISE OF DELEGATED POWERS

An information report of the Chief Executive, the purpose of which was to inform Members of actions taken under Delegated Powers, was introduced by the Chairman.

The actions taken were set out below:-

Lifelong Learning – Greenfield Valley Heritage Park – approval for the proposed Scale of Charges for the 2009 season.

240. DURATION OF MEETING

The meeting commenced at 9.30 am and ended at 11.01 am.

241. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were three members of the press present.

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Chairman

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

EXECUTIVE	DATE: 27th January 2009
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MEMBER	ITEM	MIN. NO. REFERS
C. Woolley, C. Ellis, P.G. Heesom, M. Higham, H.D. Hutchinson, N. Matthews, N. Phillips, N.R. Steele- Mortimer, H.Yale	School Admission Arrangements	235

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 5

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **HEAD OF FINANCE AND DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **HOUSING REVENUE ACCOUNT 2009/10**

1.00 PURPOSE OF REPORT

1.01 To consider the Housing Revenue Account (HRA) for the 2009/10 financial year, including proposed rent and key areas of income and expenditure and the level of balance at the year-end, following consultation with the Community & Housing Overview and Scrutiny Committee, and to make a recommendation to Council.

2.00 BACKGROUND

2.01 All management, maintenance and improvement activity undertaken on the Council's own housing stock must be funded by the HRA. Every Authority in the country that maintains its own housing stock must operate a Housing Revenue Account and every Authority with a HRA must budget each year to maintain that account in surplus. It is not permissible to budget for a deficit on the account. Indeed it is considered good practice to maintain balances of at least 3% of total expenditure.

2.02 The HRA is 'ring fenced' in that the General Fund cannot make contributions to, or receive funding from, the account and only expenditure on the public sector housing stock and related activities is permissible. This expenditure includes all repairs and maintenance, all management costs for running the service and payment of the finance charges (or interest) on money borrowed to undertake capital works in the past.

2.03 The proposed Housing Revenue Account proposals for 2009/10 were agreed by Executive on 27th January 2009 and referred to Community & Housing Overview and Scrutiny Committee.

2.04 The Community & Housing Overview and Scrutiny Committee met on 5th February 2009, and received a presentation by the Director of Community Services and Head of Finance on the HRA budget proposals, together with details of pressures and efficiencies.

2.05 Members offered comments and asked a number of questions in order to clarify various issues and these are covered in this report.

2.06 **Income**

The principal source of income (98%) for the HRA is from tenants' rent. The Welsh Assembly Government (WAG) assumes a notional cost for the operation of the service and calculates what it believes the Authority should be spending. This is part of the management and maintenance allowance calculation. It then grants subsidy to the Authority to meet any shortfall in that level of expenditure. Where WAG calculates that the Authority is generating more money than it has calculated, it means the subsidy will be 'negative'.

In other words WAG will take from the Authority the amount of funding it calculates if the actual HRA income exceeds the management and maintenance allowance.

2.07 WAG has indicated that in the near future it expects all Local Authority and Registered Social Landlords (RSL) rents for similar properties in similar areas to be the same, i.e. 'Benchmark Rents'. However, unlike in England, there is no set formula which enables Authorities to predict future year's rents. Nevertheless each year WAG determines the size of the rent increase each Local Authority can levy and issues each Authority with a 'Guideline Rent increase'. WAG usually advises Authorities of their guideline rent increase around December each year in time for implementation in the coming new financial year. Authorities have the discretion to decide their own rent levels, but if they choose to implement an increase below the Guideline Rent Increase, WAG will assume that they have implemented the whole increase anyway and undertake the management and maintenance calculation accordingly. WAG will therefore assume a level of income that the Authority will not achieve. This will reduce still further the amount of resources within the HRA.

2.08 **Negative Subsidy**

In the current financial year 2008/09, the Authority is in 'negative subsidy' and the total deduction from the HRA will be approximately £6.385m.

2.09 What this means is that instead of receiving subsidy from the WAG, the Council will have to pay around 29% of its rental income to the WAG. After allowing for the same level of Major Repair Allowance (MRA) received for 2008/09 (£5.2m) which is discretionary (the level of which has not yet been announced for 2009/10), the Council will pay a net contribution to Government of approximately £1.488m, which equates to £3.97 per tenant per rent week on average.

2.10 A summary of the current and proposed HRA is at ***Appendix 1***.

3.00 **CONSIDERATIONS**

3.01 **Income**

Rent Increase

Consideration needs to be given to the rent increase to be levied next financial year. The consultation version of HRAS and Item 8 Determinations were received on 23 December 2008, and the final version is yet to be received. This reflected the guideline rent increase advised at 5.22%. As a result, the guideline increase from WAG is an average £3.14 per week over the 50 rent payable weeks. If the final guideline rent increase is revised, this figure will be applied. It is recommended that this consultation guideline rent increase, as advised by WAG, is implemented. If a similar rate of increase to last year (£0.20 per week) should be applied to the Council's garages, the charge would be £3.57 per week as a percentage (6%).

3.02 Members should note that around 65% of tenants are currently in receipt of an element of Housing Benefit and any incremental rent increase would be covered by this Benefit. Conversely, around 35% pay full rent.

3.03 To facilitate WAG's rent convergence policy and help address the issue of rent differentials, it is proposed that the Council's practice of applying percentage increases continues. WAG's guideline figure of £3.14 per week for 2009/10 would equate to a percentage increase of 5.22%. It should be noted that this does not address the rent differentials resulting from either:

- the original application of rents based upon varying capital values for the same type of property, or
- the application (until 2007/08) of a common cash value increase across all types.

It is proposed that these will be addressed from 2010/11 increases. The following table illustrates the effect of applying a 5.22% increase to rents:

Based on 50 Rent Weeks			
Type	Average Current Rent 2008/09 £	Proposed Increase 5.22%	Proposed Average Rent 2009/10 £
1 Bed Sheltered Bedsit	50.28	2.62	52.90
1 Bed Sheltered Bungalow	55.27	2.89	58.16
2 Bed Flat	60.93	3.18	64.11
2 Bed House	59.26	3.09	62.35
2 Bed Sheltered Bungalow	58.13	3.03	61.16
3 Bed House	66.24	3.46	69.70
4 Bed House	64.58	3.37	67.95

3.04 **Communal Heating**

A review of the communal heating charges has taken place. As a result of this review it is not deemed necessary to increase these charges for the 2009/10 financial year.

3.05 **Capitalised Salaries**

This income is recovered by way of a recharge to the Housing Capital Programme in respect of the cost of officer time spent managing and supervising the various schemes within the programme. An equivalent sum is reflected within the Repair and Maintenance element of Expenditure. This is therefore cost neutral to the HRA.

3.06 **Interest on RTB Mortgages**

The interest generated on a small number of residual mortgages granted by one of the predecessor district Authorities in respect of former Council houses sold under the Right to Buy legislation.

3.07 **Expenditure**

The key areas of expenditure within the HRA are Housing Subsidy, Capital Financing - Loan charges, the Building Maintenance trading account, Estate Management, Home Ownership, Allocations and Welfare, Repairs and Maintenance, CERA, Supporting People Contribution to General Fund and Finance and Support. The proposed apportionment of these costs and the income generated from the proposed increases are also set out in the summary HRA at **Appendix 1** and the assumptions upon which the proposed account is based are set out in **Appendix 2**.

3.08 **HRA Subsidy**

The consultation version of the HRAS and Item 8 Determinations issued by WAG reflect an increase of the Management and Maintenance allowance component of HRA subsidy to £2,006 per property in 2009/10. This reflects an increase of 9.8% on the 2008/09 Management and Maintenance allowance of £1,827 per property. The HRA has seen a benefit of £0.331m (2009/10) as shown **Appendix 1**. This is due to a reduction in the level of HRA Subsidy to be paid over to WAG brought about by two main factors.

- An increased management and maintenance allowance set by WAG of 9.8%.
- A higher percentage of capital finance charges now eligible to be offset against the HRA subsidy payable to WAG (96%)

3.09 **Capital Financing - Loan Charges**

The revenue costs arising from outstanding borrowing attributable to the HRA assets, including interest and debt management expenses.

3.10 **Building Maintenance Trading Account**

The current trading position for Period 8 is forecasting a trading deficit of £0.641m (2008/09). While there has been considerable activity to further reduce this deficit towards achieving a trading surplus, it is too early to be confident that the position will be realised in 2009/10. Therefore, it is considered prudent to ensure that sufficient resources are built into the HRA to allow for a forecast outturn deficit of £0.400m as shown in **Appendix 1**. The forecast deficit on the Trading Account will be kept under constant review and reported to Members through budget monitoring.

3.11 **Estate Management**

The Estate Management budget has shown an increase of £0.278m (2009/10) as shown in **Appendix 1**. The Tenants Gardens budget has moved from the General Fund back into the HRA and the increase in budget is reflective of this. It should be noted that this is not an additional burden to the HRA as the level of Supporting People contribution paid to the General Fund has been reduced accordingly.

3.12 **Home Ownership**

There has been a dramatic decrease in the number of Right to Buy sales during this financial year. Therefore, for budget purposes, estimated sales of zero have been assumed for 2009/10 in the light of continuing economic conditions.

3.13 **Allocations and Welfare**

The Allocations and Welfare budget has shown an increase of £0.052m (2009/10) as shown in **Appendix 1**. The Community Centres budget has moved from the General Fund back into the HRA and the increase in budget is reflective of this. It should also be noted that this is not an additional burden to the HRA as the level of Supporting People contribution paid to the General Fund has been reduced accordingly.

3.14 **Repairs and Maintenance**

This is the largest element of expenditure within the HRA (35.4%) and in round terms equates to a unit cost in excess of £1,000 per property per year.

3.15 **Revenue Contribution to Capital**

In the past the Council has sought to increase the size of its investment programme in the HRA Capital Programme. It is proposed that £1.252m is allocated in 2009/10 for this purpose. This is in line with the assumption in the Housing Business Plan considerations by the Council in September 2007.

3.16 **Supporting People Contribution to General Fund**

Following a review of services currently accounted for within the Supporting People service block of the Community and Housing General Fund budget,

the Tenants Gardens service and an element of the Community Centres service will be returned to the Housing Revenue Account. This is necessary as these services are ineligible for Supporting People grant. The current annual cost of these services is £0.297m which will be funded by an equivalent reduction of the current level of HRA contribution to the cost of Supporting People services within the General Fund from £0.330m to £0.033m.

3.17 **Finance and Support**

Corporate and Democratic Core costs

The increase in costs of Finance and Support includes amounts of £0.363m (2008/09) and £0.373m (2009/10) in respect of Corporate and Democratic Core (CDC) costs. These relate to the costs of managing the Council as a whole as opposed to specific service provision. Total CDC costs include (at 2007/08 prices) the following components :-

Directorate staff allocations (£2.978m), Committee and Member services (£2.131m), Corporate Communications (£0.624m), Chief Executive and Support Team (£0.470m), External Audit (£0.334m), Bank Charges (£0.109m), and other allocations (£0.601m). The total of all CDC costs in 2007/08 was £7.247 million. The HRA share of these costs has been calculated at approximately 5 % of the total.

Previously, the HRA has not been allocated a share of these costs. However, following the audit of the 2007/08 accounts, the Council's external auditors reported that in accordance with the requirements of statute, the HRA should be charged with an appropriate share of such costs. The Council must respond therefore to the requirements of statute as indicated by the external auditor and allocate an appropriate share of these costs to the HRA. The calculated HRA share will be reconsidered as part of a forthcoming full review of Support Services and related allocations. If the outcome of this review results in a different amount to be charged to the HRA, then an appropriate adjustment will be made at the earliest opportunity.

Professional Support Costs

These are recharges for spend apportioned to the HRA for Corporate Strategy services, Finance and Legal & Democratic Services.

Management Administration costs

These are recharges for spend apportioned to the HRA for Business support services which are currently held within the General Fund. This includes Community & Housing Finance, Administration and Business Development.

Stock Options

A one-off growth allocation was built into the budget last year to accommodate Stock Options activities. The contingency sum of £0.540m will provide for potential costs to the Housing Revenue Account which may arise from further considerations on the Stock Options process later in the year.

3.18 **Budget Pressures**

The total resources set aside for additional HRA budget pressures for 2009/10 are £0.538m, and include Corporate & Democratic Core costs and the Building Maintenance trading account, as indicated above. The full detail is set out in ***Appendix 3***.

3.19 **Budget Savings**

There is a £0.050m saving on energy certificates due to the actual costs being less than those originally projected. The full detail is set out in ***Appendix 3***.

4.00 **RECOMMENDATIONS**

4.01 Members are asked to approve and recommend to Council:

- i.* The proposed HRA budget for 2009/10 as set out in ***Appendix 1***, incorporating the assumptions in ***Appendix 2*** and the Pressures and Efficiencies in ***Appendix 3***.
- ii.* The level of rent for 2009/10 as set out in paragraphs 3.01 and 3.03.
- iii.* The level of projected balances at 31st March 2010 of 5.65 % of total expenditure.

5.00 **FINANCIAL IMPLICATIONS**

5.01 The Council has a statutory duty to adopt a prudent and balanced HRA. This report sets out how this can be achieved for Flintshire County Council for the financial year 2009/10. The budget estimates a closing balance of 5.65% of total expenditure.

6.00 **ANTI POVERTY IMPACT**

6.01 HRA activity helps alleviate poverty by providing safe and secure homes that are energy efficient and economical to run. The ongoing capital programme maintains the impetus to upgrade heating, etc., to minimise fuel use and thereby boost disposable income.

7.00 **ENVIRONMENTAL IMPACT**

7.01 There are no direct environmental impacts arising from the adoption of the policy.

8.00 **EQUALITIES IMPACT**

8.01 There are no direct equalities impacts arising from this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications.

10.00 CONSULTATION REQUIRED

10.01 Community & Housing Overview and Scrutiny Committee.

10.02 Consultation with all tenants over any rent increase must take place and must be at least 28 days before any increase is due to come into effect. Furthermore, it is intended that the budget proposals will be the subject of a special consultation meeting with the Flintshire Federation of Tenants' and Residents' Association.

11.00 CONSULTATION UNDERTAKEN

11.01 Community & Housing Overview & Scrutiny Committee - 5th February 2009.

11.02 No consultation with tenants or other stakeholders has taken place to date.

12.00 APPENDICES

12.01 HRA 2009/10

HRA Summary – *Appendix 1*

HRA Budget Proposals – *Appendix 2*

HRA Budget Pressures and Savings – *Appendix 3*

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 **BACKGROUND DOCUMENTS**

Consultation Version of the Housing Revenue Account Subsidy and Item 8 Determinations for 2009/10

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HRA BUDGET SUMMARY - APPENDIX 1

Description	2008/09		2009/10		
	Actual	Probable	Proposed	Variance	%
	£		£	£	£
<u>INCOME</u>					
Rents (Council Dwellings & Garages)	-22,073,529	-22,001,945	-23,247,446	-1,173,917	5.32%
Capitalised Salaries	-443,289	-355,658	-453,413	-10,124	2.28%
Interest on RTB Mortgages	-4,000	-4,000	-4,000	0	0.00%
	-22,520,818	-22,361,603	-23,704,859	-1,184,041	
<u>EXPENDITURE</u>					
HRA Subsidy (Negative/Deficit)	6,687,769	6,385,159	6,357,205	-330,563	-4.94%
Capital Financing - Loan Charges	2,411,326	2,584,552	2,405,298	-6,028	-0.25%
Building Maintenance Trading Account	300,000	641,361	400,000	100,000	33.33%
Estate Management	1,016,797	879,641	1,294,746	277,949	27.34%
Home Ownership	-3,669	27,881	32,657	36,326	990.01%
Allocations and Welfare	346,956	324,317	398,849	51,893	14.96%
Repairs and Maintenance	8,058,919	8,387,150	8,223,968	165,049	2.05%
Welsh Housing Quality Standard - CERA	1,340,000	1,340,000	1,252,000	-88,000	-6.57%
Supporting People Contribution to General Fund	330,323	330,323	33,211	-297,112	-89.95%
Finance and Support	2,124,827	2,329,281	2,487,946	363,119	17.09%
	22,613,248	23,229,666	22,885,882	272,634	
(Surplus) / Deficit for the year	92,430	868,063	-818,977		
Opening Balance	-1,077,895	-1,341,565	-473,501		
HRA Closing Balance	-985,465	-473,501	-1,292,479		
% of Total Expenditure (Guideline 3%)	4.36%	2.04%	5.65%		

HRA BUDGET PROPOSALS - APPENDIX 2

Ref	Code	Description	2009/10
1	-	2.0% Inflation on all applicable expenditure price items	2.00%
2	-	2.3% Inflation on all applicable employee pay items	2.30%
3	-	2.7% Inflation on all applicable income items	2.70%
4	HRG	Anticipated Right To Buy sales of zero in 2009/10 and beyond; this reflects the continuing downward trend in sales activity	0
5	HRB	Assumes the Building Maintenance Trading Account will operate at a deficit of £0.400m in 2009/10 and £0.350m in 2010/11	400,000
6	HRX	CERA contribution re: WHQS built into projections based on £1.252m for 2009/10 as per Business Plan Model	1,252,000
7	HRP/HRR	Capital Financing Charges entered as per latest estimated position	2,405,298
8	HRX	Insurance policy costs assumed to be set at 5% uplift as for 2007/08 and future years, in order to align to historical expenditure patterns	307,031
9	HRX	Support service recharges assumed to be at budgeted level with 2.7% uplift for future years	1,596,645
10	HRD	6% increase applied to Garage Rents for 2009/10	3.57
11	HRD	Garage Voids rent loss assumed at 10% in all years	32,872
12	HRD	Guideline Rent Increase applied for 2009/10, and this level assumed for future years	60.85
13	HRD	Dwelling voids rent loss assumed to run at 2.5% for 2009/10 and future years, this level includes a performance target for improvement	591,824
14	HRX	Reserve Account for Stock Options Activities built into 2008/09 and 2009/10 budget	500,000
15	HRX	Assumes the contribution from the HRA to the GF for Supporting People Services will be reduced to reflect services returning to the HRA	33,211

HRA BUDGET PRESSURES & SAVINGS OPTIONS

Ref	Code	Bid Ref	Description	2009/10 £ Rec.	2009/10 £ Not Rec.	Notes	Comments	Status
BUDGET PRESSURES								
1	HRX 911	HRA001	Corporate & Democratic Core costs	372,801		Contribution to Corporate & Democratic Core costs as per PwC ISA260 Report	Recommended	Incl.
2	HRB	HRA002	Building Maintenance Trading Account	100,000		Increase in original budget to reflect trading activity	Recommended	Incl.
3	HRE	HRA003	Tenants Gardens	30,000		Increase to reflect additional activity on ad-hoc work	Recommended	Incl.
4	HRG 111	HRA004	Right to Buy income	35,680		Assumption of nil sales means no admin fee income	Recommended	Incl.
Total Pressures				538,481	0			
SAVINGS OPTIONS								
1	HRL 111	HRA005	Energy Performance Certificates	-50,000		Revision of original number and cost of Certificates	Recommended	Incl.
Total Savings				-50,000				

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 6

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **TREASURY MANAGEMENT POLICY & STRATEGY**
STATEMENT INCORPORATING THE PRUDENTIAL CODE
FOR CAPITAL FINANCE & ANNUAL INVESTMENT
STRATEGY 2009/10

1.00 PURPOSE OF REPORT

- 1.01 To seek Executive's approval to recommend that Council approve the Treasury Management Policy & Strategy Statement (Policy Statement), including key indicators, limits and an annual investment strategy for 2009/10.

2.00 BACKGROUND

- 2.01 The Council adopted the CIPFA Treasury Management in the Public Sector Code of Practice 2001 from 1st April 2002. A requirement of the Code, which has been incorporated into the Council's Financial Procedure Rules, is for the Executive to receive an annual plan prior to 31st March each year.

As part of compliance with CIPFA's Treasury Management in the Public Services: Code of Practice (the Code) 2001, the following Treasury Management Practices (TMPs) have been documented:-

- TMP 1 Treasury risk management
- TMP 2 Best value and performance measurement
- TMP 3 Decision - making and analysis
- TMP 4 Approved instruments, methods and techniques
- TMP 5 Organisation, clarity and segregation of responsibilities and dealing arrangements
- TMP 6 Reporting requirements and management information arrangements
- TMP 7 Budgeting, accounting and audit arrangements
- TMP 8 Cash and cashflow management
- TMP 9 Money laundering
- TMP 10 Staff training and qualifications
- TMP 11 Use of external service providers
- TMP 12 Corporate governance

- 2.02 Investments are made in accordance with the Guidance on Local Government Investments issued by the National Assembly for Wales under section 15(1)(a) of the Local Government Act 2003, and with the institutions

identified in the authorised lending list. Investments are made with the aim of meeting cash flow requirements whilst achieving a level of return greater than would be secured by internal investment and maintaining capital security and policy flexibility.

- 2.03 In addition and in accordance with the Prudential Code for Capital Finance, the Council is required to determine certain key indicators and limits for 2009/10 before 31st March 2009.
- 2.04 Welsh Assembly Government (WAG) also requires that the Council approves an Annual Investment Strategy. These requirements have been incorporated into the Treasury Management Policy & Strategy Statement (see Appendix I) and the indicators and limits to be approved by Council are shown in section 3.
- 2.05 The aim of this Policy Statement is to achieve objectives in all market and economic environments. The financial crisis and in particular, the investments of £3.7 million in Landsbanki, an Icelandic bank, has resulted in a re-assessment of the balance between investment risk and return and the day to day procedural practicalities.

The Council's Treasury Management Advisers, Sterling, assessed the Council's portfolio at that time and indicated that it had a reasonable credit profile. The advice going forward was for a fairly defensive strategy, lending short (less than 3 months) and only to exceptionally high-rated counterparties or the Government.

- 2.06 As a result of the banking crisis in Iceland, a number of changes from the 2008/09 Policy Statement have been made which are detailed below:

Approved by Council

- a. The individual counterparty limit was increased from £5 million to £7 million by Council on 28th October 2008. In case of lower investment cash balances (less than £28 million), no more than 25% of investment portfolio will be held with any counterparty except the UK Government's DMO (Debt Management Office).
- b. The limit of investments made with the UK Government's DMO was temporarily increased from 20% to 100% by Council on 28th October 2008.

These changes have now been incorporated into the 2009/10 Treasury Management Policy Statement.

Additional Risk Control Procedures

- a. The use of an additional Credit Rating Agency (Moody's) as well as continuing with Fitch.
- b. When a Counterparty is on 'Ratings Watch Negative' or 'Review for possible downgrade' by either Credit Agency, which may lead to a downgrade in ratings, the investment limit will reduce to £3million to mature within 3 months. If the current investment is more than £3 million, no further investments will be made until this investment(s) matures.
- c. In light of the banking crisis last year it was agreed by the Head of Finance that the individual country limit would not exceed £10 million.

These changes have also been incorporated into the 2009/10 Treasury Management Policy Statement.

3.00 TREASURY MANAGEMENT POLICY & STRATEGY STATEMENT 2009/10

3.01 Paragraphs 3.02 to 3.05 remain largely unchanged from the 2008/09 Treasury Management Policy Statement.

3.02 Prudential Code for Capital Finance

The Policy Statement attached incorporates the key indicators which relate to External Debt and Treasury Management.

Authorised Limit for External Debt:

This reflects a level of borrowing which, while not desired, could be afforded, but may not be sustainable. This figure takes into account the Council's borrowing requirement.

Operational Boundary for External Debt:

A means by which the Authority manages its external debt to ensure that it remains within a self-imposed limit. It is based on expectations of the minimum external debt of the authority according to probable, not simply possible, events.

The above two indicators are required to be monitored daily as part of Treasury Management function and if any breach of the limits is likely, the Head of Finance will report this to Executive.

- Upper Limit on fixed interest rate exposures.
- Upper Limit on variable interest rate exposures.
- Upper and Lower Limits for maturity structure of borrowing.

- Limit for principal sums invested in periods longer than 364 days.

3.03 Annual Investment Strategy

The Policy Statement includes the requirements of WAG to document an Annual Investment Strategy as follows:-

- Specified Investments - investments offering high security and high liquidity.
- Non-specified Investments - investments with greater potential risk.
- Investments which can be prudently committed for more than one year.

3.04 External Fund Managers

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.

3.05 Debt Rescheduling and Repayment

The Head of Finance will keep under review, along with its Treasury Consultants, the opportunities which may arise for restructuring the Council's debt in order to take advantage of potential savings as interest rates change and to enhance the balance of the long term portfolio (amend the maturity profile and/or the balance of volatility). Any actions carried out under delegated powers will be reported to the Executive and County Council as appropriate.

4.00 LEGISLATIVE REQUIREMENTS

- 4.01 In accordance with legislation, the Council is required to approve annually the key indicators and limits for both the Prudential Code for Capital Finance and the Annual Investment Strategy as proposed in the tables below. The limits for 2010/11 and 2011/12 are indicative figures only and could be changed next year:

Prudential Code (as per 3.01 above)

Indicator Type	2009/10 £ million	2010/11 £ million	2011/12 £ million
Authorised Limit for external debt	178.8	180.9	183.0
Operational Boundary for external debt	176.8	178.9	181.0
Upper Limit on fixed interest rate exposures	100%	100%	100%
Upper Limit on variable interest rate exposures	35%	35%	35%
Implied Boundary of fixed rate exposures	65-100%	65-100%	65-100%
Implied Boundary of variable interest rate exposure	0-35%	0-35%	0-35%

The table below proposes the upper and lower limits for maturity of loans which are internally set so that no future year is left with a high level of repayments. These limits are proposed for 2009/10, 2010/11 and 2011/12.

Upper and Lower Limits for maturity structure of borrowing	Lower Limit	Upper Limit
Under 12 months	0%	10%
12 months and within 24 months	0%	10%
24 months and within 5 years	0%	30%
5 years and within 10 years	0%	50%
10 years and above	10%	100%

Prudential Limits for principal sums invested in periods longer than 364 days (see Non-Specified Investments) - £40 million

Annual Investment Strategy (as per 3.02 above)

In accordance with the requirements of the WAG the Annual Investment Strategy is detailed below, the types of investments the Council can make

are classified as being Specified Investments and Non-specified Investments.

Specified Investments

By definition, specified investments are denominated in sterling and have a maturity of less than a year and include:-

- UK and Overseas Banks
- Rated Building Societies
- Money Market Funds
- Debt Management Office
- Other Local Authorities.

When funds are invested in banks, building societies or Money Market Funds, those financial institutions must meet the ratings criteria specified in the table below. The Treasury Management Policy Statement in section 3.6.2 outlines the definitions and shows that the Council is lending to financial institutions of "best quality grade". The criteria used in 3.6.2 have been discussed and agreed with Sterling (The Council's Treasury Management Advisers).

Rating Type	FITCH			MOODY'S		
	UK & Overseas	Rated Building Society	Money Market	UK & Overseas	Rated Building Society	Money Market
Short Term	F1+ & F1	F1+, F1 & F2	AAA	P1	P1 & P2	AAA
Long Term	AAA, AA+, AA, AA-, A+ & A	AAA, AA+, AA, AA-, A+, A & A-	AAA	Aaa, Aa1, Aa2, Aa3 to A1 & A2	Aaa, Aa1, Aa2, Aa3 to A1, A2 & A3	AAA
Individual (Fitch)	A, A/B, B & B/C	A, A/B, B & B/C	N/A	N/A	N/A	N/A
BFSR (Moody's)	N/A	N/A	N/A	To C-	To C-	N/A
Support	1,2,3,4	1,2,3,4	N/A	N/A	N/A	N/A
Sector Limit	100% UK, 25% Overseas	60%	20%	100% UK, 25% Overseas	60%	20%

It is proposed that the Council confirm an investment limit of 100% with the Debt Management Office in respect of exceptional financial market conditions (see 2.06).

Until October 2008, the Council used ratings assigned by Fitch in isolation, since then both Fitch and Moody's ratings have been used. A list of Counterparties and their ratings are sent monthly by the Council's Treasury Management Consultants, Sterling. They also provide immediate notification

of any changes in ratings which may affect the Council's Counterparties. If a Counterparty's ratings with either Fitch or Moody's no longer meet the required criteria, then no further investments will be made with that Counterparty.

Ratings Watch Negative/Review for Possible Downgrade

'Ratings Watch Negative' (Fitch) and 'Review for possible downgrade' (Moody's) are the terms used when a Counterparty's ratings will be reviewed during the next 3 months and could possibly be downgraded. If a counterparty is being reviewed in this way but its current ratings still meet the Council's criteria, then investments must be kept to a maximum of £3million for a period of no more than 3 months.

Non Specified Investments

Non specified investments are those outside the definition of specified investments and by definition carry more risk than specified investments. The limits for these sterling denominated investments have been agreed and discussed with Sterling to control this risk. These remain unchanged from 2008/09:-

- Non-rated Building Societies with a minimum asset size of £1billion
- Deposits greater than 1 year (including forward deals) - £20 million limit
- External Managers - £20 million limit (not currently used)

It should be noted that non-rated Building Societies are heavily regulated by the Financial Services Authority (FSA). The Building Society Sector is governed by regulations which specify that 50% of funding must come from retail deposits. Wholesale deposits (i.e. FCC investments) have priority over retail deposits. This means that in the highly unlikely event of a Building Society becoming insolvent, it would have to lose over 50% of its assets before being unable to repay Wholesale Deposits.

Each non specified investment greater than 1 year is approved by the Head of Finance. If the Counterparty used is rated, then it must also meet the ratings criteria in the table above.

Liquidity of Investments

The amounts that can be prudently invested for longer than one year have been ascertained by estimating short term cash flow requirements.

The maximum period of an investment will remain at 5 years.

- 4.02 It is possible that future guidance and regulations may be issued by CIPFA and/or WAG during 2009/10. The Council's Executive will be made aware of any changes through a formal report.

5.00 RECOMMENDATIONS

5.01 That the Executive approves and recommends to Council the Treasury Management Policy Statement 2009/10.

6.00 FINANCIAL IMPLICATIONS

6.01 None directly.

7.00 POVERTY IMPACT

7.01 None.

8.00 ENVIRONMENTAL IMPACT

8.01 None.

9.00 EQUALITIES IMPACT

9.01 None.

10.00 PERSONNEL IMPLICATIONS

10.01 None.

11.00 CONSULTATION REQUIRED

11.01 Sterling Consultancy Services.

12.00 CONSULTATION UNDERTAKEN

12.01 Sterling Consultancy Services.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

CIPFA Treasury Management Code of Practice 2001
Local Government act 2003.

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FLINTSHIRE COUNTY COUNCIL

TREASURY MANAGEMENT POLICY & STRATEGY STATEMENT

2009/10

CONTENTS

<u>Section</u>		<u>Page</u>
1.0	Treasury Management Policy Statement	1
2.0	Background	1
3.0	Treasury Strategy Statement	2
	3.1 Introduction	2
	3.2 Prudential Code for Capital Finance in Local Authorities	2
	3.3 Annual Investment Strategy	2 - 3
	3.4 Current Portfolio Position	3
	3.5 Key Factors involved in Determining the Investment of Surplus Monies	3
	3.6 Key Indicators and Treasury Limits for 2009/10	3 - 8
	3.7 Prospects for Interest Rates	8 - 10
	3.8 Capital Finance and Borrowing Portfolio Strategy	10
	3.9 Investment Strategy	10
	3.10 Debt Rescheduling	11
	3.11 Other Treasury Issues	11
4.0	Conclusion	11 - 12
	APPENDIX A – Borrowing Requirements 2009/10	13
	APPENDIX B – Debt Maturity Profile	14

1.0 TREASURY MANAGEMENT POLICY STATEMENT

The Council defines the policies and objectives of its treasury management activities as follows: -

- 1.1 "The management of the 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".
- 1.2 The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the Council.
- 1.3 The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving best value in treasury management, and to employing suitable performance measurement techniques, within the context of effective risk management.

2.0 BACKGROUND

Flintshire was one of nine Welsh Councils to be caught up in the collapse of the Icelandic Banking System along with three police authorities and three universities in Wales. Flintshire's £3.7 million is within the figure of some £70 million for Councils in Wales and £860 million across England and Wales.

The Council's Treasury Management Advisers, Sterling assessed the Council's portfolio at that time and indicated that it had a reasonable credit profile. The advice going forward was for a fairly defensive strategy, lending short (less than 3 months) and only to exceptionally high-rated counterparties or the Government.

Sterling's advice was followed by the Council as follows:

- To ensure liquidity of funds, new monies were placed in call accounts with Alliance & Leicester, Bank of Scotland and Allied Irish Bank up to £7million limit.
- Any other new monies were placed with one of the six Government backed clearing Banks and one Building Society (i.e. Barclays, RBS, HSBC, Lloyds TSB, Abbey, Standard Chartered and Nationwide) or the Debt Management office (DMO) within the limits of the Policy Statement.

This strategy sought to mitigate risk but the interest rate received on short term investments attracted a lower rate of interest. In addition, the DMO paid interest rates below money market rates.

3.0 TREASURY STRATEGY STATEMENT

3.1 Introduction

This Treasury Strategy Statement details the expected activities of the Treasury function in 2009/10. Its production and submission to the Executive is a requirement of the Council's Financial Procedure Rules. Its format and structure is that recommended in CIPFA's Treasury Management in the Public Services: Code of Practice (the Code) 2001 as adopted by County Council from 1st April 2002, the Prudential Code for Capital Finance in Local Authorities from 1st April 2004 and an Annual Investment Strategy as issued by the National Assembly for Wales under section 15 (1) (a) of the Local Government Act 2003

The strategy covers:

- Prudential Code for Capital Finance in Local Authorities;
- Annual Investment Strategy
- Current Portfolio Position;
- Treasury Limits for 2009/10;
- Prospects for Interest Rates;
- Capital Finance and Borrowing Portfolio Strategy;
- Temporary Investment Strategy;
- Debt Rescheduling;
- Other Treasury Issues.

3.2 Prudential Code for Capital Finance in Local Authorities

3.2.1 A requirement of the code is to set key indicators and limits as detailed in 3.6.1.

3.2.2 The Prudential System introduced on 1st April 2004 allows local authorities to determine their own levels of affordable borrowing for capital expenditure.

3.2.3 The need to prudentially borrow during 2009/10 and the associated financing of that borrowing will be reviewed in the light of the Capital Programme requirements.

3.3 Annual Investment Strategy

3.3.1 Part 1 of the Local Government Act 2003, which introduced the Prudential Capital Finance System, gives a local authority power to invest for any purposes relevant to its functions under any enactment, or for the purposes of the prudent management of its financial affairs. The Act requires an authority to 'have regard to guidance issued by Welsh Assembly Government (WAG)'.

3.3.2 The WAG requires a local authority, before the start of each financial year, to draw up an Annual Investment Strategy which must be approved by the full council. This document should contain certain investment limits. In the case of

Flintshire County Council the requirements are incorporated into this Policy Statement. The strategy needs to include investment limits on:

- Specified Investments – investments offering high security and high liquidity
- Non-specified Investments – investments with greater potential risk
- Investments which can be prudently committed for more than one year

3.4 Current Portfolio Position

The Council's treasury portfolio position at 31/03/2009 will comprise:

	Type	Principal £m	Sub- total £m	Average Interest Rate %
Fixed Rate Funding	PWLB	154.66		
	Market*	18.95	173.61	5.649**
Variable Rate Funding	PWLB	0.00		
	Market	0.00	0.00	0.00
Total Long Term Debt			173.61	5.649
Borrowing Requirement	for 2009/10***		2.18	

* The above market loans are LOBO's (Lenders Option, Borrowers Option) with fixed interest rate periods of 12, 16 and 23 months followed by a 33, 34 and 35 year variable period, with an option in the variable period to repay the principal prior to maturity if the Lender increases the interest rate.

** If any debt re-structure or repayment opportunities are implemented before 31st March 2009, this may impact on the average interest rate as at 31.03.09.

*** Appendix A details the borrowing requirement for 2009/10.

3.5 Key Factors involved in Determining the Investment of Surplus Monies

The key factors involved in determining the investment of surplus monies are;

- The Counterparty List (i.e. a list of Financial Institutions which meet the Council's ratings criteria and with which funds can be invested)
- Ratings Criteria (see section 3.6.2)
- Other limits within the WAG Annual Investment Strategy

The Head of Finance makes an investment based on the factors above and with the advice of the Council's Treasury Management Consultants, Sterling.

3.6 Key Indicators and Treasury Limits for 2009/10

3.6.1 In accordance with Part 1 of the Local Government Act, 2003, the key

indicators proposed to be set by full Council are shown in the table below. The limits for 2010/11 and 2011/12 are indicative figures only and could be changed next year:-

Indicator Type	2009/10 £million	2010/11 £million	2011/12 £million
Authorised Limit for external debt	178.8	180.9	183.0
Operational Boundary for External Debt (Lower than authorised limit due to cash flow variations)	176.8	178.9	181.0
Upper Limit on fixed interest rate exposures	100%	100%	100%
Upper Limit on variable interest rate exposures	35%	35%	35%
Implied Boundary of fixed rate exposures	65-100%	65-100%	65-100%
Implied Boundary of variable rate exposures	0-35%	0-35%	0-35%

The table below proposes the upper and lower limits for the maturity of loans which are internally set so that no future year is left with a high level of repayments. These limits are proposed for 2009/10, 2010/11 and 2011/12.

Upper and Lower Limits for maturity structure of borrowing	Lower Limit	Upper Limit
Under 12 months	0%	10%
12 months and within 24 months	0%	10%
24 months and within 5 years	0%	30%
5 years and within 10 years	0%	50%
10 years and above	10%	100%

Prudential limits for principal sums invested in periods longer than 364 days	£ 40 million
---	--------------

3.6.2 In accordance with the requirements of the WAG the Annual Investment Strategy is detailed as follows. The types of investments the Council can make are classified as being Specified Investments and Non-specified Investments.

Specified Investments

By definition, specified investments are denominated in sterling and have a maturity of less than a year and include:-

- UK and Overseas Banks

- Rated Building Societies
- Money Market Funds
- Debt Management Office
- Other Local Authorities.

When funds are invested in banks, building societies or Money Market Funds, that financial institution must meet the ratings criteria specified in the table below. This shows that the Council is lending to financial institutions of “best quality grade”. These criteria have been discussed and agreed with Sterling (the Council’s Treasury Management Advisers).

Rating Type	FITCH			MOODY’S		
	UK & Overseas Banks	Rated Building Societies	Money Market Funds	UK & Overseas Banks	Rated Building Societies	Money Market Funds
Short term	F1+ & F1	F1+, F1 & F2	AAA	P1	P1 & P2	AAA
Long Term	AAA, AA+, AA, AA-, A+ & A	AAA, AA+, AA, AA-, A+, A & A-	AAA	Aaa, Aa1, Aa2, Aa3 to A1 & A2	Aaa, Aa1, Aa2, Aa3, To A1, A2 & A3	AAA
Individual (Fitch), BFSR (Moody’s)	A, A/B, B, & B/C	A, A/B, B, & B/C	AAA	To C-	To C-	AAA
Support	1, 2, 3 & 4	1, 2, 3 & 4	AAA	N/A	N/A	AAA
Sector Limit	100% UK 25% Overseas	60%	20%	100% UK 25% Overseas	60%	20%

It is proposed that the Council confirm an investment of 100% with the Debt Management Office in respect of exceptional financial market conditions.

Until October 2008, the Council used ratings assigned by Fitch in isolation, since then both Fitch and Moody’s ratings have been used. A list of Counterparties and their ratings are sent monthly by the Council’s Treasury Management Consultants, Sterling. They also provide immediate notification of any changes in ratings which may affect the Council’s Counterparties. If a Counterparty’s ratings with either Fitch or Moody’s no longer meet the required criteria, then no further investments will be made with that Counterparty.

Definition of Ratings

<u>Fitch Short Term</u>	
F1+	Best quality grade, indicating exceptionally strong capacity of obligor to meet its financial commitment.
F1	Best quality grade, indicating strong capacity of obligor to meet its financial commitment.
F2	Good quality grade with satisfactory capacity of obligor to meet its financial commitment.
<u>Fitch Long Term</u>	
AAA	Highest credit quality. Rating denotes the lowest expectation of credit risk. They are assigned only in case of exceptionally strong capacity for payment of financial commitments. The capacity is highly unlikely to be adversely affected by foreseeable events.
AA	Very high credit quality. Rating denotes expectations of very low credit risk. They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.
A	High credit quality. Rating denotes expectation of low credit risk. The capacity for payment of financial commitments is considered strong. The capacity may, nevertheless, be more vulnerable to changes in circumstances or in economic conditions than is the case for higher ratings.
The modifiers “+” & “-” may be appended to any of the ratings above to denote a relative status within major categories	
<u>Fitch Individual Ratings</u>	
A – E	Fitch’s attempt to assess how a bank would be viewed if it were entirely independent and could not rely on external support.
<u>Fitch Support Ratings</u>	
1 – 5	Offer Fitch’s judgement of a potential supporter’s (i.e. sovereign state or an institutional owner) propensity and

	ability to support a bank.
Moody's Short Term	
P1	Issuers have a superior ability to repay short-term debt obligations.
P2	Issuers have a strong ability to repay short-term debt obligations.
Moody's Long Term	
Aaa	Judged to be one of the highest quality, with minimal credit risk.
Aa	Judged to be of high quality and are subject to very low credit risk.
A	Considered upper-medium grade and are subject to low credit risk.
Moody's appends numerical modifiers 1, 2 and 3 to each rating classification. 1 indicates that the obligation ranks in the higher end of its category, 2 mid-range and 3 a ranking in the lower end of that category.	
Moody's Bank Financial Strength Rating (BSFR)	
A – E	Moody's opinion of a bank's intrinsic safety and soundness.

Ratings Watch Negative/Review for Possible Downgrade

'Ratings Watch Negative' (Fitch) and 'Review for possible downgrade' (Moody's) are the terms used when a Counterparty's ratings will be reviewed during the next 3 months and could possibly be downgraded. If a counterparty is being reviewed in this way but its current ratings still meet the Councils criteria, then investments must be kept to a maximum of £3million for a period of no more than 3 months.

Non Specified Investments

Non specified investments are those outside the definition of specified investments and by definition carry more risk than specified investments. The proposed limits for these sterling denominated investments have been agreed and discussed with Sterling to control this risk. They remain unchanged from 2008/09:-

- Non-rated Building Societies with a minimum asset size of £1billion
- Deposits greater than 1 year (including forward deals) - £20 million limit
- External Managers - £20 million limit (not currently used)

It should be noted that non-rated Building Societies are heavily regulated by the Financial Services Authority (FSA). The Building Society Sector is governed by regulations which specify that 50% of funding must come from retail deposits. Wholesale deposits (i.e. FCC investments) have priority over retail deposits. This means that in the highly unlikely event of a Building Society becoming insolvent, it would have to lose over 50% of its assets before being unable to repay Wholesale Deposits.

Each non specified investment greater than 1 year is approved by the Head of Finance. If the Counterparty used is rated, then it must also meet the ratings criteria in the table above.

Liquidity of Investments

The amounts that can be prudently invested for longer than one year have been ascertained by estimating short term cash flow requirements.

The maximum period of an investment will remain at 5 years.

3.6.3 In addition to the above statutory limits, the following limits are also in place:-

Other Borrowing Limits	Limits
Bank Overdraft Limit	£300,000
Investment Limits (at the time of investment)	
Counterparty Limit	£7 million
Counterparty % of investment portfolio (for cash balances lower than £28 million)	25%
Individual Overseas* Country Limit	£10 million
Total Overseas* % of investment portfolio	35%
UK Government (DMO) % of investment portfolio	100%
Other Local Authorities % of investment portfolio	100%

*Overseas banks do not include UK incorporated banks e.g. Abbey or Alliance & Leicester. Although they are subsidiaries of foreign banks (Santander) they are incorporated in the UK, have substantial domestic operations and are subject to full oversight by the FSA. Abbey was one of the eight banks that agreed to take part in the UK Government's recent recapitalisation scheme.

3.7 Prospects for UK Interest Rates - Prepared by Sterling Consultancy Services

3.7.1. Sterling Consultancy Services were re-appointed as Treasury Management Consultants for a further 3 years in May 2006 after participating in a tender. They provided the most economically advantageous offer.

3.7.2. The Current Position - The 2008/09 financial year began with the UK base rate at 5.25%. This decreased by 0.25% in April, 0.5% in October, 1.50% in November, 1% in December and 0.5% in January, to leave the current base rate at 1.50%.

3.7.3. 2009/10 Interest Rate Forecast - The credit crisis, combined with a sharp rise in commodity prices, has pushed the UK and other major economies into recession. Consumers, businesses, politicians and economic policymakers have had to come to terms with tighter credit conditions and the distinct probability of a protracted recession.

Despite the warning signs of a potentially sharp contraction in economic activity, the Monetary Policy Committee (MPC) were slow to respond, initially more concerned about the upside risks to inflation from last years surge in food and oil prices. Bank Rate remained at 5.0% until October, when it was reduced as part of co-ordinated central bank action, a move designed to restore confidence in the battered banking sector. The Committee has now cut Bank Rate by 3.5% since October to the current level of 1.5%.

Recent Bank of England publications and decisions have painted a worrying picture for the UK economy in 2009. The annual Gross Domestic Product (GDP) growth rate is forecast at around -2.0% by the end of the first quarter 2009, and remains negative although improving throughout the year and then recovers quickly in 2010. With oil prices having fallen around 65% compared to record levels in July 2008, Consumer Price Index (CPI) is expected to drop sharply and has given the MPC room to manoeuvre to attempt to stimulate demand. Inflation is forecast to fall from November's level of 4.1% to under 2% by the middle of 2009. From this point the CPI rate falls further below the target level, with a small chance of deflation.

The MPC will assess a number of factors when deciding whether further monetary stimulus is needed. Upside risks to growth include the fiscal stimulus of major countries including the UK and US. Commodity prices have also declined steeply and the weaker value of sterling may benefit UK manufacturing and service sector exports. However, downside risks to growth, and so inflation, remain. Diminishing consumer sentiment, as house prices fall and unemployment rises, could pull back consumer spending. Meanwhile tight credit conditions have constrained both residential and business investment and made it difficult to refinance debt. The current pressure on companies is illustrated by the many well-known high street names entering administration. There is also a question mark about whether looser monetary policy is the right tool in order to combat the current problems. This is illustrated by growing support for more drastic action, such as increasing the amount of cash in circulation, so-called quantitative easing.

Despite an argument for holding rates at the current level, the MPC is likely to take further action due to the significant risk of CPI undershooting the 2% target in the medium term. However, with a diminishing benefit from each reduction and the view that rate cuts by themselves are not the answer to easing credit conditions, we see the bottom of the current policy cycle as 1.0%. It is likely to remain at this level for a considerable length of time in order to rebuild confidence, restart bank lending and stimulate economic activity. From mid-2010 as the economy recovers, Bank Rate will rise steadily to combat re-emerging inflationary pressure. Throughout this period, wholesale money market interest rates are likely to remain above Bank Rate, although the process of normalisation will continue as the credit risk margin diminishes. The UK authorities are hoping the combined fiscal and monetary stimulus will ensure a short, sharp recession, but the risk of prolonged economic deterioration remains. Therefore a downside risk exists to our central forecast for Bank Rate throughout the coming years.

3.7.4 Summary

Sterling's view on U.K. interest rates is shown in the table below –

	Base Rate (%)
Current	1.50
Mar 09	1.00
Mar 10	1.50
Dec 10	2.00

3.8 Capital Finance and the Borrowing Portfolio Strategy

3.8.1 Capital Finance

To maximise the use of Unhypothecated Supported Borrowing, usable capital receipts, capital grants and the use of finance and operating leases.

3.8.2 Borrowing Portfolio Strategy

- To manage the Council's debt maturity profile, i.e. to leave no one future year with a high level of repayments that could cause problems in re-borrowing with the limits stated in 3.6.1. Appendix B analyses the debt portfolio of the Council, as at 1st April, 2009.
- To effect borrowing required in 2009/10 at the cheapest cost commensurate with future risk based on interest rate forecasts outlined in 3.7 above.
- To monitor and review the level of variable interest rate loans in order to take greater advantage of interest rate movements, within the limits stated in 3.6.1.

3.8.3 The Head of Finance will monitor the interest rate market and adopt a pragmatic approach to any changing circumstances, reporting any decisions to Executive.

3.9 Investment Strategy

3.9.1 Investments will be made in accordance with the Guidance on Local Government Investments issued by the National Assembly for Wales under section 15(1)(a) of the Local Government Act 2003, and with the institutions identified in the authorised lending list. Investments will be made with the aim of meeting cash flow requirements whilst achieving a level of return greater than would be secured by internal investment and maintaining capital security and policy flexibility.

3.9.2 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, this will be reported to the Executive for approval.

3.10 Debt Rescheduling and Repayment

3.10.1 The Head of Finance will keep under review, along with its Treasury Consultants, the opportunities which may arise for restructuring the Council's debt in order to take advantage of potential savings as interest rates change and to enhance the balance of the long term portfolio (amend the maturity profile and/or the balance of volatility). Any actions carried out under delegated powers will be reported to the Executive and County Council as appropriate.

3.11 Other Treasury Issues

3.11.1 Treasury Management Practices (TMPs)

As part of the compliance with CIPFA's Treasury Management in the Public Services: Code of Practice (the Code) 2001, the following TMPs have been documented:-

- TMP 1 Treasury risk management
- TMP 2 Best value and performance measurement
- TMP 3 Decision - making and analysis
- TMP 4 Approved instruments, methods and techniques
- TMP 5 Organisation, clarity and segregation of responsibilities, and dealing arrangements
- TMP 6 Reporting requirements and management information arrangements
- TMP 7 Budgeting, accounting and audit arrangements
- TMP 8 Cash and cash flow management
- TMP 9 Money laundering
- TMP 10 Staff training and qualifications
- TMP 11 Use of external service providers
- TMP 12 Corporate governance

4.0 CONCLUSION

4.1 The aim of this Policy Statement is to achieve objectives in all market and economic environments. The financial crisis and in particular, the investments of £3.7 million in an Icelandic bank has resulted in a re-assessment of the balance between investment risk and return and the day to day procedural practicalities.

It is possible that future guidance and regulations may be issued by CIPFA and/or WAG during 2009/10. The Council's Executive will be made aware of any changes through a formal report. In the meantime, a number of changes from the 2008/09 Policy Statement have been made to ensure a structured return to investments with all financial institutions, based on the current financial criteria;

Approved by Council

- a. The individual counterparty limit was increased from £5 million to £7 million by Council on 28th October 2008. In case of lower investment cash balances (less than £28 million), no more than 25% of investment portfolio will be held with any counterparty except the UK Government's DMO (Debt Management Office).
- b. The limit of investments made with the UK Government's DMO was temporarily increased from 20% to 100% by Council on 28th October 2008.

These changes have now been incorporated in the 2009/10 Policy Statement.

Additional Risk Control Procedures

- a. The use of an additional Credit Rating Agency (Moody's) as well as continuing with Fitch.
- b. When a Counterparty is on 'Ratings Watch Negative' or 'Review for possible downgrade' by either Credit Agency, which may lead to a downgrade in ratings, the investment limit will reduce to £3million to mature within 3 months. If the current investment is more than £3 million, no further investments will be made until this investment(s) matures.
- c. In light of the banking crisis last year it was agreed by the Head of Finance that the individual country limit would not exceed £10 million.

These changes have now also been incorporated in the 2009/10 Policy Statement.

APPENDIX A – BORROWING REQUIREMENTS 2009/10

Borrowing Requirement 2009/10

It is estimated that the Council will need to borrow £2.18 million during 2009/10 to fund capital finance activities. This is analysed as follows:-

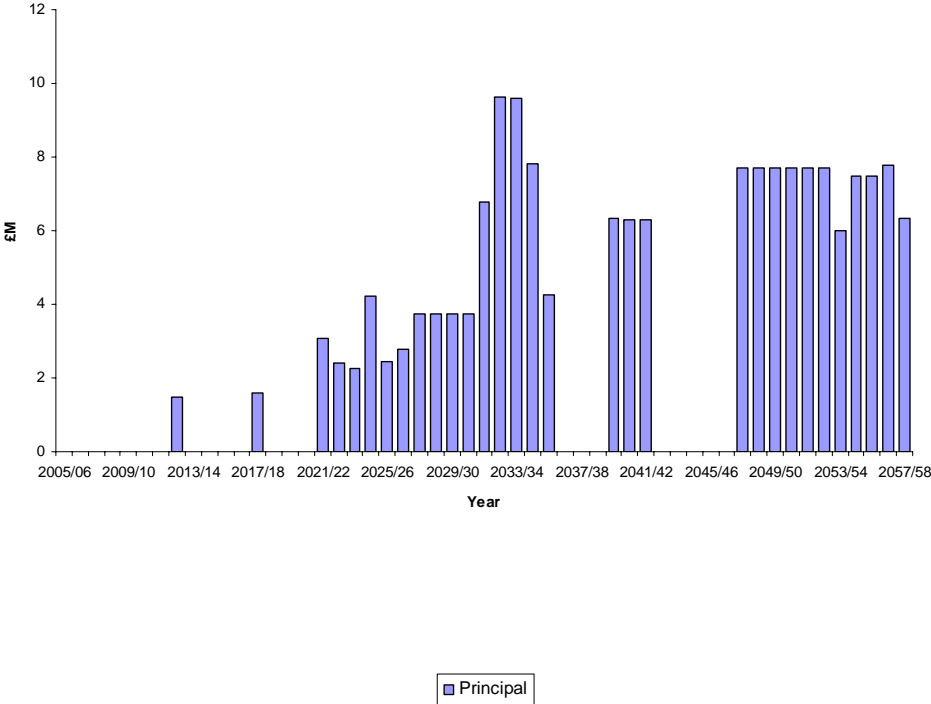
	£m	£m
Maturing Debt	0.00	
Unhypothecated Supported Borrowing (net)	7.83	
Provision for financing Vehicles, IT and various other equipment	1.00	
Sub-total		8.83
Less		
- CRPCS	6.20	
- CRSA	0.45	
Sub-total		6.65
Borrowing Requirement 2009/10		2.18

KEY:

CRPCS = Charges to Revenue for Past Capital Spend
CRSA = Capital Receipts Set Aside

APPENDIX B – DEBT MATURITY PROFILE

Long Term Debt Maturity Profile



FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 7

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES**
 REVIEW

1.00 PURPOSE OF REPORT

1.01 To receive and approve:

(1) the revised and improved format of the Strategic Assessment of Risks and Challenges (SARC) and;

(2) the updated set of risks and challenges included within the Strategic Assessment of Risks and Challenges (SARC).

2.00 BACKGROUND

2.01 The Strategic Assessment of Risks and Challenges (SARC) was endorsed by the Executive in June 2008, having first been approved in March 2008.

2.02 Three categories of risks and challenges are identified within the assessment:

- Community Leadership - critical issues which cannot be solely managed by the Council
- Council Delivery - public service issues which are largely within the control and responsibility of the Council
- Council Governance - issues of organisational governance and management.

2.03 The initial review of the risks and challenges was first considered by Executive at its meeting on 7 October and has subsequently been reviewed by all Overview and Scrutiny Committees and the Audit Committee.

2.04 Subsequently Executive at its meeting on 6 January endorsed a revised format for presentation of all the risks on a quarterly basis.

3.00 CONSIDERATIONS

3.01 The assessment of strategic risks and challenges is a long-term statement capturing the organisational challenges where change and improvement is required. The assessment contains work-streams which are a fundamental

part of an organisational change programme, for example school asset planning, and more immediate improvement challenges, such as housing repairs and maintenance.

- 3.02 The assessment informs (1) the Council Plan, (2) the Improvement Plan (3) The Joint Risk Assessment, (4) the Regulatory Plan, (5) the Community Strategy, (6) the Improvement Agreement and (7) the annual and forward budget process.
- 3.03 The review document provides a position statement for each of the items within the assessment. In particular it:
- identifies the primary and secondary leads for each risk
 - sets objectives for each risk
 - actions and progress statements provide information on how: i) likelihood factors are mitigated; ii) risks are aligned to actions; iii) progress has been undertaken and; iv) projected milestones where known.

In addition the risks are shown with a 'risk log' identifying changes on a quarterly basis since March 2008 and provide a predictive or indicative period when it is forecast that the risk will become 'green' or low risk.

- 3.04 The established principles as to how the Strategic Assessment will operate are as follows:
- the evolving and 'live' nature of the document means that it is constantly being reviewed, refreshed and updated. Versions will be saved and the most recent version will be updated and displayed on the Council's intranet site
 - periodic member reporting will be on a quarterly basis with monthly monitoring by Corporate Management Team
 - all risk and challenge areas will be included in officer appraisals.
- 3.05 The revised format of the Strategic Assessment was shared with the regulators on 22 January and the contents of the review have informed the Regulatory Plan for 2008-09 (included elsewhere on the agenda for the meeting of the Executive). There is a high level of confidence in the integrity of the strategic assessment; the accuracy, completeness and predictability of the contents; the remodelled format to meet the information and supervision needs of senior management, members and external regulation.
- 3.06 The revised Strategic Assessment will be presented at the meeting and copies will be made available in Members Services and in Group Rooms and will be provided on the Infonet and, later, the Intranet.

4.00 RECOMMENDATIONS

Executive Members to:

4.01 To receive and approve:

(1) the revised and improved format of the Strategic Assessment of Risks and Challenges (SARC) and;

(2) the updated set of risks and challenges included within the Strategic Assessment of Risks and Challenges.

5.00 FINANCIAL IMPLICATIONS

5.01 There are no direct financial implications resulting from this report. However, the review of the assessment and any resulting financial implications will be considered as part of the budget planning process for 2009/10 and further years as part of the medium term financial strategy.

6.00 ANTI POVERTY IMPACT

6.01 There are no direct anti poverty implications within this report.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no direct environmental implications within this report.

8.00 EQUALITIES IMPACT

8.01 There are no direct equalities implications within this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct personnel implications within this report.

10.00 CONSULTATION REQUIRED

10.01 Ongoing consultation will take place with Overview and Scrutiny committees in relation to specific items within the assessment as part of their Forward Work Programmes.

11.00 CONSULTATION UNDERTAKEN

11.01 All Directorates have been involved in the review and refresh of the strategic assessment.

12.00 APPENDICES

12.01 Appendix 1: Flintshire County Council Strategic Risk Register v.1.3 February 2009.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Strategic Assessment of Risks and Challenges

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 8

REPORT TO: EXECUTIVE
DATE : 17 FEBRUARY 2009
REPORT BY: CHIEF EXECUTIVE
SUBJECT : DRAFT COMMUNITY STRATEGY AND LOCAL SERVICE BOARD MID YEAR REVIEW

1.00 PURPOSE OF REPORT

1.01 To seek endorsement of the work of the Local Service Board in producing a Community Strategy for Flintshire.

2.00 BACKGROUND

Community Strategy & Local Delivery Agreements(s)

2.01 Section 4(1) of the Local Government Act 2000 requires County Councils to prepare a 'Community Strategy' for promoting or improving the economic, social and environmental well-being of their areas and contributing to the achievement of sustainable development in the UK. Section 2(1) gives authorities broad powers to improve and promote local well-being as a means of, amongst others, helping them implement those strategies.

2.02 In 2008 'Local Vision' guidance was provided by the Welsh Assembly Government (WAG) to local authorities for the development of Community Strategies. The guidance is statutory under Section 4(3)(b) of the Local Government Act 2000 insofar as it relates to the preparation or modification of a Community Strategy. The guidance states that the Community Strategy should:

- i. be the overarching long-term strategy for the area and all its population focusing on the outcomes that partners aim to achieve.
- ii. be based on a thorough analysis of needs and priorities and opportunities for addressing them.
- iii. set out a 10 to 15 year vision for the area and informed by, and reflecting the strategic priorities set out in the children and young people's plans, health social care and well-being strategies, local development plans and other major plans and strategies.
- iv. a clear, shared and equal commitment from community planning partners to implement the action plan, and proposals for doing so;
- v. arrangements for monitoring and accounting publicly for the implementation of the action plan, and for periodically reviewing the Community Strategy;
- vi. arrangements for co-ordinating the work, and actions of the community planning partners, local service boards and the other key thematic partnerships towards delivering their objectives.

vii. inform and be informed by:

- the national priorities of WAG and the UK Government for non-devolved issues;
- regional priorities, including those of Spatial Plan partnerships and regional partnerships/boards;
- community strategies for neighbouring areas (including, where relevant, areas of England);
- plans or strategies for areas, towns, communities or neighbourhoods within the local authority's area, including those which town and community councils or Communities First Partnerships may develop.

2.03 The Community Strategy should be used to not only shape the local authority's financial and business planning processes but also those of all its community planning partners.

2.04 The Strategy should include a high level action plan, which sets out how the objectives/priorities will be delivered.

2.05 Using the Community Strategy, the Local Service Board (LSB) will agree a Local Delivery Agreement (LDA), which will reflect an important set of public service improvements for the partnership to deliver. The first LDA with the Welsh Assembly Government needs to be in place later in 2009.

2.06 The Local Government and Public Involvement in Health Act 2007 confers on the National Assembly for Wales (NAfW) a broad legislative power covering community strategies and community planning. The NAfW have consulted on their intentions to use that power to strengthen local collaborative working, and are now consulting on a draft Assembly Measure.

Local Service Board (LSB)

2.07 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 for a Local Service Board Structure for Flintshire as follows:

2.08 LSB Executive – responsible for executive planning and action. 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 the re-formed leadership Group was held in June 2008. The individual public service leaders involved have strong professional relationships both through pre-existing partnerships (such as the Community Safety Partnership and the Health and Well-Being Partnership Board) and bilaterally through the course of their work.

2.09 LSB Strategy Group – responsible for governance and priorities. 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.

The first meeting of the LSB Strategy Group was held in August 2008. The LSB agreed that its terms of reference would be based around four key principle areas:

- Effective and trusting partnership relationships as a set of local leaders.
- Discharging the responsibilities of the LSB - this includes producing a meaningful and fit for purpose Community Strategy.
- 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.
- Identifying common issues as public bodies/employers (e.g. energy use and conservation)

2.10 The LSB Strategy Group agreed that it would hold two workshops to develop a vision and priorities for the LSB and the Community Strategy based on the partner issues and local need. In doing so, the Strategy Group membership would be extended to include the Directors of Environment and Lifelong Learning. The two workshops were held in October and December 2008.

2.11 The vision will:

- Provide a statement of intent and priorities for the Local Service Board, collectively as a Partnership but also as individual organisations.
- Support and complement the vision and priorities in the other Strategic Partnership Plans.
- Be the foundation for the Community Strategy Action Plan.
- Be used to influence partnership working, build and demonstrate unity amongst Partners.
- Be used as a lobbying tool for funding and influencing purposes.

3.00 CONSIDERATIONS

3.01 The LSB are in the process of developing a vision that provides a statement of ambition for Flintshire. This vision will form our Community Strategy and will be based around five themes and associated sub themes as follows:

Theme 1: Communities

Sub themes: a. Safe neighbourhoods
b. Safe homes
c. Safe families

Theme 2: Economy

Sub themes: a. Maintaining a competitive position
b. Sustainable communities
c. Employment and skills

Theme 3: Environment

Sub themes: a. Responding to climate change
b. Building sustainable communities
c. Valuing our environment
d. Energy, resources & infrastructure

Theme 4: Health

Sub themes: a. Wider determinants of health
b. Responsibility – Organisations, communities & individuals
c. Prevention & early intervention

Theme 5: Learning

Sub themes: a. Providing a flying start
b. Improving opportunities for children & young people
c. Widening learning opportunities
d. Improving employability and skills

3.02 The draft Community Strategy will be agreed by the LSB Strategy Group by early April 2009. To achieve this, LSB Partners have committed to share the vision within their own organisations and confirm their support to it.

3.03 Further consultation will be undertaken from April onwards with existing partnerships and other stakeholders to seek their support and endorsement.

3.04 The vision will be used to inform the identification of future Local Delivery Agreements (LDAs). However recognising that the first LDA needs to be in place in 2009, the LSB have identified carbon reduction as the LDA, i.e., set of public service improvements for the partnership to deliver. Work on this project is already underway with the primary goal to identify and agree target(s) to collectively reduce our carbon emissions in Flintshire.

3.05 Further updates on the progress of the Community Strategy, the Community

Strategy Action Plan and the Local Delivery Agreement(s) will be provided as detailed on the Executive's Forward Work Programme.

4.00 RECOMMENDATIONS

That the Executive support and endorse:

- 4.01 The proposed vision, themes and sub themes for the Flintshire Community Strategy.
- 4.02 The Carbon Reduction Project as the first part of a Local Delivery Agreement.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no direct financial implications associated with this report. However the Community Strategy and the work of the LSB may have implications in the future for allocation of resources.
- 5.02 A Development Fund of £50,000 has been released by WAG for 2009/10 to support the work of LSB's. An application will be submitted by the March deadline.

6.00 ANTI POVERTY IMPACT

- 6.01 There are no direct anti poverty implications associated with this report. The Community Strategy and LSB will seek to minimise the impact of poverty in the community.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no direct environmental implications associated with this report. The Community Strategy and LSB will seek to minimise the impact on the environment.

8.00 EQUALITIES IMPACT

- 8.01 There are no direct equalities implications associated with this report. 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 There are no direct personnel implications within this report.

10.00 CONSULTATION REQUIRED

10.01 Consultation is ongoing with individual partners and the Strategic Partnerships.

10.02 Consultation and engagement with the Flintshire community will be undertaken in Spring.

11.00 CONSULTATION UNDERTAKEN

11.01 The Local Service Board Strategy Group has endorsed the approach outlined and led on the development of the vision outlined in this report.

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

None.

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 9

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **INTERIM ASSISTANT DIRECTOR OF HUMAN RESOURCES
AND ORGANISATIONAL DEVELOPMENT**
SUBJECT : **PEOPLE STRATEGY 2006-2009 UPDATE ON PROGRESS**

1.00 PURPOSE OF REPORT

1.01 To:

- i. report to the Executive on the progress achieved in the implementation of the People Strategy during the last quarter of 2008 and since the last report to Executive on 18th November 2008; and
- ii. seek endorsement of the strategy and its future direction.

2.00 BACKGROUND

2.01 The People Strategy was written in the summer of 2006 to provide the bridge between the Council Plan and the work required to develop people management to improve the organisation. It was written in plain language and widely consulted upon and circulated to employees.

2.02 The People Strategy was written to include the project plans for the two strategic Human Resources (HR) projects scoped at the time; HRMIS/Payroll system and Single Status. It has since been expanded to include projects on the Managed Agency Staff Solution Project (MASS) and the Senior Management Review and Organisational Change and Re-Design Work.

2.03 The People Strategy Action Plan provides the link between the People Strategy and Directorate Service Plans. The HR Managers work closely with Directorate Senior Management Teams to develop Directorate level People Plans that concentrate on delivering improvements in attendance management, appraisal, use of agency staff and recruitment etc. The plans for this year 2008/2009 have also included objectives that have arisen as a result of the employee opinion survey conducted in the summer of 2007.

3.00 CONSIDERATIONS

3.01 The MASS Project, as previously reported went 'live' on the 20th October 2008. All recruiting Managers are using the new process and the new reports detailing savings to date and numbers of agency workers utilised during the first three month period will be published to Corporate Management Team, Executive, People and Performance Scrutiny Committee and FJTUC shortly. Utilising this information, Directorate management teams and their respective

Human Resources Managers will be working together to improve workforce planning and reduce the numbers of agency workers currently utilised under the MASS contract.

- 3.02 The HRMIS/Payroll system went 'live' for November 2008 pay run. This was followed by implementation of the 2008 pay award for most employees and the administration of the strike deductions from last summers' industrial action in December. The project team is now working on the plan for system upgrade and year end routines, with preparation also underway for phase 2 of the system to start in the new financial year that will introduce enhanced web recruitment capabilities and self service for the managers for recording and managing team absence for example.

The new suite of Workforce Reports to include Headcount, Labour Turnover, Sickness Absence and Diversity will be published to Corporate Management Team, Executive, People and Performance Scrutiny and FJTUC shortly. Directorate Management Teams together with their respective Human Resources Managers will utilise this information to further refine objectives in their Directorate People Plans. The efforts of directorates are concentrated on managing attendance more rigorously and therefore reducing absence rates and working towards one hundred percent completion of annual appraisals.

- 3.03 A Special County Council meeting was held on 17th December 2008 where the employers' position was presented and debated by members. At this final stage of negotiations with joint trade union colleagues there is broad agreement on the new pay structure and arrangements for allowances and travel. Other parts of the Single Status Agreement are still under negotiation but there is a shared commitment to resolve these issues if at all possible and reach a final position as a matter of urgency.
- 3.04 Further work has been completed on planning for Phase 2 of the Organisation Change and Re-design work. This has been shared with senior managers and FJTUC and will now be used as a consistent model for scoping, planning and implementing each project.

Human Resources Operations and Corporate Training and Development are the two Human Resources and Organisational Development sections identified for review using this method. The initial research into future service requirements and the subsequent scoping work will be carried out throughout February and March.

- 3.05 The ACAS facilitated workshops to re-design case-work intensive policies have now been completed. Unison colleagues and the Human Resources Management Team have jointly re-designed the Grievance and Disciplinary, Sickness Absence and Anti-bullying and Harassment policies. These will be available for full consultation before the end of the financial year and phased

training for line managers and implementation of the policies will take place through the spring and summer.

- 3.06 The Agile Working Project started in December 2008. This is a joint project led by our ICT & Customer Services Division working with neighbouring North Wales Councils and with the expert support of British Telecom which will allow us to examine how we can improve productivity and reduce overhead costs through remote, flexible and IT enabled working methods. Most of the research is now completed and there was an enthusiastic response from employees when they were asked to inform the outcome of the work as a request for 500 people to complete a 'day in the life of' questionnaire to better understand current working practices, resulted in over 2000 responses over the 5 days of the survey. The Head of ICT & Customer Service will report the project findings to CMT & Executive in April, 2009.
- 3.07 The current People Strategy Action Plan has been reviewed and a small number of items deferred until later in the year. This is mainly due to some slippage of dates of the Single Status, HRMIS/Payroll projects and to the demands placed on HR Management and Project Team resource to support the second tier pay review and senior management recruitment work that occurred throughout last year, some of which is still ongoing. These items have in the main been re-scheduled into the plan for completion before the end of the year. The one item that will not be completed during the current Strategy life is the development and introduction of a Graduate Management Programme. The ongoing requirement for this will be reviewed as part of the planning and design work that will take place from now until April when the draft new People Strategy will be ready.
- 3.08 The new People Strategy will focus on moving the Council on to the next level of employee engagement and people management excellence. Content is likely to include dissemination and practical use of the new Behavioural Competence Framework, a refreshed performance appraisal method, an increased focus on organisation design and management development, and the development of Flintshire as a modern employer of choice.
- 3.09 Recruitment to the permanent post of Head of Human Resources is currently underway, with the final member panel scheduled to run in February.

4.00 RECOMMENDATIONS

- 4.01 That the Executive note and endorse the progress of the People Strategy Action Plan 2008/2009 in delivering the People Strategy 2006-2009.
- 4.02 That the Executive note that the foundations for effective management of the workforce of Flintshire County as set out in the People Strategy 2006-2009 will all be in place by the end of the life of the Strategy in the summer.

- 4.03 That the Executive note the consultation for the new Strategy will take place over the next months with the stated aim of moving on to the next level of aspiration for People Management within the Council. The timetable for the production of the new people Strategy will be as follows:

January 2009 - Review current People Strategy achievements and any outstanding items contained within the People Strategy Action Plan.

February/March 2009 - Consult with Service Directorates, Corporate Services, People and Performance Scrutiny Committee and FJTUC on proposals for content and design of new People Strategy.

April 2009 - Prepare final draft People Strategy document for approval by Corporate Management Team and Executive.

June 2009 - Publish new People Strategy and undertake Council-wide briefing programme through HR management team. Develop People Strategy Action Plan for 2009-2010 and in partnership with directorates implement replacement People Plans linked to their Service Plans.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None arising directly as a result of this report. All project budgets are monitored and managed separately.

6.00 ANTI POVERTY IMPACT

- 6.01 None

7.00 ENVIRONMENTAL IMPACT

- 7.01 None

8.00 EQUALITIES IMPACT

- 8.01 All contained within the People Strategy Action Plan and Project Plans

9.00 PERSONNEL IMPLICATIONS

- 9.01 All contained within the People Strategy Action Plan and Project Plans

10.00 CONSULTATION REQUIRED

- 10.01 Ongoing depending upon projects status

11.00 CONSULTATION UNDERTAKEN

- 11.01 Completed according to project requirements

12.00 APPENDICES

12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

None

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 10

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **DELIVERING THE NEW NHS FOR WALES, CONSULTATION PAPER II**

1.00 PURPOSE OF REPORT

1.01 This report presents a draft Flintshire County Council response to the consultation on the restructuring of the NHS in Wales for agreement by Executive before it is submitted to the Welsh Assembly Government (WAG).

2.00 BACKGROUND

2.01 On 1 December 2008, the Welsh Assembly Government published "Delivering the New NHS for Wales: Consultation Paper II", a document which provides details on the proposed dissolution of twenty-one Local Health Boards and seven NHS Trusts in Wales, and the establishment of six Local Health Boards. The document also provides details on the proposed model, membership and functions of the seven new Local Health Bodies in Wales. These seven new bodies include the Betsi Cadwaladr University Local Health Board serving North Wales. A copy of the consultation paper together with a full set of the supporting technical papers 1 - 4 is available in Members' Services.

2.02 The stated aim of the health reform programme outlined in the consultation document is to enhance the quality, performance and accessibility of NHS services, ultimately improving the levels of health and well-being in Wales.

3.00 CONSIDERATIONS

3.01 The consultation document sets out key areas for consultation regarding the new health bodies, many of which will be of concern to Flintshire County Council. These include:

- The vision, values and standards of governance and accountability;
- The arrangements for working at a national level;
- The arrangements for dissolving the existing health bodies;
- New Local Health Board functions;
- Stakeholder engagement in the new health bodies, including partner agencies, citizens and professionals;

- Workforce issues;
- Localism and partnership working; and
- Planning, funding and performance management.

3.02 Stakeholders, including Local Authorities, are invited to respond to the consultation document by 25 February 2009. Therefore, Flintshire County Council developed a process for agreeing its response to meet this timescale.

3.03 The process for developing the response from Flintshire County Council included:

- Inviting written comments from Flintshire County Council staff;
- Arranging an agenda item at Social and Health Overview and Scrutiny Committee on 14 January 2009.
- Arranging a Member and Senior Officer workshop which took place on 20 January 2009;

The results of the discussions at Social and Health Overview and Scrutiny Committee were used to inform the programme for the workshop on 20 January. 25 Members and Officers attended the workshop.

The results of all of the above activities have been used to develop a draft response from Flintshire County Council to be approved by Executive. See appendix. As can be seen, the draft response contains a number of concerns about the proposed changes to the NHS including the apparent reduced role of Members in the new Local Health Board and issues regarding stakeholder involvement and partnership working.

3.04 In addition to developing its own response, Flintshire County Council will be contributing to a response from Flintshire's Health, Social Care and Well-being Partnership Board and the Children and Young People's Partnership. This response will focus in particular on the implications of the NHS changes on partnership working.

4.00 RECOMMENDATIONS

4.01 That Executive approve the draft response from Flintshire County Council and agree for it to be submitted to WAG by the 25 February deadline.

4.02 That Executive consider liaising with other local authorities in North Wales to facilitate a consistent and robust response on issues of key concern, in particular the reduced role of Elected Members in the new arrangements and partnership working.

5.00 FINANCIAL IMPLICATIONS

5.01 The consultation document includes the future processes for funding NHS activities in Wales.

6.00 ANTI POVERTY IMPACT

6.01 The consultation document includes reference to improvements in health services intended to address health inequalities.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 The consultation document includes reference to improvements in health services intended to address health inequalities.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 See report.

11.00 CONSULTATION UNDERTAKEN

11.01 See report.

12.00 APPENDICES

12.01 Draft response to "Delivering the new NHS for Wales, Consultation Paper II" from Flintshire County Council.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS**

None

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ANNEX I - CONSULTATION RESPONSE FORM

Consultation Document on Delivering the new NHS for Wales

Deadline for responses: 25th February 2009

It would be very helpful if you could use this proforma to respond to the consultation.

Name: Colin Everett, Chief Executive

Organisation: Flintshire County Council

Address (including postcode): County Hall, Mold, CH7 6NN

E-Mail address:.....

The Welsh Assembly Government intends to publish the responses to this document in full on its website. Normally, the name and address of its author are published along with the response, as this gives credibility to the consultation exercise. If you do not wish to be identified as the author of your response, please state this expressly in writing to us.

Please comment as fully as possible.

Please return completed proforma to:

Name: Health Reform Programme Office
Address: Department for Health and Social Services
Welsh Assembly Government
Cathays Park
Cardiff
CF10 3NQ

Electronic versions may be returned to:

dhsstrategyconsultationreplies@wales.gsi.gov.uk

Thank you for taking the time to consider these proposed amendments, and for responding to the consultation.

Consultation Questions

LHB Board Membership

There are a number of important issues about the membership of the LHB Board on which this Consultation Paper seeks your views:

- *Do you agree with the proposals for the membership of the LHB Board?*

No.

There is a strong feeling that the proposed Betsi Cadwaladr University LHB covering all six local authority areas in North Wales is too big to meet the aspirations of the consultation document, in particular with regard to responding to the needs of local people. The other six proposed LHBs cover a smaller number of local authorities. Therefore, our view is that there should be two LHBs covering North Wales.

If this is not possible, we believe there is a strong case for increasing the number of Elected Member representatives on the North Wales Board as a special case and we propose six Elected Member representatives – one for each local authority area. This is in the interests of strengthening the voice of local people on the Board and recognising the diversity of the population - principles which are strongly promoted in the consultation document. We fear that one Elected Member representative will inevitably be remote from the wide range of issues and will not have the capacity to carry out the role. It appears to be “pot luck” which area the Elected Member will be able to represent. The public appointment route to selection means that the role cannot be representational of local government in North Wales, and the purpose of the ‘representative’ is unclear. The valuable impact and contribution of the Elected Member role will therefore be severely limited.

For example, Flintshire is on the border with England and as many as 1/3 of the population receive hospital services from Chester. This “border issue” is critical for the residents of Flintshire, but may be of less relevance to some other local authority areas / Elected Members in North Wales.

ANNEX I

In other respects the Board membership looks reasonable.

- *Do you agree with the Board having more Non-Officer Members than Officer Members?*

Yes.

The point made above about Elected Member representation on the Board is reiterated.

- *Should there be a Non-Officer Member nominated as LHB Champion to address specific service issues, such as for Children's services and/or services for Elderly and Frail patients?*

No.

In our view, all Board members should focus on patients / citizens across the board. Otherwise, there will need to be too many champions. It may be appropriate to identify a champion as a special measure if a service is in difficulty or failing.

Membership of the Stakeholder Reference Group (SRG)

There are a number of important issues about the Stakeholder Reference Group on which we seek your views:

- *Will the Stakeholder Reference Group provide an appropriate vehicle for the generation of community and citizen advice to the LHB Board?*

No.

The concerns include a lack of clarity about the membership of the SRG: community groups are not defined and it is not clear how they will be chosen (or excluded); it is not clear how community councils from across the whole of North Wales will be selected and will be representative of other community councils; it is not clear how provider bodies is defined and how they will be representative. Since the membership is restricted to 25, this means that the group will consist of regional stakeholder representatives, not local representatives. In North Wales, the

necessary regional stakeholder bodies may not currently exist from which to select membership.

- *How should the Stakeholder Reference Group be constituted?*

In our view, the SRG must be adequately resourced to support the development of an effective constitution which will include clear mechanisms for linking with citizens at least at a local authority level.

The constitution should include a strong commitment to inclusiveness, equalities principles and the Welsh language.

There should be clear and transparent arrangements for the appointment of the Chair person.

- *How should it operate to ensure maximum effectiveness?*

As described above, we have concerns about how this group can be representative of and effective in responding to such a wide range of interests. There is a real danger of fragmentation and losing touch. Therefore, we suggest that 2 regional groups may be more effective in North Wales. In addition, or as an alternative, we suggest that the SRG should be an umbrella group for local groups as part of an agreed and transparent citizen engagement structure. Resources would be required to map and develop this structure.

There should be arrangements for monitoring and scrutinizing the effectiveness of the SRG.

There is a need to recognise the needs of different population groups and ensure meetings/communications are of relevance to the population group.

- *Who do you think should be represented on this Group?*

In our view, the requirement for certain key groups to be represented where there is a clear link to health issues should be stated at the outset. These key groups include older people, people with mental health problems, disability groups and carers. People of working age should not be overlooked and

meeting arrangements should reflect that stakeholders may be in full time work.

- *How will these representatives be nominated?*

We suggest that in each different LHB area it will be necessary to map the citizen engagement structures to identify effective arrangements for making nominations.

- *How many people should sit on this Group?*

See previous comments.

- *Do you think that the Chair should be an Associate Member of the LHB Board?*

Our view is that the Chair should have a vote on the LHB.

- *How will the Chair be appointed?*

Consideration should be given to their skills i.e. chairing skills, ability to represent views robustly in the Board environment, openness and communication skills, etc. There should be stakeholder involvement in the appointment of the Chair.

Consideration must be given to the appropriate resources to support this role. Will the role be re-numerated? If the role holder is adding this on to an existing full time role, is this realistic and what support arrangements such as dedicated administrative support will be in place?

The Professional Forum (PF)

There are a number of important issues about the Professional Forum on which this Consultation Paper seeks your views:

- *Will the Professional Forum provide an appropriate vehicle for the generation of professional advice to the LHB Board?*

Possibly.

In our view, the concept of the professional forum needs “more meat on the bones”. We recommend that there is more varied

representation than suggested and that the notion of “professional” is expanded. For example, the group would benefit from local authority / social services, social care, Elected Member, provider, commissioner and carer input. All of these groups could contribute their perspective and “professional” expertise.

The success of the group will depend on its membership and getting the breadth required.

An alternative vehicle would be to replace the SRG and the professional forum with 6 stakeholder groups representing local issues.

- *How should the Professional Forum be constituted?*

The constitution should make it clear that the group is accountable for any professional advice / guidance given.

- *How will the Professional Forum work with the existing Statutory Advisory Committees?*

No comments.

- *How should it operate to ensure maximum effectiveness?*

The group must have effective representation on the LHB.

Group membership should include those with understanding of local professional issues as well as common professional issues. For example, there are cross Wales / England border professional issues in Flintshire.

- *Do you agree that in exceptional circumstances, professional groups, such as midwives, pharmacists and therapists should have a right of access directly to the LHB Board?*

Yes.

- *Are there other professional groups to whom such a right of access ought to be afforded?*

Yes.

Local authority social services professionals should have this right.

“Specialist” professionals should be facilitated to access the LHB. This would need further definition.

There must be adequate input from therapy services, including therapists working in local authority settings.

- *What do you consider as “exceptional circumstances” requiring direct access to the LHB Board?*

No comments.

- *Who do you think should be represented on this Forum?*

See previous comments.

- *How will these representatives be nominated?*

There should be a process of election to identify representation and this process should be transparent. Professional bodies could elect their representatives. Local representation should be included. There should be a tiered system to provide clear lines for professionals to feed into the forum.

- *How will the Chair be appointed?*

In our view the Chair should be independent and external to the LHB.

Local Health Board Functions

As far as LHB functions are concerned:

- *Do you have any comments to make on the proposals for the LHB functions outlined above?*

Yes.

The appropriate scrutiny of these functions and ensuring accountability will be critical. This could be exercised by calling the NHS to account locally via Community Health Councils and / or local government scrutiny committees.

With regard to the NHS planning and service delivery functions, it will be essential to continue to support effective local structures. If we are to feel secure about the proposed arrangements, it needs to be clear how the NHS contribution will be made.

- *Do you have any comments on the proposals for dissolution of existing Trusts and LHBs and the transfer of staff and property?*

No comments.

- *What services will the LHBs need to work together to provide?*

No comments.

- *How will the LHBs collaborate to provide services?*

No comments.

Localism and Partnership Working

This consultation seeks your views on:

- *How can partnership working at a Local Authority and Community level be improved?*

Partnership working is of critical importance in achieving the stated aims of the NHS reform programme and can be improved by ensuring that the new health structures respond to the diversity

and range of health and well-being needs across North Wales. To achieve this, there should be **greater emphasis on representation from the six local authority areas in the new structure.**

We note that the vice chair of the LHB and the Director of Primary and Community Care and Mental Health services will have responsibility for driving the localism agenda. Whilst we welcome the identification of partnership working as a key senior role, we question whether the post holder/s will have sufficient time and resources, given the size of their portfolio.

Effective partnership working relies on the rapid identification of problems and prompt action. We are concerned that the proposed line of communication to raise local issues with the LHB, e.g. via the SRG or the professional forum is currently too long. As mentioned previously in this response, we recommend adjusting the structures to recognise North Wales as a special case on the grounds that it covers six local authority areas. We believe that this will be more cost effective in the long run.

Partnership working also relies on openness and accessibility. We recommend that LHB members are required to publish their contact details and to hold surgeries for the public. The willingness and skills of LHB members to work in an open fashion should be checked out through the appointments process.

The role of the CHC will be critical and we are disappointed that the proposed changes to CHCs are not published with this consultation.

The existing Health, Social Care and Well Being Partnerships and the Children and Young People's Partnerships and the associated plans play a critical role and it must be clear how they feature in the new arrangements. There is concern that the production of a consolidated plan for the LHB will effectively water down these local strategies, focusing on common themes only and missing local issues.

The new structures must be capable of recognising and responding to health and social care as a whole system. For example, shorter hospital stays will impact on community social and health services.

GPs are critical to partnership working and must feature as key partners in the new arrangements, including at a planning level.

The new structures must be capable of responding to key partnership agendas, for example, suicide prevention plans.

The LHB will need to remember that not all Partnership groups have a National Service Framework. The failure of representation and involvement in those groups without an NSF is to the detriment of improved outcomes for citizens, e.g. Low Vision, Deaf and Hard of Hearing, Learning Disabilities.

General Comments

We recommend that the name of the North Wales Board is changed to the North Wales Health Board in the interests of brevity and clarity for the public, stakeholders and professionals working in the NHS. The word 'local' in the titles for the new health bodies is a misnomer and misleading.

The continuing access of Flintshire residents to NHS resources in England, including the centres of excellence in Walton and Alder Hey, must be assured in the new arrangements.

Complaints about the NHS should be dealt with by an independent body.

Workforce planning will be an essential element of achieving the NHS reforms. It would be helpful to make clear how universities as providers of professional training will link into the new structures.

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 11

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **REVENUE BUDGET MONITORING 2008/09 (MONTH 8)**

1.00 EXECUTIVE SUMMARY

- 1.01 The report updates members on the Council's financial position for 2008/09 in respect of the General Fund and the Housing Revenue Account.
- 1.02 Members are requested to note the projected net overspend of £0.763m (£0.320m at month 7) on the General Fund and the projected overspend of £0.903m (£0.510m at month 7) on the Housing Revenue Account.
- 1.03 Although more than half way through the year there are still many risks associated with the projection, and these are identified in the report (para 2.29).
- 1.04 Members are requested to note that unallocated Non Standard Inflation of £1.000m in the General Fund for energy is currently assumed to be spent and future allocations will be monitored through subsequent monitoring reports (section 3).
- 1.05 The estimated Contingency Reserve available at 31st March 2009 (above the base level of £5.112m) is £0.865m (para 4.07). This is after allowing for the costs associated with organisational re-design (£0.428m), and assuming that the projected overspend of £0.763m is taken from Unearmarked Reserves. The estimated level of reserves shown in the report mirror those included in the proposed 2009/10 budget.
- 1.06 Direct effects of the current unstable economic climate are estimated to be in the region of £1m, with probably more indirect effects reflected within a range of service budgets (2.29).
- 1.07 Taking into account the projected overspend of £0.903m on the Housing Revenue Account the level of balances at 31st March 2009 will be £0.347m (para 5.06).

2.00 PURPOSE OF REPORT

- 2.01 To provide members with the most up to date revenue budget monitoring information (Month 8) for the General Fund and the Housing Revenue Account.

GENERAL FUND

2.02 The table below shows an in-year overspend of £0.763m, which is an increase of £0.443m on the figure reported at month 7.

TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 7	Month 8	Month 7	Month 8	Month 7	Month 8
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	48.176	48.468	0.447	0.468	(0.397)	(0.329)	0.844	0.797
Community & Housing	15.431	15.776	(0.092)	0.536	(0.014)	0.632	(0.078)	(0.096)
Lifelong Learning	104.216	104.144	1.000	1.023	0.546	0.569	0.454	0.454
Environment	17.089	17.363	0.551	0.491	0.551	0.491	-	-
Support Services								
Chief Executive	0.772	0.785	-	-	-	-	-	-
Corporate Strategy	8.336	8.571	0.113	0.044	0.113	0.044	-	-
Financial, Legal & Democratic Services	7.205	7.266	0.014	(0.027)	0.014	(0.027)	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	-	-	-	-	-	-
Total Services	202.226	203.374	2.033	2.535	0.813	1.380	1.220	1.155
Central and Corporate Finance	25.915	24.767	(1.713)	(1.772)	(1.713)	(1.772)	-	-
Total	228.141	228.141	0.320	0.763	(0.900)	(0.392)	1.220	1.155

2.03 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 revised budget in budget book format.

2.04 The Organisational Re-Design Programme 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.

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

	Mth 7 £m	Mth 8 £m	Variance £m
Non Ringfenced			
(Underspends)	(2.124)	(2.128)	(0.004)
Overspends	1.224	1.736	0.512
	(0.900)	(0.392)	0.508
Ringfenced			
Overspends/(Underspends)	1.220	1.155	(0.065)
General Fund Revenue Account in-year (under)/ overspend	0.320	0.763	0.443

Significant New Variances

Community Services - Extra Care – Underspend of £0.068m (Overspend of £0.005m at Month 7)

- 2.06 The reduction in the projected outturn for the Shotton Extra Care Scheme is due to start dates for employees being later than previously anticipated.

Community Services - Professional Support (PDSI) - Overspend of £0.108m (£0.032m at Month 7)

- 2.07 The increase in the projected overspend within the service relates to additional work on assessments within the Occupational Therapy Initiative to further reduce waiting times and includes a transfer to Housing to fund additional Disabled Facilities Grants.

Community Services - Community Living - Underspend of £0.031m (£0.095m at Month 7)

- 2.08 Community Living is projecting a reduced underspend which relates to additional project worker costs as a result of the requirement to cover staff sickness. This has partially been offset by a reduction in client costs and additional income from Health.

Community Services - Business Services Income – Underspend of £0.300m (£0.241m at Month 7)

- 2.09 Business Services is projecting an increase in income from property charges based on updated information received within period 8. This will be kept under review.

Community & Housing - Waste Disposal - Overspend of £0.094m (Underspend of £0.429m at Month 7)

- 2.10 A claim for £0.610m for the additional costs of transporting waste out of county has been received by the Council, and a provision for this amount is now included in the projection. Partly offsetting this is the fact that tonnage spend for general land fill waste has dropped again in November, resulting in

less tipping fees and landfill tax. Royalties are also showing an improved position of £0.060m to Period 7. The projections for December to March have been revised to reflect the fact that we are now able to produce more gas from the landfill waste due to a new gas convertor being installed.

Community & Housing - Civic Amenity Sites - Underspend of £0.182m (£0.131m at Month 7)

- 2.11 Included in the month 7 projection was an overspend of £0.041m for cleaning the waste interceptors (drainage) where there is no budgetary provision. However, due to specialist cleaning costs needed for the interceptors the overspend has now increased by a further £0.050m.

Lifelong Learning - School Improvement Service - Underspend of £0.067m (Nil Variance at Month 7)

- 2.12 The underspend of £0.067m is due to staff vacancies within the service and the maximisation of grants received.

Environment - Transportation - Underspend of £0.075m (Nil Variance at Month 7)

- 2.13 The Council has received a retrospective fuel rebate of £0.040m from Arriva in relation to the Demand Responsive Transport (DRT) Scheme which was not previously anticipated. It is also estimated that bus operator payments for Bus Subsidies will be £0.035m under budget for 2008/09 due to various contracts being renegotiated.

Corporate Services - Policy, Performance & Partnerships - Underspend of £0.067m (£0.024m at Month 7)

- 2.14 The increased underspend of £0.043m is mainly due to the receipt of a grant of £0.050m from WAG for support for the Local Service Board, which is offset by various minor overspends.

2008/09 VARIANCES RINGFENCED FOR 2009/10 BUDGET

- 2.15 Initial Budget Proposals for 2009/10 were presented to Executive on 27th January. Included in the proposals were non-recurring items totalling £2.254m. The funding for these items are detailed in paragraphs 2.16 - 2.20. All sums have been transferred to the Contingency Reserve and ringfenced for the 2009/10 budget.

Review of Earmarked Reserves

- 2.16 As part of the 2009/10 budget process, a critical review of all earmarked reserves held by the Council was undertaken. As a result of this reserves totalling £1.385m have now been identified for use in 2009/10.

Budget Variances

- 2.17 A saving of £0.311m resulting from the strike action in July 2008 was deducted from staff in December and has been transferred to Corporate Resources. It is proposed to use part of this for the following schemes that will benefit both employees and the organisation:-

- a) **Electronic Time Recording System (£0.048m)**
The installation of a new electronic time recording system at County Hall will improve records and create numerous process efficiencies in respect of clock card calculations, checks and authorisation.

- b) **Workplace Physical Activity (£0.035m)**
As part of the plans to adapt the former bank facility into a multi-use activity room, an additional contribution is proposed to match a Sports Council for Wales Grant in support of the council's commitment to the Corporate Health Standard.

This leaves a balance available of £0.228m.

- 2.18 The external audit ISA260 report findings for 2007/08 detailed that historically the Housing Revenue Account has not been charged an appropriate amount of Corporate and Democratic Core costs, which has resulted in an overstatement of £0.363m of costs for the General Fund. The recommendations of this report have now been implemented producing an in-year saving to the general fund of £0.363m.

- 2.19 Latest monitoring information suggests that the projections for energy consumption have reduced by £0.116m on previous estimates.

- 2.20 Following the submission of the month 7 monitoring report an improved position of £0.083m on Corporate Property Maintenance and £0.079m on Homelessness were identified.

CORPORATE PROJECTS

- 2.21 In the Month 7 report (6th January) it was reported that a number of significant corporate projects were nearing completion. The financial effects have now been analysed, with details as set out below.

Single Status

- 2.22 A budget of £0.265m has previously been approved to fund the Single Status Project in 2008/09 through to the end of December 2008. The substantive project (subject to negotiation) is planned to be completed during 2009/10 and funding is required to extend the Project Team. Significant work will be required following Single Status implementation on appeals, legal work, and job evaluation maintenance. The total estimated costs of this project for the period April 2008 - June 2010 is £0.597m.

HRMIS

- 2.23 The HRMIS system has now gone live, with the staff payroll having been produced on the new system from November. In achieving this important milestone in the project and to provide for the system upgrade required before 31st March, further and final phase project team and consultancy costs of £0.144m will be necessary. In concluding this complex project, costs have

been incurred in ensuring that rigorous testing took place before the payroll went live; accurate reconciliations to other systems are in place and the production of management information from the system e.g. absence monitoring is achieved.

County Hall Improvements

- 2.24 Works are being carried out to provide improved facilities in Phase 1 County Hall for Democratic and Member Facilities. The maximum costs which will cover alterations, furniture and ICT costs will be £0.061m.

Recommendations

- 2.25 It is recommended that the cost of Single Status is funded in full from the Single Status / Equal Pay Reserve (2.22 above), as the project has been extended due to the complex issues reported to Council previously, and that the funding then released be transferred to fund the additional costs for the HRMIS Project (2.23 above) and the County Hall Improvements (2.24 above). This will leave £0.060m to be returned to the Contingency Reserve.

REQUEST FOR CARRY FORWARD - COMMUNITY & HOUSING - DILAPIDATION CHARGE

- 2.26 A sum of £0.163m has been received from a tenant at Greenfield Business Park in settlement of a dilapidations charge. It is estimated that £0.100m of this will be spent by the end of March to repair the unit, and permission is requested to carry forward the balance to complete the works.

REQUEST FOR CARRY FORWARD - ENVIRONMENT - DECRIMINALISED PARKING

- 2.27 The Council was required to develop and adopt an overall parking policy for Flintshire in conjunction with the Welsh Assembly Government (WAG) for the introduction of Civil Parking Enforcement (CPE), formerly Decriminalised Parking Enforcement (DPE). Unfortunately, the preparation of a business case for the adoption of CPE has been delayed. Consequently, the timetable for the implementation of CPE has changed and it is now anticipated that £0.050m will not be required until 2009/10 in line with a revised programme for the introduction of CPE in Flintshire.

REQUEST FOR CARRY FORWARD - CORPORATE SERVICES - COMMUNITY STRATEGY

- 2.28 Grant funding has been received this year in respect of review work associated with the Community Strategy. Permission is sought to carry forward base budget of £0.015m to complete this work. If grant funding is secured for the completion of the work the amount carried forward will be returned to the Corporate Centre.

STATEMENT ON RISK

- 2.29 Even though we are over half way through the year, there are still many

unknowns that could have a significant impact on the final position, with the following of particular note:-

- a) The pay award whilst paid has still not been agreed nationally and is subject to arbitration. Any final settlement above or below 2.5% will change the projection.
- b) There is an amount of £1m for energy non standard inflation held at the centre (see section 3) which is currently assumed as being required. The amount required from this allocation will not be known until the end of the winter months.
- c) Fuel costs increased significantly in the early part of the year and no specific 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 Social Services for Adults. However, it is apparent that the cost of fuel has dropped and the impact on council services will continue to be monitored closely.
- d) The effects of recent changes in interest rates have a significant impact on the amount of interest receivable on investment income and interest payable on debt. The implications of this will continue to be reported in future monitoring reports.
- e) The impact generally of the current unstable economic climate, and in particular the housing market is beginning to affect various council services and the direct effects of this are estimated to be in the region of £1m, with probably more indirect effects reflected within a range of service budgets.

2.30 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 Head of Finance in respect of those Departments projecting an overspend.

3.00 NON STANDARD INFLATION/CENTRAL CONTINGENCIES

NON STANDARD INFLATION

- 3.01 Included in the budget is an amount of £2.606m, which, as in previous years is being held centrally until the actual need is known.
- 3.02 All allocations have now been allocated to the relevant directorate with the exception of:-

- a) Energy Inflation (£1m)
- b) School Transport (£0.490m)

3.03 The energy budget is projected to be fully utilised and will be distributed out when the actual increase is known. The school transport allocation is shown as a projected underspend within Central and Corporate.

CENTRAL CONTINGENCIES

3.04 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. Allocations of £0.219m have previously been reported.

3.05 The remaining amount of £0.050m has now been allocated to the Environment Directorate to cover additional Depot costs which is required to be utilised for essential works for

- a) A portable cabin replacement at Halkyn Depot.
- b) Office refurbishments costs to relocate the Street Lighting team.
- c) A new roof, electrical works and decorating at the Fron Park Amenity Building.

4.00 UNEARMARKED RESERVES

4.01 When the 2008/09 budget was set, the Contingency Reserve was estimated to be £2.297m at 31st March 2008. As a result of the final outturn for 2008/09, the actual amount in the Contingency at the year end was £2.724m. This amount is in addition to the base level of reserves of £5.112m and other specific earmarked reserves

4.02 The 2008/09 budget report established the Contingency delegated to the Executive to meet pressures which were predicted but not able to be fully costed, or new pressures which could not be foreseen at that stage. Costs from organisational re-design were anticipated as items to be met but for which values could not be predicted when the budget was set. (See 4.05)

4.03 During 2008/09 to date, approval has been given for items totalling £0.728m to come from the Contingency, leaving a balance of £1.996m. The Month 7 report indicated that if the projected net overspend of £0.320m could not be met from within Directorate budgets and fell to the Contingency then the estimated funds in the Contingency Reserve at 31st March 2009 would be £1.676m. Whilst all measures possible will be taken to reduce in-year costs, the significant factors contributing to the overspend are the costs of Out of County Placements, waste haulage and the effects of the economic downturn. All of these have been recognised in the 2009/10 budget as pressures and so are unlikely to be able to be met from Directorate budgets.

- 4.04 In Month 8 the in-year overspend has increased from £0.320m to £0.763m largely as a result of the inclusion of costs associated with haulage of waste out of county. Again this has been included in the 2009/10 budget. The impact of the Month 8 overspend is to reduce the Contingency Reserve to £1.293m, after the return of £0.060m (see 2.25 above) but before organisational redesign costs (4.05 below).
- 4.05 Work has now been undertaken to determine the costs to date from (a) to (d) below which total £0.428m to be met from the Contingency Reserve for organisational re-design. It is recommended that all initial costs from organisational re-design are met from the Contingency to enable the effect of efficiencies to be reflected from year 1 and brought together to measure the total impact on the base budget. The inclusion of these costs brings the estimated amount in the Contingency Reserve at 31st March 2009 to £0.865m.
- (a) Net redundancy and pension fund strain costs of £0.156m following Phase I of Organisational Re-Design.
 - (b) The second phase of recruitment in relation to the Senior Management Restructure is underway including job redesign and re-evaluation, advertising costs, interviews and expenses. These costs are estimated at £0.123m.
 - (c) The review of the Design and Print Service has already been completed and redundancy costs of £0.074m have been incurred.
 - (d) Project management resource for the finance function review (£0.025m), Street Scene Review (£0.025m), and HR Support for the Housing Review (£0.025m) (para 4.06 refers)
- 4.06 The second phase of organisational re-design also identified 36 service areas for review. Some of these reviews will require external support. Directors and Heads of Service are now working on the scope of the 36 review areas and will bring details forward for consultation. It is recommended that a further report be brought which identifies the likely cost of supporting the reviews once detailed proposals have been developed. £0.075m has already been identified for the reviews in 4.05 (d).
- 4.07 The amount of un-earmarked reserves brought forward into 2008/09 and the current projected amount available for delegation to Executive is detailed below.

	£m	£m
Un-earmarked Reserves as at 1 April 2008		10.737
Less – Base Level (Includes increase as per budget report 2008/09)		<u>5.112</u>
Amount Available for Delegation to Executive		5.625
<u>Less other approvals in 2008/09 budget report</u>		
One – Off expenditure	(1.901)	
Contribution to Capital Programme	<u>(1.000)</u>	
		<u>(2.901)</u>
Contingency Reserve at 1 st April 2008		2.724
Less In-year approvals previously reported		<u>(0.728)</u>
		1.996
Less Month 8 Overspend	(0.763)	
Add Return to Reserve (para 2.25)	<u>0.060</u>	
		<u>(0.703)</u>
		1.293
Less Organisational Re-design (para 4.05)		<u>(0.428)</u>
		0.865
<u>2009/10 Budget</u>		
Review of earmarked reserves (para 2.16)	1.385	
Review of 2008/09 budget monitoring (paras 2.17 – 2.20)	<u>0.869</u>	
		2.254
Funding of one-off pressures	(2.097)	
Increase in Base Reserves	<u>(0.157)</u>	
		<u>(2.254)</u>
Level of Contingency Reserve at 31 st March 2009 (above base level of £5.112m)		0.865

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 £0.986m 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 Variance

Finance and Support - Overspend of £0.204m (Underspend of £0.154m at Month 7)

- 5.05 The external audit ISA260 report findings detailed that historically the Housing Revenue Account has not been charged an appropriate amount of Corporate and Democratic Core costs, which has resulted in an overstatement of £0.363m of costs for the General Fund. The recommendations of this report have now been implemented and the estimated cost of £0.363m has been included in the HRA projection (see also 2.18)
- 5.06 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 £0.347m (budget £0.986m) which at 1.5% of budgeted expenditure is lower than the minimum level of 3% recommended by the County Finance Officer. The 2009/10 budget proposals restore the projected year end balances to above the recommended level of 3%

6.00 RECOMMENDATIONS

- 6.01 Members are recommended to:-
- a) Note the overall report.
 - b) Approve that the recommendation identified in para 2.25.
 - c) Approve the requests for carry forward identified in paras 2.26/2.28.
 - d) Approve the contributions to/from the Contingency Reserve for the items detailed in 4.01 - 4.05.
 - e) Note the General Fund Contingency Sum available as at 31st March 2009. (Section 4).
 - f) Note the projected final level of balances on the Housing Revenue Account.(para 5.06)

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 1-11.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS**

Month 8 Monitoring Papers

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APPENDIX 1

EXPENDITURE	Original Budget	Revised Budget	In-Year Over / (Under) spend		Non Ring-fenced		Ring-fenced	
			Month 7	Month 8	Month 7	Month 8	Month 7	Month 8
	£m	£m	£m	£m	£m	£m	£m	£m
Direct Services								
Community Services (Exc Housing)	61.453	61.686	2.147	2.658	1.303	1.861	0.844	0.797
Community & Housing	34.204	34.562	0.444	1.076	0.522	1.172	(0.078)	(0.096)
Lifelong Learning	129.496	129.406	0.835	4.225	0.381	3.771	0.454	0.454
Environment	38.903	39.371	0.136	0.041	0.136	0.041	-	-
Support Services								
Chief Executive	0.783	0.809	(0.018)	(0.018)	(0.018)	(0.018)	-	-
Corporate Strategy	11.175	11.485	(0.087)	(0.150)	(0.087)	(0.150)	-	-
Financial, Legal & Democratic Services	42.710	42.951	0.558	0.302	0.558	0.302	-	-
Clwyd Theatr Cymru Contribution	1.001	1.001	-	0.193	-	0.193	-	-
Total Services	319.725	321.271	4.015	8.327	2.795	7.172	1.220	1.155
Central and Corporate Finance	32.659	32.242	(0.934)	(1.010)	(0.934)	(1.010)	-	-
Total Expenditure	352.384	353.513	3.081	7.317	1.861	6.162	1.220	1.155
INCOME								
Direct Services								
Community Services (Exc Housing)	(13.277)	(13.218)	(1.700)	(2.190)	(1.700)	(2.190)	-	-
Community & Housing	(18.773)	(18.786)	(0.536)	(0.540)	(0.536)	(0.540)	-	-
Lifelong Learning	(25.280)	(25.262)	0.165	(3.202)	0.165	(3.202)	-	-
Environment	(21.814)	(22.008)	0.415	0.450	0.415	0.450	-	-
Support Services								
Chief Executive	(0.011)	(0.024)	0.018	0.018	0.018	0.018	-	-
Corporate Strategy	(2.839)	(2.914)	0.200	0.194	0.200	0.194	-	-
Financial, Legal & Democratic Services	(35.505)	(35.685)	(0.544)	(0.329)	(0.544)	(0.329)	-	-
Clwyd Theatr Cymru Contribution	-	-	-	(0.193)	-	(0.193)	-	-
Total Services	(117.499)	(117.897)	(1.982)	(5.792)	(1.982)	(5.792)	-	-
Central and Corporate Finance	(6.744)	(7.475)	(0.779)	(0.762)	(0.779)	(0.762)	-	-
Total Income	(124.243)	(125.372)	(2.761)	(6.554)	(2.761)	(6.554)	-	-
Net Expenditure	228.141	228.141	0.320	0.763	(0.900)	(0.392)	1.220	1.155

COMMUNITY SERVICES (EXCLUDING HOUSING)
APPENDIX 2
Budget Monitoring as at Month 8 - Objective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Children's Services					
-4	Children's Training	119	181	177	(4)	-
27	Family placement	1,526	1,475	1,490	15	(12)
	Grants	162	125	124	(1)	(1)
38	Family Support	290	281	297	16	(22)
	Prevention and Support	75	116	116	-	-
-257	Other Residential	709	709	452	(257)	-
-27	Professional Support	5,553	5,586	5,519	(67)	(40)
	Youth Offending Team	376	393	393	-	-
-25	Special Investigation	38	-	48	48	73
(248)	Sub-Total - Children's Services	8,848	8,866	8,616	(250)	(2)
	Services for Older People					
(7)	Community Re-enablement	380	381	359	(22)	(15)
-	Day Services	1,216	1,194	1,211	17	17
(20)	Intermediate Care Beds	155	155	131	(24)	(4)
94	Domiciliary Support	6,435	6,435	6,576	141	47
5	Extra Care	-	190	122	(68)	(73)
-	Meal Services	1	1	1	-	-
-	Supporting People Income	(847)	(847)	(847)	-	-
(128)	Residential Services	9,602	9,540	9,378	(162)	(34)
109	Professional Support	2,390	2,472	2,572	100	(9)
53	Sub-Total - Services to Older People	19,332	19,521	19,503	(18)	(71)
	Physical Disability & Sensory Impairment					
(20)	Vulnerable Adults	106	106	86	(20)	-
(24)	Day Centres	137	137	113	(24)	-
47	Equipment - Stores	314	314	355	41	(6)
-	ESF Transition	-	-	-	-	-
(7)	Domiciliary Support	1,450	1,450	1,466	16	23
-	Minor Adaptations	126	126	126	-	-
-	Supporting People Income	(219)	(219)	(219)	-	-
175	Residential Services	641	641	834	193	18
32	Professional Support	1,205	1,205	1,313	108	76
(9)	Visual Impaired	11	11	3	(8)	1
(15)	Supported ABI	39	54	38	(16)	(1)
179	Sub-Total - PDSI	3,810	3,825	4,115	290	111
	Learning Disability Services					
70	Work Opportunities	1,775	1,770	1,853	83	13
(95)	Community Living	7,165	7,151	7,120	(31)	64
29	Day Services	957	962	988	26	(3)
4	Sub-Total - Learning Disability Services	9,897	9,883	9,961	78	74
	Mental Health Services					
-	Contracts	19	19	19	-	-
(8)	Day Services	233	233	226	(7)	1
(9)	Grants	130	130	121	(9)	-
(49)	Supported Accommodation	426	426	376	(50)	(1)
14	Supported Living	330	330	342	12	(2)
-	Supporting People Income	(567)	(513)	(513)	-	-
(61)	Residential Services	470	412	352	(60)	1
40	Professional & Support	819	802	842	40	-
(9)	Substance Misuse	223	226	211	(15)	(6)
(11)	Work Schemes	394	394	382	(12)	(1)
(93)	Sub-Total - Mental Health Services	2,477	2,459	2,358	(101)	(8)
	Ringfenced Budgets					
881	Out of county Pooled Budget - Children's Services	2,545	2,545	3,383	838	(43)
(50)	Learning Disability	570	570	521	(49)	1
(21)	Mental Health	391	391	365	(26)	(5)
34	Older People	-	-	34	34	-
844	Sub-Total - Ringfenced Budgets	3,506	3,506	4,303	797	(47)
	Partnerships and Performance					
(30)	Business Systems and Financial Assessments	977	945	916	(29)	1
(27)	Supporting People	-	136	113	(23)	4
(241)	Business Services - Income	(2,684)	(2,686)	(2,986)	(300)	(59)
(16)	Finance	331	331	314	(17)	(1)
(2)	Good Health	28	28	26	(2)	-
42	Management & Support	1,030	1,030	1,088	58	16
(16)	Public Information & Planning	438	438	423	(15)	1
(2)	Training	186	186	186	-	2
(292)	Sub-Total - Business Services	306	408	80	(328)	(36)
447	TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)	48,176	48,468	48,936	468	21

COMMUNITY SERVICES (EXCLUDING HOUSING)

Budget Monitoring as at Month 8 - Objective Analysis

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
700	Employees	27,089	27,480	28,044	564	(136)
149	Premises	740	740	895	155	6
413	Transport	1,977	1,988	2,520	532	119
451	Supplies and Services	1,939	1,998	2,791	793	342
448	Third Party Payments	27,020	26,786	27,363	577	129
(12)	Transfer Payments	2,568	2,614	2,614	-	12
(3)	Support Services	36	66	102	36	39
1	Capital Financing	84	13	14	1	-
(1,700)	Income	(13,277)	(13,217)	(15,407)	(2,190)	(490)
447	TOTAL - COMMUNITY SERVICES (EXCLUDING HOUSING)	48,176	48,468	48,936	468	21

COMMUNITY & HOUSING

APPENDIX 3

GENERAL FUND

Budget Monitoring as at Month 8 - Objective Analysis

Month 7 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					
(9)	Community Services	200	200	187	(13)	(4)
	- Grants & Contributions	94	94	94	-	-
(20)	Homelessness - Non Ringfenced	325	328	299	(29)	(9)
(78)	Homelessness - Ringfenced	336	336	240	(96)	(18)
50	Housing Grants	(123)	(123)	(90)	33	(17)
(14)	Housing Strategy	-	68	54	(14)	-
4	Neighbourhood Wardens	245	250	250	-	(4)
(67)	Sub-Total - Customer & Housing Services	1,077	1,153	1,034	(119)	(52)
	Technical Services - Operational					
35	Waste Collection	2,722	2,713	2,778	65	30
(429)	Waste Disposal	4,604	4,606	4,700	94	523
(8)	Agricultural Estates	(142)	(142)	(150)	(8)	-
(14)	Fly Tipping	83	83	68	(15)	(1)
	- Sustainable Waste Management	235	283	284	1	1
49	Markets	(93)	(93)	(40)	53	4
195	Property Holdings	(27)	(27)	182	209	14
33	Recycling	504	504	575	71	38
131	Civic Amenity Sites	1,610	1,712	1,894	182	51
(2)	Public Conveniences	169	169	171	2	4
(286)	Industrial Units	(1,802)	(1,802)	(2,072)	(270)	16
	- Animal & Pest Control	121	128	131	3	3
(296)	Sub-Total - Technical Services - Operational	7,984	8,134	8,521	387	683
	Technical Services - Support					
53	Administrative Buildings	1,201	1,201	1,259	58	5
177	Design Services	(69)	(69)	125	194	17
7	Energy Services	217	217	224	7	-
(21)	Corporate Property Maintenance	2,523	2,532	2,488	(44)	(23)
(35)	Valuation and Estates	517	517	482	(35)	-
181	Sub-Total - Technical Services - Support	4,389	4,398	4,578	180	(1)
	Supporting People					
26	Carelink	125	128	154	26	-
2	Community Centres	126	126	130	4	2
121	General	(1,371)	(1,371)	(1,235)	136	15
2	Management & Admin.	253	222	224	2	-
(1)	Relief Wardens	215	219	218	(1)	-
	- Tenants Gardens	231	231	231	-	-
(2)	Resident Wardens	973	1,189	1,191	2	4
148	Sub-Total - Supporting People	552	744	913	169	21
	Business Units					
5	Waste Collection - Contractor	(195)	(195)	(213)	(18)	(23)
(63)	Administration Support	1,160	1,078	1,015	(63)	-
(58)	Sub-Total - Business Units	965	883	802	(81)	(23)
(92)	TOTAL - COMMUNITY & HOUSING	15,431	15,776	16,312	536	628

COMMUNITY & HOUSING

Budget Monitoring as at Month 8 - Objective Analysis

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(134)	Employees	9,974	10,171	9,989	(182)	(48)
652	Premises	8,450	8,458	9,220	762	110
356	Transport	1,611	1,611	1,955	344	(12)
(110)	Supplies and Services	6,481	6,391	6,269	(122)	(12)
(473)	Third Party Payments	7,666	7,909	8,023	114	587
21	Transfer Payments	24	24	45	21	-
(5)	Support Services	(240)	(240)	(238)	2	7
137	Capital Financing	238	238	375	137	-
(536)	Income	(18,773)	(18,786)	(19,326)	(540)	(4)
(92)	TOTAL - COMMUNITY & HOUSING	15,431	15,776	16,312	536	628

LIFELONG LEARNING

APPENDIX 4

Budget Monitoring as at Month 8

Objective Analysis

Month 7 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					
454	Special	1,278	1,278	1,732	454	-
454	Sub-Total - Out County Pooled Budget	1,278	1,278	1,732	454	-
	Libraries, Culture and Heritage					
13	Libraries and Arts	2,407	2,403	2,416	13	-
31	County Record office and Records Management	422	426	457	31	-
(6)	Museums and Heritage Service	380	380	374	(6)	-
	- Schools Library Service	334	334	334		-
38	Sub-Total - Libraries,Culture & Heritage	3,543	3,543	3,581	38	-
	Leisure Services					
242	Leisure Centres and Pools	2,483	2,483	2,725	242	-
23	Recreational Grounds and Amenities	415	415	438	23	-
23	Leisure services	267	267	290	23	-
(5)	Play Development	333	333	329	(4)	1
283	Sub-Total - Leisure Services	3,498	3,498	3,782	284	1
	Delegated Schools Budgets					
	- Nursery	1,073	1,073	1,073	-	-
	- Primary	36,662	36,711	36,711	-	-
	- Secondary	32,263	32,263	32,263	-	-
	- Special	3,016	3,016	3,016	-	-
	- Sub-Total - Delegated Schools	73,014	73,063	73,063	-	-
	School Improvement Service					
	- Early Years	-	-	-	-	-
	- Primary - non delegated	766	766	809	43	43
	- Secondary non - delegated	538	538	584	46	46
2	Inclusion	5,755	5,706	5,708	2	-
	- School Improvement Service	1,323	1,323	1,256	(67)	(67)
2	ICT Unit	1,083	1,083	1,085	2	-
	- Schools Related	1,379	1,379	1,379	-	-
34	Sports Development	136	136	170	34	-
38	Sub-Total - School Improvement	10,980	10,931	10,991	60	22
	Development and Resources					
	- Youth and Community	1,276	1,276	1,276	-	-
	- Pupil/Student Transport	6,147	5,947	5,992	45	45
	- Student Finance	108	108	108	-	-
	- Service Units	2,040	2,040	2,040	-	-
187	Facilities Services	1,190	1,335	1,522	187	-
	- Management and Administration	1,142	1,125	1,080	(45)	(45)
187	Sub-Total - Development & Resources	11,903	11,831	12,018	187	-
1,000	TOTAL - LIFELONG LEARNING	104,216	104,144	105,167	1,023	23

LIFELONG LEARNING

Budget Monitoring as at Month 8

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Balances	-	-	-	-	-
(2)	Employees	100,937	100,658	102,790	2,132	2,134
23	Premises	7,651	7,652	7,014	(638)	(661)
16	Transport	5,204	5,001	5,133	132	116
119	Supplies and Services	7,955	8,031	9,697	1,666	1,547
522	Third Party Payments	7,055	6,270	7,123	853	331
-	- Transfer Payments	85	869	837	(32)	(32)
157	Support Services	409	442	550	108	(49)
-	- Capital Financing	200	200	204	4	4
165	Income	(25,280)	(24,979)	(28,181)	(3,202)	(3,367)
1,000	TOTAL - LIFELONG LEARNING	104,216	104,144	105,167	1,023	23

ENVIRONMENT

APPENDIX 5

Budget Monitoring as at Month 8

Objective Analysis

Month 7 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	2,408	2,408	-	-
	- Environmental Maintenance	2,198	1,890	1,890	-	-
	- Winter Maintenance	488	488	488	-	-
116	- Street Lighting	750	819	935	116	-
	- Structures	73	73	73	-	-
	- Car Parks	64	64	64	-	-
25	Fleet Services	75	75	100	25	-
120	Neighbourhood Services	935	1,140	1,240	100	(20)
	- Transportation	1,052	1,052	977	(75)	(75)
	- Concessionary Fares	269	270	270	-	-
	- Trunk Road Management Unit	(38)	(38)	(38)	-	-
20	Environmental Maintenance Trading Account	-	-	20	20	-
	- Highways Maintenance Trading Account	-	8	8	-	-
281	Sub-Total - Highways & Transportation	8,913	9,188	9,374	186	(95)
	Engineering Services					
	- Consultancy	46	6	6	-	-
(60)	Highways Strategy	1,047	908	848	(60)	-
(20)	Land Drainage Works	229	229	209	(20)	-
(80)	Traffic Services	519	497	417	(80)	-
	- Traffic Works	170	192	192	-	-
(160)	Sub-Total - Engineering Services	2,011	1,832	1,672	(160)	-
	Planning					
350	Planning Control	12	(18)	357	375	25
	- Service Development and Control	243	242	242	-	-
	- Policy and Implementation	518	752	752	-	-
	- Environment and Conservation	293	328	328	-	-
165	Land Charges	(234)	(219)	(44)	175	10
	- Countryside Service	359	318	318	-	-
515	Sub-Total - Planning	1,191	1,403	1,953	550	35
	Public Protection					
(5)	Pollution Control	317	285	280	(5)	-
	- Environmental Control	341	341	341	-	-
(5)	Food Safety	362	399	394	(5)	-
(20)	Health & Safety	293	255	235	(20)	-
	- Trading Standards	646	646	646	-	-
	- Building Control	261	261	261	-	-
	- Building Regulations Charging Account	-	-	-	-	-
(30)	Sub-Total - Public Protection	2,220	2,187	2,157	(30)	-
	Management Support & Performance					
	- Finance & Performance	684	683	683	-	-
(30)	Directorate Support	705	705	675	(30)	-
	Information Services	148	148	148	-	-
	Electronic Services	154	154	154	-	-
(15)	Geographical Information Services	88	88	73	(15)	-
(45)		1,779	1,778	1,733	(45)	-
	Regeneration					
(10)	Economic Development	485	485	475	(10)	-
	- Tourism	132	132	132	-	-
	- European Partnership	-	-	-	-	-
	- Flintshire Business Services	358	358	358	-	-
	- Communities First	-	-	-	-	-
(10)	Sub-Total - Regeneration	975	975	965	(10)	-
551	TOTAL - ENVIRONMENT	17,089	17,363	17,854	491	(60)

ENVIRONMENT

Budget Monitoring as at Month 8

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(80)	Employees	17,532	17,335	17,255	(80)	-
116	Premises	1,574	1,663	1,779	116	-
130	Transport	5,321	5,173	5,283	110	(20)
(10)	Supplies and Services	5,439	5,623	5,613	(10)	-
(20)	Third Party Payments	8,577	9,146	9,051	(95)	(75)
-	- Transfer Payments	6	6	6	-	-
-	- Support Services	454	456	456	-	-
-	- Capital Financing	-	-	-	-	-
415	Income	(21,814)	(22,039)	(21,589)	450	35
551	TOTAL - ENVIRONMENT	17,089	17,363	17,854	491	(60)

CHIEF EXECUTIVE**APPENDIX 6****Budget Monitoring as at Month 8****Objective Analysis**

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
17	Management & Administration	440	440	457	17	-
(17)	Corporate Communications	332	345	328	(17)	-
-	TOTAL - CHIEF EXECUTIVE	772	785	785	-	-

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
11	Employees	482	482	493	11	-
(1)	Premises	1	1	-	(1)	-
3	Transport	3	3	6	3	-
8	Supplies and Services	201	219	227	8	-
-	- Third Party Payments	-	-	-	-	-
-	- Transfer Payments	-	-	-	-	-
(39)	Support Services	96	104	65	(39)	-
-	- Capital Financing	-	-	-	-	-
18	Income	(11)	(24)	(6)	18	-
-	TOTAL - CHIEF EXECUTIVE	772	785	785	-	-

SERVICES WITHIN FORMER CORPORATE STRATEGY

APPENDIX 7

Budget Monitoring as at Month 8

Objective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management					
31	Management	294	209	226	17	(14)
31	Sub-Total - Management	294	209	226	17	(14)
	Human Resources & Organisational Development					
	- CRB Checks	74	74	74	-	-
(26)	Corporate Training & Development	278	278	253	(25)	1
41	Payroll	333	404	448	44	3
(3)	Human Resources	819	874	871	(3)	-
2	Job Evaluation	78	78	79	1	(1)
	- Temporary HR Projects	54	150	150	-	-
14	Sub-Total - HR & Org Development	1,636	1,858	1,875	17	3
	Occupational Health & Safety					
(8)	Occupational Health & Safety	679	679	660	(19)	(11)
(1)	Counselling Support	60	60	49	(11)	(10)
(9)	Sub-Total - Occupational Health & Safety	739	739	709	(30)	(21)
	Policy, Performance & Partnerships					
(25)	Civil Contingencies	136	136	111	(25)	-
	- Policy Grants	-	-	-	-	-
(24)	Policy, Performance & Partnerships	1,063	1,059	992	(67)	(43)
(49)	Sub-Total - Policy, Performance & Partnerships	1,199	1,195	1,103	(92)	(43)
	ICT & Customer Services					
(7)	Information Communication Technology	3,773	3,801	3,813	12	19
11	Customer Services	695	695	694	(1)	(12)
122	Design & Print	-	74	195	121	(1)
126	Sub-Total - ICT & Customer Services	4,468	4,570	4,702	132	6
113	TOTAL - CORPORATE STRATEGY	8,336	8,571	8,615	44	(69)

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Final Outturn	Variance	
£000		£000	£000	£000	£000	£000
(166)	Employees	7,054	7,069	6,883	(186)	(20)
11	Premises	44	44	54	10	(1)
8	Transport	83	83	93	10	2
64	Supplies and Services	3,593	3,666	3,719	53	(11)
	- Third Party Payments	173	303	314	11	11
	- Transfer Payments	-	-	-	-	-
2	Support Services	208	216	175	(41)	(43)
(6)	Capital Financing	21	104	98	(6)	-
200	Income	(2,840)	(2,914)	(2,721)	193	(7)
113	TOTAL - CORPORATE STRATEGY	8,336	8,571	8,615	44	(69)

FINANCE AND LEGAL & DEMOCRATIC SERVICES

APPENDIX 8

Budget Monitoring as at Month 8

Objective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Management & Secretariat - Finance					
55	Management & Secretariat	495	284	339	55	-
	Financial Management & Audit					
(9)	Corporate & Capital Accounting	314	314	305	(9)	-
(39)	Financial Planning	195	195	156	(39)	-
(3)	Service Accounting	571	571	568	(3)	-
(30)	Internal Audit	578	550	527	(23)	7
17	Procurement	154	157	174	17	-
(64)	Sub-Total - Financial Management & Audit	1,812	1,787	1,730	(57)	7
	Funds & Customer Accounts					
6	Pensions & Funds	(8)	(8)	(3)	5	(1)
7	Insurance & Risk Management	18	18	25	7	-
(22)	Customer Accounts	1,164	1,179	1,145	(34)	(12)
2	Housing Benefit/Council Tax Benefit	(23)	(23)	(56)	(33)	(35)
(7)	Sub-Total - Funds & Customer Accounts	1,151	1,166	1,111	(55)	(48)
	Management & Secretariat - Legal & Democratic Services					
49	Management & Secretariat	-	190	239	49	-
	Legal Services					
(15)	Legal Services	825	853	840	(13)	2
	Democratic Services					
(1)	Business Development	79	77	76	(1)	-
3	Committee, Member & Electoral Services	2,160	2,221	2,223	2	(1)
(4)	Administration	494	499	494	(5)	(1)
(2)	Scrutiny	189	189	187	(2)	-
(4)	Sub-Total - Democratic Services	2,922	2,986	2,980	(6)	(2)
14	TOTAL - FLADS	7,205	7,266	7,239	(27)	(41)

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
18	Employees	7,401	7,378	7,408	30	12
1	Premises	23	23	22	(1)	(2)
(15)	Transport	100	100	85	(15)	-
42	Supplies and Services	2,029	2,291	2,123	(168)	(210)
	- Third Party Payments	-	-	-	-	-
495	Transfer Payments	32,961	32,961	33,400	439	(56)
17	Support Services	196	193	210	17	-
	- Capital Financing	-	-	-	-	-
(544)	Income	(35,505)	(35,680)	(36,009)	(329)	215
14	TOTAL - FLADS	7,205	7,266	7,239	(27)	(41)

Budget Monitoring as at Month 8**Objective Analysis**

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Clwyd Theatr Cymru					
(130)	General Administration	(164)	(164)	(312)	(148)	(18)
(18)	Production Overheads	828	828	810	(18)	-
148	Clwyd Theatr Cymru Productions	497	497	663	166	18
-	- 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 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
47	Employees	2,966	2,966	3,017	51	4
-	- Premises	268	268	268	-	-
(5)	Transport	31	31	26	(5)	-
172	Supplies and Services	1,636	1,636	1,783	147	(25)
-	- Third Party Payments	-	-	-	-	-
-	- Transfer Payments	-	-	-	-	-
-	- Support Services	-	-	-	-	-
-	- Capital Financing	-	-	-	-	-
(214)	Income	(3,900)	(3,900)	(4,093)	(193)	21
-	TOTAL - CLWYD THEATR CYMRU	1,001	1,001	1,001	-	-

CENTRAL & CORPORATE FINANCE

APPENDIX 10

Budget Monitoring as at Month 8

Objective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Central & Corporate Finance					
(30)	Coroners	210	210	180	(30)	-
-	Central Services - Other	3	3	2	(1)	(1)
(926)	Central Loans & Investment Account	12,323	12,223	11,297	(926)	-
(7)	Financing & Funding (insurance, banking etc.)	3,611	3,711	3,704	(7)	-
-	Development Grants	292	279	279	-	-
-	Corporate Discretionary Rate Relief	95	95	81	(14)	(14)
(863)	Corporate Other	7,109	6,997	6,090	(907)	(44)
(1,826)	Sub-Total - Central & Corporate Finance	23,643	23,518	21,633	(1,885)	(59)
	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					
113	Central Service Recharges	(1,618)	(1,618)	(1,505)	113	-
-	Contribution to / (from) Balances	(2,876)	(3,899)	(3,899)	-	-
113	Sub-Total - Other	(4,494)	(5,517)	(5,404)	113	-
(1,713)	TOTAL - CENTRAL & CORPORATE FINANCE	25,915	24,767	22,995	(1,772)	(59)

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement between Periods
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
(403)	Employees	7,529	7,534	7,086	(448)	(45)
-	Premises	49	1,049	1,094	45	45
(490)	Transport	-	490	-	(490)	-
(54)	Supplies and Services	3,410	1,830	1,700	(130)	(76)
(30)	Third Party Payments	7,771	7,758	7,728	(30)	-
-	Transfer Payments	-	-	-	-	-
113	Support Services	(1,618)	(1,618)	(1,505)	113	-
(70)	Capital Financing	15,518	15,418	15,348	(70)	-
(779)	Income	(6,744)	(7,694)	(8,456)	(762)	17
(1,713)	TOTAL - CENTRAL & CORPORATE FINANCE	25,915	24,767	22,995	(1,772)	(59)

HOUSING REVENUE ACCOUNT

APPENDIX 11

Budget Monitoring as at Month 8

Objective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
	Income					
68	Rents (Council Houses & Garages)	(22,074)	(22,074)	(22,002)	72	4
83	Capitalised Salaries	(443)	(443)	(356)	87	4
-	- Interest	(4)	(4)	(4)	-	-
151	Sub-Total - Income	(22,521)	(22,521)	(22,362)	159	8
	Expenditure					
320	Building Maintenance Trading Account	300	300	641	341	21
(134)	Housing Subsidy (Deficit)	6,688	6,688	6,555	(133)	1
(129)	Estate Management	1,017	1,017	880	(137)	(8)
32	Home Ownership (Right to Buy)	(4)	(4)	28	32	-
(24)	Allocations and Welfare	347	347	324	(23)	1
316	Repair and Maintenance	8,059	8,059	8,387	328	12
132	Capital Financing	2,411	2,411	2,543	132	-
(154)	Finance and Support	2,125	2,125	2,329	204	358
-	- Capital Expenditure from Revenue Account (CERA)	1,340	1,340	1,340	-	-
-	- Supporting People Transitional Costs	330	330	330	-	-
359	Sub-Total - Levying Bodies	22,613	22,613	23,357	744	385
510	Net Expenditure before use of/to balances	92	92	995	903	393
510	Contribution to / (from) Balances	92	92	995	903	393
-	Net Expenditure after use of/to balances	-	-	-	-	-
	Balances					
(1,342)	Opening Balance	(1,078)	(1,342)	(1,342)		
510	Contribution to / (from) Balances	92	92	995	903	393
510	TOTAL - HOUSING REVENUE ACCOUNT	(986)	(1,250)	(347)	903	393

Subjective Analysis

Month 7 Variance		2008/09 Budget Monitoring				Movement
		Original Budget	Revised Budget	Projected Outturn	Variance	
£000		£000	£000	£000	£000	£000
(339)	Employees	6,687	6,687	6,320	(367)	(28)
289	Premises	7,595	7,595	7,889	294	5
12	Transport	788	788	813	25	13
693	Supplies and Services	3,888	3,888	4,626	738	45
-	- Third Party Payments	-	-	-	-	-
(17)	Transfer Payments	229	229	203	(26)	(9)
(272)	Support Services	1,449	1,449	1,545	96	368
130	Capital Financing	3,811	3,811	3,941	130	-
14	Income	(24,355)	(24,355)	(24,342)	13	(1)
510	TOTAL - HOUSING REVENUE ACCOUNT	92	92	995	903	393

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 12

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **HEAD OF FINANCE**
SUBJECT : **MINIMUM REVENUE PROVISION 2009/10**

1.00 PURPOSE OF REPORT

- 1.01 To present proposals for the setting of a prudent minimum revenue provision for the repayment of debt in 2009/10, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations').

2.00 BACKGROUND

- 2.01 Local authorities are required each year to set aside some of their revenues as provision for the repayment of debt i.e. a provision in respect of capital expenditure financed from borrowing or credit arrangements.
- 2.02 Regulation 22 of the 2008 Regulations requires an authority to each year make an amount of Minimum Revenue Provision (MRP) which it considers to be 'prudent', but the regulation does not itself define 'prudent provision'. However, the Welsh Assembly Government (WAG) has provided guidance which makes recommendations to authorities on the interpretation of the term.
- 2.03 Authorities are required to prepare an annual statement of their policy on making MRP, which mirrors the existing requirements to report on the prudential borrowing limit and investment policy.

3.00 CONSIDERATIONS

3.01 Meaning of 'Prudent Provision'

- 3.01.1 The WAG guidance provides a number of options for making 'prudent provision'.

It explains that provision for the borrowing which financed the acquisition of an asset should be made over a period bearing some relation to that over which the asset continues to provide a service.

3.02 Options for Prudent Provision

- 3.02.1 Option 1: Regulatory Method

For debt which is supported by Revenue Support Grant (RSG), authorities may continue to use the formulae specified in the Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 (the regulations which preceded the 2008 Regulations), since the RSG is calculated on that basis, i.e. authorities are able to calculate MRP exactly as if the 2003 Regulations were still in force.

3.02.2 Option 2: CFR Method

This is a technically simpler alternative to Option 1 and may also be used in relation to supported debt. While still based on the concept of the Capital Financing Requirement [CFR], which is easily derived from the balance sheet, it avoids the complexities of the formulae in Regulation 22. However, for most authorities it will probably result in a higher level of provision (and subsequent impact on service budgets) than Option 1, as it would for Flintshire County Council.

3.02.3 Option 3: Asset Life Method

For new borrowing under the Prudential system for which no Government support is being given and is therefore self-financed, there are two options. Option 3 is to make provision in equal annual instalments over the estimated life of the asset for which the borrowing is undertaken. This is a possibly simpler alternative to the use of depreciation accounting (Option 4), though it has some similarities to that approach.

3.02.4 Option 4: Depreciation Method

Alternatively, for new borrowing under the Prudential system for which no WAG support is being given, Option 4 may be used. This means making MRP in accordance with the standard rules for depreciation accounting.

3.03 Conditions for Using the Options

3.03.1 The intention is that Options 1 and 2 should be used only for WAG supported borrowing. Options 3 and 4 should be used in relation to all capital expenditure which is to be financed by unsupported borrowing or credit arrangements.

4.00 RECOMMENDATIONS

4.01 That Members approve and recommend to County Council on 3rd March 2009 -

(a) Option 1 (Regulatory Method) be used for the calculation of the minimum revenue provision in 2009/10 for all supported borrowing; this represents a continuation of the approved and adopted policy for 2008/09.

(b) Option 3 (Asset Life Method) be used for the calculation of the minimum revenue provision in 2009/10 for all unsupported (prudential) borrowing; this also represents a continuation of the approved and adopted policy for 2008/09.

5.00 FINANCIAL IMPLICATIONS

5.01 The 2009/10 general fund revenue budget provides for the minimum revenue provision in respect of all supported borrowing, on the basis of the Option 1 - Regulatory Method calculation.

5.02 Any planned use of unsupported (prudential) borrowing, will need to take account of the revenue consequences of the Option 3 – Asset Life Method calculation, as part of the overall options appraisal and budget setting processes.

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 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Various WAG papers

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 13

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **REGULATORY PLAN**

1.00 PURPOSE OF REPORT

1.01 To report the proposed joint Regulatory Plan of the Wales Audit Office (WAO) and PricewaterhouseCoopers (PwC) for 2009 for noting, endorsement and co-operation.

2.00 BACKGROUND

2.01 The Relationship Manager (Wales Audit Office) is responsible for preparing an annual Regulatory Plan. The Plan sets out the work to be delivered by and on behalf of the Auditor General for Wales and by his appointed auditors. It also covers the work of the Care and Social Services Inspectorate for Wales (CSSiW) and Estyn.

2.02 The Plan includes activity on:

- audit of financial accounts
- performance audit
- performance inspection.

Also included are a number of national performance and local government studies.

2.03 The purposes of regulation are to provide assurance to the organisation, the public and government; to support the development of internal governance and assurance frameworks (e.g. risk management); to aid and support performance improvement (of governance and of public services). In addition the local Government Act 1999 places a requirement on those inspectorates named specifically in the legislation (Care and Social Services Inspectorate for Wales and Estyn) alongside the Wales Audit Office and its appointed auditor (in our case, PricewaterhouseCoopers) to work together to co-ordinate their activity through the Relationship Manager appointed to each authority.

3.00 CONSIDERATIONS

3.01 The Regulatory Plan for 2008-09 is attached at Appendix 1. The regulatory year runs from 1 November 2008 to 31 October 2009.

- 3.02 The Regulatory Plan is designed to address areas of significant operational and financial risk and sets out the detailed role and planned activities of regulators for assurance and improvement in the coming year. These areas have been agreed between the Council and the regulators based on the Strategic Assessment of Risks and Challenges (SARC). The regulators have endorsed the framework, method, rigour and content of the Strategic Assessment and view it as a sound and objective basis for the Regulatory Plan.
- 3.03 Leading to the production of the Regulatory Plan several meetings have been held with the regulators (Wales Audit Office and PricewaterhouseCoopers) to ensure that any proposed work is aligned to the Strategic Assessment. Each piece of regulatory work needs to be clearly scoped (the type, purpose and value) providing timely and quality reports which balance minimising the fees and burden of regulation and appropriate regulation in the public interest.
- 3.04 In ongoing discussions with the regulators the Council has stressed the need for value for money in regulation.
- 3.05 Our approach to identifying and reviewing risk and its subsequent inclusion in the Regulatory Plan ensures that these principles are met. We intend to promote this changed approach as a learning model to help improve regulation as part of the current national review of regulation in Wales and provide evidence to future consultation on the Proposed Local Government (Wales) Measure. We believe Flintshire is a model of good practice in the management of regulation.
- 3.06 The level of fees charged by the regulatory bodies has historically appeared to increase each year and the fees charged to Flintshire are comparatively high. The full base has not been not been challenged in previous years. The fee base for this year reflects a negotiated reduction in audit and inspection activity based on risk. The proposed fees for performance audit and inspection work show a reduction of 6.3% which, after taking inflation (WAO levels) into account, represents an approximate 10% reduction in real terms. This is a target that the Chief Executive set and has now met. Detailed analysis of costs specific to work programme and activity are being requested as part of regulatory planning and accountability.
- 3.07 The content of the Regulatory Plan itself is set out to a WAO prescribed format. The range of activity included within the plan, the output reports and regulatory methodologies vary according to the type of assurance work being undertaken and the leading regulatory body. This variation and potential for over-burdensome activity is monitored closely by the Chief Executive and supporting officers.
- 3.08 The extracts of the Plan in respect of performance audit and performance inspection are as follows:

Risk Based Performance Audit

Risk	Key Question
The Council's housing repair function has received considerable attention in recent years, but the latest performance indicators continue to show that the service being provided to tenants remains unsatisfactory.	Do current developments suggest that there are sound prospects of a significant improvement in performance in the near future?
The introduction of the Medium Term Financial Strategy (MTFS) has started promisingly, but more remains to be done.	Is the implementation of the MTFS still on track?
The Development Control function has recently been overhauled and members, through the Constitution Working Group, have reconsidered their approach. There are however proposals for further change in 2009.	Has there been an appropriate response to the planning issues previously raised by regulators?
The Council's consideration of its Housing Strategy is of major importance to its future role and will come to a conclusion in 2009. (Work to be undertaken jointly with Wales Audit Office – see table below).	Has the Council determined its response on the basis of an appropriate review of the issues and to the agreed timetable? Are the Council's procedures and arrangements for implementing its housing strategy robust and effective and in compliance with Assembly Government guidance and statutory obligations for housing?

This performance audit activity is broadly supported by your officers as it provides assurance against the improvement actions being implemented by the Council.

Performance Inspection Work

Risk	Provisional Key Question
The Council's consideration of its Housing Strategy is of major importance to its future role and will come to a conclusion in 2009. (Work to be undertaken jointly with PwC – See table above).	Has the Council determined its response on the basis of an appropriate review of the issues and to the agreed timetable? Are the Council's procedures and arrangements for implementing its housing strategy robust and effective and in compliance with Assembly Government guidance and statutory obligations for housing?
The emerging local and partnership arrangements for the treatment and disposal of residual waste will need to ensure local and national waste minimisation, recycling and landfill reduction targets are met.	Is the delivery of waste management services in North Wales being effectively planned, managed and co-ordinated in a way likely to meet future challenges?
The Council's emerging Leisure Strategy will need to be based on a clear understanding of the	Is the Council planning effectively for and adopting good practice in the future provision of

market and agreed priorities for leisure provision and the use of existing facilities.	its leisure services? (This is a continuation of work included in the 2007/08 Regulatory Plan)
The cost and environmental impact of energy use are increasingly significant risks.	Are the Council's energy and carbon reduction policies and strategies leading to measurable reduction in energy use and carbon emissions?
The Council is developing a joined-up approach to 'street scene' services that aims to provide an efficient, innovative, integrated and customer focussed service.	Is the Council's approach to 'street scene' services delivering the anticipated improved outcomes for the public? (This work will assess the effectiveness of the Council's innovative approach and act as a pilot for the results accountability approach being developed by the WAO).
The Joint Risk Assessment must be agreed annually between the Council and its regulators and inform the annual Improvement/Council Plan and the Regulatory Plan.	Has the Council effectively completed its annual updated risk assessment?
The Council has agreed an Improvement Agreement with the Assembly Government that includes eight broad outcomes for the period 2008-2010.	What progress has the Council made towards achieving its Improvement Agreement outcomes?

The performance inspection work is largely agreed to with the exception of the 'inspection' activity for Streetscene. It has been agreed that Streetscene is neither high risk nor under-performing and the methodology to be used in respect of this activity area is under discussion.

- 3.09 The scope of each piece of work is discussed with appropriate officers at an "Issues Analysis" meeting. It is at this meeting that the "provisional key questions" as contained within the plan are discussed and confirmed to ensure that the work is appropriate and proportionate. During each piece of regulatory activity opportunity is afforded to the Council to provide feedback on the quality, conduct and timeliness of the regulation. We intend to ensure that detailed feedback continues to be provided which improves overall regulation for the future.
- 3.10 Once a piece of regulatory work has been completed, we receive a draft report which we need to challenge as appropriate and seek amendment prior to final publication. Upon receipt of final reports any recommendations by regulators are to be implemented fully. Historically there has been some inconsistency in the timeliness and effectiveness of the final reports from the regulators. This is an issue which will be managed with the regulators.

Final reports, their findings, recommendations and subsequent actions are to be brought to Executive from Directors within three months. The role of both the Corporate Management Team and Executive in this regard is one of accountability; being accountable for the activity, its findings and the

improvement actions presented. Overview progress reports on the Regulatory Plan are provided to Executive half yearly.

3.11 The Internal Audit programme has been aligned to the external Regulatory Plan and the Strategic Assessment of Risks and Challenges to ensure full integration and lack of duplication; thus maximising resources and ensuring appropriate accountability for regulation.

3.12 Other roles within the Council in relation to the Regulatory Plan activities include that of check and challenge by Overview and Scrutiny Committees and assurance by the council's Audit Committee. The terms of reference and adopted protocols of these bodies reflect the tripartite roles of Corporate Management Team/Executive, Scrutiny and Audit Committee in relation to regulation.

4.00 RECOMMENDATIONS

4.01 The Executive is requested to receive the proposed Regulatory Plan of the Wales Audit Office (WAO) and PricewaterhouseCoopers (PwC) for 2009 for noting, endorsement and co-operation.

5.00 FINANCIAL IMPLICATIONS

5.01 The proposed fee for this year's regulatory activity is £412,000 together with anticipated grant audit work will realise efficiency savings of an estimated £30,000 based on the previous year's fees and inflation (WAO level) avoidance.

6.00 ANTI POVERTY IMPACT

6.01 There are no direct implications in relation to this report.

7.00 ENVIRONMENTAL IMPACT

7.01 There are no direct implications in relation to this report.

8.00 EQUALITIES IMPACT

8.01 There are no direct implications in relation to this report.

9.00 PERSONNEL IMPLICATIONS

9.01 There are no direct implications in relation to this report.

10.00 CONSULTATION REQUIRED

10.01 Consultation with relevant members and Audit or Overview and Scrutiny Committees will be undertaken as a result of the implementation of this plan.

11.00 CONSULTATION UNDERTAKEN

11.01 Ongoing consultation on the status of the plan and its implications is undertaken with the regulators on a quarterly basis

12.00 APPENDICES

12.01 Appendix 1. "Regulatory Plan 2008-09; December 2008"

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 BACKGROUND DOCUMENTS

As Appendix 1

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WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

2008-09

December 2008

Authors: Alan Morris and PricewaterhouseCoopers LLP

Ref: 1042A2008

Regulatory Plan 2008-09

Flintshire County Council

Contents

Audit and Inspection work at Flintshire County Council	4
The audit of accounts	5
Conclusion on arrangements for securing value for money	7
Auditing your Improvement Plan	8
Performance audit, inspection and studies	8
Certification of grant claims and returns	10
Other Wales Audit Office work	11
The work of other regulators	11
Appendices	
Regulatory Team	12
Roles and responsibilities	13

Status of this document

This document has been prepared for the internal use of Flintshire County Council as part of work performed in accordance with statutory functions, the Code of Audit and Inspection Practice and the 'Statement of Responsibilities' issued by the Auditor General for Wales.

No responsibility is taken by the Wales Audit Office (the Auditor General and his staff) and, where applicable, the appointed auditor in relation to any member, director, officer or other employee in their individual capacity, or to any third party.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 Code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales (and, where applicable, his appointed auditor) is a relevant third party.

Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at infoofficer@wao.gov.uk.

Audit and Inspection work at Flintshire County Council

1. The Relationship Manager (RM) is responsible for the co-ordination of all audit and inspection work at specified Local Government Bodies. Consequently, the RM has prepared this Regulatory Plan (the Plan) setting out the work to be delivered by and on behalf of the Auditor General and by his appointed auditors. It also covers the work of the Care and Social Services Inspectorate Wales (CSSIW) and Estyn. The Plan will be supplemented with a more detailed Financial Accounts Plan and with additional information on the scope of performance and inspection studies as these are agreed during the year. We have designed a programme of work to address the significant operational and financial risks that impact on our responsibilities.
2. The Plan focuses on the following main areas:
 - The audit of the accounts;
 - The auditor's conclusion on whether Flintshire County Council (the Council) has arrangements in place to deliver value for money;
 - The audit of the Improvement Plan;
 - Performance (value for money) audit work;
 - Inspection; and
 - All Wales Studies.
3. The audit, inspection and regulatory team members are all independent of the Council and your officers. We are not aware of any potential conflicts of interest which we need to bring to your attention. Appropriate contacts are set out at Appendix 1.
4. The roles and responsibilities of the regulatory team are set out in Appendix 2.
5. We will liaise closely with the Council:
 - when completing the more detailed Financial Accounts Plan and will keep you fully informed of any risks or issues as and when they arise; and
 - on the timing, scope and delivery of the performance work which may take more than one audit cycle to complete.
6. We will ensure our planned work is appropriate, and changes to the Plan may be required if any significant new risks emerge. No changes will be made without first discussing them with officers, and where relevant those charged with governance.
7. The proposed fee for 2008-09 is £412,000 (plus VAT) and will be charged in equal instalments between November 2008 and October 2009. This is in line with the Auditor General's fees letter and represents a 3.6 per cent decrease on the overall 2007-08 fee. Exhibit 1 shows that the proposed fee for this year's accounts work is little changed from 2007-08. However, the proposed fees for performance audit and inspection work show a reduction of 6.3 per cent which, after taking inflation into account, represents an approximate 10 per cent reduction in real terms.

Exhibit 1: The fee

	Fee 2007-08 £	Planned fee 2008-09 £
Accounts	195,900	195,000
Performance audit	139,100	130,000
Performance inspection	92,565	87,000
Total	427,565	412,000

8. We will produce a Regulatory Calendar showing all the current or planned work to be undertaken at the Council by the regulators. We will share it with the Council and all the regulators and update it quarterly.
9. The Auditor General has appointed Lynn Hine, a partner in PricewaterhouseCoopers LLP, as the external auditor to the Council.

The audit of accounts

10. The Appointed Auditor is required to issue an audit report on the financial statements which includes an opinion on:
 - Whether the financial statements present fairly the state of affairs of the Council. This will provide assurance that the financial statements:
 - are free from material misstatement, whether caused by fraud or other irregularity or error;
 - comply with the statutory and other applicable requirements; and
 - comply with all relevant requirements for accounting presentation and disclosure.
 - Whether the Statement on Internal Control has been presented in accordance with relevant requirements and is not inconsistent with our knowledge of the Council.
11. In order to issue the audit report on the financial statements, the Appointed Auditor must ensure that all the audit risks associated with the above are identified and addressed. An initial assessment of the risks has been undertaken, and these are set out in Exhibit 2 Financial Accounts

Exhibit 2: Financial Accounts

Financial Accounts Risk	Key question
<p>Single Status remains an area of significant risk within local government.</p> <p>The Council must ensure it reviews and accounts for potential liabilities in respect of equal pay claims following the Tribunals which are due to be held in the early part of 2009.</p>	<p>Has the Council accounted for any liability arising from Single Status appropriately?</p>
<p>The Council is taking action to recover its £3.7 million deposit frozen in Landsbanki through the administrators. However, there is no certainty as to whether some, or all, of the balance will be recovered. Failure to recover the full amount will result in a potentially material impairment in the 2008-09 accounts.</p>	<p>Is there a material impairment to the Council's investment in Landsbanki?</p>
<p>Since the end of the last financial year, the worldwide economic downturn has introduced significant volatility to investment markets of all types. As such there is a risk that the value of assets and investments, whether held directly or indirectly (ie, assets held in the pension fund), may have deteriorated. The 2008-09 accounts therefore need to consider whether assets and investment values have been impaired during the year.</p>	<p>Has the Council conducted impairment reviews on its assets and investments?</p>
<p>The Council implemented a new payroll system in November 2008. The introduction of a fundamental new system brings risks to the accounts concerning the completeness and accuracy of the data transfer between systems and as to whether new system produces the correct information.</p>	<p>Has the new payroll system been properly implemented?</p>
<p>During October 2008, the Council decided to bring the operations of AD Waste, previously a subsidiary company of the Council, back in-house. The transfer brings with it risks relating to the accounts in addition to the operational risks. The financial accounts must reflect the merger and acquisition accounting rules for such transfers.</p>	<p>Has the Council considered the accounting implications for the transfer of AD Waste's assets and operations?</p>
<p>Whilst IFRS is not due to be implemented until 2010-11 for Local Government bodies without PFI schemes, the Council will need to produce IFRS compliant comparative accounts for 2009-10 ie, from the 1 April 2009. The work required to compile the 2008-09 accounts will provide an opportunity for the Council to consider the working practices required, and the impact implementing IFRS will have next year.</p>	<p>Is the Council making preparatory arrangements for the introduction of IFRS?</p>

12. The Appointed Auditor will be updating this risk assessment during the year and will produce a more detailed Financial Accounts Plan prior to any work being completed.
13. It is the Council's responsibility to:
 - put in place systems of internal control to ensure the regularity and lawfulness of transactions;
 - maintain proper accounting records; and
 - prepare financial statements in accordance with relevant requirements.

Conclusion on arrangements for securing value for money

14. The Appointed Auditor has a duty to satisfy herself that the audited body has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The main focus of this work will continue to be a review of the key corporate performance and financial management arrangements you are required to put in place as part of your system of internal control.
15. The Appointed Auditor's review of your arrangements will include the following aspects:
 - strategic and operational objectives;
 - policy and decision making;
 - meeting the needs of users and taxpayers;
 - internal controls;
 - risk management;
 - best value;
 - resource management;
 - performance management; and
 - standards of conduct.
16. The Appointed Auditor's conclusion on the existence of your arrangements will draw primarily on evidence secured as part of the routine audit work across the Code areas. The conclusion will also take into account any other available relevant sources of evidence, such as the results of local performance work studies and inspection carried out during the year.
17. It is the Council's responsibility to prepare and publish with its financial statements, a statement made by those charged with governance relating to their review of the effectiveness of the systems of internal control.

Auditing your Improvement Plan

18. In relation to your Improvement Plan the Appointed Auditor is required to issue a report:
- certifying that she has audited the Plan;
 - stating whether she believes that it was prepared and published in accordance with Section 6 of the 1999 Act and any order or guidance under that section;
 - if appropriate, recommending how it should be amended so as to accord with Section 6 and any order or guidance under that section;
 - if appropriate, recommending procedures to be followed by the Council in relation to the Plan;
 - recommending whether the Auditor General should carry out a best value inspection of the Council under Section 10A of the 1999 Act; and
 - recommending whether Welsh Ministers should give a direction under Section 15 of the 1999 Act.

Performance audit, inspection and studies

19. Performance audit, inspection and studies work delivered on behalf of the Auditor General will not always be completed within one audit cycle. The Auditor General's forward programme is flexible and responsive to external change.
20. Work delivered during the year on behalf of the Auditor General is reported in the Annual Letter to the Council which is presented by the RM and the Appointed Auditor.

Performance Audit

21. The risks identified (locally and nationally) as part of the risk assessment are set out in Exhibit 3.

Exhibit 3: Performance Audit Work

Risk Based Performance Audit	
Risk	Key Question
The Council's housing repair function has received considerable attention in recent years, but the latest performance indicators continue to show that the service being provided to tenants remains unsatisfactory.	Do current developments suggest that there are sound prospects of a significant improvement in performance in the near future?
The introduction of the Medium Term Financial Strategy (MTFS) has started promisingly, but more remains to be done.	Is the implementation of the MTFS still on track?

<p>The Development Control function has recently been overhauled and members, through the Constitution Working Group, have reconsidered their approach. There are however proposals for further change in 2009.</p>	<p>Has there been an appropriate response to the planning issues previously raised by regulators?</p>
<p>The Council's consideration of its Housing Strategy is of major importance to its future role and will come to a conclusion in 2009. (Work to be undertaken jointly with Wales Audit Office – See Exhibit 4 below).</p>	<p>Has the Council determined its response on the basis of an appropriate review of the issues and to the agreed timetable? Are the Council's procedures and arrangements for implementing its housing strategy robust and effective and in compliance with Assembly Government guidance and statutory obligations for housing?</p>

Inspections

22. The areas for inspection work are set out in Exhibit 4.
23. As part of the UK Government initiative to streamline inspectorates the Wales Audit Office is undertaking the inspection of Housing and Council Tax Benefits (H&CTB) services. Any inspection activity will be fully funded from the Benefits Inspection grant.

Exhibit 4: Performance Inspection Work

Local Risk Based Performance Inspection	
Risk	Provisional key question
<p>The Council's consideration of its Housing Strategy is of major importance to its future role and will come to a conclusion in 2009. (Work to be undertaken jointly with PwC – See Exhibit 3 above).</p>	<p>Has the Council determined its response on the basis of an appropriate review of the issues and to the agreed timetable? Are the Council's procedures and arrangements for implementing its housing strategy robust and effective and in compliance with Assembly Government guidance and statutory obligations for housing?</p>
<p>The emerging local and partnership arrangements for the treatment and disposal of residual waste will need to ensure local and national waste minimisation, recycling and landfill reduction targets are met.</p>	<p>Is the delivery of waste management services in North Wales being effectively planned, managed and co-ordinated in a way likely to meet future challenges?</p>
<p>The Council's emerging Leisure Strategy will need to be based on a clear understanding of the market and agreed priorities for leisure provision and the use of existing facilities.</p>	<p>Is the Council planning effectively for and adopting good practice in the future provision of its leisure services? (This is a continuation of work included in the 2007/08 Regulatory Plan)</p>

The cost and environmental impact of energy use are increasingly significant risks.	Are the Council's energy and carbon reduction policies and strategies leading to measurable reduction in energy use and carbon emissions?
The Council is developing a joined-up approach to 'street scene' services that aims to provide an efficient, innovative, integrated and customer focussed service.	Is the Council's approach to 'street scene' services delivering the anticipated improved outcomes for the public? (This work will assess the effectiveness of the Council's innovative approach and act as a pilot for the results accountability approach being developed by the WAO).
The Joint Risk Assessment must be agreed annually between the Council and its regulators and inform the annual Improvement/Council Plan and the Regulatory Plan.	Has the Council effectively completed its annual updated risk assessment?
The Council is developing an Improvement Agreement with the Assembly Government that will include eight broad outcomes for the period 2008-2010.	What progress has the Council made towards achieving its Improvement Agreement outcomes?

Local government studies

24. The Auditor General has a duty to undertake studies that lead to recommendations for improving value for money in the discharge of functions, services and financial and other management in local government. The Auditor General's studies in local government will often, although not always, include all 22 unitary authorities and may form part of a wider cross-cutting or whole systems study.
25. Exhibit 5 below sets out the work to be delivered as part of the local government studies programme:

Exhibit 5: Local Government Studies

Making the Connections: asset management
Good Practice Exchange: Smarter Ways of Working
Good Governance

Certification of grant claims and returns

26. In carrying out work in relation to government grant claims and other returns, under paragraph 20 of Schedule 8 of the Government of Wales Act 2006, the Auditor General's Appointed Auditors act as agents of the Auditor General. The Auditor General is required to recover, in respect of each grant or return, an amount that covers the full cost of the relevant work undertaken.
27. Charges for this work will be based on the skill-related fee scales set out in the local government fee letter published by the Auditor General. The actual fees to be charged will be determined in discussion with you and will reflect the size, complexity and any particular issues in respect of the grants in question. Although

grant work fluctuates from year to year, based on past experience and the Council's current arrangements and procedures, we estimate that the total fee for grant work will be between £120,000 and £150,000. If improvements were to be made in line with our previous recommendations, we believe that the fee could be reduced. We will continue to discuss these improvements and their impact with officers.

Other Wales Audit Office work

28. The Wales Audit Office undertakes other work which will impact on councils as set out in Exhibit 6. This includes work undertaken as part of:
- the Auditor General's forward programme for the Audit Committee of the Assembly Government; and
 - bespoke work.

Exhibit 6: Auditor General's Forward Programme for the Audit Committee

Delayed Transfers of Care follow-through focused on Cardiff and Gwent health communities
Affordable housing
Roll-out of the 2007-2013 EU funding round
Nutrition in schools
Waste management follow-up

The work of other regulators

29. Estyn and the CSSIW also undertake work that may impact on councils. The nature of that work and the legislative powers supporting it are described in Appendix 2.
30. Exhibit 7 sets out the other regulatory activity which is currently known. This and other work which may arise will be included in updates of the Regulatory Calendar.

Exhibit 7: Other regulatory activity

Estyn	
Inspection of Strategic Management, Additional Learning Needs, Social Inclusion, Access and School Organisation and Support Services.	January 2009
CSSIW	
Fostering Service inspection	January 2009
Adoption Service inspection	TBC
Inspection of all registered services	Ongoing

Appendix 1

Regulatory Team

Name	Role	Phone	Email
Alan Morris – Wales Audit Office	Relationship Manager and Performance Engagement Partner	02920 320500 and 07818 427472	alan.morris@wao.gov.uk
Nigel Griffiths – Wales Audit Office	Performance Project Manager	02920 320500 and 07798 503065	nigel.griffiths@wao.gov.uk
Lynn Hine - PwC	Appointed Auditor	02920 802390 and 07740 023367	lynn.m.hine@uk.pwc.com
David Newman - PwC	Engagement Manager - Performance	0161 2474130 and 07718 582548	david.a.newman@uk.pwc.com
Dylan James - PwC	Engagement Manager – Financial Audit	0161 2474325 and 07834 250190	dylan.m.james@uk.pwc.com
Arwyn Thomas - Estyn	Regional Team Inspector	02920 446500 and 07795 520458	arwyn.thomas@estyn.gsi.gov.uk
Peter Graham - CSSIW	Regional Director	01352 707910	peter.graham@wales.gsi.gov.uk

Appendix 2

Roles and responsibilities

1. The office of the Auditor General was re-established under the Government of Wales Act 2006. From 1 April 2005, the Public Audit (Wales) Act 2004 extended the Auditor General's functions to include the appointment of external auditors for local government bodies, and for undertaking inspections under the WPI (under the 1999 Act).
2. The Wales Audit Office comprises the Auditor General and his staff. The Auditor General's inspection powers, and the role of the RM, are derived from the Local Government Act 1999 (the 1999 Act and additional guidance) as amended by the Public Audit (Wales) Act 2004 (the 2004 Act) and the Local Government and Public Involvement in Health Act 2007.

Appointed auditors

3. Appointed auditors must carry out audits that discharge the statutory duties placed upon them by the 1999 and 2004 Acts. The Auditor General publishes a Code of Audit and Inspection Practice (the Code) which prescribes the way in which auditors are to carry out their functions.
4. Under Section 7 of the Accounts and Audit (Wales) Regulations 2005, local government bodies in Wales are required to produce annual statements of accounts¹. The Assembly Government supplements these regulations with guidance to assist local government bodies in their operation of the accounting regime. That guidance is not intended to be part of the statutory framework but is an informal commentary and provides details of where generally recognised published codes setting out proper practice may be found.
5. Under Section 13 of the 2004 Act, local government bodies in Wales are required to ensure that their accounts are audited by one or more auditors appointed by the Auditor General under section 14 of the Act. Sections 17 and 23 of the Act require appointed auditors to examine and certify the accounts, satisfying themselves that:
 - the accounts are prepared in accordance with the Accounts and Audit (Wales) regulations;
 - the accounts comply with the requirements of all other statutory provisions applicable to them;
 - proper practices have been observed in the compilation of the accounts;

¹ These regulations are made by the Assembly under the statutory powers contained in section 39 of the 2004 Act.

- the audited body has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources; and
- the audited body has made such arrangements for collecting, recording and publishing information on standards of performance as are required by any direction under Section 47 of the Act.

Communication of audit matters with those charged with governance – ISA (UK and Ireland) 260

6. ISA (UK and Ireland) 260:
 - provides guidance on the communication of 'relevant matters relating to the audit' of financial statements between auditors, and those charged with governance of an audited body; and
 - requires the appointed auditor to report to those charged with governance (as distinct from management) certain matters before they give an opinion on the financial statements.
7. The appointed auditor will discharge the responsibility to report to those charged with governance by submitting reports to the Corporate Governance Committee and where necessary to the Cabinet in a timely manner, prior to the completion of audit.

Relationship Managers

8. The Auditor General's inspection powers are set out in the Local Government Act 1999 (the 1999 Act). The 1999 Act also requires each local authority to prepare and publish a Best Value Performance Plan (known in Wales as an Improvement Plan). The Assembly Government's Circular 28/2005 sets out how the WPI should be implemented, including the role of the RM.

Other regulators

9. The principal functions and powers under which CSSIW operates are contained in Chapter 6 of the Health and Social Care (Community Health and Standards) Act 2003.
10. Estyn normally agrees in advance with each council the focus and timing of education service inspections under Section 38 of the Education Act 1997. The details of these inspections are shared with the RM and are set out in the first version of the regulatory plan at the beginning of the financial year. Estyn also has powers established under the Education Act 2005 and Section 86 of the Learning and Skills Act 2000.

11. Other Estyn inspections which may involve council provision are carried out under the Learning and Skills Act 2000, the Teaching and Higher Education Act 1998 and an agreement between Estyn and Jobcentre Plus. The period of notice for these inspections has been established by agreement between Estyn and the service providers in each sector. As this period is often quite short (normally three months), it is not possible to publish at the beginning of the financial year details of any inspections for which the provider has not received notification. In these cases, as soon as the provider is notified of the inspection the details will be made available to Wales Audit Office, who will update the regulatory calendar accordingly.



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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 14

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **IMPROVEMENT AGREEMENT - PROGRESS**

1.00 PURPOSE OF REPORT

1.01 To agree the detailed contents (actions and targets) of the draft Improvement Agreement for submission to the Welsh Assembly Government by the due deadline.

2.00 BACKGROUND

2.01 All Councils are required to agree an Improvement Agreement with the Welsh Assembly Government during 2008/09 to access the national Improvement Agreement Grant. The prospectus for these revised agreements was provided to the Executive at its 5 August meeting.

2.02 The Improvement Agreement Grant replaces the former Performance Incentive Grant and equates to an income stream of £1.49M per year over a three year period.

2.03 Each Improvement Agreement will have the following:

- the four over-arching **strategic themes** of the One Wales policy document
- each strategic objective being aligned with a number of **broad outcomes**
- each broad outcome utilising a number of **sources of evidence** which describe progress towards that outcome.

2.04 The Council's proposed Improvement Agreement has been developed on the basis of the outcomes determined by the Executive at its meeting on 6 January following the consultation with the respective Overview and Scrutiny Committees in November.

3.00 CONSIDERATIONS

3.01 The four strategic themes and eight outcomes selected for the agreement are:

A Healthy, Fair and Just Society - Adults

- Helped to Live in the Community

- Provision of Facilities at Home

A Healthy, Fair and Just Society - Children

- Improving Educational Attainment
- Provision of Care

Sustainable Communities

- Reducing our Carbon Footprint
- Housing Matters

A Prosperous, Cultural and Diverse Society

- Ensuring a High Skills Base
- Supporting Local Businesses

3.02 The development of the Improvement Agreement (attached as Appendix 1) has been undertaken with Directors and Directorate Management Teams in order to develop an Agreement which concentrates on improvement in service delivery.

3.03 The detailed performance targets and milestones to support the delivery of the Improvement Agreement are not based solely on performance indicator data but on a range of evidence about local services and satisfaction with them. This supporting data includes the following:

- Performance indicators (whether statutory, core or local);
- Satisfaction data: citizen surveys, views of citizens' panels and similar, numbers of complaints etc.;
- Service usage levels;
- Audit, regulatory and inspection findings;
- Recognition by an acknowledged external award or accreditation scheme;
- Completion of a project or programme (eg the construction of a new amenity);
- Introduction of a new means of service access or delivery.

3.04 There are a number of Improvement Agreement measures which will require the continuation of existing funding streams e.g. Occupational Therapy support for Disabled Facilities Grants and Telecare funding in order for the targets to be met. This is being considered as part of the budget process for 2009-10.

3.05 The draft Improvement Agreement is being shared with the Welsh Assembly Government, and the Wales Audit Office (WAO) who are involved in assuring the Agreement. WAO will comment upon the reasonableness, rigour and the

coherence with the priorities within the Strategic Assessment of Risks and Challenges of the Agreement.

- 3.06 Following endorsement of the Improvement Agreement by the Welsh Assembly Government it will be reported back to Executive and to Scrutiny Committee to inform their Forward Work Programmes.

4.00 RECOMMENDATIONS

- 4.01 Members are asked to agree the detailed contents (actions and targets) of the Improvement Agreement for submission to the Welsh Assembly Government by the due deadline.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There are no direct financial implications implicit within this report although dependent upon the nature of the final agreement there could be future implications for the grant received for 2009/10 and 2010/11.

6.00 ANTI POVERTY IMPACT

- 6.01 There are no direct anti poverty implications within this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 There are no direct anti poverty implications within this report.

8.00 EQUALITIES IMPACT

- 8.01 There are no direct environmental implications within this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 There are no direct personnel implications within this report.

10.00 CONSULTATION REQUIRED

- 10.01 The final Improvement Agreement will be notified to Overview and Scrutiny Committees in order to inform their Forward Work Programmes.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Strategic Management Team have been involved in the formulation of the contents.

12.00 APPENDICES

- 12.01 Appendix 1: Improvement Agreement

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS

Executive report 29 October 2008

Contact Officer: Karen Armstrong
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E-Mail: karen_armstrong@flintshire.gov.uk

IMPROVEMENT AGREEMENT

FINAL DRAFT

The Council's Improvement Agreement with Welsh Assembly Government is attached.

A few areas are being fine-tuned. These are identified below and the final version will be provided to Members at the Executive meeting.

A Healthy, Fair and Just Society – Adults helped to Live in the Community

Ref: IA 1.1 Establish the baseline of the number of people accessing meaningful occupation (under 65's only).

Ref: IA 1.1 Local Indicators: establish if % can be applied as opposed to 'rate per 1,000.'

A Healthy, Fair and Just Society – Children Provision of Care

Ref: IA 2.2 Develop a listening and learning approach to the outcomes of placement disruption meetings.

Sustainable Communities – Reducing our Carbon Footprint

Ref: IA 3.1 Private Housing Stock Ensure we improve the energy efficiency of homes within the private sector through a partnership with an external service provider by increasing the number of homes with :
Renewable installations by 2 in year 1 and by 6 in year 2

Sustainable Communities – Housing Matters

Ref: IA 3.2 HLS /010b – The average number of calendar days taken to complete urgent repairs.

A Prosperous, Cultural & Diverse Society – Supporting Local Businesses

Ref: IA 4.2 Develop targets for increasing satisfaction levels over by 5% per year over baseline identified in 2009/10

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	A Healthy, Fair and Just Society - Adults Helped to Live in the Community	Reference	IA 1.1
Primary Lead	Director of Community Services Susan Lewis	Tel: 01352 702500 Email: susan.lewis@flintshire.gov.uk	
Secondary Lead	Head of Social Services – Adults Maureen Mullaney	Tel: 01352 702502 Email: maureen.mullaney@flintshire.gov.uk	
Executive Member	Executive Member for Social Services Cllr. Carol Ellis	Tel: 01244 544906 Email: carol.ellis@flintshire.gov.uk	
The Improvement Imperative	<i>What are we trying to improve?</i> <ul style="list-style-type: none"> Improve general health and wellbeing of those eligible for social services as well as promoting and maintaining their independence. 		
Current Strengths	<ul style="list-style-type: none"> Key Ring Initiative – supporting people funded housing related support for adults with learning disabilities. Number of days taken to deliver equipment. Rate of delayed transfers of care. Reablement 		
Areas for Improvement and Key Risks	<i>Based on our Strategic Assessment of Risks and Challenges</i> <ul style="list-style-type: none"> Demographic profile of Flintshire – increase of older people in the community, those with profound and multiple disabilities and complex health needs, people with mental illness and substance misuse issues. SARC - CL05 - Social Care for Older People Carers are acknowledged, recognised and provided with appropriate services SARC - CD25 - Direct Payments 		
Improvements Planned	<i>Planned actions and key milestones:</i>	2008/09	2009/10
1. Key Milestones	Establish the baseline of the number of people accessing meaningful occupation (under 65's only).		<i>May 2009</i>
	Increase the number of people in accommodation with support from 110 to 172.		<i>December 2009</i>
	Complete the self directed support pilot.		<i>December 2010</i>
	Implementation of specialist dementia pilot.		<i>September 2009</i>
	Opening of Resource Centre for younger people with dementia.	<i>November 2008</i>	
	Opening of first extra care scheme for older people in Shotton.	<i>February 2009</i>	
	Develop plans for second extra care scheme for older people in Mold.		<i>November 2009</i>
	Commence pilot of mainstreaming of the Reablement Service within West Flintshire.		<i>April 2009</i>
	Baseline audit of customer satisfaction surveys.		<i>September 2009</i>

Improvements Planned	<i>Key indicators and targets:</i>			Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
2. Key Indicators	SCA/007 - The percentage of clients with a care plan on 31 March whose care should have been reviewed that were reviewed in the year.			78%	80%	85%
	Local Indicators					
	The rate of people with a learning disability clients aged 18 to 64 who are supported in the community during the year per 1000 population aged 18-64.			3.4	3.5	3.6
	The rate of people with a physical disability and/or sensory impairment (PDSI) aged 18 to 64 who are supported in the community during the year per 1000 population aged 18-64.			4.2	4.3	4.4
	The rate of people with mental health illness aged 18 to 64 who are supported in the community during the year per 1000 population aged 18-64.			2.3	2.5	2.6
	Increase the number of people using direct payments from 100 to 120 (March 2009) and to 144 by March 2010 (20% per year).			100	120	144
The number of new carers identified in the period who were offered an assessment in their own right.				<i>Baseline</i>	<i>TBC after baseline established</i>	
Signposts	<i>Key strategies</i> <ul style="list-style-type: none"> • National Strategic Framework for Older People • Health Social Care & Well Being • Supporting People operational plan • Carers Strategy 					
Executive Approval	Date		Primary Lead Signature			

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	1. A Healthy, Fair and Just Society - Adults Provision of Facilities at Home	Reference	IA 1.2
Primary Lead	Director of Community Services Susan Lewis	Tel: 01352 702500 Email: susan.lewis@flintshire.gov.uk	
Secondary Lead	Head of Housing Maureen Harkin	Tel: 01352 703800 Email: maureen.harkin@flintshire.gov.uk	
Executive Member	Executive Member for Housing Strategy & Planning Cllr. Patrick Heesom	Tel: 01745 856946 Email: patrick.heesom@flintshire.gov.uk	
	Executive Member for Social Services Carol Ellis	Tel: 01244 544906 Email: carol.ellis@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i></p> <ul style="list-style-type: none"> Enabling independence and improving quality of life through the delivery of adaptations and equipment. Establish the Telecare Service as a mainstream service. Improve the way we support people in the community. 		
Current Strengths	<ul style="list-style-type: none"> Joint working arrangements between housing and social services in relation to assessment services and contractor arrangements. Clarity of vision in relation to service development as a result of recent restructuring of the Council. Service has a high profile with elected Members. Progress made in the improvement of delivery of adaptations. Implementation and roll out of Telecare in operational services. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges</i></p> <ul style="list-style-type: none"> Delivery of DFGs and minor adaptations. Ability to respond to the demand. SARC – CD26 – Disabled Facilities Grants 		
Improvements Planned	Planned actions and key milestones:	2008/9	2009/10
1. Key Milestones	<p>Agreement of Committee to introduce £5,000 limit on discretionary grant on a pilot basis for one year. This is designed to improve the time taken to approve and carry out work resulting in shorter waiting times for completion.</p> <p>Improve performance management of external contractors in the delivery of grants by setting targets for starting of grant works, (commence work within 8 weeks of approval for non urgent applications and 4 weeks for urgent applications).</p> <p>External audit of telecare assessment and effectiveness of equipment provided.</p> <p>Achieve TSA (Telecare Services Association) accreditation in the Carelink Service</p> <p>Merge of Telecare and Carelink Services</p> <p>Reduce 'perceived' disparity in delivery of adaptations to local authority tenants and private dwellings by assessing and consolidating measurement techniques. (see # below)</p>	<p>January 2009</p>	<p>April 2009</p> <p>April 2009</p> <p>March 2010</p> <p>March 2010</p> <p>August 2009</p>

Improvements Planned 2. Key Indicators	<i>Key indicators and targets:</i>			Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
	PSR/002 The average calendar days taken to deliver a Disabled Facilities Grant.			607 calendar days	500 calendar days	400 calendar days
	PSR/003 The average number of calendar days taken to deliver an adaptation for a local authority tenant where the DFG process is not used.			31.68 calendar days	25 calendar days	20 calendar days
	PSR/006 The average number of calendar days taken to deliver low cost adaptation works in private dwellings where the DFG process is not used.			184 calendar days	140 calendar days	100 calendar days
Local Indicators						
Reduce the time taken to complete a DFG Application. (This PI relates solely to the application part of the DFG process and is measured using median figures).			N/A	67.2 days (median)	61 days (median)	
<i>* Includes Improvement Targets as categorised by FCC</i>						
Signposts	<i>Key strategies</i>					
	<ul style="list-style-type: none"> • Private Sector Renewal Strategy • Health Social Care & Well Being Strategy • Telecare Strategy • National Service Framework for Older People 					
Executive Approval	Date		Primary Lead Signature			

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	A Healthy, Fair and Just Society - Children Improving Educational Attainment	Reference	IA 2.1
Primary Lead	Director of Lifelong Learning Ian Budd	Tel: 01352 704010 Email: ian.budd@flintshire.gov.uk	
Secondary Lead	Head of Development & Resources Kim Garcia	Tel: 01352 704011 Email: kim.garcia@flintshire.gov.uk	
	Head of School Services Elwyn Davies	Tel: 01352 704012 Email: elwyn.davies@flintshire.gov.uk	
Executive Member	Executive Member for Education & Youth Cllr. Nigel Steele-Mortimer	Tel: 01745 854452 Email: nigel.steele-mortimer@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i> Directly and indirectly improve attainment and the experiences of children in Flintshire Schools by:</p> <ul style="list-style-type: none"> • completion of the Education Asset Management Plan (EAMP) ensuring compliance with our Statutory Duty and the creation of improved database of school condition and suitability for the School Modernisation Strategy; • improving special school provision, fit for future and appropriate teaching and curriculum needs for future cohorts of special school children; and • providing direct support to schools. 		
Current Strengths	<ul style="list-style-type: none"> • Good progress being achieved on EAMP; • On target to complete and open two new Special Schools by September 2009; • Compendium of School Support; and • Primary and Secondary Strategies for School Improvement. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges</i></p> <ul style="list-style-type: none"> • SARC - CD20 - School Buildings • SARC - CD21 - School Modernisation 		

Improvements Planned 1. Key Milestones	<i>Planned actions and key milestones:</i>		2008/09	2009/10	
	Completion of the FCC Education Asset Management Plan (including submission to Welsh Assembly Government) and FCC Fit for Purpose Guidance for use in development of a draft School Modernisation Strategy covering short and longer term capital investment into educational establishments. To carry out consultation on the draft School Modernisation Strategy in 2009.			<i>March 2009</i>	
	Implementation of the compendium of school support to aid school improvement.		<i>November 2008</i>	<i>First review to be completed September 2010</i>	
	To develop and implement an action plan to address recommendations made relating to management and accommodation following PRU Inspection, resulting in endorsement of PRU Inspection Action Plan by Estyn.			<i>July 2009</i>	
	Investment in Special School provision through the completion of two new special schools build, resulting in children and staff successfully transferred to their new sites.			<i>September 2009</i>	
Completion and submission to the Welsh Assembly Government of the Education Asset Management Plan in 2009 and completion of the draft School Modernisation Strategy, consultation period and reporting of findings to FCC Executive in 2009.			<i>May 2009</i>		
Improvements Planned 2. Key Indicators	<i>Key indicators and targets:</i>		Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
	EDU011 – The average point score for pupils aged 15 as at the preceding 31 st August, in schools maintained by the local authority.		329.8	356	TBC
	EDU009a – The average number of school days that permanently excluded pupils did not receive an offer of full time appropriate education provision during the academic year. <i># It is know that the 30 schools days target set for 2008/09 is unlikely to be achieved and therefore the 30 day target is to be carried over for 2009/10.</i> <i>* Includes Improvement Targets as categorised by FCC</i>		33.4 School Days	30 School Days	30 School Days #
Signposts	<i>Key strategies</i> <ul style="list-style-type: none"> School Modernisation Strategy Primary and Secondary Strategies for School Improvement 				
Executive Approval	Date		Primary Lead Signature		

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	A Healthy, Fair & Just Society - Children Provision of Care	Reference	IA 2.2
Primary Lead	Director of Community Services Susan Lewis	Tel: 01352 702500 Email: susan.lewis@flintshire.gov.uk	
Secondary Lead	Head of Children's Services Carol Salmon	Tel: 01352 702504 Email: carol.salmon@flintshire.gov.uk	
Executive Member	Executive Member for Social Services Carol Ellis	Tel: 01244 544906 Email: carol.ellis@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i></p> <ul style="list-style-type: none"> To improve the timeliness of assessment and review processes for children and young people. Improve the care management of Looked After Children 		
Current Strengths	<ul style="list-style-type: none"> Service access arrangements. Some improvements in assessment practice. Some improvements in care management and review. Improved performance monitoring and scrutiny process. An increased range of options and choices for service users and carers. The amalgamation of the Family Support and Adolescent Strategy Teams. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges</i></p> <ul style="list-style-type: none"> SARC - CD23 - Children out of County Care & Education 		
Improvements Planned 1. Key Milestones	<p><i>Planned actions and key milestones:</i></p> <p>Improvement Objective A Review, revise and implement effective systems for improving the timeliness of initial assessments within the Children's Integrated Disability Service.</p> <p>ICS compliant documents for the recording of Children in Need Plans and Reviews used in all service areas.</p> <p>Following the implementation of the new Social Care Client Information System (PARIS), ensure that systems are in place to enable team managers to effectively monitor the timely completion of Children in Need Plan Reviews.</p> <p>Following a response by the CSSIW to the All Wales Review of Safeguarding Arrangements, develop an action plan to implement any recommendations.</p> <p>Complete a consultation on alternative structural delivery models for front line services in Social Services for Children.</p> <p>Improvement Objective B</p>	2008/09	2009/10
			30/06/09
			31/04/09
			30/09/09
			31/03/10
			31/03/10

	<p>Following the implementation of the new Social Care Client Information System (PARIS), ensure that systems are in place to enable Fieldwork Team Managers to effectively monitor the timely completion of statutory visits.</p> <p>Undertake a consultation with parents of looked after children to inform the planning of further improvements in the care management of looked after children.</p> <p>Develop a listening and learning approach to the outcomes of placement disruption meetings.</p> <p>Review and revise the processes for undertaking exit interviews with looked after children at the end of a placement.</p> <p>Hold an open day to provide students undertaking a social work degree with information on career opportunities within Social Services for Children.</p>		30/09/09	
			30/09/09	
			30/09/09	
			31/03/10	
			31/03/10	
Improvements Planned 2. Key Indicators	<p><i>Key indicators and targets:</i></p> <p>SCC/008a - The percentage of initial assessments completed within 7 working days.</p> <p>SCC/008b - The average time taken to complete initial assessments that took longer than 7 working days.</p> <p>SCC/016 - The percentage of review of child in need plans carried out in accordance with the statutory timetable. (Please note the baseline based on a small sample which excluded children with a disability).</p> <p>SCC/025 - The percentage of visits to Looked After Children due in the year that took place in accordance with regulations.</p> <p><i>* Includes Improvement Targets as categorised by FCC</i></p>	<p>Baseline 2007/08</p> <p>77.5%</p> <p>14.8 Days</p> <p>88.2%</p> <p>77.6%</p>	<p>Year 1 2008/09</p> <p>85%</p> <p>12 Days</p> <p>75%</p> <p>85%</p>	<p>Year 2 2009/10</p> <p>87%</p> <p>11 Days</p> <p>80%</p> <p>90%</p>
Signposts	<p><i>Key strategies</i></p> <p>Improvement Objective A</p> <ul style="list-style-type: none"> Children and Young People's Plan 2008 – 11 Social Services for Children Business Improvement Plan 2007 – 2009 <p>Improvement Objective B</p> <ul style="list-style-type: none"> Children and Young People's Plan 2008 – 11 Corporate Parenting Strategy Social Services for Children Business Improvement Plan 2007 – 2009 			
Executive Approval	Date		Primary Lead Signature	

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	Sustainable Communities Reducing our Carbon Footprint	Reference	IA 3.1
Primary Lead	Director of Environment Carl Longland	Tel: 01352 704500 Email: carl.longland@flintshire.gov.uk	
Secondary Lead	Head of Technical Services Neal Cockerton	Tel: 01352 703169 Email: neal.cockerton@flintshire.gov.uk	
Executive Member	Executive Member for Environment Cllr. Tony Sharps	Tel: 01244 830109 Email: tony.sharps@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i> Reducing our Carbon (CO₂) Emissions in:</p> <ul style="list-style-type: none"> i.) Our Council Buildings ii.) Council Housing Stock iii.) Private Housing Stock 		
Current Strengths	<ul style="list-style-type: none"> • Strong Member support, including Policy and Resources Scrutiny Committee Task & Finish Groups on climate change impacts of Council buildings • Energy Policy. • Environment Policy that requires the Authority to manage carbon. • Attainment of Green Dragon Level 3 – for which carbon needs to be reported on annually. • Council commitment to achieve 60% carbon reduction by 2021. • Installation of renewables at Council Sites: <ul style="list-style-type: none"> ○ Air Source Heat Pump ○ Ground Source Heat Pumps ○ Solar Thermal (hot water) system • Photo-voltaic arrays. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges and Audit /Inspection</i></p> <ul style="list-style-type: none"> • Challenges associated with climate change including increasing energy costs. • Improvement to energy / CO₂ monitoring and reporting systems to meet challenges of Carbon Reduction Commitment and carbon trading. • Climate Change Strategy being developed under Community Plan. • Aiming to become an Energy Efficiency Accredited Authority (May/June 09). • Pilot project for Changing Climate, Changing Places Adaptation Plan • Embed energy awareness and energy reduction throughout the Authority • SARC - CL08 - Climate Change & Flood Risk Management • SARC – CD01 Energy 		

Improvements Planned 1. Key Milestones	<i>Planned actions and key milestones:</i>		2008/09	2009/10	
	Our Council Buildings				
	Display Energy Certificates (DECs) for all appropriate Council buildings with floor area > 1,000 m ²		31.03.09		
	Improve energy efficiency, where targeted investment is made to ensure a minimum 15% improvement in building's energy performance (i.e. move up a band on DECS)			31.03.10	
	Implementation of monitoring system within County Buildings from 120 to 150 in year 2			31.03.10	
	Council Housing Stock				
Improve energy efficiency of the Council Housing stock by increasing the number of homes with:					
<ul style="list-style-type: none"> Loft insulation by 350 in year 1, and complete all remaining in year 2 		31.03.09	31.03.10		
<ul style="list-style-type: none"> Cavity wall insulation by 250 in year 1 and complete all remaining in year 2 		31.03.09	31.03.10		
Solid Wall properties					
Identify solid wall properties in year 2 and assess and develop a strategy to address the insulation of these properties in by March 2011.			31.03.10		
Private Housing Stock					
Ensure we improve the energy efficiency of homes within the private sector through a partnership with an external service provider by increasing the number of homes with :					
Renewable installations by 2 in year 1 and by 6 in year 2		31.03.09	31.03.10		
Improvements Planned 2. Key Indicators	<i>Key indicators and targets:</i>		Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
	Increase the average SAP rating in the council housing stock.		61.51	62.76	64.01
		* Includes Improvement Targets as categorised by FCC			
Signposts	<i>Key strategies</i>				
	Wales				
<ul style="list-style-type: none"> One Wales Wales Environment Strategy Sustainability Action Plan Welsh Housing Quality Standard 					
Flintshire					
<ul style="list-style-type: none"> Community Plan Strategic Assessment of Risks and Challenges Improvement Plan Green Dragon –EMS (Environmental Management System) Environment Policy Energy Policy Asset Management Plan 					
Executive Approval	Date		Primary Lead Signature		

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	Sustainable Communities Housing Matters	Reference	IA 3.2
Primary Lead	Director of Community Services Susan Lewis	Tel: 01352 702500 Email: susan.lewis@flintshire.gov.uk	
Secondary Lead	Head of Housing Strategy and Services Maureen Harkin	Tel: 01352 703305 Email: maureen.harkin@flintshire.gov.uk	
Executive Member	Executive Member for Housing Cllr. Helen Yale	Tel: 01352 703305 Email: helen.yale@flintshire.gov.uk	
	Executive Member for Housing Strategy & Planning Cllr. Patrick Heesom	Tel: 01745 856946 Email: patrick.heesom@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i> Improve the performance of core housing functions in relation to:</p> <ul style="list-style-type: none"> • allocations and empty (void) properties • housing repairs and maintenance 		
Current Strengths	<ul style="list-style-type: none"> • New senior management appointed to service area giving clarity of purpose and direction • Void budget established and well resourced at £3,500 per property • Maintained investment in Flintshire County Council's housing stock aimed at improving quality of council homes with a focus on improving fuel efficiency and thereby sustaining tenancies in high deprivation areas. • Diagnostic reporting implemented December 2008 • Implementation of new schedule of rates – phase 1 complete. 		
Areas for Improvement and Key Risks	<p><i>Key Risks</i></p> <ul style="list-style-type: none"> • Amend operational procedures to ensure a consistent approach to void management • Ability to effectively manage performance in relation to void management, including development of appropriate monitoring systems <ul style="list-style-type: none"> • SARC - CD12a - Housing Strategy • SARC - CD12b - Housing Management • SARC - CD12c - Housing Repairs and Maintenance Services 		

Improvements Planned 1. Key Milestones	Agreement of committee to new policy and procedures on voids including minimum lettable standard.		2008/09	2009/10
	Improved performance management of contractors and in-house team in relation to voids by reducing the current targets for completing work to void properties for: priority V1 voids from 10 calendar days to 8; priority V2 voids from 30 calendar days to 28 and priority V3 voids from 60 calendar days to 58.		<i>February 2009</i>	<i>September 2009</i>
	Adoption of a minimum lettable standard for transparency of both service users and maintenance staff.		<i>February 2009</i>	
	Improve the quality of void properties returned by contractors and the in-house team. See key indicators (local measure)			<i>May 2009</i>
	A number of local targets to be established for voids management, particularly in relation to achievement of repair timescales.			<i>May 2009</i>
	Introduction of a number of allocation policy changes that will impact on the void process e.g. sign up arrangements and suspension after two offers.		<i>March 2009</i>	
	Implementation of Schedule of Rates (Phase 2).			<i>May 2009</i>
Introduction of Mobile Working (trackers on vehicles) to improve response and productivity times.		<i>February 2009</i>		
Improvements Planned 2. Key Indicators		Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
	<ul style="list-style-type: none"> HLS/009a - Reduction in void turnaround time from 103.6 to 64 calendar days by 2011. 	<i>103.6 Calendar Days</i>	<i>96 Calendar Days</i>	<i>89 Calendar Days</i>
	<ul style="list-style-type: none"> HLS /010a – The average number of calendar days taken to complete emergency repairs. 	<i>0.92 Calendar Days</i>	<i>1 Calendar Days</i>	<i>0.5 Calendar Days</i>
	<ul style="list-style-type: none"> HLS /010b – The average number of calendar days taken to complete urgent repairs. 	<i>16.68 Calendar Days</i>	<i>7 Calendar Days</i>	<i>10 Calendar Days</i>
	<ul style="list-style-type: none"> HLS /010c – The average number of calendar days taken to complete non urgent repairs. 	<i>88.94 Calendar Days</i>	<i>50 Calendar Days</i>	<i>45 Calendar Days</i>
	<ul style="list-style-type: none"> Local measure – The number of void properties achieving zero defects on work undertaken (baseline 2009/10) 	<i>N/A</i>	<i>N/A</i>	<i>Baseline</i>
Signposts	Key Strategies <ul style="list-style-type: none"> Local Housing Strategy Homelessness Strategy Private Sector Housing Renewal policy Flintshire Regeneration Strategy Empty Homes Strategy 			
Executive Approval	Date		Primary Lead Signature	

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	A Prosperous, Cultural & Diverse Society Ensuring a High Skills Base	Reference	IA 4.1
Primary Lead	Director of Lifelong Learning Ian Budd	Tel: 01352 704010 Email: ian.budd@flintshire.gov.uk	
Secondary Lead	Head of School Services Elwyn Davies	Tel: 01352 704012 Email: elwyn.davies@flintshire.gov.uk	
Executive Member	Executive Member for Education & Youth Cllr. Nigel Steele-Mortimer	Tel: 01745 854452 Email: nigel.steele-mortimer@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i> Improve educational attainment through:</p> <ul style="list-style-type: none"> • increasing the number of learners achieving Level 1 & 2 thresholds, (Level 1 Threshold = equivalent of 5 A* - C grade GCSE's, Level 2 Threshold = equivalent of 5 A* - G grade GCSE's and • decreasing the number of school leavers leaving education without a formal qualification. 		
Current Strengths	<ul style="list-style-type: none"> • Secondary Strategy for School Improvement. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges</i></p> <ul style="list-style-type: none"> • SARC - CL12 - Skills Needs of Employers • SARC - CL09 - Economic Regeneration Strategy 		
Improvements Planned 1. Key Milestones	<i>Planned actions and key milestones:</i>		2008/09
	Completion of Transformation Education and Training Provision in Wales – Delivering Skills that Work for Wales Outline Strategic Plan and progression made on implementation and attainment of Band C, with progression outlined to reach Band A by 2012. Ensuring that training and education is delivered through a fully integrated partnership between schools, Further Education Institutions, Higher Education Institutions and other post -16 providers.		<i>All schools offering 24 courses by September 2009</i>
	Assist Schools to make an informed decision about the potential introduction to the Welsh Baccalaureate Qualification (WBQ) for all pupils.		<i>All schools informed by September 2009</i>
	We will prepare a Regeneration Strategy for Flintshire, which will include actions to address economic inactivity, low skills and areas of deprivation.		<i>31/03/10</i>
We will support the submission of a minimum of 6 bids for European funding that aim to assist people in: becoming economically active; accessing training; and entering and sustaining employment.			<i>31/03/10</i>

Improvements Planned 2. Key Indicators	<i>Key indicators and targets:</i>			Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
	EDU/002bi - The percentage of all pupils in any local authority maintained school, who attain the age of 16 during the school year and leave compulsory education, training or work based learning without an approved external qualification. * Includes Improvement Targets as categorised by FCC			1.53	0.92	0.50
Signposts						
<i>Key strategies</i> <ul style="list-style-type: none"> • Secondary Strategy for School Improvement • 14-19 Annual Network Development Plan 						
Executive Approval						
Date			Primary Lead Signature			

Flintshire County Council Improvement Agreement

Improvement Agreement Outcome	A Prosperous, Cultural & Diverse Society Supporting Local Businesses	Reference	IA 4.2
Primary Lead	Director of Environment Carl Longland	Tel: 01352 704500 Email: carl.longland@flintshire.gov.uk	
Secondary Lead	Head of Public Protection Paul McGreary	Tel: 01352 703413 Email: paul.mcgreary@flintshire.gov.uk	
	Head of Regeneration Dave Heggarty	Tel: 01352 703203 Email: dave.heggarty@flintshire.gov.uk	
Executive Member	Executive Member for Regeneration & Tourism Cllr. Mel Higham	Tel: 01352 757727 Email: mel.higham@flintshire.gov.uk	
	Executive Member for Leisure & Public Protection Cllr. Dennis Hutchinson	Tel: 01244 543907 Email: dennis.hutchinson@flintshire.gov.uk	
The Improvement Imperative	<p><i>What are we trying to improve?</i></p> <ul style="list-style-type: none"> The small business sector in Flintshire is too small, relative to the size of our economy. We need to increase both the rate of small start up and of SME survival to a level nearer the national average (Flintshire rate of business start up is 32 per 10,000 population against a UK figure of 44). To do this we will provide a high quality and comprehensive business support service, focusing on new business start-ups and existing SMEs which reduces regulatory burdens, improves business competitiveness and compliance and promotes higher standards of trading in the fields of community, health and environmental protection. This will be done by building on our existing philosophy of a 'one stop shop' approach, where local business can access the widest range of Council and other advisory services. We will develop methodology for measuring and improving satisfaction rates for businesses using the service. 		
Current Strengths	<ul style="list-style-type: none"> We have a substantial portfolio of commercial property, together with a large number of business tenants. The Council's regulatory and business advocacy roles bring it into regular contact with the local business community and it possesses a high level of local economic intelligence. Whilst excellent services are provided by Public Protection and Regeneration officers, there is greater scope to develop a more coherent, integrated and holistic and multi-agency/service approach to business support and regulatory compliance. High levels of skills and knowledge exist within the business support functions of Public Protection and Regeneration which could be used to provide a range of innovative, high quality services to new businesses, in particular bringing together traditional business support with help to reduce the impact of complex regulation, increasing the birth rate of businesses and expansion of SMEs. Flintshire aspires to be a 'Business Friendly County'. 		
Areas for Improvement and Key Risks	<p><i>Based on our Strategic Assessment of Risks and Challenges</i></p> <ul style="list-style-type: none"> Opportunities exist for developing web-based business briefing material targeted at specific business sectors, reducing the need for businesses to source material from a range of different agencies and services. Improving access to specialist advice and support can help businesses 'get things right first time', reducing operating costs and supporting business efficiency. Improving access to advice and response times would also deliver significant benefits to new and existing businesses. SARC - CL09 - Economic Regeneration Strategy SARC - CL10 - County Town Network Regeneration & Protection 		

Improvements Planned 1. Key Milestones	Planned actions and key milestones: Develop and publish web-based business briefing material in September 2009. Consultation exercise to identify levels of service expectation and measurement of baseline satisfaction levels to commence November 2009. Programme of events with Business Studies students at High Schools and colleges to encourage entrepreneurial activity and raise awareness of business support services to future potential entrepreneurs. Approval of Knowledge Transfer Partnership (KTP) bid for the Small Business Strategy to be prepared over a two year period in partnership with Manchester Business School Define a project plan for the KTP to include a review the efficiency and effectiveness of current business support.		2008/09	2009/10	
			<i>November 2008</i>	<i>September 2009</i> <i>November 2009</i> <i>November 2009</i> <i>March 2009</i> <i>September 2009</i>	
Improvements Planned 2. Key Indicators	Key indicators and targets: Identify baseline expectations for key business sectors utilising SERVQUAL methodology to assess satisfaction levels of support to businesses and reduce consumer risks 2009/10. Develop targets for increasing satisfaction levels over by 5% per year over baseline identified in 2009/10 <i>* Includes Improvement Targets as categorised by FCC</i>		Baseline 2007/08	Year 1 2008/09	Year 2 2009/10
					<i>Quantify Baseline</i>
Signposts	Key strategies <ul style="list-style-type: none"> • Flintshire Economic Regeneration Strategy (in preparation) • Small Business Strategy (Awaiting approval of bid) • Public Protection Service Strategy and Outcomes Framework 				
Executive Approval	Date		Primary Lead Signature		

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 15

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **SUPPORTING PEOPLE OPERATIONAL PLAN 2009-10**

1.00 PURPOSE OF REPORT

1.01 To seek Executive approval for the Supporting People Operational Plan 2009/10.

2.00 BACKGROUND

2.01 A previous report to Executive in November 2008 provided an update about the Supporting People Programme. The report detailed some key changes that have been implemented and provided a vision for the delivery of Supporting People Services in Flintshire. The Supporting People Operational Plan provides the operational detail for the vision.

2.02 The Supporting People Operational Plan is a requirement of the Welsh Assembly Government. The plan is developed by the Supporting People Team and overseen by the Supporting People Planning Group.

2.03 The plan outlines the current position, assesses needs and identifies gaps and priorities for development. At a local level, the Plan sets out the agenda for Supporting People for the year ahead and it is clear there is a lot of further work in terms of assessing need and supply which will feed into future plans and a longer term strategy.

3.00 CONSIDERATIONS

3.01 The Plan is in a number of sections as set out below.

3.02 The Introduction section includes the following areas:

- an overview of the demography of Flintshire
- the amended administration arrangements for the Supporting People Programme
- the strategic links between Supporting People and other key strategies and plans
- an overview of the local and national influences affecting Supporting People

- results of the consultation process and proposed response
- 3.03 The largest section of the plan is the Client Groups section. This section looks at each client group covered by Supporting People and carries out an analysis including need, supply, links to strategies and stakeholder feedback. Each client group has a brief action plan which feeds into a Supporting People action plan that is cross referenced to the Work Plan.
- 3.04 The Funding Analysis section provides an opportunity to look at where the grant is currently invested. A breakdown has been provided by client group and by policy area.
- 3.05 Section 4 is the 'Work Plan for 2008-10' and lists the achievements and developments to date and future implementation issues. There is a clearly detailed list of tasks which will be reviewed when producing the next Supporting People Operational Plan. Section 4 is attached at Appendix 1.
- 3.06 The most important section of the plan is section 5, 'The Proposals for Future Developments'. This section details the developments and amendments that will be made to Supporting People Services in 2009-10. The section lists proposed new developments which have been identified as a priority. The section also looks at where it is necessary to make changes to existing services to ensure they are strategically relevant and remain a priority to fund. Section 5 is attached at Appendix 2.
- 3.07 The final section is the 'Procurement and Commissioning Framework' which demonstrates our commitment to commissioning in a fair, open and transparent manner. We have committed to creating a document which will outline how we intend to determine which services we need, how we will purchase them and how we will monitor and review them.
- 3.08 A full copy of the Supporting People Operational Plan is available in Member Services. A Member Workshop was held on the 23rd January 2009 in order to give Members an opportunity to learn about and discuss Supporting People in more detail. A number of presentations were delivered covering the Supporting People Programme, the range of services it funds and the Supporting People Operational Plan. Members were given the opportunity to ask questions and discuss Supporting People with relevant officers and service providers.

4.00 RECOMMENDATIONS

- 4.01 That Executive notes the achievements to date within the work plan, and approves the Supporting People Operational Plan for 2009/10.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The Supporting People Grant is a specific grant for funding housing related support services. All new services and amendments will be contained within the grant funding available.
- 5.02 The Supporting People Operational Plan has identified a need to reduce funding to some services which are deemed ineligible for Supporting People funding. This will have an impact on Social Services for Adults' (SSA) budgets.
- 5.03 The table below provides a summary of the impact on Social Services for Adults' (SSA) budgets in 2009/10.

Reduction in SP Funding Summary	
	09/10
	£K
Reduction in SSA SP allocation	657
Re-investment in SSA eligible services	343
Transfer of SP team costs to SP Grant	150
Net reduction in SSA budget	164
Re-investment in new SP services	183
WAG re-distribution	0

This net reduction of available funding will be dealt with as part of the preparations for the 2009/10 budget.

6.00 ANTI POVERTY IMPACT

- 6.01 The Supporting People programme provides support to disadvantaged people who are often living on low incomes, creates stability in their lives and opportunities for escaping the poverty trap.

7.00 ENVIRONMENTAL IMPACT

- 7.01 The Supporting People Operational Plan has no specific environmental impact.

8.00 EQUALITIES IMPACT

- 8.01 The Supporting People Programme was established to provide low-level accommodation support services to people with an assessed need for support. Access to these support services should be available to people

living within the community, and need not be linked to Social Services provision.

- 8.02 At present, a range of services are delivered as part of Social Services core services. Releasing SPG funding from these 'core' services will provide the opportunity to develop a wider range of services in the community. This will enable equality of access to accommodation support services amongst those in our communities who have a need for such support.
- 8.03 The Supporting People programme provides support to disadvantaged people and gives opportunities for addressing inequalities.

9.00 PERSONNEL IMPLICATIONS

- 9.01 There are no specific personnel implications within this report.

10.00 CONSULTATION REQUIRED

- 10.01 No further consultation is required

11.00 CONSULTATION UNDERTAKEN

- 11.01 An Inclusive Forum was held on 26th September 2008 to consult on this plan. All providers and wider stakeholders were invited to attend and feed in their views.
- 11.02 In addition, the Draft Supporting People Operational Plan has been circulated to the following groups and forums for comment:

Children and Young People Partnership
Substance Misuse Action Team
Community Safety Partnership
Learning Disabilities Partnership
Physical Disabilities Planning Group
Older People Partnership Network
Mental Health Strategic Planning Group
Domestic Abuse Forum
Flintshire Implementation Group (for Chair to decide if relevant)
Flintshire Carers Group
Health, Social Care & Well-Being Strategy Partnership Board
Adults Partnership Group

12.00 APPENDICES

- 12.01 Extract SPOP 2009-10 - Supporting People Work Plan
Extract SPOP 2009-10 - Supporting People Proposals

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

BACKGROUND DOCUMENTS

Flintshire Supporting People Operational Plan 2009/10
Supporting People Update, Report to Executive, 18th November 2008

Contact Officer: Katie Davis
Telephone: 01352 702626
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Appendix 1: SPOP 2009-10 Extract

Section 4: Work Plan for 2008-10

4.1 Introduction

The Supporting People work programme for Flintshire County Council was set in May 2008. An Away Day was held pulling together senior managers from the Directorates involved in the Supporting People Programme. A detailed project plan emerged from the day with clear timescales and milestones. This project plan will influence the way in which the Supporting People Programme is developed and delivered over the next 2 years.

The work programme recognises the need for Supporting People to move toward a strategic planning and commissioning approach. A significant amount of work has been done since the project plan was implemented in May.

4.2 Achievements and Developments

1. Work has been carried out to establish arrangements to involve and update corporate management and Elected Members with the programme.
2. The Director of Community Services has been identified as Supporting People Champion and chair of the Supporting People Planning Group
3. Reports regarding Supporting People issues are submitted to Corporate Management Team on a regular basis.
4. A revised Terms of Reference has been developed for the SPPG including revised membership to include external members. The new SPPG has been launched and is meeting regularly.
5. This 2009/10 SPOP will be agreed by SPPG, Corporate Management Team and Elected Members.
6. Changes have been made to the financial arrangement for Supporting People, providing more robust systems and controls.
7. A revised eligibility criteria has been agreed to inform an ongoing service review process and future commissioning decisions.
8. A review process has been carried out to consider the funding arrangements within Social Services for Adults.
9. The outcomes of this review process and proposals for change are to be submitted to the SPPG and CMT and are contained within this plan.
10. This SPOP 2009/10 analyses need and supply information and maps links between Supporting People and other strategies in Flintshire.

11. Flintshire Supporting People attended an Away Day with other North Wales Local Authorities to consider opportunities for cross boundary working.
12. The structure of the Supporting People Team has been reviewed and a proposal agreed for a team that is based in one location. The Supporting People Team Manager has been recruited and has been in post since August. There will be a Reviewing Officer and Support Officer in post from September, the remainder of the team is in the process of being recruited.

4.3 Implementation Issues 2008-10

1. Review relevant strategies and ensure Supporting People is included.
2. Ensure current supply mapping is up to date and accurate. There will also be a need to ensure there is more comprehensive information provided on existing services.
3. Map services beyond those services funded by Supporting People in order to give a clear picture of need and avoid duplication.
4. Continue to be involved with cross boundary discussions in North Wales and progress the development of cross boundary projects such as BAWSO and Supported Lodgings.
5. A Charging Policy will be investigated which is fair and equitable across all services.
6. Develop a transparent and robust service review methodology to determine strategic relevance of legacy funded services as well as assessing quality standards, value for money, performance, appeals and service user consultation.
7. Propose a review schedule prioritising those services deemed to be most high risk.
8. Develop new contracts with Supporting People Providers with clear specifications and implement as required.
9. Develop a clear commissioning and procurement framework which follows the All Wales Commissioning and Procurement Principles. (attached at Appendix 4)
10. Develop systems to collate additional performance information from providers to inform planning and commissioning.
11. Develop a Communication Strategy for Supporting People.
12. Improve service user information and involvement.

13. Manage the changes to funding to ineligible legacy services and ensure service users are not affected.
14. Invest released funds into priority services following a transparent commissioning process.
15. Develop a medium term Supporting People Commissioning Strategy detailing any remodelling, de-commissioning and new developments required in order to appropriately meet the needs of vulnerable people in Flintshire.
16. Develop new projects working in partnership with relevant agencies, partnerships and forums.
17. Review the Supporting People Planning Group Terms of Reference by April 2009.
18. Review the project plan and progress against milestones at bi-monthly Supporting People Planning Groups meetings.
19. Ensure the Supporting People Programme is linked to the Social Housing Grant Programme more effectively in order to identify capital resources required within timescales.

Appendix 2: SPOP 2009-10 Extract

Section 5: Proposals for Future Developments

This SPOP goes some way towards the development of a Procurement and Commissioning Strategy, but more detailed analysis of need and supply and agreement of Supporting People priorities by the SPPG for the medium term still have to be established within the context of known resources. Flintshire will aim to produce a longer term Commissioning Strategy during 2009.

The areas listed in this section are areas identified within this plan as existing gaps in provision. The lists include those services that can be developed or remodelled in 2009/10. There is recognition and evidence of further need. However, additional gaps and changes will need more analysis and investigation in order to identify the appropriate service to be developed or remodelled.

The Procurement and Commissioning Strategy will take this a step further and consider strategic priorities for Supporting People Services. The prioritisation will include existing services and identified gaps in provision. The strategy will propose priorities for development and remodelling to ensure services are targeted effectively to meet the needs of vulnerable people in Flintshire.

The review of the funding of SPG services in Flintshire will lead to a level of released funding which can be invested in prioritised services which contribute to Community Safety and Homeless Prevention. However, opportunities will be identified wherever possible to re-invest funding into appropriate SPG services for the same client groups. The development of the Keyring projects invested SPG funding into preventative services for people with learning difficulties and has been a good example of this process working. The Commissioning Strategy and ongoing reviews will establish whether these eligible services remain a strategic priority to fund.

Supporting People has developed a four-year plan to manage the withdrawal of ineligible funding from Social Services for Adults. The tables below show how released funding will be invested in priority SPG and SPRG services in 2009/10.

5.1 Supporting People Revenue Grant - Priority Services

The analysis by client group in section 2 has identified some emerging SPRG priorities:-

Gap	Notes	Funding per annum
Cross Boundary Domestic Abuse Floating Support for BME groups	A cross boundary project being developed by Denbighshire and Wrexham to identify need. (SPG transferred to WAG SPRG for project duration and then transferred back to FCC SPG)	Full scheme costs 113.88 x 5 10.15 x 5 £32,299.80 FCC pay a third of the costs Total Cost: £10,766.60 Proposed start January 2009
Supported Lodgings	Opportunity for cross boundary working with Denbighshire. They have a scheme which is not utilised to full capacity.	Full scheme costs for 8 young people = £92,339.52 (FCC would pay proportion cost) Based on SPRG tariffs: 113.88 x 4 75.16 x 4 22.78 x 4 10.15 x 4 Total cost: £46,169.76
Young People Floating Support	Currently no floating support targeted at the under 25 group	Based on 28 people receiving 2.5-3hrs a week (2 full time workers) Tariff 40.40 x 28 Total cost: £58,822.40
Offender/ Substance Misuse Floating Support Service for individuals leaving prison	Currently no targeted floating support provision and a gap identified within Homelessness Strategy	Based on 14 people receiving 4-6 hrs per week. (2 full time workers) Tariff 113.88 x 10 (min no) Total cost: £59,217.60

The required investment for the service development identified in the table above for **2009/10 = £174,976.36** (+ £8k contribution to a Regional Worker = £182,976.36)

5.2 SPG Services - New services

Supporting People SPG funding will contribute to the Extra Care development in Shotton.

Project	Location	SPG Funding
Extra Care - 50 units	Shotton	Approx £80,000

5.3 Remodelling Existing Services

Greenbank Villas	This project is currently funded by SPG, Housing and Social Services for Children. This project will be transferred to SPRG from April 2009. Greenbank Villas will be remodelled to prioritise the over 25 age group to meet this gap in existing provision from April 2009.
Erw Groes Hostel	This project is currently funded by SPG, Housing and Social Services for Children. This project will be transferred to SPRG from April 2009.
Reablement Service	A Supporting People Review has identified that 50% of this service is eligible for SPG funding. £67,000 of SPG will be transferred from Older People services identified as being ineligible for SPG funding from April 2009.
Flintshire Wellcheck	This service delivered by Age Concern provides support to older people who are not involved with Social Services but require support to maintain independence. £70,000 of SPG will be transferred from Older People services identified as being ineligible for SPG funding from April 2009.
Adult Placements	Supporting People will work to jointly commission an Adult Placements Scheme. The SPG funding contribution will be transferred from Learning Disability services identified as being ineligible for SPG funding.
Homeless SPRG Services	Supporting People are working in partnership with SPRG providers to identify where services can provide better value for money. Remodelling proposals from the outcome of this work will be submitted on the proforma in February following full consultation with providers.
Homeless Accommodation Support Officers	Supporting People will work in partnership with Housing to commission a Housing Accommodation Support Worker Scheme providing a tenancy support service. The new provision will be delivered within existing funding.

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 16

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **DIRECTOR OF COMMUNITY SERVICES**
SUBJECT : **DEESIDE NEIGHBOURHOOD RENEWAL AREA STUDY**
 UPDATE

1.00 PURPOSE OF REPORT

1.01 To inform Executive of the present status of the proposed Deeside Neighbourhood Renewal Area (NRA) Study.

2.00 BACKGROUND

2.01 Renewal Areas are potentially a significant contributor to achieving corporate and wider aims. 19 of the 22 Unitary Authorities in Wales have declared Renewal Areas. Flintshire's Executive received a detailed report on 9th December outlining the benefits of declaring a renewal area, and authorised officers to begin processes leading up to a first Declaration. This will enable the authority to bid to the Welsh Assembly Government (WAG) for additional resources over ten years and potentially harness additional funding from a variety of other sources.

2.02 An information pack has been issued (to date) to 32 consultancies who responded to press advertisements inviting expressions of interest in undertaking the Neighbourhood Renewal Assessment (NRA) Study - i.e. key preparatory work outlined in WAG statutory guidance . The deadline for receipt of expressions of interest was 23 January 2009.

2.03 An inter-service officer panel will consider the expressions of interest and supporting documents on 3 February. The aim is to then immediately issue the Full Project Brief, allow until the end of February for fee bids, invite three consultancies to give presentations to the panel in March and appoint a consultancy before the end of March.

3.00 CONSIDERATIONS

3.01 It should be possible for experienced and competent consultants to complete fieldwork and desktop exercises and submit a report before the Council's August recess, thus facilitating a Declaration Report to Council after the recess, and the commencement of work packages on site within the financial year 2009-2010, thus utilising funds which WAG has earmarked for Flintshire, if the Council resolves to Declare a Renewal Area.

3.02 Wide consultation, engagement with the community and encouragement of stakeholders to take ownership of ideas in a positive manner is a requirement of the process and the key to success.

3.03 At this stage there is some flexibility to allow the process to take account of emerging issues before the Full Project Brief is issued.

4.00 RECOMMENDATIONS

4.01 That Executive Supports ongoing activity in relation to the proposed NRA study.

4.02 That Executive considers further reports in due course

5.00 FINANCIAL IMPLICATIONS

5.01 The Council needs to progress according to the timetable outlined above in order to access the funds of £440k earmarked for 2009-2010 by WAG.

5.02 The Council needs to declare a Renewal Area after the NRA study to secure WAG funds for Flintshire, including a potential source of additional funding for the next ten years.

6.00 ANTI POVERTY IMPACT

6.01 Renewal Areas facilitate significant targeted investment in deprived areas. That investment brings employment opportunities over a ten year period in terms of work packages to homes and their environment.

6.02 The work packages themselves incorporate energy efficiency measures which tackle fuel poverty.

6.03 The holistic nature of Renewal Area projects means that although the investment is housing based, it can contribute to a wide range of corporate and wider anti-poverty objectives

7.00 ENVIRONMENTAL IMPACT

7.01 NRA studies are required to include socio-environmental assessments

8.00 EQUALITIES IMPACT

8.01 Consultants will be required to conform to current equalities legislation and be pro-active in ensuring that the NRA Study and resulting recommendations impact fairly on all sections of the community affected by any proposals

9.00 PERSONNEL IMPLICATIONS

- 9.01 There are no personnel implications in terms of additional staff beyond those presently in post (permanent or interim).
- 9.02 There will be a need for ongoing liaison with consultants when the contracts of present interim officers end.
- 9.03 If the Council subsequently declares a Renewal Area it will need a lead officer to act as Project Manager/client officer/co-ordinator. The Council can then elect to run the Renewal Area using in-house, agency or consultancy teams in a variety of combinations, with funding being incorporated in bids to WAG

10.00 CONSULTATION REQUIRED

- 10.01 The NRA process requires wide consultation.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Internal officer consultations across services have already been undertaken to ensure that the outline project brief covers salient points. The full project brief will be the subject of further consultations, all in accordance with statutory guidance

12.00 APPENDICES

- 12.01 None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 **BACKGROUND DOCUMENTS**

- n Report to Executive 9th December 2008

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FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 17

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **CONTAMINATED LAND STRATEGY**

1.00 PURPOSE OF REPORT

- 1.01 To make Members aware of Contaminated Land Strategy.
- 1.02 To seek approval and publication of revised Contaminated Land Strategy.

2.00 BACKGROUND

- 2.01 Each Local Authority in Wales is required to identify and investigate land within its district that may be affected by contamination. Each Authority is also required to publish a Contaminated Land Strategy to explain the way in which this will be achieved.
- 2.02 Since Flintshire County Council first published its Contaminated Land Strategy in September 2002, there have been a number of legislative changes imposing further responsibilities on Local Authorities. It is necessary to revise the Strategy to reflect these changes.
- 2.03 The implementation of the Strategy is continuous and a number of tasks and targets described in the original version have now been achieved. It is necessary to revise the Strategy to reflect the progress that has been made.

3.00 CONSIDERATIONS

- 3.01 On 1st July 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales to address statutorily identified Contaminated Land. The definition of Contaminated Land does not apply to all brownfield sites. It only applies directly to sites where contaminants reach or are likely to reach certain receptors causing harm or likely harm via a pathway. It only applies to the current use of the site.

- 3.02 Every Local Authority, including Flintshire County Council, has been charged with the task of identifying and investigating land that may be affected by contamination and securing remediation of the contamination where necessary. This must be undertaken in a strategic manner. The Contaminated Land Strategy sets out the ways in which Flintshire County Council will proceed with the task. Firstly, it will involve the collection of all information, relating to potential contaminants, pathways and receptors within the Authority's area, from other public bodies and relevant departments within Flintshire County Council. Much of this information has been received but will require organising by recording it on a geographical information system (GIS), for the purposes of the following Strategy processes.
- 3.03 A large number of sites may be identified as potentially contaminated land. The legislation requires that these sites must be investigated in a prioritised manner, such that sites where the greatest harm is occurring or more likely to occur are investigated first. It also requires that consideration be given to the characteristics of the Authority's area. The Contaminated Land Strategy describes these characteristics and the prioritisation process.
- 3.04 The prioritisation process will be executed in three stages. The first stage requires the identification of all potential relationships between contaminants, pathways and receptors from the information held on GIS. The second and third stages assess risk and allow for sites to be prioritised. The second stage takes into account the proximity of the receptors to the contaminants and the third stage takes into account many factors which may influence the potential for a contaminant to cause harm to a receptor.
- 3.05 Following the prioritisation process, detailed investigations of each site will be carried out. The investigation begins with the preparation of a desk study followed by a visual inspection and where necessary, an intrusive site inspection. The findings of the detailed investigations may result in the formal determination of a site as statutorily Contaminated Land. Sites that are found to be Special Sites will be referred to the Environment Agency. Those liable for the remediation of the contamination will be given the opportunity to do so voluntarily. If it becomes apparent that remediation will not be carried out voluntarily, the Council and the Environment Agency may choose to take formal action against those liable in order to secure that suitable remediation is undertaken. Regular reviews will be undertaken so that as circumstances such as land use change, sites may be inspected for the first time or inspected again.
- 3.06 The Council will consult the Environment Agency and other public bodies about the Contaminated Land Strategy. The Strategy will be reviewed on an annual basis to ensure that the above processes are operating efficiently.

- 3.07 The proposed Contaminated Land Strategy is appended to this report for Members information.

4.00 RECOMMENDATIONS

- 4.01 To accept this Report and to approve the revised Contaminated Land Strategy.

5.00 FINANCIAL IMPLICATIONS

- 5.01 Contaminated land projects often incur significant cost. Capital assistance may be sought from the Welsh Assembly Government. Grants are awarded only to Local Authorities that have made robust and justified applications. The progression of projects is therefore subject to the availability of Capital funding and the award of grants from the Assembly.

6.00 ANTI POVERTY IMPACT

- 6.01 The service and enforcement of Notices requiring the remediation of Contaminated Land will be in accordance with the Council's Hardship Policy and legislative requirements.

- 6.02 Financial assistance may be provided where the requirements of the Notice would cause hardship to the person on whom it has been served.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Reduction in the amount of Contaminated Land in Flintshire.

8.00 EQUALITIES IMPACT

- 8.01 No impacts identified.

9.00 PERSONNEL IMPLICATIONS

- 9.01 Requires continual employment of suitably qualified and experienced officer.

- 9.02 Requires retention and maintenance of expertise in land contamination discipline.

10.00 CONSULTATION REQUIRED

- 10.01 No statutory requirement for external consultation in respect of revised Contaminated Land Strategy.

11.00 CONSULTATION UNDERTAKEN

- 11.01 No formal requirement.

12.00 APPENDICES

12.01 Executive Summary of Contaminated Land Strategy.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 **BACKGROUND DOCUMENTS**

None

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Flintshire County Council

**Environment Directorate
Public Protection
Pollution Control Section
Phase 4
County Hall
Mold
Flintshire
CH7 6NH**

**Contaminated Land Strategy
Revision 3
October 2008**

This Contaminated Land Strategy describes the legislative requirements that Flintshire County Council identifies sites within its administrative jurisdiction that may be affected by land contamination. The document also explains the statutory guidance, legislative provisions, processes and procedures that the Council will follow in order to investigate those sites, to determine Contaminated Land where necessary and to remediate Contaminated Land.

The Council first published its Contaminated Land Strategy in September 2002. Since then, a number of significant legislative changes and changes to guidance documents have taken place. This revision of the Strategy has taken these changes into account and amendments have been made where necessary.

CONTENTS

	PAGE
LIST OF MAPS	5
LIST OF TABLES	5
LIST OF FIGURES	5
GLOSSARY	6
EXECUTIVE SUMMARY	7
1.0 INTRODUCTION	
1.1 Regulatory context	8
1.2 Definitions and principles	9
1.2.1 Definition of contaminated land	9
1.2.2 Pollution linkage	10
1.2.3 Risk assessment	10
1.3 Local Authority role	15
1.4 Environment Agency role	15
1.5 Responsibilities within Flintshire County Council	15
1.6 Purpose of the Strategy	16
1.7 Aims of strategy	16
1.8 Objectives of strategy	16
1.9 Flintshire County Council policies	17
1.9.1 Local Agenda 21	17
1.9.2 Environment Policy	17
1.9.3 Service Delivery	17
1.9.4 Enforcement Policy	17
2.0 CHARACTERISTICS OF FLINTSHIRE COUNTY COUNCIL	
2.1 Geographical location	18
2.2 Brief history	19
2.3 Size and population distribution	19
2.4 Geology	20
2.5 Hydrology	21
2.6 Hydrogeology	21
2.7 Water resources	22
2.8 Protected habitats	22
2.9 Sites of historic importance	23
2.10 Industrial history	23
2.10.1 Lead mining	23

CONTENTS (CONTINUED)

	PAGE
2.10.2 Coal mining	24
2.10.3 Iron and steel	24
2.10.4 Clay	24
2.10.5 Textile industry	24
2.10.6 Quarrying	25
2.10.7 War factories	25
2.10.8 Other industries	25
2.11 Current land use characteristics	25
2.12 Specific local features	25
2.13 Land ownership	26
2.14 Redevelopment history and controls	26
2.15 Types of potential contaminants	26
3.0 INTERNAL MANAGEMENT ARRANGEMENTS	
3.1 Departments involved	26
3.2 Environmental Health Department	27
3.3 Development Control	27
3.4 Building Control Department	27
4.0 PROCEDURES	
4.1 General overview	28
4.2 Consultation procedures	28
4.2.1 Consultation with public bodies	28
4.2.2 Internal consultation	29
4.3 Information collection	
4.3.1 Information already collated	29
4.3.2 Other information sources	31
4.3.3 Complaints and volunteered information	31
4.4 Prioritisation	
4.4.1 Overview	31
4.4.2 Identification of sites	33
4.4.3 Primary prioritisation	33
4.4.4 Secondary prioritisation	34
4.5 Local Authority interest in land	35
4.6 Detailed investigation of individual sites	36

CONTENTS (CONTINUED)

	PAGE
4.6.1 Purpose of detailed investigations	36
4.6.2 Order of investigation	36
4.6.3 Desk study (Preliminary Risk Assessment)	37
4.6.4 Visual site investigation	37
4.6.5 Intrusive site investigation	37
4.6.6 Powers of entry	38
4.6.7 Guidance used to determine the existence of harm or pollution	39
4.6.8 Site specific liaison	40
4.6.9 Health and safety	42
4.6.10 External contractors	42
4.6.11 Risk communication	43
4.7 Review mechanisms	
4.7.1 Review of inspection decisions	43
4.7.2 Review of contaminated land strategy	44
5.0 INFORMATION MANAGEMENT	
5.1 Nature of information	44
5.2 Storage of information	44
5.3 Accessibility of information to Local Authority Officers	45
5.4 Accessibility of information to the public and businesses	45
5.5 Local land charges search questionnaires	46
5.6 Information provision for the Environment Agency	47
6.0 TASKS AND TIMESCALES	47
REFERENCES	
APPENDICES	
Appendix 1	Contact Details
Appendix 2	Primary Prioritisation – Terrestrial Receptors
Appendix 3	Primary Prioritisation – Surface Water
Appendix 4	Primary Prioritisation – Groundwater

LIST OF MAPS

		Page
Map 2.1	Geographical Location of Flintshire	18
Map 2.2	Population Size and Distribution of Flintshire	20

LIST OF TABLES

		Page
Table 1.1	Categories of Significant Harm	11
Table 1.2	Significant Possibility of Significant Harm	13
Table 4.1	Information Collected by the Authority to Date	30
Table 6.1	Tasks and Associated Timescales	47

LIST OF FIGURES

		Page
Figure 3.1	Department Responsibilities	27
Figure 4.1	The Prioritisation Process	32
Figure 4.2	Factors Dictating Order of Priority	35

GLOSSARY

Appropriate person	The person to bear responsibility for any particular thing which the enforcing authority determines is to be done by way of remediation
Brownfield sites	Sites which have previously been developed and are now abandoned
Controlled waters	These include all inland waters (streams, pools, canals, lakes and rivers), coastal waters and territorial waters
Part IIA	Part IIA of the Environmental Protection Act 1990
Special site	A site which is causing pollution to controlled waters or by virtue of its characteristics must be regulated by the Environment Agency
Total catchment	A Source Protection Zone. This is the total area needed to support the abstraction or discharge from the protected groundwater source

EXECUTIVE SUMMARY

On 1st July 2001, Part IIA of the Environmental Protection Act 1990 was enacted in Wales to address statutorily identified Contaminated Land. The definition of Contaminated Land does not apply to all brownfield sites. It only applies directly to sites where contaminants reach or are likely to reach certain receptors causing harm or likely harm via a pathway. It only applies to the current use of the site.

Every local authority, including Flintshire County Council, has been charged with the task of identifying and investigating land that may be affected by contamination and securing remediation of the contamination where necessary. This must be undertaken in a strategic manner. The Contaminated Land Strategy sets out the ways in which Flintshire County Council will proceed with the task. Firstly, it will involve the collection of all information, relating to potential contaminants, pathways and receptors within the Authority's area, from other public bodies and relevant departments within Flintshire County Council. Much of this information has been received but will require organising by recording it on a geographical information system (GIS), for the purposes of the following Strategy processes.

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The prioritisation process will be executed in three stages. The first stage requires the identification of all potential relationships between contaminants, pathways and receptors from the information held on GIS. The second and third stages assess risk and allow for sites to be prioritised. The second stage takes into account the proximity of the receptors to the contaminants and the third stage takes into account many factors which may influence the potential for a contaminant to cause harm to a receptor.

Following the prioritisation process, detailed investigations of each site will be carried out. The investigation begins with the preparation of a desk study followed by a visual inspection and where necessary, an intrusive site inspection. The findings of the detailed investigations may result in the formal determination of a site as statutorily Contaminated Land. Sites that are found to be Special Sites will be referred to the Environment Agency. Those liable for the remediation of the contamination will be given the opportunity to do so voluntarily. If it becomes apparent that remediation will not be carried out voluntarily, the Council and the Environment Agency may choose to take formal action against those liable in order to secure that suitable remediation is undertaken. Regular reviews will be undertaken so that as circumstances such as land use change, sites may be inspected for the first time or inspected again. The Council will consult the Environment Agency and other public bodies about the Contaminated Land Strategy. The Strategy will be reviewed on an annual basis to ensure that the above processes are operating efficiently.

1.0 INTRODUCTION

Britain's long history of industrial activity and the disposal of waste generated by an ever-increasing population have left a legacy of contamination. It has been estimated by the Environment Agency that there may be some 300,000 hectares of land in the UK that have been affected to some extent as a result of natural phenomena and human activity.

Legislative provision has been made in order that the potential for land to be affected by contamination may be investigated and for land that is found to be contaminated to be addressed. The legislation imposes a requirement on each local authority to adopt a strategy to explain the way in which land that may be affected by contamination, will be identified and contamination remediated.

1.1 Regulatory context

Legislation associated with land contamination has been developing since the early 1990s. Following consultation on the 1993 White Paper, "Paying for our Past"¹, Section 57 of the Environment Act 1995 enacted specific land contamination legislation, which brought about the insertion of Part IIA to the Environmental Protection Act 1990 (Part IIA) followed by the publication of associated Regulations² and statutory guidance³. Part IIA, the associated Regulations and statutory guidance came into force in Wales on 1st July 2001.

The Contaminated Land Regime, as introduced by Part IIA of the Environmental Protection Act 1990, was extended to include land contaminated with radioactive substances in 2006. The Radioactive Contaminated Land (Modification of Enactments) (Wales) (Amendment) Regulations 2007 were enacted in Wales on 10th December 2007 to extend the regime further to include land contaminated with radioactivity originating from nuclear installations. It is considered unlikely that any sites satisfying the required criteria will be found.

Part IIA was introduced as a regime by which the inherited risks from Contaminated Land to both humans and the natural and built environment could be identified, investigation and addressed. The regime may be applied where redevelopment of a site is not scheduled or where there is no identifiable breach of other pollution prevention regimes. Part IIA of the Environmental Protection Act 1990 replaces the portion of Section 79 of the Environmental Protection Act 1990, associated with statutory nuisance as a result of land contamination that could only be applied to human health. Guidance in respect of statutory nuisance associated with land contamination was very limited and as a result, was rarely enforced. The contaminated land regime encourages the remediation of land to a state where it is suitable for its proposed use and avoids unnecessary blight.

¹ Department of Environment and the Welsh Office (1994). Framework for Contaminated Land. Outcome of the Governments Policy Review and Conclusions from the Consultation Paper "Paying for our Past", London, Contaminated Land Liabilities Division.

² National Assembly for Wales (2001). The Contaminated Land (Wales) Regulations 2001, London, HMSO

³ National Assembly for Wales (2001). Remediation of Contaminated Land. National Assembly for Wales Guidance for Enforcing Authorities under Part IIA of the Environmental Protection Act 1990, Cardiff, National Assembly for Wales

The process involves a study of the whole county to identify potentially contaminated sites. A prioritisation system will be applied to the investigation of sites. This will involve the application of risk assessment techniques to identify Contaminated Land. The 'appropriate person' held liable for the remediation of the Contaminated Land may undertake the remediation work voluntarily. However, in some cases it may be necessary for the authority to take regulatory action to impose remediation.

The authority is required to keep a formal register of Contaminated Land. This is not a list of all brownfield sites. It will simply provide information about land which is considered to be statutorily contaminated in accordance with the definition specified in Section 1.2.1

Part IIA will only be used to control risks to human health and the environment arising as a result of the current use of land containing pollution. Should a new development or change of use of the land raise the issue of a potential threat from contamination that may be present at the site, remediation of the site will be controlled through the planning regime. Regulatory tools also exist to control new land contamination in the form of Integrated Pollution Control and Waste Management Licensing.

1.2 Definitions and principles

1.2.1 Definition of contaminated land

Section 78A(2) of the Environmental Protection Act 1990 defines 'contaminated land' as:

"any land which appears to the local authority in whose area it is situated to be in such a condition, by reason of substances in, on or under the land, that –

significant harm is being caused or there is a significant possibility of such harm being caused, or

pollution of controlled waters is being, or is likely to be, caused;"

where 'harm' means harm to the health of a living organism or organisms or other interference with the ecological systems of which they form part of and, in the case of humans, includes harm to their property. 'Significant harm' and 'significant possibility of such harm' are defined in detail in Tables 1.1 and 1.2.

1.2.2 Pollutant Linkage

'Substances in, on or under the land' are understood to be the 'contaminant' or 'source'. 'Living organism or organisms, ecological systems and property are understood to be 'receptors'. For the Council to determine land as statutorily 'Contaminated Land' it must be satisfied that a pathway providing or likely to provide one or more ways for the contaminant to reach the receptor exists. This is called a 'pollutant linkage'.

1.2.3 Risk Assessment

The principles of risk assessment are used when assessing the existence of a pollutant linkage and hence defining whether a site is or is not contaminated land.

Risk in this instance is defined as the combination of:

- The probability or frequency of occurrence of a defined hazard;
- The magnitude and seriousness of the consequences.

Tables 1.1 and 1.2, illustrating the types of significant harm or possible significant harm, must be considered when assessing levels of risk.

TABLE 1.1 CATEGORIES OF SIGNIFICANT HARM

	Type of Receptor	Description of Harm to that Type of Receptor that is to be Regarded as Significant Harm
1	Human beings	<p>Death, disease, serious injury, genetic mutation, birth defects or the impairment of reproductive functions.</p> <p>For these purposes, disease is to be taken to mean an unhealthy condition of the body or a part of it and can include, for example, cancer, liver dysfunction or extensive skin ailments. Mental dysfunction is included only insofar as it is attributable to the effects of a pollutant on the body of the person concerned.</p> <p>In this Chapter, this description of significant harm is referred to as a “human health effect”.</p>
2	<p>Any ecological system, or living organism forming part of such a system, within a location which is:</p> <ul style="list-style-type: none"> • an area notified as an area of special scientific interest under section 28 of the Wildlife and Countryside Act 1981; • any land declared a national nature reserve under section 35 of that Act; • any area designated as a marine nature reserve under section 36 of that Act; • an Area of Special Protection for Birds, established under section 3 of that Act; • any European Site within the meaning of regulation 10 of the Conservation (Natural Habitats etc) Regulations 1994 (i.e Special Areas of Conservation and Special Protection Areas); • any candidate Special Area of Conservation, potential Special Protection Area or listed Ramsar site; or • any nature reserve established under section 21 of the National Parks and Access to the Countryside Act 1949. 	<p>For any protected location:</p> <ul style="list-style-type: none"> • harm which results in an irreversible adverse change, or in some other substantial adverse change, in the functioning of the ecological system within any substantial part of that location; or • harm which affects any species of special interest within that location and which endangers the long-term maintenance of the population of that species at that location. <p>In addition, in the case of a protected location which is a European Site (or a candidate Special Area of Conservation or a potential Special Protection Area, harm which is incompatible with the favoured conservation status of natural habitats at that location or species typically found there.</p> <p>In determining what constitutes such harm, the local authority should have regard to the advice of the Countryside Council for Wales and to the requirements of the Conservation (Natural Habitats etc) Regulations 1994.</p> <p>This description of significant harm is referred to as an “ecological system effect”.</p>

TABLE 1.1 CATEGORIES OF SIGNIFICANT HARM (CONTINUED)

	Type of Receptor	Description of Harm to that Type of Receptor that is to be Regarded as Significant Harm
3	<p>Property in the form of:</p> <ul style="list-style-type: none"> • Crops, including timber; • Produce grown domestically, or on allotments, for consumption; • Livestock; • Other owned or domesticated animals; • Wild animals which are the subject of shooting or fishing rights. 	<p>For crops, a substantial diminution in yield or other substantial loss in their value resulting from death, disease or other physical damage. For domestic pets, death, serious disease or serious physical damage. For other property in this category, a substantial loss in its value resulting from death, disease or other serious physical damage.</p> <p>The Local Authority should regard a substantial loss in value as occurring only when a substantial proportion of the animals or crops are dead or otherwise no longer fit for their intended purpose. Food should be regarded as being no longer fit for purpose when it fails to comply with the provisions of the Food Safety Act 1990. Where a diminution in yield or loss in value is caused by a pollutant linkage, a 20% diminution or loss should be regarded as a benchmark for what constitutes a substantial diminution or loss.</p> <p>This description of significant harm is referred to as an “animal or crop effect”.</p>
4.	<p>Property in the form of buildings.</p> <p>For this purpose, “building” means any structure or erection, and any part of a building including any part below ground level, but does not include plant or machinery comprised in a building.</p>	<p>Structural failure, substantial damage or substantial interference with any right of occupation.</p> <p>For this purpose, the local authority should regard substantial damage or substantial interference as occurring when any part of the building ceases to be capable of being used for the purpose for which it is or was intended.</p> <p>Additionally, in the case of a scheduled Ancient Monument, substantial damage should be regarded as occurring when the damage significantly impairs the historic, architectural, traditional, artistic or archaeological interest by reason of which the monument was scheduled.</p> <p>This description of significant harm is referred to as a “building effect”.</p>

TABLE 1.2 SIGNIFICANT POSSIBILITY OF SIGNIFICANT HARM

	Descriptions of Significant Harm (As Defined in Table 1.1)	Conditions for There Being a Significant Possibility of Significant Harm
<p>1.</p>	<p>Human health effects arising from</p> <ul style="list-style-type: none"> • The intake of a contaminant, or • Other direct bodily contact with a contaminant. 	<p>If the amount of the pollutant in the pollutant linkage in question:</p> <ul style="list-style-type: none"> • Which a human receptor or in that linkage might take in, or • To which such a human might otherwise be exposed, as a result of the pathway in that linkage, would represent an unacceptable intake or direct bodily contact, assessed on the basis of relevant information on the toxicological properties of that pollutant. <p>Such an assessment should take into account:</p> <ul style="list-style-type: none"> • The likely total intake of, or exposure to, the substance or substances which form the pollutant, from all sources including that from the pollutant linkage in question; • The relative contribution of the pollutant linkage in question to the likely aggregate intake of, or exposure to, the relevant substance or substances; and • The duration of intake or exposure resulting from the pollutant linkage in question. <p>The question whether an intake or exposure is unacceptable is independent of the number of people who might experience or be affected by that intake or exposure.</p> <p>Toxicological properties should be taken to include carcinogenic, mutagenic, teratogenic, pathogenic, endocrine-disrupting and other similar properties.</p>
<p>2.</p>	<p>All other human health effects (particularly by way of explosion or fire).</p>	<p>If the probability, or frequency, of occurrence of significant harm of that description is unacceptable, assessed on the basis of relevant information concerning:</p> <ul style="list-style-type: none"> • That type of pollutant linkage, or • That type of significant harm arising from other causes. <p>In making such an assessment, the local authority should take into account the levels of risk which have been judged unacceptable in other similar contexts and should give particular weight to cases where the pollutant linkage might cause significant harm which:</p> <ul style="list-style-type: none"> • Would be irreversible or incapable of being treated; • Would affect a substantial number of people; • Would result from a single incident such as a fire or an explosion; or • Would be likely to result from a short-term (that is, less than 24-hour) exposure to the pollutant.

TABLE 1.2 SIGNIFICANT POSSIBILITY OF SIGNIFICANT HARM (CONTINUED)

3.	All ecological system effects	<p>If either:</p> <ul style="list-style-type: none">• Significant harm of that description is more likely than not to result from the pollutant linkage in question, or• There is a reasonable possibility of significant harm of that description being caused, and if that harm were to occur, it would result in such a degree of damage to features of special interest at the location in question that they would be beyond any practicable possibility of restoration. <p>Any assessment made for these purposes should take into account relevant information for that type of pollutant linkage, particularly in relation to the ecotoxicological effects of the pollutant.</p>
4.	All animal and crop effects.	<p>If significant harm of that description is more likely than not to result from the pollutant linkage in question, taking into account relevant information for that type of pollutant linkage, particularly in relation to the ecotoxicological effects of the pollutant.</p>
5.	All building effects	<p>If significant harm of that description is more likely than not to result from the pollutant linkage in question during the expected economic life of the building (or, in the case of a scheduled Ancient Monument, the foreseeable future), taking into account relevant information for that type of pollutant linkage.</p>

1.3 Local Authority Role

The primary regulatory role rests with Flintshire County Council, reflecting the existing functions of the Council in accordance with the statutory regime of the Environmental Protection Act 1990 and complementing its role as the local planning authority. The Council is required to:

- To formulate an inspection strategy to identify contaminated land and review periodically;
- To undertake the identification of the particular contaminated land sites;
- To act as the enforcing authority for all contaminated land which is not designated as a 'special site';
- To refer 'special sites' to the Environment Agency.

The enforcement work is comprised of three main tasks:

- To establish who should bear responsibility for the remediation of the land (the 'appropriate person' or persons);
- To decide, after consultation, what remediation is required in any individual case and to ensure that the remediation does take place, either through agreement with the appropriate person, or where agreement is not reached by serving notice on the appropriate person or in certain circumstances, through by the authority undertaking the work;
- To maintain a public register recording regulatory actions (see Section 5.4 for details).

1.4 Environment Agency Role

The Environment Agency has four tasks under Part IIA. These are:

- To assist Flintshire County Council in identifying contaminated land, especially in cases where water pollution is involved;
- To provide the Authority with site specific guidance on contaminated land;
- To act as the enforcing authority for any land designated as a 'special site';
- To publish periodic reports on contaminated land.

1.5 Responsibilities within Flintshire County Council

The responsibility of producing and implementing the strategy rests with the Directorate of Environment. As the new Part IIA regime replaces enforcement responsibilities already held within the Public Protection Division, the Director considered that this division should lead the strategy. As such, the Pollution Control Section of the department has been assigned the lead role.

Duties will be delegated in accordance with the Local Government Act 2000, Part II and the Executive Arrangements, Functions and Responsibilities Regulations 2001. This permits the Director to authorise specified officers to undertake statutory duties and thereby have the powers of entry and enforcement attributable to those duties.

While the strategy is being led by the Public Protection Division, many other departments within the Directorate of Environment and other directorates, have a role to play in producing the Strategy.

1.6 Purpose of the Strategy

This strategy has been produced to:

- Meet Flintshire County Council's statutory duty to produce a strategy;
- Endeavour to concentrate the investigation on areas where contaminated land is more likely to be identified;
- Seek to ensure that the potentially contaminated sites which appear to be causing or are likely to cause the most serious problems are identified first;
- Explain the Authority's internal policies and procedures;
- Explain the Authority's arrangements with external bodies;
- Impart the Authority's intentions to all stakeholders;
- Provide a framework that can be utilised to supply information to the Environment Agency for the periodic reports.

1.7 Aims of the Strategy

- To identify threats or potential threats to humans, protected ecological systems and the organisms forming part of such systems, property in the form of buildings, domesticated animals, livestock, crops and wild animals subject to shooting or fishing rights and controlled waters.
- To prioritise areas for inspection such that those most likely to suffer from the more serious contamination are identified and dealt with first.
- To develop necessary procedures for investigating possible contamination and ensuring such contamination is suitably remediated.

1.8 Objectives of the Strategy

To demonstrate that Flintshire County Council is fulfilling its statutory duty with regard to the identification and remediation of contaminated land by:

- Describing the procedures for the inspection of land owned by the Authority;
- Describing the procedures for the inspection of land owned by other bodies;
- Describing the procedures for ensuring the satisfactory remediation of contaminated land;
- Prioritising the individual site investigations, taking into account the Authority's own specific characteristics and policies;
- Defining a timetable for the inspection process.

1.9 Flintshire County Council Policies

1.9.1 Local Agenda 21

Flintshire County Council is committed to sustainability, to enhance the social, economic and environmental aspects of the area, thus sustaining or even improving the quality of life for the people of Flintshire, both currently and in the future. The contaminated land regime is designed to promote sustainability by:

- Providing a cleaner environment to improve the health of the community and the County's economic development;
- Removing threats of damage to ecosystems and organisms within those systems;
- Seeking to ensure that the remediation methods and costs are manageable and economically sustainable for society.

1.9.2 Environment Policy

Flintshire County Council is working on its own Environmental Policy. Part of this policy is to take a strategic approach to land management. The Council's Contaminated Land Strategy contributes to this approach.

1.9.3 Service Delivery

Flintshire County Council services are regularly reviewed in order to ensure that they are delivered in the most efficient and effective way. This has been taken into consideration in the formulation of the procedures and timescales discussed in the Contaminated Land Strategy and will be regularly reviewed as the Strategy is implemented.

1.9.4 Enforcement Policy

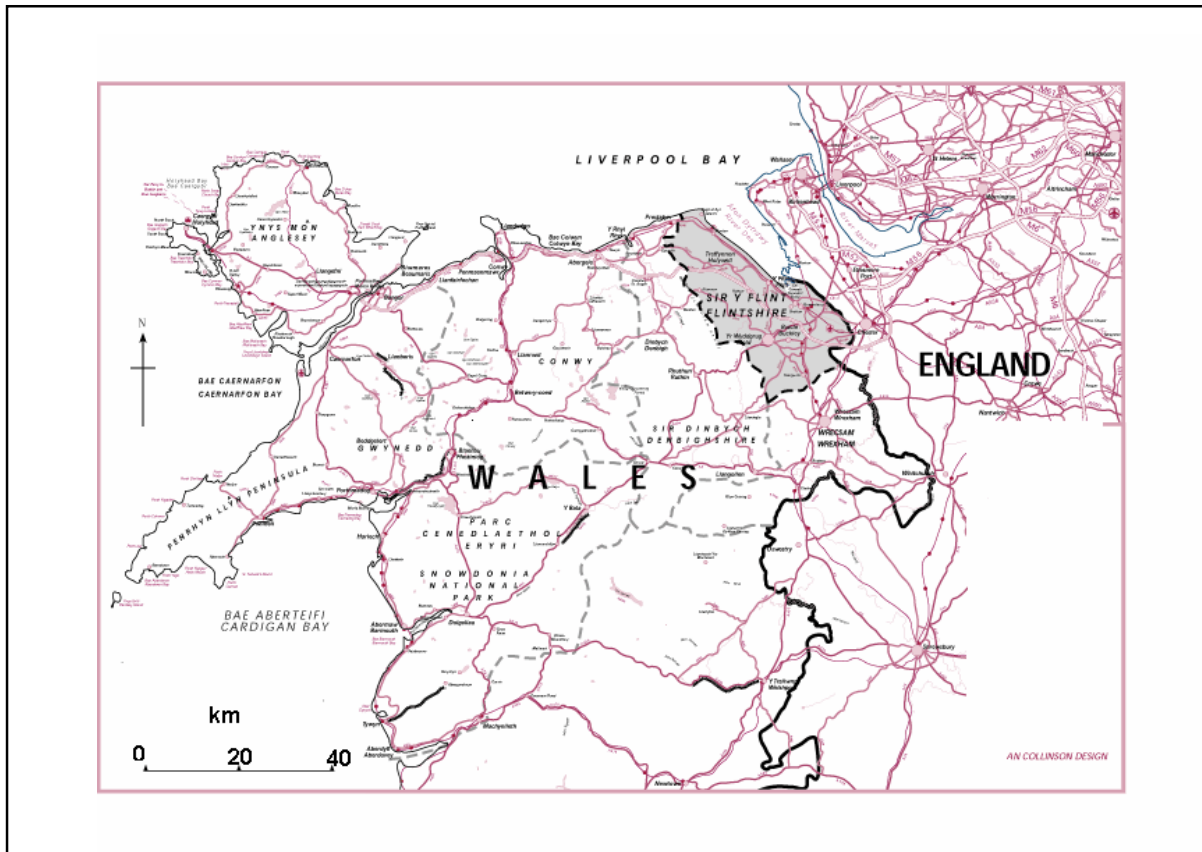
The enforcement of legislation governing land contamination issues will be carried out in accordance with the Pollution Control section of the Public Protection Division's Enforcement Policy.

2.0 CHARACTERISTICS OF FLINTSHIRE COUNTY COUNCIL

2.1 Geographical Location

As can be seen in Map 2.1, Flintshire County Council is situated in northeast Wales, land bound by Denbighshire to the west, Wrexham County Borough Council to the south and Cheshire to the east. The tidal estuary of the River Dee borders the northern edge of the Authority.

MAP 2.1 GEOGRAPHICAL LOCATION OF FLINTSHIRE



2.2 Brief History

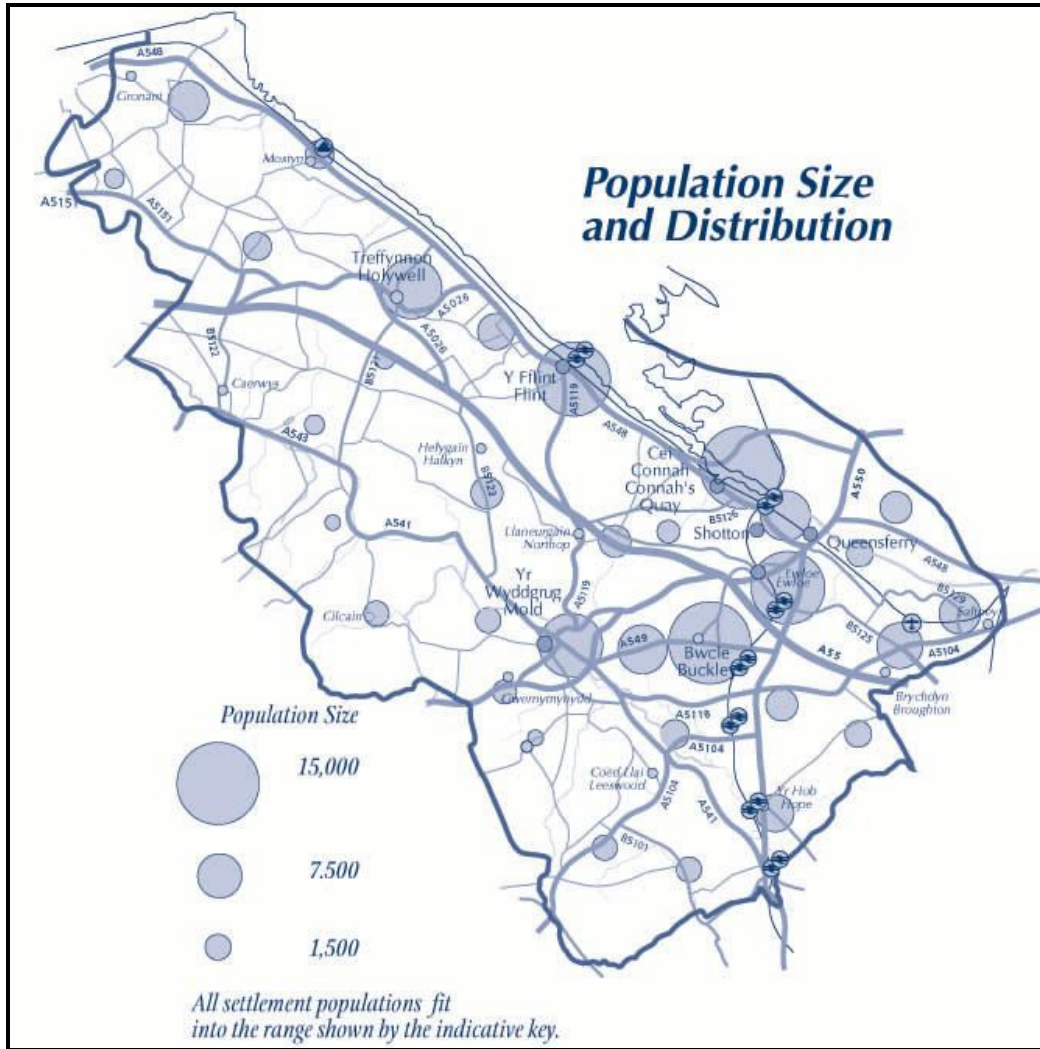
Flintshire County Council is a unitary authority, formed by the Welsh Local Government Reorganisation in 1996. For 22 years prior to the reorganisation Flintshire was a part of Clwyd County Council and was comprised of Delyn Borough Council and Alyn and Deeside District Council. Clwyd County Council was formed partly from the original county of Flintshire in 1974.

Flintshire is rich in natural resources which have been exploited since Roman times and have supported local industry for hundreds of years. Many of the once thriving heavy industries have been replaced by the light industries operating today.

2.3 Size and Population Distribution

Flintshire County Council covers an area of 49,891 hectares including the Dee Estuary and 43,464 excluding the estuary. Statistics from 2006 illustrate that the area supported approximately 150,100 people. The distribution of the population can be seen in Map 2.2. There are 6 main population areas with over 15,000 individuals. These are the towns of Holywell, Flint, Mold and Buckley, the area of Ewloe and the conurbation of Deeside (Connahs Quay, Shotton and Queensferry).

MAP 2.2 POPULATION SIZE AND DISTRIBUTION OF FLINTSHIRE



(Alan Collinson Design)

2.4 Geology

The geology of Flintshire consists of a succession of rocks from Silurian to Triassic age from west to east. Silurian shales and grits form the high moorlands of the Clwydian Range. The upland area of Halkyn Mountain is formed of Carboniferous Limestone. This outcrop is about four miles wide in the north, narrowing to about one and a half miles wide near the Flintshire/Denbighshire border at Loggerheads. The limestone deposits are crossed by numerous metalliferous and calcite veins. It is overlain by Millstone Grit and Holywell shales which outcrop in a north/south belt immediately east of the limestone on Halkyn Mountain and Nercwys Mountain. The grit is usually in the form of silica sandstone, but towards the north it is replaced by chertstone. Coal measures are found over most of the eastern part of the county, succeeded by Triassic beds around Higher Kinnerston.

Where land lies below about 600 feet above sea level, the bed rock is masked by glacial boulder clay, sands and gravels at the surface. Other recent deposits include tufa near Caerwys and river alluvium.

2.5 Hydrology

The information in this section has been based on information available from the British Geological Survey.¹

The steep flanks of Moel Famau in the Clwydian Range rise to the highest point in Flintshire (554m) on the Authority's southwest boundary with Denbighshire. The hills are separated from the north-northeast trending escarpment of Carboniferous Limestone by the valleys of the Rivers Wheeler and Alyn. The River Alyn breeches the limestone escarpment to the west of Rhydymwyn and similarly at Hendre. The River Alyn flows in a southerly direction, past Mold, flowing out of the Authority's area at Cefn y Bedd on the southeast boundary with Wrexham. The River Alyn finally flows into the River Dee further to the southeast. The River Dee enters Flintshire from the northeast, it's wide flood-plain to the east of Connah's Quay giving way to a broad estuary northwest of Connah's Quay.

The features of the limestone influence the drainage pattern to the North of Flintshire. The west-facing slopes of the limestone outcrop are steeper than the more gentle slopes of the east. Consequently, streams are found at the base of the westerly to south westerly facing slopes. Other streams drain the gentle slopes facing east. The metalliferous veins present in the limestone outcrop have been mined extensively in the past (see Section 2.10.1), particularly on Halkyn Common. The consequent mine-tips have disrupted the local drainage pattern.

Most of the eastern part of the Authority is below 150m, with minor undulations. This area is deeply dissected by streams. Near the Dee Estuary, the ground falls away rapidly and many deep northeast trending river dissections occur.

2.6 Hydrogeology

The British Geological Survey reports the following four aquifers within Flintshire.

- Kinnerton Sandstone Formation
- Carboniferous Limestone
- Sandstones in the Halkyn Formation
- Sandstones in Westphalian Strata.

The most important aquifer is the Kinnerton Sandstone Formation. This is mostly recharged from the east of the County. The Carboniferous Limestone aquifer is the second major aquifer. However groundwater movement is mainly restricted to fissures enlarged by solution. The movement can be rapid. Tunnels associated with disused mineral workings have caused a significant effect on the hydrogeology of the aquifer. Groundwater Vulnerability maps produced by the British Geological Survey describe the Kinnerton Sandstone formation and Carboniferous Limestone aquifers as highly permeable, covered by soils which have a varying leaching potential ranging from high to low. Where the soils have a high leaching potential, the vulnerability of the aquifers to pollution is increased. However, parts of the aquifers are also covered by low permeability drift deposits at the surface, therefore reducing the likelihood of pollution to the aquifers.

One small aquifer is recorded in the Halkyn Formation sandstones. The water within the Westphalian Strata sandstones is generally present within the joints and fractures

caused by mining subsidence. The recharge is limited by separation of the aquifers into fault-blocks and the extensive cover of low permeability superficial deposits.

2.7 Water Resources

The River Dee is a regulated river, permitting a continual supply of water to water supply companies, namely Dŵr Cymru -Welsh Water, North-West Water, Dee Valley Water and the Shropshire Union Canal. The confluence of the River Alyn with the River Dee is situated upstream from three abstraction points supplying potable water to the water supply companies. These companies supply water to northeast Wales, Cheshire and Merseyside.

The River Dee is accessible to salmon and sea trout along its entire length. The fisheries of the Dee are of national importance. The estuary hosts a salmon net fishery and sea fisheries of economic importance. The Dee estuary also has a high amenity value, providing opportunities for activities such as water skiing, jet skiing, sailing and bird watching.

The River Dee was the first river to be designated as a Water Protection Zone under the Water Resources Act 1991. The Zone encompasses the whole of the freshwater catchment area which ends at the Chester weir, the tidal limit. It therefore includes the section of the River Alyn and its tributaries which run through Flintshire County Council. The controls of the designation are designed to minimise pollution incidents caused by industrial activities, which may impact on the River Dee as a potable water supply.

Three boreholes, situated between Bretton and Poulton, may be used by Welsh Water to abstract water from the Kinnerton Sandstone Formation in the event of the Dee River intakes being shut down for a prolonged period. The aquifers, discussed in Section 2.6, are also used for numerous private water supplies serving dwellings, a small number of farms including dairy farms, business premises, four of which are food businesses. The Environment Agency recognises the importance of protecting aquifers used to supply drinking water and have identified two Source Protection Zones in Flintshire. Both Source Protection Zones are classified as Total Catchment Zones. One applies to the majority of the Kinnerton Sandstone Formation aquifer. The other, situated in the northwest of Flintshire, applies to an area of the Carboniferous Limestone aquifer. Source Protection Zones provide an indication of the risk to ground water from potentially polluting activities and land contamination.

2.8 Protected Habitats

The Dee Estuary is designated as a Ramsar Convention site and a Special Protection Area as a result of the international importance of its bird population. The Estuary is also designated as a Special Area for Conservation. It is one of the five most important breeding areas in Britain and one of the ten most important in Europe for a number of bird species. Extensive salt marshes at the head of the estuary and along the eastern coastline are of botanical interest.

The River Dee itself has been designated as a Special Area for Conservation. The designation applies to the whole River Dee and Bala Lake. Areas of Halkyn Mountain, Alyn Valley Woods and Deeside and Buckley newt sites have been

designated as Special Areas for Conservation. An Area of Outstanding Natural Beauty encompassing the Clwydian Hills runs along the southwest border of Flintshire. The County also accommodates 22 Sites of Special Scientific Interest and 257 wildlife sites with no statutory designation.

2.9 Sites of historic importance

The following sites of historic importance and other features can be found in Flintshire:

- Over 800 listed buildings, noted for their special architectural or historic interest;
- 118 scheduled ancient monuments, monuments designated to have national importance under the Ancient Monuments and Archaeological Areas Act 1979;
- 32 conservation areas.

2.10 Industrial History

The industrial history of Flintshire is largely related to the County's geography and geological features. The county once offered an abundance of minerals including limestone, chert, coal, lead and clay and offered good road and rail links with the rest of the country. The River Dee allowed river transport, linking the area with the Irish Sea and making Liverpool, Ellesmere Port and the Manchester Docks easily accessible. World trade and commerce then became possible. Major industries operating in the County included lead and coal mining, quarrying, iron and steel production, brick and tile production and textile manufacture.

2.10.1 Lead mining

Lead mining had been carried out in Flintshire in Roman times but developed significantly during the 1720s. The inward migration of people to the County brought mining skills from Derbyshire and Cornwall. The majority of the lead mines were concentrated around the Halkyn and Brynford areas. At the turn of the 19th century the mines had reached such depths that flooding became a problem. To alleviate the flooding, a tunnel to drain the mines was built in 1818. Larger and deeper mines continued to be opened following the extension of the original drainage tunnel further inland. A new sea-level drainage tunnel was excavated near to Bagillt in 1897.

During the 1880s the lead trade began to decline as a result of the loss of continental markets during the Napoleonic Wars and strong competition from mines in South Wales and the importation of cheap ores from America and Australia. Consequently works began to close and eventually mining activities ceased in about 1920.

Lead mining was rejuvenated in 1928 following the extension of the sea-level drainage tunnel by Halkyn District United Mines Limited. This company was an amalgamation of nine old mining companies and two drainage companies, which together covered an area of 25 square miles. In the 1930s, this company was claimed to be the largest and only modern non-ferrous metal mining company in the British Isles.

2.10.2 Coal mining

The coalfields of Flintshire have been worked since medieval times until quite recently. The collieries operated on a commercial basis during the latter half of the 19th century, forming a close alliance with the County's iron and steel industries. Coal was exported from Flint to Ireland until changes in the Dee Estuary prevented this. Coal mines were located across the county including mines at Flint, Greenfield, Bagillt, Mold, Pontblyddyn and Coed Talon. Most of the mines were closed soon after 1900 as a result of the mines becoming flooded as they were driven deeper. Open cast mining was carried out during the 1990's at Oakenholt, Coed Talon and the Point of Ayr Colliery, at Ffynnongroyw, which remained open until 1996.

2.10.3 Iron and steel

The steel industry was one of the largest industries in the County. The Hawarden Bridge Steel Works was built in Shotton in 1896 by J. Summers and Co. Limited and production commenced in 1902. The company increased to such a size that during the 1930s, it manufactured the greatest output of steel sheets in the country. The products included high grade sheets, sheets for car bodies and corrugated sheets for roofing. Steel manufacture continued until 1980 but ancillary operations have continued at the plant until present day.

Smaller companies undertook processes such as tinsplating, ferromanganese and spiegeleisen production, production of ships' cables and chains and the treatment of metal windows with zinc alloy.

2.10.4 Clay

Boulder clay in Flintshire was used for small scale pottery production during medieval times. The canalisation of the River Dee in 1737 provided river transport and led to a rapid growth in the local industry. Large quantities of kitchen and industrial products were manufactured. During the last quarter of the 19th century, the potteries altered to produce art pottery until 1940, when production ceased.

The abundant fireclays found in the Buckley area are of the highest quality. The clays were worked from c1750 and were used by a number of local brickworks to produce firebricks, tiles, acid resistant bricks and silica bricks used to line high temperature furnaces and blocks used in copper and tin smelting furnaces and in iron works. The surface clays were also quarried and used to manufacture building bricks. The area remained an important brick making centre until the closure of a number of brickworks during the 1960s and 1970s. Fireclay was quarried until very recently for use at the remaining brickworks at Lane End in Buckley. Many of the worked out clay pits were used for waste disposal. Larger clay pits, such as Brookhill Quarry were sought after as landfill sites. The quarry is used to landfill wastes today.

2.10.5 Textile Industry

The cotton spinning industry at Holywell was founded in 1777 with the opening of Yellow Mill, followed by the construction of the Upper and Lower Mills during the 1780s. Crescent Mill opened in 1790. A mill was also constructed by the River Alyn in Mold in 1792. A slump in the industry in 1837 brought about the temporary closure of the mill before a fire caused it to close permanently in 1866. The Holywell mills could

not compete with other mills in Lancashire and consequently went into liquidation in c1841. In 1848, Crescent Mill was taken over and the first power loom in Wales was set up there to weave flannel. A new company, the Welsh Flannel Manufacturing Company was formed to operate both the Crescent and Upper Mills and continued operations into the 1980s. The mills processed raw materials to the finished product.

During c1919, Courtaulds Limited took a strong hold in Flintshire, when the company began operations at the Aber Works in Flint. The company also bought the Castle Works in Flint from the United Alkali Company in 1920. Both mills produced synthetic yarns. At the same time the Deeside Mill was founded in Flint. Greenfield works was opened in 1934 and manufactured viscose rayon staple. The Courtaulds factories of Deeside became the most important centre for rayon production in Britain before closing during the 1970s and 1980s.

2.10.6 Quarrying

Quarrying has been undertaken in Flintshire over the centuries due to the quality and variety of stone available. Extensive quarrying of materials including sand, gravel and limestone for use in the construction of roads and buildings continues today. Silica and chert have been quarried historically. Materials quarried today are also used in the tarmac, bitumen, lime and cement production industries. Chert was used in the manufacture of pottery.

2.10.7 War Factories

An explosives factory was established at Queensferry in 1915 and operated until 1918. Guncotton and TNT was manufactured there. A site at Rhydymwyn was built at the beginning of the Second World War for the production and storage of weapons filled with mustard gas. An aircraft factory was constructed in Broughton for the production of bombers between 1937 and 1945. The factory shared the airfield with RAF Hawarden. Between 1945 and 1948, the factory was used to manufacture prefabricated aluminium houses. Aircraft manufacture recommenced in 1948. Aircraft manufacture and servicing continues at the factory today.

2.10.8 Other industries

The county supported many other industries including lead smelting, rope making, paper production, soap manufacture, oil works and chemical manufacture. Ship building companies operated in Flintshire during the 19th and early 20th centuries.

2.11 Current Land Use Characteristics

A large area of Flintshire is used for agriculture. A number of quarries are also operated in rural areas of the county. Light industry is concentrated mostly on small and medium sized industrial estates in the urban areas. Deeside Industrial Park is the only major industrial park in the county.

2.12 Specific Local Features

Historical lead mining and associated industries have affected areas of Flintshire. The soils in these areas contain elevated concentrations of heavy metals. Some areas of the county are affected in the same way by naturally occurring lead and heavy metals. These areas will be considered on a site specific basis.

2.13 Land Ownership

Flintshire County Council has considerable land assets supporting various uses including agriculture, industry, housing, schools, recreation, offices, brownfield and landfill sites.

2.14 Redevelopment History and Controls

Flintshire County Council is a comparatively new local authority, its structure and local plans were not united until 2000 yet demonstrated a common theme with respect to the reclamation of land affected by contamination. This was often discussed in conjunction with the reclamation of derelict land (now known as brownfield sites). The development of brownfield sites was encouraged, especially where the work would result in:

- The removal of risks to health;
- A positive end-use of the site;
- The safeguard of ecological interests.

Some sites in Flintshire affected by contamination have been remediated in the following ways:

- The Authority has remediated some of its own land assets using funding from the Welsh Development Agency;
- Private land owners have redeveloped sites where contaminants were shown to have existed.

2.15 Types of Potential Contaminants

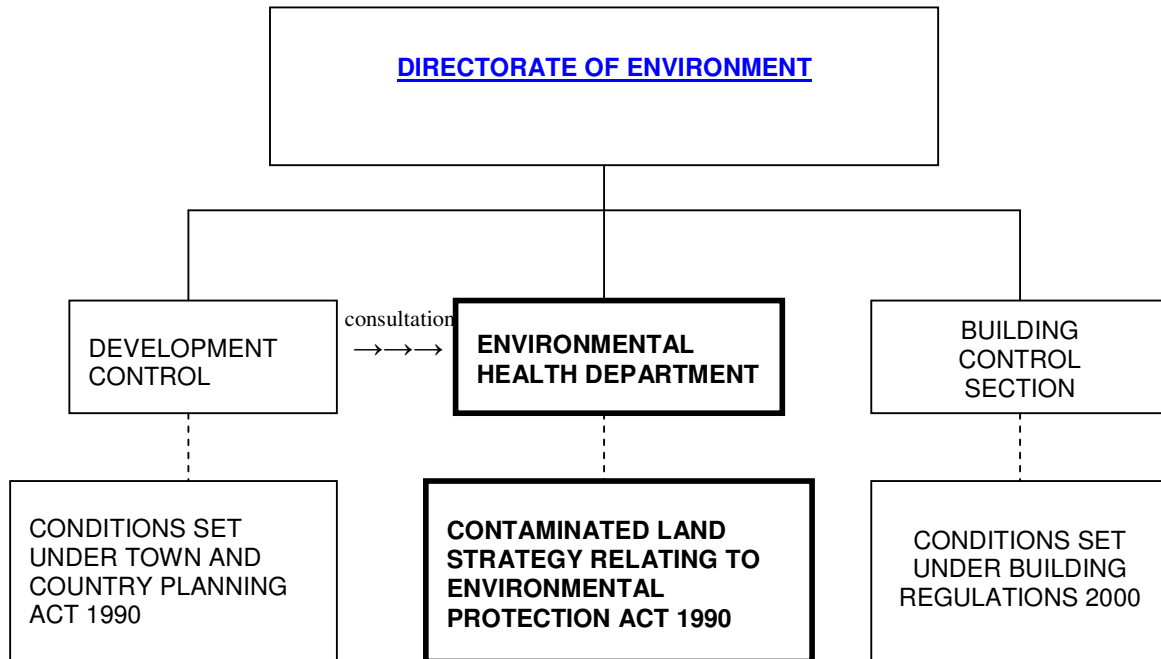
Within Flintshire are sites that may be affected by wide variety of contaminants such heavy metals as a result of lead mining and organic compounds as a result of fuel storage.

3.0 INTERNAL MANAGEMENT ARRANGEMENTS

3.1 Departments Involved

The Directorate of Environment is responsible for discharging the Councils responsibilities associated with legislation governing land contamination. This includes activities carried out in accordance with Part IIA of the Environmental Protection Act 1990, the development of land affected by contamination, the Town and Country Planning Act 1990 and the Building Regulations 2000. These responsibilities are split between the Environmental Health, Planning and Building Control Departments as shown in Figure 3.1.

Figure 3.1 Departmental Responsibilities



3.2 Public Protection Division

The responsibility for producing and implementing the Contaminated Land Strategy has been assigned to the Pollution Control section of the Public Protection Division. The Contaminated Land Officer works on the Strategy full-time and is responsible for co-ordinating the work undertaken. Any information volunteered to the Council and complaints made in respect of land contamination are investigated by this officer. The Pollution Control section liaises closely with the Planning Department, particularly when the redevelopment of sites that may be affected by contamination is proposed. Contact details for the Contaminated Land Officer may be found in Appendix 1.

3.3 Development Control

In deciding whether or not planning permission should be granted the Planning Department takes into consideration contamination that may be present and that may affect the proposed development. If planning permission is approved specific conditions requiring the developer to undertake detailed site investigations and remediate any contamination found may be imposed.

3.4 Building Control Department

Land contamination is also taken into consideration by the Building Control Department. Specific conditions requiring that a building is constructed to protect its structure against the effect of contamination may be imposed.

4.0 PROCEDURES

4.1 General Overview

The following tasks will be carried out by the Council in order to implement the Contaminated Land Strategy.

- Consultation procedures
- Information collection
- Prioritisation of site inspections
- Individual site inspections
- Review mechanisms

The consultation procedures relate specifically to the contents of the strategy. The information collection, prioritisation of site inspections and individual site inspections tasks relate to the process of the identification of sites that are causing harm or have the potential to cause harm to receptors. The review mechanisms relate to both the contents of the strategy and the process of identifying land that may be affected by contamination and statutorily Contaminated Land.

4.2 Consultation Procedures

4.2.1 Consultation with Public Bodies

Statutory guidance required Flintshire County Council to consult a number of statutory bodies and invite their comment prior to the publication of the original version of the Contaminated Land Strategy. The following statutory bodies were consulted.

- Environment Agency
- Welsh Assembly Government (department of Economy and Transport)
- Countryside Council for Wales
- Cadw: Welsh Historic Monuments

The statutory guidance suggests that other public bodies that may have an interest in the Contaminated Land Strategy are also consulted. The draft strategy has been provided to the following organisations:

- Clwyd–Powys Archaeological Trust
- Food Standards Agency
- Agricultural Division of the Welsh Assembly Government
- Surrounding Local Authorities (Chester City Council, Wrexham County Borough Council, Denbighshire County Council, Wirral Metropolitan Borough Council and Ellesmere Port and Neston Borough Council)

Irrespective of the fact that consultation is a statutory requirement, it is an important process as the implementation of the Strategy may impact on the individual work areas of the consultees. It is important that all the organisations with an interest are given the opportunity to express their views and to provide information with respect to receptors.

4.2.2 Internal Consultation

Flintshire County Council's elected members and its Contaminated Land Strategy Group took part in the consultation process. Liaison between Council departments is essential as each may be able to provide important information required for the Contaminated Land Strategy. Furthermore, work undertaken by other departments in the future may have implications for the implementation of the Strategy and conversely the Strategy may have implications for the work of other departments. A number of different Council departments are responsible for the maintenance of land which may eventually be investigated in order to assess land contamination in accordance with the Strategy. Each of those departments must be made aware of the requirements and implications of the Strategy.

4.3 Information Collection

4.3.1 Information already collated

It is necessary to consider a variety of information from a number of sources in order to identify and investigate land that may be affected by contamination. Information held by different departments of Flintshire County Council has been gathered and collated. This includes information for sites suspected to be affected by contamination and for sites where remediation schemes to address contamination known to be present have already been undertaken. Information has also been gathered from external organisations including:

- Environment Agency
- Countryside Council for Wales
- Cadw: Welsh Historic Monuments
- Clwyd–Powys Archaeological Trust

Table 4.1 describes the information gathered to date. Both the Agricultural Division of the Welsh Assembly Government and the Food Standards Agency were unable to provide any information relating to Flintshire.

Table 4.1 Information collected by the Authority to date

Information	Comments	Use
Catchment plans showing location of water courses and location of bathing waters	Supplied by the Environment Agency	Identification of receptors and controlled waters
Catchment management plans	Supplied by the Environment Agency	Identification of controlled waters
Locations of flood defence works	Supplied by the Environment Agency	Identification of pathways
Locations of current water abstraction points	Register of private water supplies already held by Authority and information concerning industrial abstraction points supplied by Environment Agency	Identification of receptors
Locations of discharge consents	Supplied by Environment Agency	Identification of possible sources
Sites holding Waste Management Licenses	Supplied by Environment Agency	Identification of possible sources
Integrated Pollution Control/ Pollution Prevention and Control	Supplied by Environment Agency	Identification of possible sources
Local Authority Pollution Control Processes	Information held by the Authority	Identification of possible sources
Licensed nuclear sites	Supplied by Environment Agency	Identification of possible sources
Locations of sewage treatment works	Supplied by Environment Agency	Identification of possible sources
Concerns regarding water quality and river quality objectives	Supplied by Environment Agency	Identification of the possible existence of pathway to controlled waters
Closed landfill sites	Information supplied by Environment Agency and records held by the Authority	Identification of possible sources
Historical information of industrial sites	Records held by Authority	Identification of possible sources
Locations of protected organisms/ecosystems	Supplied by Countryside Council for Wales	Identification of possible receptors
Locations of scheduled/unscheduled monuments and archaeological sites	Supplied by Cadw: Welsh Historic Monuments, Clwyd-Powys Archaeological Trust	Identification of possible receptors
Locations of listed buildings	Information held by the Authority	Identification of possible receptors
Population distribution	Information held by the Authority	Identification of possible receptors and used to set priorities
Sites already subjected to remediation schemes	Information held by the Authority	Used to set priorities
Siting of Local Authority owned land	Information held by the Authority	Used to set priorities
Agricultural land maps	Information held by the Authority	Used to set priorities
Geological survey maps of solid geology	Information held by the Authority	Used to set priorities
Geological survey maps of drift geology	Information held by the Authority	Used to set priorities
Mineral surveys	Information held by the Authority	Used to set priorities
Groundwater vulnerability maps	Information held by the Authority	Used to set priorities
Aerial photographs	Information held by the Authority	Identification of possible sources
Various OS maps dating from 1869	Maps held by the Authority and the County Records Office	Identification of possible sources

4.3.2 Other information sources

Detailed information in respect of some sites may be held by the following organisations.

- County reference library for historical books and trade directories
- County Records Office
- Local historical societies
- Welsh Assembly Government (department of Economy and Transport)

4.3.3 Complaints and volunteered information

Any person wishing to make a complaint or to offer information will be asked to provide their name, address and telephone number. It is policy of the Pollution Control section not to accept anonymous complaints as this reduces the likelihood of malicious complaints being made. However, if the complainant is insistent on remaining anonymous, the complaint will be considered and where warranted will be investigated. Where the complainant's details are provided, the Contaminated Land Officer will contact the complainant within five working days.

The complaint/information shall be assessed as soon as possible to establish whether a link between the source of the contamination, a pathway via which the contamination may reach the receptor and the receptor exists. The site will be prioritised in accordance with the prioritisation system described in Section 4.4. The complainant/informant will be advised of the decision and kept informed as the assessment of the site progresses.

The source of the complaint/information will not be disclosed. However, should a situation arise where the complainants/informants property is itself affected, it may not be possible to withhold their address from a third party. Consequently, the source of the complaint/information may be identified.

4.4 Prioritisation

4.4.1 Overview

A large number of sites will be identified as land that may be affected by contamination. In order to ensure that land most likely to be affected by contamination is identified and investigated first, a prioritisation process will be followed to organise the sites into the order in which they are to be investigated. The prioritisation process will follow three stages:

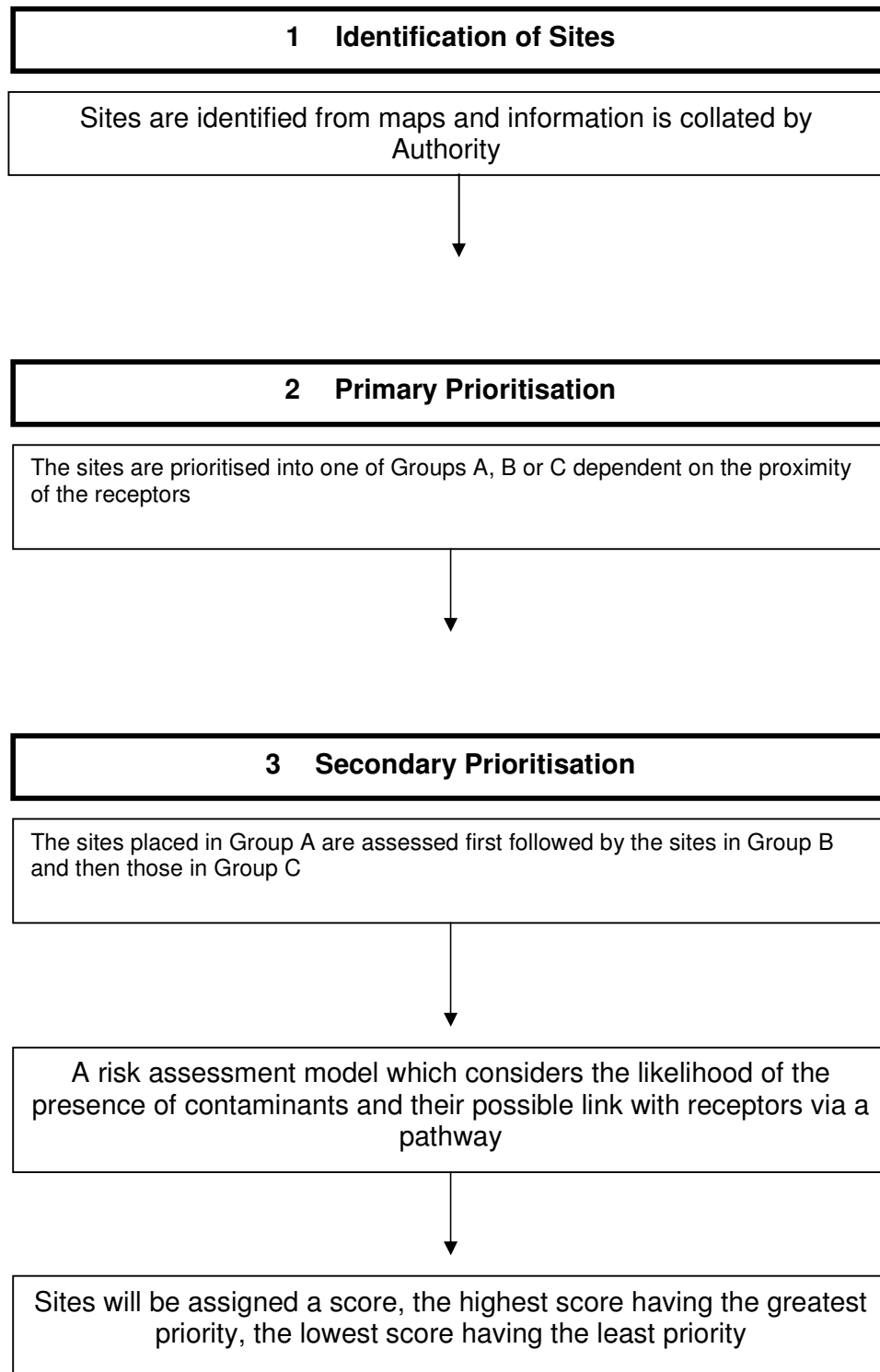
- Identification of land that may be affected by contamination;
- Primary prioritisation – an assessment of the proximity of receptors to the land that may be affected by contamination;
- Secondary prioritisation – a risk assessment based on the contaminant, the pathway and the receptor present

This is illustrated by Figure 4.1.

The prioritisation process will remain flexible and allow for alterations to be made as the process develops. It will also allow for the urgent investigation of sites should

evidence become available that actual harm is occurring to a receptor. This applies to all sites regardless of their position on the list of prioritised sites. It is expected that computer software will be used to facilitate the primary and secondary prioritisation processes. This is discussed in more detail in Section 5.2.

Figure 4.1 The Prioritisation Process



4.4.2 Identification of sites

Land that may be affected by contamination will be located by viewing the following Ordnance Survey maps:

- 6" maps 1st edition, dated 1869-1872 (partial coverage)
 2nd edition, dated 1897-1898 (partial coverage)
 3rd edition, dated 1911-1913
- 25" maps 1st edition, dated 1869-1872 (partial coverage)
 2nd edition, dated 1897-1898 (partial coverage)
- 1:2500 dated 1960 -1975
 dated 1976 -1996
- 1:1250 dated 1976 –1996 (partial coverage)

When viewing maps prior to the publication of 1:2500 series, 6" maps, where available, will be viewed in preference to the 25" maps. When assessing built up areas, valuation working sheets (produced from 1910 onwards) and town plans (produced in the latter half of the 19th century) will also be viewed where available.

When viewing maps from 1960 onwards, 1:1250 maps will be viewed where available. Maps will be viewed in chronological order. The oldest map will be viewed first. This will allow the sequence of historical land uses to be identified. Information collected from the review of the maps will be collated and cross-referenced with information already held by the Authority as described in Table 4.1.

4.4.3 Primary Prioritisation

The primary prioritisation process combines the 'Part I Assessment' described by the Department of the Environment's (DOE) guidance document CLR Report No. 6. The proximity of the receptors will be considered at this stage. The process allows for receptors to be placed into three categories:

- Terrestrial receptors – residential properties, allotments, schools, playgrounds, hospitals, nursing homes, commercial and industrial premises, crops, livestock, non-aquatic ecosystems, domesticated animals, wild animals subject to shooting or fishing rights and buildings of archaeological interest.
- Surface water – drains, streams, pools, canals, rivers and aquatic ecosystems.
- Groundwater – source protection zones and major aquifers.

Diagrams in Appendices 2-4 illustrate how each category is arranged into prioritisation groups A, B and C. Should to the answer to any of the questions in the diagrams be doubtful the worse case scenario should be assumed and the site be placed in a higher group. At the end of the prioritisation process each site should be placed in the highest prioritisation group identified for any of the categories of receptor. For example, if the assessment associated with terrestrial receptors results

in the site being placed in group A and the assessment associated with surface water and groundwater receptors results in the site being placed in group B, the site would be placed in group A at the end of the process. Following the assignment of each site to the prioritisation groups A, B and C, the secondary prioritisation process will begin. Group A will be assessed first followed by group B and then group C.

4.4.4 Secondary Prioritisation

The secondary prioritisation process involves a risk assessment scoring system which is in the process of being designed. This should prevent a number of sites being awarded the same prioritisation status. The scoring system will also ensure consistency. The scoring system will include the following characteristics of the site:

- Historical land uses
- Geology
- Hydrology
- Hydrogeology
- Drainage
- Significance of receptors

The identification of historical land uses will identify potentially contaminative uses of the site and an indication of the contaminants that may be present. The geology, hydrology, hydrogeology and drainage features of the site will identify potential pathways and some receptors.

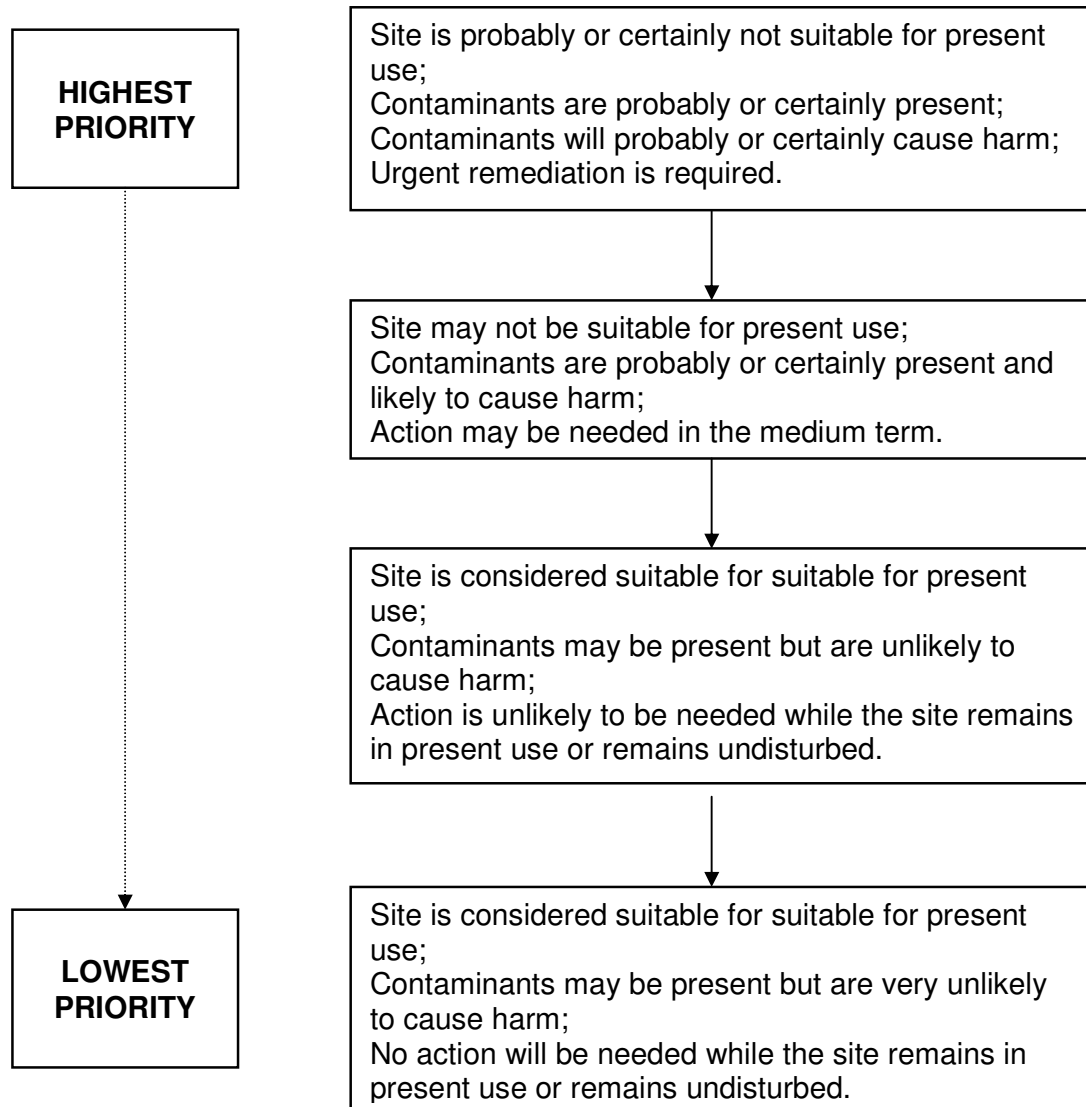
The influence of these characteristics on receptors will also be considered as part of the process. Each individual characteristic and combinations of characteristics may increase the likelihood of the existence of a pathway via which a receptor may be exposed to a contaminant. They may also result in the identification of clusters of sites requiring investigation. Information gathered during the prioritisation process will be cross referenced to positively identify patterns and correlations. It is possible therefore, that some receptors become more significant than others. It is thought that groups of receptors will be arranged in the following order of significance:

1. Humans and pets, buildings (residential, commercial, industrial, hospitals and schools), allotments and playgrounds;
2. Controlled waters (surface and ground waters);
3. Statutory protected ecosystems, agricultural crops, wild animals subject to shooting and fishing rights, livestock and ancient monuments.

This order has been put forward based on the information held to date. Human populations and associated activities are often concentrated in areas close to industry. It is possible that sites identified in these areas will become more significant. Controlled waters are an important source of potable water. Surface waters have an importance in terms of the economy and leisure. Statutory protected ecosystems, agricultural crops, wild animals subject to shooting and fishing rights, livestock and ancient monuments are often concentrated in areas further from industrial areas. Other ecosystems may also exist at disused industrial sites and may be reliant on contaminants present in the ground.

At the end of the secondary prioritisation process, all sites will be assigned a score. Sites assigned with the highest score will be assigned with the greatest priority. The degree of priority decreases dependant on a range of factors, as shown in Figure 4.2.

Figure 4.2 Factors dictating order of priority



4.5 Local Authority Interest in Land

Flintshire County Council owns considerable land assets which are taken into consideration by the Contaminated Land Strategy. Site investigation and remediation works required to be carried out at land owned by the Council will be considered in the same manner as land in private ownership. Works will be prioritised according to the system described in Section 4.4. The Public Protection department is not responsible for managing land assets allowing the Strategy to be applied to the Council's land impartially.

The responsibility to manage the Councils land assets is shared between the following directorates:

- Community
- Lifelong Learning
- Environment

Records in respect of current and past land ownership and leases are maintained by the Conveyance Department of the County Secretary's Directorate. These records will be cross checked each time a site is subject to inspection, to determine whether the land is or has been owned by the Council and which directorate has responsibility for the land. Where it is proposed to carry out an inspection of a site belonging to the Council, the directorate responsible for the management of the site and the Council's solicitor will be notified. If a site belonging to the Council is to be designated as statutorily Contaminated Land, the Director of Environment, the Executive Member and the local member of the Council will be advised of the situation first. The directorate responsible for the management of the site, the Council's solicitor and the County Treasurers Directorate will be informed next.

Flintshire County Council is likely to be responsible to bear the cost of any remediation work required at its sites. In addition to its responsibility for its own land assets, the Council should also bear the cost of remediation works at 'orphan' sites. Sites where liability cannot be attributed to any other party in accordance with the legislation are called orphan sites. The cost of site investigation and remediation works is dependant on a number of factors and therefore varies dependant on the specific site characteristics. However, as contaminated sites are identified as requiring remediation, the cost of the schemes will need to be estimated and the expenditure accounted for in the budget.

4.6 Detailed investigation of individual sites

4.6.1 Purpose of detailed investigations

An organised list of sites will be produced from the information gained from the prioritisation process described in Section 4.4. Detailed investigations of the sites will then begin and detailed risk assessments will be undertaken to:

- Determine whether the land may be designated as Contaminated Land;
- To assess whether such land should be designated as a 'special site'.

4.6.2 Order of investigation

Individual site investigations will take place following the completion of the prioritisation process. However, exceptions may be made for sites where it becomes apparent that contamination is causing immediate harm and urgent remediation is required. Investigations of individual sites will be carried out in three stages. A desk study is prepared first followed by a visual site investigation followed by an intrusive investigation.

4.6.3 Desk Study (Preliminary Risk Assessment)

A considerable quantity of information, as described in Table 4.1, will have been gathered during the prioritisation process. A more detailed search for more specific information from sources described in Section 4.3.2 will be carried out in respect of each individual site. This will be combined with information already gathered, in order to identify potential contaminants, sources of contaminants, the area of the site to which the contaminants may extend at the surface of the site and underneath, potential receptors and the pathways via which the contaminants may reach the receptors. In instances where a source, pathway and receptor are identified for a contaminant, a pollutant linkage is understood to exist. If, after all the information has been considered it becomes clear that no reasonable pollutant linkage exists, the investigation of that pollutant linkage will not continue.

A visual inspection of the site will be made and the findings included in the desk study.

4.6.4 Visual site investigation

Following the completion of the desk study the site will be visited and a visual inspection of the site will be made. Visual features such as discolouration of soils and water, areas of dead or distressed vegetation, presence of indicator species (species tolerant of particular substances) and unusual odours will be recorded. Other features such as abandoned structures, which may be a source of contamination, will also be recorded. Surrounding land uses and potential receptors will also be recorded. If following the inspection it becomes clear that no reasonable pollutant linkage exists, the investigation of that pollutant linkage will not continue.

Potential pollutant linkages identified by the desk study and visual site inspection will be used to produce a preliminary conceptual model of the site. The conceptual model illustrates the potential pollutant linkages present at a site. It may be expressed as cross sectional illustration, as a written explanation, in a table or as a combination of all three.

4.6.5 Intrusive Site Investigation

Intrusive site investigations will be undertaken at sites where potentially unacceptable risks have been identified by the desk study. The scope of the investigation will be designed on a site specific basis taking into account the individual characteristics of the site and the preliminary conceptual site model. The investigation may be carried out in a number of phases dependent on the level of risk assessment required as the investigation progresses. Samples of soils, water and gas will be collected as necessary and in accordance with the scope of the investigation. The samples may be collected from trial pits, boreholes or from driven sampling tools such as augers or window samplers. The scope of the investigation will be designed in accordance with the following guidance:

- Department of the Environment (1994). "Contaminated Land Research Report No. 4 (1994). Sampling Strategies for Contaminated Land". Report by the Centre for Research into the Built Environment, Nottingham Trent University

- British Standard Institution (2001). “Investigation of Potentially Contaminated Sites-Code of Practice”, British Standard 10175:2001.
- British Standard Institution (1999). “Code of Practice for Site Investigations”, British Standard BS5930.
- Construction Industry Research and Information Association (1995). “Remedial Treatment for Contaminated Land. Volume III: Site Investigation and Assessment. Special Publication 103”, CIRIA, London.
- Environment Agency. Land Contamination: Technical Guidance on Special Sites: MoD Land. Research and Development Technical Report P5-042/TR/01, Environment Agency, Bristol
- Environment Agency. Land Contamination: Technical Guidance on Special Sites: Chemical Weapons Sites. Research and Development Technical Report P5-042/TR/02, Environment Agency, Bristol
- Environment Agency. Technical Aspects of Site Investigations. Volumes I and II. Research and Development Technical Report P5-065/TR, Environment Agency, Bristol
- Environment Agency. Secondary Model Procedure for the Development of Appropriate soil Sampling Strategies for Land Contamination. Research and Development Technical report P5-066/TR, Environment Agency, Bristol
- Environment Agency (2004). Model Procedures for the Management of Land Contamination. Contaminated Land Report CLR11, Environment Agency, Bristol
- CIRIA (2007). Assessing Risks Posed by Hazardous Ground Gases to Buildings, C665. CIRIA, London.

This list is not exhaustive as regard may need to be had to other reference material dependent on the findings of the desk study produced for each individual site.

The information gained from the intrusive investigations will be used to refine the preliminary conceptual site model, to confirm or reject pollutant linkages and to assess potentially unacceptable risks associated with contamination found to be present.

During the investigation reasonable precautions will be taken to ensure that any actions do not cause harm, pollution or damage to natural resources or features of historical or archaeological interest. The Council will ensure that suitable insurance cover is taken out against the occurrence of any unintentional incidents.

4.6.6 Powers of Entry

Section 108 of the Environment Act 1995 allows the enforcing authority statutory powers of entry, which may be applied when undertaking the visual and intrusive site investigations. However, the statutory powers of entry may only be used if the following criteria are satisfied:

1. There is a reasonable possibility that a pollutant linkage exists on the site in question.
2. In the case of an intrusive site investigation:
 - it is likely that the contaminant is actually present;
 - the receptor is actually present or likely to be present due to the current land use.

The statutory powers of entry may not be applied to perform an intrusive investigation if:

1. Detailed information concerning the condition of the land has already been provided which permits a decision as to whether the land is contaminated land or not.
2. A person offers and actually provides necessary information within a reasonable and specified time.

4.6.7 Guidance used to determine the Existence of Harm or Pollution

The potential risks associated with a concentration of a contaminant found to be present during a site investigation must be evaluated further in order to understand if it is causing or is likely to cause harm or pollution. Guidance and best practice documents are available to help regulators assessing land contamination to estimate risk. None of the documents provide a definitive test or value that may be applied to decide when risks are significant. The following guidance documents will be considered when undertaking site investigations.

Department of the Environment (1995) *Industry Profiles*

Department of the Environment, Food and Rural Affairs and Environment Agency (2004) Model Procedures for the Management of Land Contamination (CLR11).

British Standards Institution (2001) Investigation of Potentially Contaminated Sites, Code of Practice, BS: 10175

Environment Agency (2008) Human Health Toxicological Assessment of Contaminants in Soil, Science Report (SC050021/SR2)

Environment Agency (2008) Updated Technical Background to the CLEA Model, Science Report SC050221/SR3

ICRCL (1990). *Guidance Note 70/90. Notes on the Restoration and Aftercare of Metalliferous Mining Sites for pastures and Grazing*, London, Department of the Environment.

Environment Agency (2002) Environment Agency Technical Advice to Third Parties on Pollution of Controlled Waters for Part IIA Environmental Protection Act 1990.

CIRIA (2007) Report C665: Assessing Risks posed by Hazardous Ground Gases to Buildings.

Department of the Environment, Food and Rural Affairs and Environment Agency (2004) Model Procedures for the Management of Land Contamination (CLR11).

Environment Agency (2006) Remedial Targets Methodology: Hydrogeological Risk Assessment for Land Contamination

Department of the Environment, Transport and the Regions Circular 02/2000

Welsh Assembly Government, Environment Agency and Welsh Local Government Association (2002), Welsh Local Authority Guide to the Application of Part IIA of the Environmental Protection Act 1990.

Risk Assessment Models

Guidance documents used in other countries. For example, United States Environmental Protection Agency documents.

Advice may also be sought from the Agricultural Division of the Welsh Assembly Government, the Food Standards Agency and the Health Protection Agency.

4.6.8 Site Specific Liaison

1. Site owners, occupiers and other appropriate persons

Before carrying out an inspection of a site, the Council will contact the land owner; occupier and other interested parties to notify them of the Council's intention and the procedures that the Council will follow. Early discussions with interested parties will allow information from all parties to be exchanged. This may result in the provision of detailed information to the Council that may resolve a number of issues identified by the desk study. Interested parties may express a wish to undertake the intrusive investigation voluntarily. Where this is the case, the Council will assist in making arrangements where necessary. Interested parties will be informed of the outcome of the visual site inspection and intrusive site investigation following detailed assessments of the findings and completion of associated reports.

If the outcome of the investigation is to formally determine the whole site or part of the site as Contaminated Land, the appropriate persons will be notified of this decision in writing. The same will apply if the site is to be designated as a Special Site. The Council will discuss remediation options with interested parties to encourage voluntary remediation. Remediation will be secured formally by the service of Remediation Notices, requiring the appropriate persons to remediate the contamination if voluntary remediation cannot be secured or has not been undertaken within agreed timescales.

2. Environment Agency

If a site investigation finds that determination of the site or part of a site as Contaminated Land is necessary, the Council is required by legislation to notify the Environment Agency of the Council's decision to make the determination. The Council will make the notification as soon as the determination is made.

If during the prioritisation process it becomes apparent to the Council that as a result of the current land use, a site could potentially be designated as a Special Site, the Council will notify the Environment Agency before a desk study is completed. If the Environment Agency agrees that the site may be designated as a Special Site, the Council will make appropriate arrangements for the Environment Agency to proceed with the investigation of the site. It is possible that during the progression of a site investigation carried out by the Council, it may become apparent that the site may be designated as a Special Site. As soon as the Authority is aware that this is the case, the Environment Agency will be notified and appropriate arrangements made.

The Council will seek the advice of the Environment Agency when considering a determination associated with potential pollution of controlled waters. This is consistent with procedures already adopted by the Environment Agency, when assessing pollution of controlled waters.

3. Archaeological Organisations

If an intrusive site investigation is proposed at a site in an area of historical or archaeological interest the Council will consult the following organisations:

- Cadw: Welsh Historic Monuments
- Clwyd-Powys Archaeological Trust (as appropriate)
- Flintshire County Council's Chief Planning Officer.

4. Countryside Council for Wales

Advice may be sought from the Countryside Council for Wales in respect of the effects of contamination upon ecosystems.

5. Neighbouring Local Authorities

It is possible that in carrying out investigations at sites close to the County's administrative boundary, pollutant linkages affecting receptors on either side of the boundary may be identified. Flintshire County Council shares mutual boundaries with the following Local Authorities:

- Chester City Council
- Denbighshire County Council
- Ellesmere Port and Neston Borough Council
- Wrexham County Borough Council
- Wirral Metropolitan Borough Council.

If a site investigation is proposed to be carried out at a site close to the boundary, Flintshire County Council will notify the appropriate neighbouring Local Authority of its intention to conduct the investigation. If during an investigation a pollutant linkage affecting both Authorities is identified, Flintshire County Council will notify the appropriate neighbouring Local Authority within ten working days. If it is considered that urgent action may be required, the appropriate neighbouring Authority will be notified without undue delay. Flintshire County Council will work with the neighbouring Authority to agree a mutually acceptable scope for each stage of the site investigation and where necessary, suitable remediation schemes. Each Authority will identify and agree each of their responsibilities associated with these tasks.

The Local Authority in whose area the contaminant is situated will assume the role of enforcing authority. Where the County boundary dissects an area of contamination a detailed agreement will be reached to identify which Local Authority will assume the lead enforcement role. Each Authority will accept that the agreement is without prejudice to statutory guidance and legislation and any legal advice received. The Secretary of State will be asked to determine any disputes.

4.6.9 Health and Safety

The Health and Safety of Council officers and contractors carrying out works on behalf of the Council is a very important consideration during all site investigations. Risk assessments will be carried out at the planning stage of each visual inspection, intrusive site investigation, assessment action and remediation scheme. The risk assessment will identify any potential hazards and the precautions required to be taken in order to remove or avoid them. Information gathered during the desk study will be used to facilitate this. Works will be carried out in accordance with Flintshire County Council's Health and Safety Policy. Regard will be had to the following guidance:

CIRIA Report 132: *A Guide for Safe Working on Contaminated Sites* (1996)

Health and Safety Executive (1991). *Protection of Workers and the General Public during Development of Contaminated Land*, London, HMSO.

Specific advice may be obtained from the appropriate Occupational Health and Safety Officer.

Contractors invited to submit tender documents in respect of land contamination investigations will be required to include a copy of the company's health and safety policy in their response to the tender. This will be reviewed as part of the tender review process to ensure that the contractor's health and safety policy satisfies the health and safety standards of the Council. During works on site, regular checks will be made in order to ensure that the health and safety policy is followed and that the agreed health and safety standards are met.

4.6.10 External Contractors

In most cases, desk studies and visual site inspections will be carried out by the Council. The Council does not possess all of the resources required to undertake specialist tasks such as hydrogeological modelling and it will be necessary to appoint external consultants to undertake those tasks.

External consultants will also be appointed to carry out intrusive site investigations on behalf of the Council where:

- Health and safety risk assessments reveal that specialist equipment will be required
- An intrusive site investigation is required on land where Flintshire County Council is responsible for the site to be investigated.

Samples collected during site investigations will be submitted to a suitably accredited laboratory. The chosen laboratory will either possess the Environment Agency's Monitoring Certification Scheme (MCERTS) accreditation for all parameters or should be able to sub-contract any non-accredited parameters to another laboratory in possession of the appropriate accreditation.

If no laboratories are currently able to provide accreditation for a particular parameter, the test method used should be accredited to BS EN ISO/IEC 17025:2000 and accompanied by a brief method description, together with estimates of bias and precision.

Budget requirements for individual site investigations will be identified and reviewed annually. Wherever possible, funding for site investigations and remediation schemes will be sought from the Welsh Assembly Government in applications under the Contaminated Land Capital Fund.

4.6.11 Risk Communication

It is likely that where a site investigation is proposed, concerns over perceived risks will be raised. Perceived risks may result from limited understanding of land contamination investigations and associated terminology and concerns over the implications of the outcome of those investigations. A communication strategy will be produced for each individual investigation and will take into account perceived risks. Before an investigation or remediation scheme is carried out the Council will:

- Discuss the proposed investigation with interested parties;
- Raise awareness and understanding of the reasons why the investigation is necessary without causing alarm;
- Take into account and seek to resolve perceived risk and individual concern;
- Explain the land contamination terminology;
- Explain the risk assessment process;
- Gain support from interested parties;

Before and during investigations and remediation schemes, the Council will make available:

- Questions and Answers leaflets
- Contact details for the Contaminated Land Officer
- Drop-in sessions with the Contaminated Land Officer where necessary

Risk communication is a very important part of land contamination investigations and will be integrated into each stage of the investigation process. Regard will be had to information about risk communication produced by the Scotland and Northern Ireland Forum for Environmental Research (SNIFFER).

4.7 Review Mechanisms

4.7.1 Review of inspection decisions

Part IIA of the Environmental Protection Act 1990 requires the Council to make occasional inspections of its area for the purpose of identifying land which may be affected by contamination. The implementation of the Contaminated Land Strategy is therefore continuous and following the investigation and remediation where necessary of sites identified by the prioritisation process, sites will be inspected again.

This process assumes that sites identified by the prioritisation process are more likely to be affected by contamination than sites requiring further inspection. The prioritisation process is thorough and consideration is given to all sites which may be affected by land contamination. It may therefore be expected that further inspection of a site will be carried out if characteristics that influenced the prioritisation of the site change. Such characteristics may include:

- Proposed changes to the use of the surrounding land;
- Actual changes to the use of the surrounding land. For example persistent, unauthorised use of the land by the public;
- Unforeseen events. For example flooding or landslide, accidents, fires and spillages where the consequences cannot be addressed by the provisions of other environmental protection legislation;
- Reports of localised health effects which appear to be associated with an area of land;
- Verifiable reports of unusual or abnormal site conditions;
- The provision of information to the Council by other statutory bodies;
- The provision of information to the Council by organisations, landowners, occupiers of land and other interested parties.

If it becomes apparent to the Council, that there may be an immediate threat of harm associated with a site, the inspection will be carried out as soon as the prioritisation process permits.

4.7.2 Review of Contaminated Land Strategy

Statutory guidance requires the Council to carry out periodical reviews of the Contaminated Land Strategy. Flintshire County Council will review the Strategy annually to coincide with the anniversary of the publication date of the Strategy. The review will be used to ensure that:

- The prioritisation process identifies the more serious threats first
- The coordination of the review of inspection decisions with the prioritisation process is effective
- Legislative changes are accounted for
- Procedures meet legislative requirements
- The timetable is being followed
- The level of service is satisfactory

Appropriate amendments to the Strategy will be made as necessary.

5.0 INFORMATION MANAGEMENT

5.1 Nature of Information

An extensive amount of information, raw data and interpretive reports will be generated by the prioritisation process and intrusive site investigations and it will be necessary to record and store all the information collected. Some of the information may be disclosed to other Council departments and to individuals and organisations outside the Council. The recording, storage and disclosure of the information will be co-ordinated by the Contaminated Land Officer.

5.2 Storage of Information

Historical information and maps, plans, anecdotal information, site specific data and reports are more likely to be retained as paper records. Each individual site will have its own record.

Contemporary maps and historical maps where available are stored electronically on a Geographical Information System (GIS). The GIS will be used to record as much information as possible. Information that may be recorded by the GIS includes map features, historical land uses, environmental permits and constraints, historical information, Contaminated Land and other information about sites. The information may be plotted on to the electronic maps. Each piece of information can be retrieved on its own, compared or combined with other information recorded on the GIS. This facility will be used to assist the prioritisation process to identify and assess potential pollutant linkages.

An electronic database already in use by the Councils Environment Directorate will be used to record other information, such as communications, inspections, observations and reports.

5.3 Accessibility of Information to Local Authority Officers

Information generated by the implementation of the Contaminated Land Strategy, prioritisation process and site investigations is sensitive and some of the information will be confidential. The information will not be freely available to Local Authority Officers. Site records and details of sites identified during the prioritisation process will be maintained accurately by the Contaminated Land Officer and access to paper records will be restricted to Pollution Control officers. Site addresses recorded on the database used by the Environment Directorate will be accessible to all officers using it. Access to view and edit any further information or details about a site will be restricted to Pollution Control officers and their Administrative Support Staff. Information recorded on the GIS may be viewed but not edited by a small number of staff of the GIS team of the Councils Planning Department. Interpretive information generated by site investigations and the prioritisation process will not be stored on the GIS for this reason. Officers from other departments requiring information produced by any stage of the implementation of the Contaminated Land Strategy will be directed to the Contaminated Land Officer. Sensitive and confidential information will not be disclosed except in circumstances where there is a legal obligation to do so.

5.4 Accessibility of Information to the Public and Businesses

In accordance with Part IIA of the Environmental Protection Act 1990, a public register must be maintained and made available to anyone wishing to view it. The public register must include information about the following regulatory actions taken in respect of the remediation of Contaminated Land:

- Remediation notices served by enforcing authority
- Appeals against remediation and charging notices
- Remediation statements
- Remediation declarations
- Convictions for non-compliance with notices

For reasons of national security or commercial confidentiality, Part IIA of the Environmental Protection Act 1990 sets out restrictions on information to be placed on the public register.

The public register will be maintained by the Contaminated Land Officer and may be viewed, free of charge, at Flintshire County Council's website at www.flintshire.gov.uk or during office hours of 9am to 5pm at the Councils principal offices at;

Flintshire County Council
Phase 4
County Hall
Mold
Flintshire
CH7 6NF

It is recommended that those wishing to view the public register telephone the Pollution Control Section on 01352 703400, prior to visiting to arrange for an officer to be available at a mutually convenient time to present the register. Copies of the entries on the public register will be available at a reasonable cost.

The Environmental Information Regulations 1992 provide that specific requests for the provision of environmental information additional to that entered on the public register may be made. Enquiries in this respect may be made to;

Environment Directorate
Pollution Control
Public Protection
Flintshire County Council
Phase 4
County Hall
Mold
Flintshire
CH7 6NF

It is preferred that requests for the provision of environmental information are made in writing and include details of the site address, OS Grid Reference Number and questions to which the answer is sought. At the date of this revision of the Contaminated Land Strategy, no charge is made by Flintshire County Council for this service. Confidential information, as defined by the Regulations, will not be disclosed. Specific reasons for withholding information will be given.

5.5 Local Land Charges Search Questionnaires

Enquiries made in respect of the transfer of land ownership and Part IIA of the Environmental Protection Act 1990 are included on the standard search questionnaire (CON29), administered by the Conveyance Department of the County Secretary's Directorate. Responses to enquiries made to the Conveyance Department may be required from the Pollution Control Section. The Pollution Control Section will direct its response to the Conveyance Department. Requests for

the provision of additional information in respect of land contamination should be made directly to the Pollution Control Section in accordance with the provisions of the Environmental Information Regulations 1992.

5.6 Information Provision for the Environment Agency

Flintshire County Council is required to advise the Environment Agency of sites determined as Contaminated Land and sites designated as Special Sites. The Environment Agency is required by Section 1.4, Part IIA of the Environmental Protection Act 1990, to produce State of Contaminated Land Reports periodically. To assist the Environment Agency, Flintshire County Council is required to furnish the Environment Agency with appropriate information as requested.

6.0 TASKS AND TIMESCALES

The implementation of the Contaminated Land Strategy will require the completion of a number of tasks and a timetable for the completion of those to follow will be put forward. As the implementation of the Strategy progresses it may be necessary to review and amend the timetable. As site investigations are carried out on a site specific basis and the scope of an investigation may be amended as the investigation progresses, it is not possible to predict how long it will take to complete the investigation of all sites identified by the prioritisation process. The timetable will be reviewed as a part of the annual review of the Strategy.

The tasks to be completed and the timescales that it is expected each task to be completed within are listed in the following timetable, Table 6.1;

Table 6.1 Tasks and Associated Timescales

TASKS		TIMESCALES
1	Consultation on draft Contaminated Land Strategy	24 th May 2002 – 24 th June 2002 Completed
2	Contaminated Land Register opened	1 st June 2002
3	Establish liaison procedures between Pollution Control, Planning Department and Council Solicitors	To be completed by 30 th June 2002 Completed
4	Production of pro formas for site investigations	To be completed by 30 th June 2002 Completed
5	Design secondary prioritisation process	To be completed by 31 st July 2002
6	Assess suitability of existing database for use in prioritisation process and select computer packages	To be completed by 31 st August 2002 Completed
7	Configure GIS	To be completed by August 2006 Completed
8	Fully install GIS on Pollution Control PCs	To be completed by 31 st August 2002 Completed
9	Publish final Contaminated Land Strategy	1 st October 2002 and revisions as necessary Completed
10	OS map search for potential sites	To be completed by October 2009

	containing contaminants	
11	Input collated information on the GIS and computer package to be used for prioritisation process	To be completed by December 2009
12	Review Contaminated Land Strategy	1 st October 2003 and annually thereafter
13	Prioritisation of sites	To be completed by 31 st March 2011
14	Individual site investigations	1 st April 2004 onwards
15	Investigate sites requiring urgent attention	As necessary
16	Review of inspection decisions	To commence following completion of individual site investigations

APPENDIX 1

Contact Details

Contaminated Land Strategy Contacts:

Principal Contact: Mrs R. Davies
Contaminated Land Officer

Address: Environment Directorate
Pollution Control Section
Public Protection
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NF

Telephone: 01352 703400
e-mail: rachael.davies@flintshire.gov.uk

Other Contacts: Mr A Fuller
Head of Pollution Control

Address: Environment Directorate
Pollution Control Section
Public Protection
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NF

Telephone: 01352 703272
e-mail: andrew.fuller@flintshire.gov.uk

Planning Department Contacts:

Contact: Development Control General Enquiries

Address: Environment Directorate
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NF

Telephone: 01352 703234

Contact: Planning Policy

Address: Environment Directorate
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NF

Telephone: 01352 703207

Building Control Contacts:

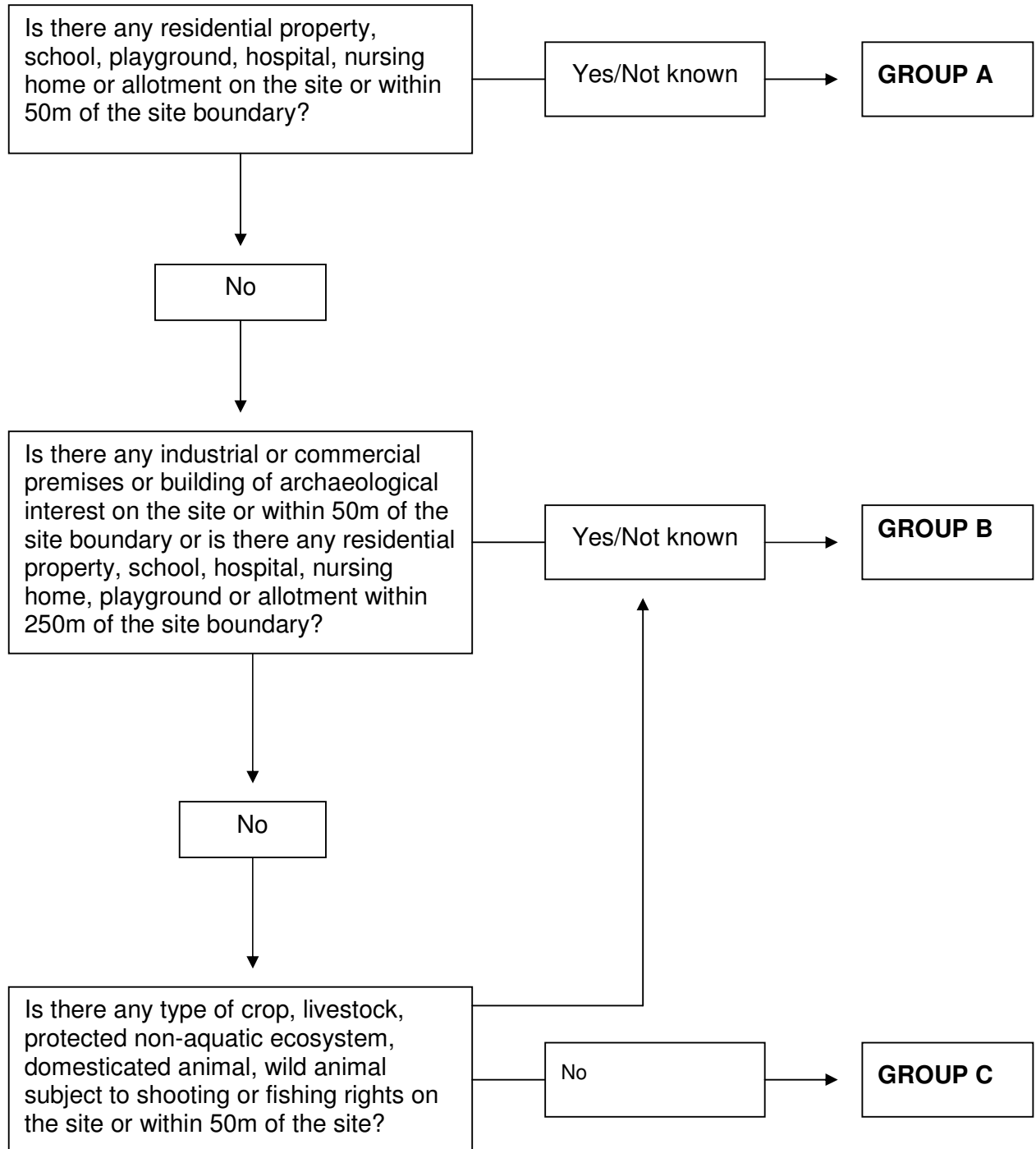
Contact: Building Control General Enquiries

Address: Environment Directorate
Public Protection
Building Control
Flintshire County Council
County Hall
Mold
Flintshire
CH7 6NF

Telephone: 01352 703647

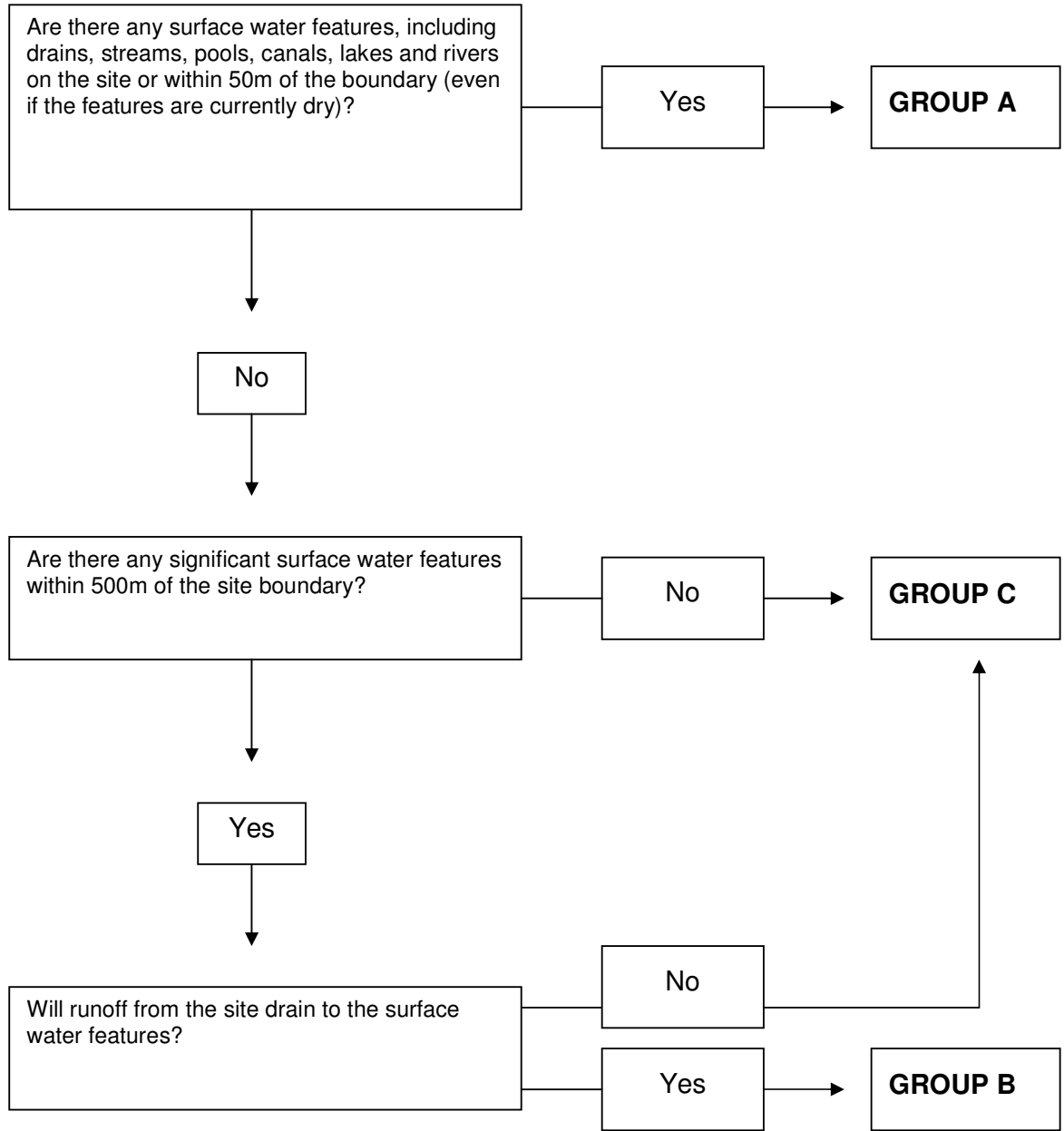
APPENDIX 2

PRIMARY PRIORITISATION – TERRESTRIAL RECEPTORS



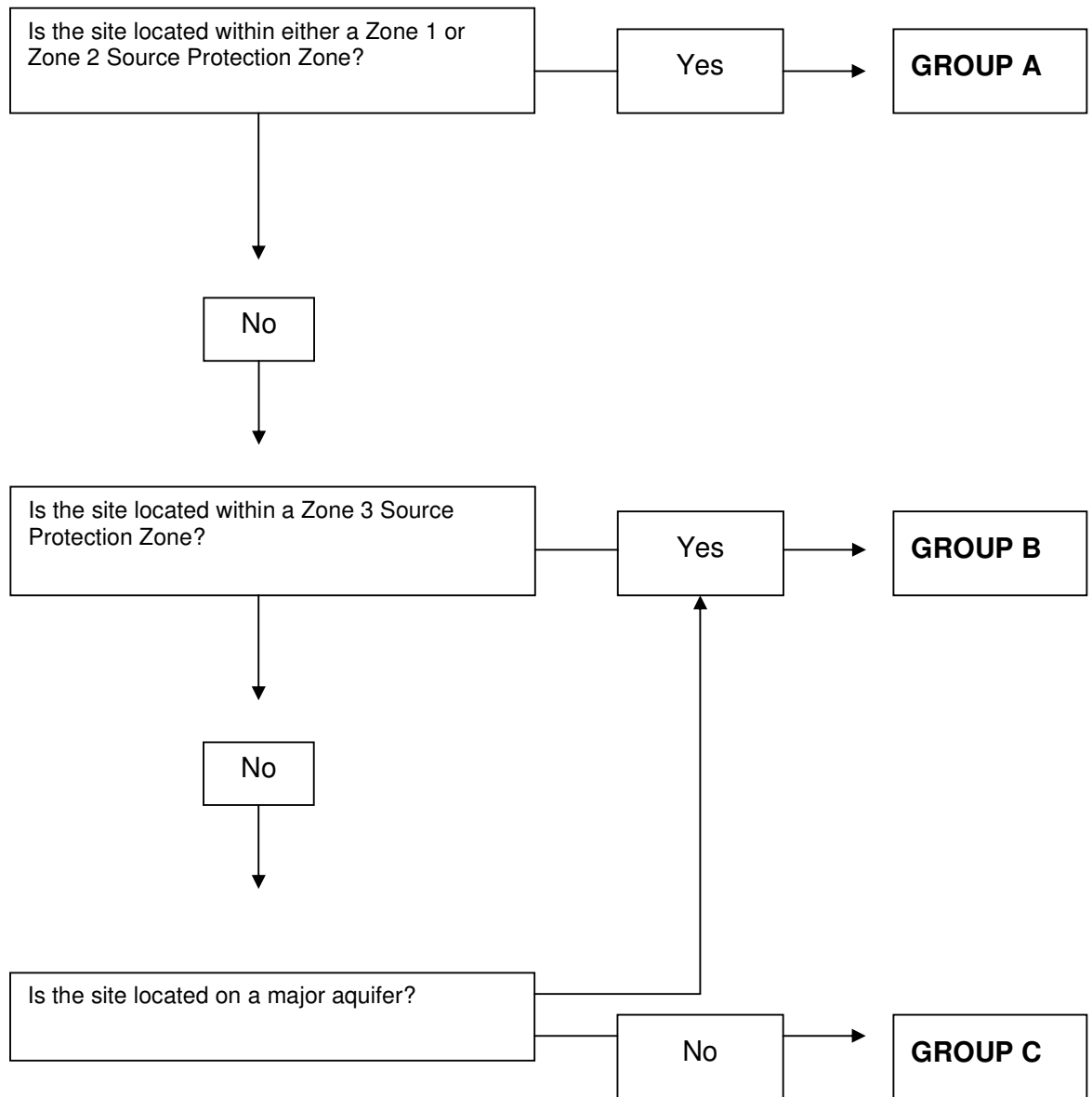
APPENDIX 3

PRIMARY PRIORITISATION – SURFACE WATER



APPENDIX 4

PRIMARY PRIORITISATION – GROUNDWATER



APPENDIX 5

Department of the Environment Industry Profiles

Airports

Animal and animal products processing works

Asbestos manufacturing works

Ceramics, cement and asphalt manufacturing works

Chemical Works: coatings (paints and printing inks) manufacturing works

Chemical Works: cosmetics and toiletries manufacturing works

Chemical Works: disinfectants manufacturing works

Chemical Works: explosives, propellants and pyrotechnics manufacturing works

Chemical Works: fertiliser manufacturing works

Chemical Works: fine chemicals manufacturing works

Chemical Works: inorganic chemicals manufacturing works

Chemical Works: linoleum, vinyl and bitumen-based floor covering manufacturing works

Chemical Works: mastics, sealants, adhesives and roofing felt manufacturing works

Chemical Works: organic chemicals manufacturing works

Chemical Works: pesticides manufacturing works

Chemical Works: pharmaceuticals manufacturing works

Chemical Works: rubber processing works (including works manufacturing tyres or other rubber products)

Chemical Works: soap and detergent manufacturing works

Dockyards and dockland

Engineering Works: aircraft manufacturing works

Engineering Works: electrical and electronic equipment manufacturing works (including works manufacturing equipment containing PCBs)

Engineering Works: mechanical engineering and ordnance works

Engineering Works: shipbuilding, repair and ship-breaking (including naval shipyards)

Engineering Works: vehicle manufacturing works

Gas works, coke works and other coal carbonisation plants

Metal manufacturing, refining and finishing works: electroplating and other metal finishing works

Metal manufacturing, refining and finishing works: iron and steelworks

Metal manufacturing, refining and finishing works: lead works

Metal manufacturing, refining and finishing works: non-ferrous metal works (excluding lead works)

Metal manufacturing, refining and finishing works: precious metal recovery works

Oil refineries and bulk storage of crude oil and petroleum products

Power stations (excluding nuclear power stations)

Pulp and paper manufacturing works

Railway land

Road vehicle fuelling, service and repair: garages and filling stations

Road vehicle fuelling, service and repair: transport and haulage centres

Sewage works and sewage farms

Textile works and dye works

Timber products manufacturing works

Timber treatment works

Waste recycling, treatment and disposal sites: drum and tank cleaning and recycling plants

Waste recycling, treatment and disposal sites: landfills and other waste treatment or waste disposal sites

Waste recycling, treatment and disposal sites: metal recycling sites

Waste recycling, treatment and disposal sites: solvent recovery works

Profile of miscellaneous industries incorporating:

Charcoal works

Dry-cleaners

Fibreglass and fibreglass resins manufacturing works

Glass manufacturing works

Photographic processing industry

Printing and bookbinding works

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 18

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **DIRECTOR OF ENVIRONMENT**
SUBJECT : **ENVIRONMENTAL SERVICES - COMMUNITY (PERIPATETIC)**
 SKIP SERVICE

1.00 PURPOSE OF REPORT

1.01 To report to members on the outcome of the delivery of a 12 month trial of a manned peripatetic skip service to the rural community of Flintshire.

2.00 BACKGROUND

2.01 Historically, a Community Peripatetic skip service was provided to accommodate those areas to the west of Flintshire where there had previously been a lack of a Civic Amenity Household Waste Sites (Recycling Parks). This service was provided to all the towns and villages that fell outside a 4 mile radius of 1 of the 7 sites.

2.02 The service consisted of delivering an open top skip to an agreed site in a community for residents to dispose of unwanted household items that could not be collected via the normal weekly domestic waste collection service.

2.03 The skip was left unsupervised on site and collected and emptied each day over a 3 day period and provided at 4 or 5 different areas 51 weeks per annum.

2.04 Representations were received from the Environment Agency raising concern in the way in which the service was provided. The Environment Agency highlighted that the authority was open to prosecution under the current legislation. The main issue was the unsupervised nature of the service that enabled hazardous waste and other uncontrolled waste to be deposited without control which is contrary to the Environmental Protection Act 1990.

2.05 In December 2006 the Council's Executive approved a recommendation by officers to withdraw the Community Peripatetic Skip Service.

2.06 In January 2007 the Council's Community & Housing Overview and Scrutiny Committee recommended:

- That the decision be referred back to the Executive with a recommendation for the preparation of a methodology for continuing a peripatetic skip service on a controlled basis, with a skip being available on selected sites for a well-publicised

two hour slot, during which time the skip would be monitored by a member of staff.

- That the C & H Directorate engaged with Town and Community Councils to develop and publicise an alternative scheme.
- 2.07 A series of presentations on the Peripatetic Skip Service were provided to 10 of the 11 Town and Community Council affected by the withdrawal of the peripatetic skip service, during the summer of 2007 . The presentation outlined the history of the service, the current position and other waste collection services available. The presenter then invited the council to express their views on possible future alternatives.
- 2.08 One of the alternatives discussed included a supervised skip service, and this was the most favoured option of all of the Town and Community Council's.
- 2.09 Various options were explored in an attempt to provide a solution that was acceptable to the Environment Agency and consideration was given to operational capacity, accessibility to residents, ability to recycle and divert waste from landfill and cost of service.
- 2.10 A Saturday service providing a Refuse Collection Vehicle (RCV) for general waste and a skip for recyclable waste was considered to be the most practical, realistic, and cost effective way to deliver the service
- 2.11 Funding for a 12 month trial of the manned skip service was approved by Executive in January 2008.
- 2.12 The trial service was introduced in April 2008 and was delivered to all rural towns and villages that fall outside of a 4 mile radius of the Council's Recycling Parks, each area receiving 2 visits per annum.
- 2.13 The Clerks of the Town and Community Councils were provided with promotional posters and asked to place these in prominent places prior to the service being delivered in their area.

3.00 CONSIDERATIONS

- 3.01 The 12 month trial period has now been completed and a summary of the tonnages of waste collected is provided under Annex1.
- 3.02 It can be seen from the attached table relatively small amounts of waste have been collected via the revised service and that the costs of delivering this service are considered to be uneconomic.
- 3.03 The fact that the service is supervised has greatly reduced the opportunity of trade waste being disposed of through the service and this may account for the low tonnage rates.

- 3.04 When investigating options for the trial service consideration was given to the concept of diverting Recyclable waste. However, due to the mix of waste disposed of through the service, the reality is that less than 5% has been recycled or recovered.
- 3.05 It was noted by the site operatives that throughout the trial service the vast majority of residents brought their waste in a car, van or on a trailer.
- 3.06 The outcome of the 12 month trial service has shown that a peripatetic skip service is both uneconomic and fails to achieve required levels of recycling or reuse to be of benefit to the authority in meeting its targets for landfill diversion.
- 3.07 The authority provides other more cost effective and sustainable services that assist in diverting waste from landfill, some of these are listed below for information;
- 3.08 Flintshire has a provision of 8 Recycling Parks set against a total of 66,000 domestic properties. This averages out at 1 site for every 8,250 properties. When compared to the all Wales average of 1 for every 13,333 properties it can be seen that Flintshire has an above average service provision. A plan showing the location of these sites is attached to this report.
- 3.09 The 8 sites currently divert from landfill 67% of the waste arising through them. The sites are well managed and offer a wide variety of Recycling that can not be offered by a peripatetic skip service.
- 3.10 The authority also provides a further 26 bring site facilities for residents to recycle many everyday items such as plastic bottles, cans, glass, textiles and paper. These facilities are provided in tandem with the Kerbside Recycling service of blue box, blue bag and brown bin.
- 3.11 The authority also offers a subsidised bulky collection service that is free of charge for many items to those on Income Support, Jobs Seekers Allowance, Disability Living Allowance, State Pension and Pension Credits. This service enables residents to dispose of furniture, electrical items and garden waste that can be either recycled or reused.
- 3.12 Home composters are sold to Flintshire residents at a subsidised rate and include free delivery.

4.00 RECOMMENDATIONS

- 4.01 That the trial service does not become a permanent service provision and that members support the further promotion of existing services as listed in the main body of the report.

- 4.02 That members support a proposal to increase the number of Bring Site facilities in the rural community.

5.00 FINANCIAL IMPLICATIONS

- 5.01 There is no allowance for the provision of a peripatetic skip service in the draft budget proposals for the 2009/10 financial year. The proposals will need to be amended, should it be the view of Members that this service be continued.

6.00 ANTI POVERTY IMPACT

- 6.01 None.

7.00 ENVIRONMENTAL IMPACT

- 7.01 Compliance with the Environmental Protection Act.

8.00 EQUALITIES IMPACT

- 8.01 None.

9.00 PERSONNEL IMPLICATIONS

- 9.01 N/A.

10.00 CONSULTATION REQUIRED

- 10.01 N/A.

11.00 CONSULTATION UNDERTAKEN

- 11.01 Environment Agency, Town and Community Councils

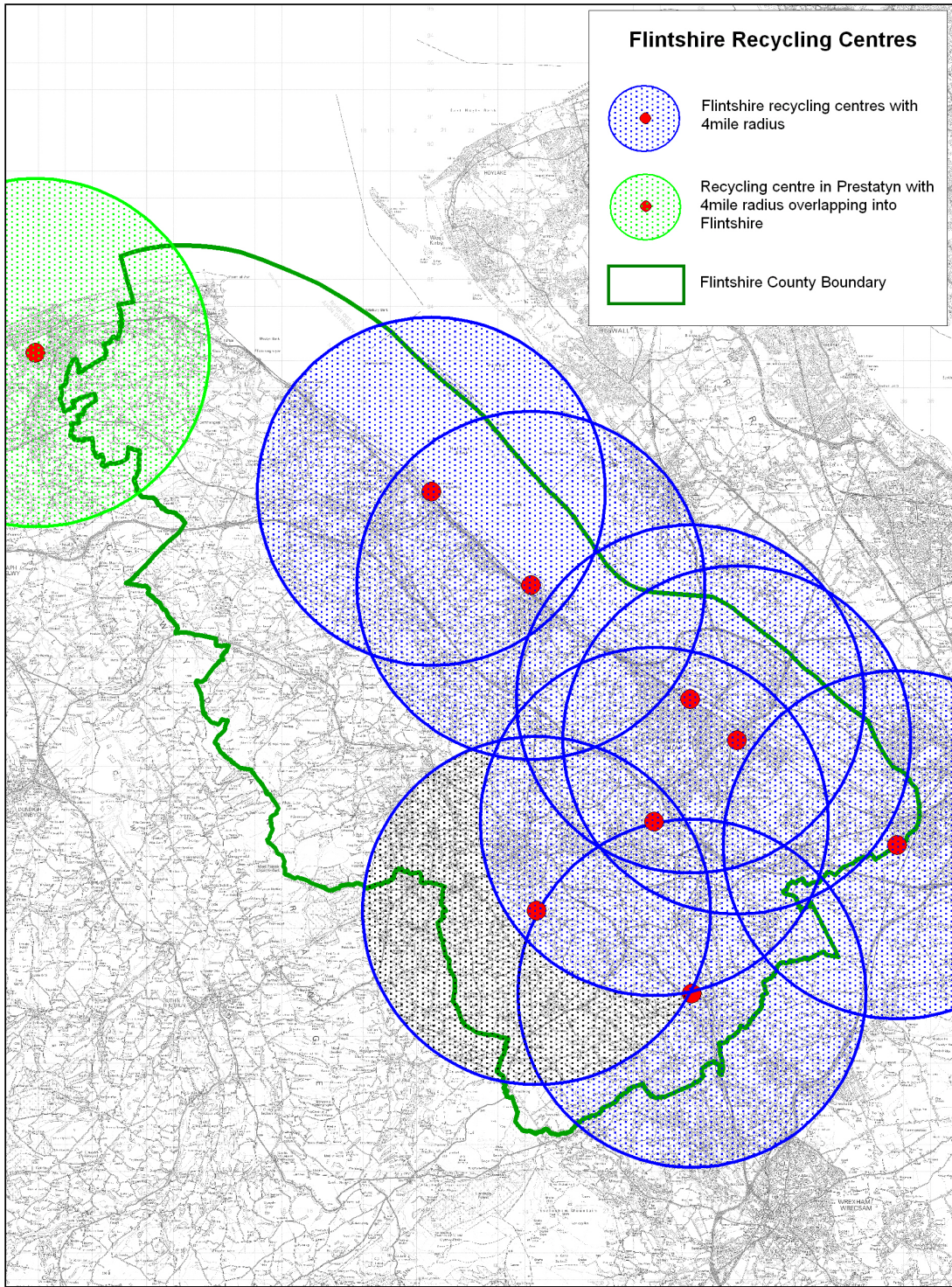
12.00 APPENDICES

- 12.01 None.




**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS**

None.

Contact Officer: Harvey Mitchell
Telephone: 01352 703344
E-Mail: harvey_mitchell@flintshire.gov.uk



Flintshire Recycling Centres


-  Flintshire recycling centres with 4mile radius
-  Recycling centre in Prestatyn with 4mile radius overlapping into Flintshire
-  Flintshire County Boundary



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Environment Directorate
 Flintshire County Council,
 County Hall, Mold,
 Flintshire, CH7 6NF.
 Director: Mr. Carl Longland

Scale 1:185,000
 OS Map SJ 2470
 Plotted 09/12/2008



Community Council	Area	Location	Date of 1st Visit
Caerwys	Caerwys	The Marion, top Afonwen Hill	19/04/2008
Caerwys	Afonwen	Under Railway bridge	19/04/2008
Cilcain	Cilcain	By bowling green	26/04/2008
Cilcain	Rhydymwyn	Llys Alyn Council Estate)	26/04/2008
Halkyn	Rhes y Cae	By the School	03/05/2008
Halkyn	Berth Ddu	By the School	03/05/2008
Halkyn	Rhosesmor	Garages behind Council Houses	17/05/2008
Nannerch	Nannerch	Council House Estate Lay-by	17/05/2008
Llanasa	Talacre	Behind Toilet Block	24/05/2008
Llanasa	Ffynnongroew	Copperfields Site	24/05/2008
Llanasa	Penyffordd	Coed Mor	07/06/2008
Llanasa	Trelogan	Community Car Park	07/06/2008
Llanasa	Gwespyr	On grass near Council Estate	14/06/2008
Llanasa	Llanasa	Car park opposite Church	14/06/2008
Trelawnyd	Gwaenysgor	Council Estate	21/06/2008
Trelawnyd	Trelawnyd	On Green, High Street	21/06/2008
Ysceifiog	Lixwm	On grass near Chapel	28/06/2008
Ysceifiog	Ysceifiog	Village Centre Car Park	28/06/2008
Llanasa	Gronant	Garage Site rear of Abbey Station	05/07/2008

Total Tonnage Collected

Tonnage	Date of 2nd Visit	Tonnage	
3.52	06/09/2008	0.66	
1.14	06/09/2008	0.4	
0.50	13/09/2008	1.3	
0.70	13/09/2008	0.25	
1.00	20/09/2008	1.68	
0.89	20/09/2008	0.86	
0.98	27/09/2008	1.1	
1.62	27/09/2008	0.94	
0.50	04/10/2008	0.24	
0.91	04/10/2008	0.15	
1.20	11/10/2008	0.68	
2.24	11/10/2008	1.02	
2.70	18/10/2008	2.34	
0.50	18/10/2008	0.28	
0.55	25/10/2008	0.25	
1.70	25/10/2008	0.4	
1.40	01/11/2008	0.94	
0.38	01/11/2008	1.1	
0.32	08/11/2008	1.3	
22.75		15.89	38.64

Community Council	Area	Location	Date of 1st Visit	Tonnage	Operational Cost per Visit	Disosal costs per visit 61.75 per tonne	Date of 2nd Visit	Tonnage	Operational Cost per Visit
Caerwys	Caerwys	The Marion, top Afonwen Hill	19/04/2008	3.52	870.00	217.36	06/09/2008	0.66	870.00
Caerwys	Afonwen	Under Railway bridge	19/04/2008	1.14	870.00	70.40	06/09/2008	0.4	870.00
Cilcain	Cilcain	By bowling green	26/04/2008	0.50	870.00	30.88	13/09/2008	1.3	870.00
Cilcain	Rhydymwyn	Llys Alyn Council Estate)	26/04/2008	0.70	870.00	43.23	13/09/2008	0.25	870.00
Halkyn	Rhes y Cae	By the School	03/05/2008	1.00	870.00	61.75	20/09/2008	1.68	870.00
Halkyn	Berth Ddu	By the School	03/05/2008	0.89	870.00	54.96	20/09/2008	0.86	870.00
Halkyn	Rhosesmor	Garages behind Council Houses	17/05/2008	0.98	870.00	60.52	27/09/2008	1.1	870.00
Nannerch	Nannerch	Council House Estate Lay-by	17/05/2008	1.62	870.00	100.04	27/09/2008	0.94	870.00
Llanasa	Talacre	Behind Toilet Block	24/05/2008	0.50	870.00	30.88	04/10/2008	0.24	870.00
Llanasa	Ffynnongroew	Copperfields Site	24/05/2008	0.91	870.00		04/10/2008	0.15	870.00
Llanasa	Penyffordd	Coed Mor	07/06/2008	1.20	870.00	74.10	11/10/2008	0.68	870.00
Llanasa	Trelogan	Community Car Park	07/06/2008	2.24	870.00	138.32	11/10/2008	1.02	870.00
Llanasa	Gwespyr	On grass near Council Estate	14/06/2008	2.70	870.00	166.73	18/10/2008	2.34	870.00
Llanasa	Llanasa	Car park opposite Church	14/06/2008	0.50	870.00	30.88	18/10/2008	0.28	870.00
Trelawnyd	Gwaenysgor	Council Estate	21/06/2008	0.55	870.00	33.96	25/10/2008	0.25	870.00
Trelawnyd	Trelawnyd	On Green, High Street	21/06/2008	1.70	870.00	104.98	25/10/2008	0.4	870.00
Ysceifiog	Lixwm	On grass near Chapel	28/06/2008	1.40	870.00	86.45	01/11/2008	0.94	870.00
Ysceifiog	Ysceifiog	Village Centre Car Park	28/06/2008	0.38	870.00	23.47	01/11/2008	1.1	870.00
Llanasa	Gronant	Garage Site rear of Abbey Station	05/07/2008	0.32	870.00	19.76	08/11/2008	1.3	870.00
Total Tonnage Collected				22.75					
					16530.00				
						1348.62			
Average cost per tonne of waste(£)									915.89
								15.89	
								981.21	
								16530.00	33060.00
									2329.83

FLINTSHIRE COUNTY COUNCIL

AGENDA ITEM NUMBER: 19

REPORT TO: **EXECUTIVE**
DATE : **17 FEBRUARY 2009**
REPORT BY: **CHIEF EXECUTIVE**
SUBJECT : **COUNTY COUNCIL DIARY OF MEETINGS 2009/10**

1.00 PURPOSE OF REPORT

1.01 To consider the diary of meetings for 2009/10 as set out in the attached schedule.

2.00 BACKGROUND

2.01 The schedule is based on the current ten week cycle of meetings.

2.02 The current practice of having Planning Site Inspection meetings on the Monday prior to a Planning and Development Control Committee is recognised and these meetings are reserved in the Diary.

3.00 CONSIDERATIONS

3.01 The Head of Legal and Democratic Services, the Head of Finance, the Head of Overview and Scrutiny and the Performance Unit have been consulted and their comments incorporated.

3.02 The current Diary is based on existing Overview & Scrutiny Committee names and functions. However, due to the changes to Council Management Structures, the Overview and Scrutiny Committee structure is to be reviewed and noted by the Constitution Committee.

3.03 Any amendments to the Diary will be circulated at the appropriate time.

4.00 RECOMMENDATIONS

4.01 Members are asked recommend the Schedule of Meetings for adoption by County Council.

5.00 FINANCIAL IMPLICATIONS

5.01 None.

6.00 ANTI POVERTY IMPACT

6.01 N/A

7.00 ENVIRONMENTAL IMPACT

7.01 N/A

8.00 EQUALITIES IMPACT

8.01 N/A

9.00 PERSONNEL IMPLICATIONS

9.01 N/A

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 Head of Legal and Democratic Services, Head of Finance, Head of Overview and Scrutiny and the Performance Unit.

12.00 APPENDICES

12.01 Diary of Meetings 2009/10

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985
BACKGROUND DOCUMENTS**

None

Contact Officer: Nicola Gittins
Telephone: 01352 702345
E-Mail: nicola_gittins@flintshire.gov.uk

DIARY 2009/10

<u>WEEK</u>	<u>DAY / DATE</u>	<u>10.00AM</u>	<u>2.00PM</u>
9	1 June 09 (Mon)	Social & Health OSC	
	2 June 09 (Tues)	Executive (9.30am)	
	3 June 09 (Wed)		FCCTCC (1.30pm)
	4 June 09 (Thurs)	Clwyd Pension Fund European Election	Clwyd Pension Fund European Elections
10	8 June 09 (Mon)	Corporate Management OSC	
	9 June 09 (Tues)		County Council
	10 June 09 (Wed)		
	11 June 09 (Thurs)		SACRE
1	15 June 09 (Mon)		Standards (6pm)
	16 June 09 (Tues)	Licensing Committee	
	17 June 09 (Wed)	OSC (E&R)	
	18 June 09 (Thurs)	OSC (P&P)	
2	22 June 09 (Mon)	Planning SISC	
	23 June 09 (Tues)	Executive (9.30am)	
	24 June 09 (Wed)		Planning & Development Control
	25 June 09 (Thurs)	Audit (Statement of Accounts)	OSC (LL)
3	29 June 09 (Mon)		County Council (Special) (Statement of Accounts)
	30 June 09 (Tues)		
	1 July 09 (Wed)	OSC (C&H)	Children's Services Forum (4.30pm)
	2 July 09 (Thurs)		

4	6 July 09 (Mon)	OSC (CM)	
	7 July 09 (Tues)	Constitution Committee	
	8 July 09 (Wed)	OSC (S&H)	
	9 July 09 (Thurs)		
5	13 July 09 (Mon)	Licensing Sub-Committee	Standards (6pm)
	14 July 09 (Tues)	Executive (9.30am)	Reserved Slot
	15 July 09 (Wed)	OSC (E&R)	
	16 July 09 (Thurs)	Co-ordinating Committee	
6	20 July 09 (Mon)	Planning SISC	
	21 July 09 (Tues)		
	22 July 09 (Wed)	Planning & Development Control	
	23 July 09 (Thurs)		
7	27 July 09 (Mon)		JCC
	28 July 09 (Tues)		
	29 July 09 (Wed)		
	30 July 09 (Thurs)	OSC (P&P)	OSC (LL)
		AUGUST RECESS	
	4 August 09 (Tues)	Executive (9.30am)	
	28 August 09 (Fri)	Planning SISC	
8	31 August 09 (Mon)	BANK HOLIDAY	
	1 September 09 (Tues)		
	2 September 09 (Wed)	OSC (C&H)	Planning & Development Control Committee
	3 September 09 (Thurs)	Licensing Sub-Committee	

9	7 September 09 (Mon)		
	8 September 09 (Tues)	Licensing Committee	
	9 September 09 (Wed)	OSC (S&H)	
	10 September 09 (Thurs)		
10	14 September 09 (Mon)	OSC (CM)	Standards (6pm)
	15 September 09 (Tues)		County Council
	16 September 09 (Wed)	Executive (9.30am)	
	17 September 09 (Thurs)		
1	21 September 09 (Mon)		
	22 September 09 (Tues)		
	23 September 09 (Wed)	OSC (E&R)	
	24 September 09 (Thurs)	OSC (P&P)	
2	28 September 09 (Mon)	Audit (Statement of Accounts)	
	29 September 09 (Tues)		
	30 September 09 (Wed)		County Council (Special) (Statement of Accounts)
	1 October 09 (Thurs)		OSC (LL)
3	5 October 09 (Mon)	Planning SISC	
	6 October 09 (Tues)	Executive (9.30am)	
	7 October 09 (Wed)	OSC (C&H)	Planning & Development Control
	8 October 09 (Thurs)	Licensing Sub-Committee	
4	12 October 09 (Mon)	OSC (CM)	Standards (6pm)
	13 October 09 (Tues)		
	14 October 09 (Wed)	OSC (S&H)	

	15 October 09 (Thurs)		
5	19 October 09 (Mon)		
	20 October 09 (Tues)	Constitution Committee	Reserved Slot
	21 October 09 (Wed)	OSC (E&R)	Children's Services Forum (4.30pm)
	22 October 09 (Thurs)	Co-ordinating Committee	
6	26 October 09 (Mon)		
	27 October 09 (Tues)	Executive (9.30am)	County Council (Special) (Annual Performance Report)
	28 October 09 (Wed)		
	29 October 09 (Thurs)		
7	2 November 09 (Mon)	Planning SISC	
	3 November 09 (Tues)		SACRE
	4 November 09 (Wed)		Planning & Development Control
	5 November 09 (Thurs)	OSC (P&P)	OSC (LL)
8	9 November 09 (Mon)	Licensing Sub-Committee	
	10 November 09 (Tues)		
	11 November 09 (Wed)	OSC (C&H)	FCCTCC
	12 November 09 (Thurs)		
9	16 November 09 (Mon)	Licensing Committee	JCC Standards (6pm)
	17 November 09 (Tues)	Executive (9.30am)	
	18 November 09 (Wed)	OSC (S&H)	
	19 November 09 (Thurs)		
10	23 November 09 (Mon)	OSC (CM)	
	24 November 09 (Tues)		County Council

	25 November 09 (Wed)		
	26 November 09 (Thurs)		
1	30 November 09 (Mon)	Planning SISC	
	1 December 09 (Tues)		
	2 December 09 (Wed)	OSC (E&R)	Planning & Development Control Committee
	3 December 09 (Thurs)	OSC (P&P)	
2	7 December 09 (Mon)	Licensing Sub-Committee	
	8 December 09 (Tues)	Executive (9.30am)	
	9 December 09 (Wed)		
	10 December 09 (Thurs)		OSC (LL)
3	14 December 09 (Mon)	OSC (C&H)	Standards (6pm)
	15 December 09 (Tues)		
	16 December 09 (Wed)	Audit (Relationship Manager's Letter)	County Council (Special) (Relationship Manager's Letter)
	17 December 09 (Thurs)		
		CHRISTMAS RECESS	
4	4 January 10 (Mon)	OSC (CM)	
	5 January 10 (Tues)	Executive (9.30am)	
	6 January 10 (Wed)	OSC (S&H)	
	7 January 10 (Thurs)	Licensing Sub-Committee	
5	11 January 10 (Mon)	Planning SISC	Standards (6pm)
	12 January 10 (Tues)		Reserved Slot

	13 January 10 (Wed)	OSC (E&R)	Planning & Development Control
	14 January 10 (Thurs)	Co-ordinating Committee	
6	18 January 10 (Mon)		
	19 January 10 (Tues)	Executive (Provisional – Budget)	
	20 January 10 (Wed)		
	21 January 10 (Thurs)		
7	25 January 10 (Mon)		Children's Services Forum (4.30pm)
	26 January 10 (Tues)	Executive (9.30am)	OSC (Budget Meeting)
	27 January 10 (Wed)	Constitution Committee	OSC (Budget Meeting)
	28 January 10 (Thurs)	OSC (P&P)	OSC (LL)
8	1 February 10 (Mon)	OSC (Budget Meeting)	OSC (Budget Meeting)
	2 February 10 (Tues)		
	3 February 10 (Wed)	OSC (C&H)	
	4 February 10 (Thurs)		
9	8 February 10 (Mon)	Planning SISC	JCC Standards (6pm)
	9 February 10 (Tues)	Licensing Sub-Committee	
	10 February 10 (Wed)	OSC (S&H)	Planning and Development Control
	11 February 10 (Thurs)		
10	15 February 10 (Mon)	OSC (CM)	
	16 February 10 (Tues)	Executive (9.30am)	
	17 February 10 (Wed)		County Council
	18 February 10 (Thurs)		
	22 February 10 (Mon)		

1	23 February 10 (Tues)		
	24 February 10 (Wed)	OSC (E&R)	
	25 February 10 (Thurs)	OSC (P&P)	
2	1 March 10 (Mon)		
	2 March 10 (Tues)		County Council (Special) (Budget)
	3 March 10 (Wed)	Audit	
	4 March 10 (Thurs)		OSC (LL)
3	8 March 10 (Mon)	Planning SISC	
	9 March 10 (Tues)	Executive (9.30am)	
	10 March 10 (Wed)	OSC (C&H)	Planning and Development Control
	11 March 10 (Thurs)	Licensing Committee	FCCTCC (1.30pm)
4	15 March 10 (Mon)	OSC (CM)	Standards (6pm)
	16 March 10 (Tues)		
	17 March 10 (Wed)	OSC (S&H)	
	18 March 10 (Thurs)		SACRE
5	22 March 10 (Mon)	Licensing Sub- Committee	
	23 March 10 (Tues)		Reserved Slot
	24 March 10 (Wed)	OSC (E&R)	
	25 March 10 (Thurs)	Co-ordinating Committee	
6	29 March 10 (Mon)		
	30 March 10 (Tues)	Executive (9.30am)	
	31 March 10 (Wed)		
	1 April 10 (Thurs)	Planning SISC	
	2 April 10 (Fri)	GOOD FRIDAY	

7	5 April 10 (Mon)	EASTER MONDAY	
	6 April 10 (Tues)		
	7 April 10 (Wed)		Planning and Development Control
	8 April 10 (Thurs)	OSC (P&P)	OSC (LL)
8	12 April 10 (Mon)		Standards (6pm)
	13 April 10 (Tues)	Licensing Sub-Committee	
	14 April 10 (Wed)	OSC (C&H)	
	15 April 10 (Thurs)		
9	19 April 10 (Mon)		
	20 April 10 (Tues)	Executive (9.30am)	
	21 April 10 (Wed)	OSC (S&H)	
	22 April 10 (Thurs)		
10	26 April 10 (Mon)	OSC (CM)	Constitution Committee
	27 April 10 (Tues)		County Council
	28 April 10 (Wed)		Children's Services Forum (4.30am)
	29 April 10 (Thurs)		
1	3 May 10 (Mon)	BANK HOLIDAY	
	4 May 10 (Tues)	Licensing Sub-Committee	
	5 May 10 (Wed)	OSC (E&R)	
	6 May 10 (Thurs)	OSC (P&P)	
2	10 May 10 (Mon)	Planning SISC	JCC Standards (6pm)
	11 May 10 (Tues)	County Council – Annual Meeting (11am)	
	12 May 10 (Wed)	Executive (9.30am)	Planning and Development Control

	13 May 10 (Thurs)	Licensing Sub-Committee	OSC (LL)
	17 May 10 (Mon)		
3	18 May 10 (Tues)		
	19 May 10 (Wed)	OSC (C&H)	
	20 May 10 (Thurs)		
4	24 May 10 (Mon)	OSC (CM)	
	25 May 10 (Tues)		
	26 May 10 (Wed)	OSC (S&H)	
	27 May 10 (Thurs)		
5	31 May 10 (Mon)	BANK HOLIDAY	
	1 June 10 (Tues)	Executive (9.30am)	Reserved Slot
	2 June 10 (Wed)	OSC (E&R)	Licensing Sub-Committee
	3 June 10 (Thurs)	Co-ordinating Committee	
6	7 June 10 (Mon)	Planning SISC	
	8 June 10 (Tues)		
	9 June 10 (Wed)		Planning and Development Control
	10 June 10 (Thurs)		
7	14 June 10 (Mon)		Standards (6pm)
	15 June 10 (Tues)	Licensing Committee	
	16 June 10 (Wed)		SACRE
	17 June 10 (Thurs)	OSC (P&P)	OSC (LL)
8	21 June 10 (Mon)		
	22 June 10 (Tues)	Executive (9.30am)	

	23 June 10 (Wed)	OSC (C&H)	FCCTCC
	24 June 10 (Thurs)		
	28 June 10 (Mon)	Audit (Statement of Accounts)	
	30 June 10 (Wed)		Special County Council (Statement of Accounts)
	1 July 10 (Thurs)	OSC (S&H)	
10	5 July 10 (Mon)	Planning SISC	
	6 July 10 (Tues)		
	7 July 10 (Wed)	OSC (CM)	Planning and Development Control
	8 July 10 (Thurs)	Licensing Sub-Committee	

FOR INFORMATION

FLINTSHIRE COUNTY COUNCIL

REPORT TO: EXECUTIVE
DATE: 17 FEBRUARY, 2009
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

4.01 As detailed in each report.

5.00 ANTI-POVERTY IMPACT

5.01 As detailed in each report.

6.00 ENVIRONMENTAL IMPACT

6.01 As detailed in each report.

7.00 EQUALITIES IMPACT

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

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.

APPENDIX 1

EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Directorate

Subject

Chief Executive's

Welsh Church Acts Fund – to approve the allocation of grants made from the Welsh Church Acts Fund between July 2008 and January 2009

Environment

Proposed Puffin Pedestrian Crossing, Broughton Hall Road, Broughton – to advice of unresolved objection received for the installation of a puffing crossing.

Increase to Cemetery Fees 2009/10 as part of the budget setting process.

Copies of the Delegated Powers reports are on deposit in the Members' Library

EXECUTIVE FORWARD WORK PROGRAMME **MONTHS 12/08 to 04/09**

The following reports are included in the Forward Work Programme for submission to this meeting of the Executive. However, the reports are not included on the agenda for the reasons stated:-

Chief Executive Update

- Changing Climate, Changing Places
(This report is to be deferred to 10 March Executive subject to a future national meeting which will fundamentally inform the context of the report)

Finance Update

- Prudential Indicators
(This report is deferred as it depends on the proposed capital programme which is not yet complete)

Community Services Update

- Mental Health/Learning Disabilities and Substance Misuse Service Integration
(This report has been deferred so that the Project Manager can research further governance arrangements to take this forward)
- Voids Review
(This report is being deferred as it is being reported to Overview and Scrutiny first)

Environment Update

- TAITH Regional Transport Plan
(This report is to be deferred as the final version of the Plan is still being developed)
- Recycling Performance & Initiative
(This report is to be deferred and dealt with through the quarterly performance reporting process, however, a specific report in relation to the pilot cardboard collection and other initiatives will be submitted to Executive in April 2009)
- Energy Conservation – Progress
(This report is deferred)
- Agricultural Estates – an Overview of Performance
(This report has been withdrawn as it will be incorporated into the evolving Asset Management Strategy. This has been agreed with the Leader)

Lifelong Learning Update

- 2009-10 School Capital Programme
(This report is to be deferred to 10 March Executive as the report is dependent on final resolutions of corporate discussions with the Corporate Asset Management Group (CAMG) currently being finalised)

**FLINTSHIRE COUNTY COUNCIL
FORWARD WORK PROGRAMME
EXECUTIVE
December 2008 to April 2009**

MEETING DATE	DIRECTORATE/DIVISION	TOPIC	REPORT TYPE	PORTFOLIO
9 December 2008	Chief Executive	<ul style="list-style-type: none"> ➤ Housing Strategy Review Board Progress Report ➤ Improvement Agreement ➤ Q2 Performance Reporting 	Strategic Strategic Operational	Housing Strategy & Planning Corporate Governance & Strategy “ “
9 December 2008	Finance	<ul style="list-style-type: none"> ➤ Medium Term Financial Strategy / Budget 2009/10 ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 6) ➤ Capital Programme 2008/09 (Month 6) 	Strategic Operational Operational	Finance & Asset Management “ “ “ “
9 December 2009	Community Services	<ul style="list-style-type: none"> ➤ Housing Update – Tenant Participation, Allocations and Homelessness ➤ National Services Framework – Older People ➤ Supporting People Operational Plan 	Strategic Operational Operational	Housing Strategy/Social Services Social Services Estate Management Social Services/Housing Strategy

		<ul style="list-style-type: none"> ➤ Appointment of new postholder to undertake responsibilities in relation to the Supporting People Revenue Grant 	Operational	Social Services
9 December 2008	Environment	<ul style="list-style-type: none"> ➤ Flint Conservation Area Appraisal and Conservation Area Management Plan ➤ Completion of Stage 1 of the Holywell THI 	Strategic Operational	Housing Strategy & Planning Housing Strategy & Planning
9 December 2008	Lifelong Learning	<ul style="list-style-type: none"> ➤ Leisure Strategy – Progress Report ➤ Deeside Leisure Centre – Outline Project Plan 	Strategic Operational	Leisure and Public Protection Leisure and Public Protection
6 January 2009	Chief Executive	<ul style="list-style-type: none"> ➤ Phase II of Organisational Change and Re-design: Priority Service Reviews ➤ Organisational Change and Re-design: Efficiencies Statement ➤ Strategic Assessment of Risks and Challenges ➤ Relationship Manager's Letter ➤ PwC Contractor Functions ➤ Disability Equality Scheme – Annual Report ➤ Equality Progress Report 	Strategic Strategic Strategic Strategic Strategic Operational Operational	Corporate Governance & Strategy “ “ “ “ “ “ “ “ “ “
6 January 2009	Finance	<ul style="list-style-type: none"> ➤ Medium Term Financial Strategy / Budget 2009/10 ➤ Procurement Strategy Update ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 7) 	Strategic Strategic Operational	Finance & Asset Management “ “ “ “

6 January 2009	Community Services	➤ PARIS Social Services Business System – Joint Report with Corporate IT	Operational	Social Services
6 January 2009	Environment	➤ Traffic Management Act – Update and Policies ➤ Mold to Saltney Greenway	Strategic Operational	Environment Environment
6 January 2009	Lifelong Learning	➤ Education Asset Management Plan: Proposed Fit-for-Purpose Criteria ➤ Welsh Education Scheme ➤ School Place Planning - Pupil Forecasts	Operational Operational Operational	Education & Youth Education & Youth Education & Youth
27 January 2009	Chief Executive	➤ Depot Rationalisation Strategy ➤ Voluntary Sector Grant Management Review	Strategic Strategic	Finance & Asset Management Corporate Governance & Strategy
27 January 2009	Finance	➤ Initial Budget Proposals 2009/10	Strategic	Finance & Asset Management
27 January 2009	HR & Organisational Development	➤ Workforce Information Report ➤ HRMIS Progress Report	Operational Operational	Corporate Governance & Strategy “ “
27 January 2009	ICT/Customer Services	➤ Improving Access to Services for the Customer (County Hall)	Strategic	Corporate Governance & Strategy
27 January 2009	Community Services	➤ Sheltered Housing Review ➤ Housing Division Structure ➤ Progress on Shotton Extra Care Scheme	Strategic Operational Operational	Estate Management “ “ Social Services
27 January 2009	Environment	➤ Progress on Flintshire Waste Management Strategy ➤ Report on CADW Delegation Scheme ➤ Review of Consents ➤ Asset Management Planning - Progress	Strategic Operational Operational Operational	Waste Strategy & Management Housing Strategy & Planning “ “ Estate Management

27 January 2009	Lifelong Learning	➤ Outline Mid and Long Term School Capital Programme	Operational	Education & Youth
17 February 2009	Chief Executive	➤ Draft Community Strategy ➤ Local Service Board – Progress Report ➤ Changing Climate, Changing Places	Strategic Strategic Strategic	Corporate Governance & Strategy “ “ “ “
17 February 2009	Finance	➤ Final Budget Proposals 2009/10 ➤ Treasury Management Policy & Strategy Statement Report 2009/10 ➤ Prudential Indicators 2009/10 ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 8) ➤ Minimum Revenue Provision 2009/10	Strategic Strategic Strategic Operational Operational	Finance & Asset Management “ “ “ “ “ “
17 February 2009	HR & Organisational Development	➤ People Strategy Progress	Strategic	Corporate Governance & Strategy
17 February 2009	Community Services	➤ Voids Review ➤ Mental Health / Learning Disabilities and Substance Misuse Service Integration ➤ NRA Progress ➤ Progress on the NHS	Operational Operational Operational Operational	Estate Management Social Services Estate Management Social Services
17 February 2009	Environment	➤ TAIH Regional Transport Plan ➤ Review of Flintshire County Council's Contaminated Land Strategy ➤ Recycling Performance & Initiative ➤ Energy Conservation – Progress	Strategic Strategic Operational Operational	Environment Leisure & Public Protection Waste Management & Strategy Estate Management

		➤ Agricultural Estates – an Overview of Performance	Operational	Estate Management
17 February 2009	Lifelong Learning	➤ 2009-10 School Capital Programme	Operational	Education & Youth
10 March 2009	Chief Executive	➤ Draft Council Plan	Strategic	Corporate Governance & Strategy
		➤ Target Setting 2009/10	Strategic	“ “
		➤ Improvement Agreement	Strategic	“ “
		➤ Q3 Performance Reporting	Operational	“ “
		➤ Voluntary Sector Mid Year Review	Operational	“ “
10 March 2009	Finance	➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 9)	Operational	Finance & Asset Management
		➤ Capital Programme 2008/09 (Month 9)	Operational	“ “
10 March 2009	HR & Organisational Development	➤ Workforce Information Report	Operational	Corporate Governance & Strategy
10 March 2009	ICT/Customer Services	➤ IT Strategy Progress	Strategic	Corporate Governance & Strategy
		➤ Outcome of Review of Registration Service	Operational	“ “
		➤ Outcome of Review of Mobile Office Provision	Operational	“ “
10 March 2009	Community Services	➤ Looked After Children Work Placements	Operational	Social Services
		➤ Progress on Mold Extra Care Scheme	Operational	“ “
		➤ Social Services Performance Evaluation	Operational	“ “
10 March 2009	Environment	➤ Flintshire County Council and the National Air Quality Strategy – Progress Report and Forward Planning	Strategic	Leisure & Public Protection

		➤ North Wales Waste Treatment Partnership	Operational	Waste Strategy & Management
10 March 2009	Lifelong Learning	➤ Modernisation of Flintshire Schools: Consultation Proposals	Operational	Education & Youth
1 April 2009	Chief Executive	➤ Organisational Change/Redesign - Progress Report ➤ Theatr Clwyd Forward Strategy ➤ Regulatory Plan Mid Year Review	Strategic Strategic Operational	Corporate Governance & Strategy “ “ “ “
1 April 2009	Finance	➤ Procurement Strategy Progress Report ➤ General Fund / Housing Revenue Account Revenue Budget Monitoring 2008/09 (Month 10)	Strategic Operational	Finance & Asset Management “ “
1 April 2009	Community Services	➤ Housing Strategy Inc Private Sector	Strategic	Housing Strategy & Planning
21 April 2009	Chief Executive	➤ Community Strategy ➤ Council Plan Review	Strategic Strategic	Corporate Governance & Strategy “ “
21 April 2009	HR & Organisational Development	➤ HRMIS Progress Report	Operational	Corporate Governance & Strategy
21 April 2009	Community Services	➤ National Service Framework Children's Service ➤ Inspection of the Independent Reviewing Officer Function	Operational Operational	Social Services “ “
21 April 2009	Environment	➤ Consideration of UDP Inspectors Report	Operational	Housing Strategy & Planning

FLINTSHIRE COUNTY COUNCIL - EXEMPT INFORMATION SHEET

COMMITTEE: Executive

DATE: 17 February 2009

AGENDA ITEM NO: 22


REPORT OF: (Director of originating Department)

Chief Executive

SUBJECT:

ADDITIONAL FINANCIAL SUPPORT (VOLUNTARY SECTOR)

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.

	<u>Para</u>	
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	
<u>For Standards Committee meetings only:</u>	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	

Confidential matters which the County Council is not permitted to disclose Sec. 100A(3)

PLEASE TICK APPROPRIATE BOX

* Means exempt only if the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Note 1: Information is not exempt under paragraph 14 if such information is required to be registered under Companies Act 1985, the Friendly Societies Acts of 1974 and 1992, the Industrial and Provident Societies Act 1965 to 1978, the Building Societies Act 1986 or the Charities Act 1993.

**SCHEDULE 12A LOCAL GOVERNMENT ACT 1972
EXEMPTION FROM DISCLOSURE OF DOCUMENTS**

REPORT: ADDITIONAL FINANCIAL SUPPORT
(VOLUNTARY SECTOR)
AUTHOR: Rebecca Mead
MEETING AND DATE Executive on 17 February 2009
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:

Paragraph 14.

Factors in favour of disclosure:

To enable transparency to be demonstrated in decision making.

Prejudice which would result if the information were disclosed:

The information about the 2 organisations includes funding for posts and other sensitive information which would adversely effect the 2 organisations if made public. If the information was made public it would also prejudice the relationships between the Council and the 2 organisations with them being reluctant to provide such sensitive information about their financial/business affairs in the future.

My view on the public interest test is as follows:

That the public interest in disclosing the report is outweighed by the need to observe confidentiality at this stage.

Recommended decision on exemption from disclosure:

That the report be exempt from disclosure until after the decisions set out in the report have been conveyed to the organisations in question.

Date: 11/02/2009

Signed:



Post: Head of Legal and Democratic Services

I accept the recommendation made above.



Proper Officer

Date: 11/02/2009

