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Gareth Owens LL.B Barrister/Bargyfreithiwr
Chief Officer (Governance)
Prif Swyddog (Llywodraethu)



To: ALL MEMBERS OF THE COUNCIL

CS/NG

19 November 2014

Maureen Potter on 01352 702322
maureen.potter@flintshire.gov.uk

Dear Sir / Madam

A meeting of the **FLINTSHIRE COUNTY COUNCIL** will be held in the **COUNCIL CHAMBER, COUNTY HALL, MOLD CH7 6NA** on **TUESDAY, 25TH NOVEMBER, 2014** at **2.00 PM** to consider the following items.

Yours faithfully

Democracy & Governance Manager

AGENDA

1 **PRESENTATION**

NEW Homes short listed for 'New idea of the year' Welsh Housing Awards 2014.

2 **APOLOGIES FOR ABSENCE**

3 **COUNCIL MINUTES** (Pages 1 - 8)

To confirm as a correct record the minutes of the meeting held on 22 October 2014.

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

4 **DECLARATIONS OF INTEREST**

To receive any declarations of interests from Members.

5 **CHAIR'S COMMUNICATIONS**

6 **PETITIONS**

7 **PUBLIC QUESTION TIME**

8 **QUESTIONS**

To note the answers to any questions submitted in accordance with County Council Standing Order No. 9.4(A).

9 **QUESTIONS FROM MEMBERS ON COMMITTEE MINUTES**

The Minute Book, Edition 3 2014/15, has been circulated to Members. Members are now entitled to ask questions on these minutes, subject to certain limitations, and answers will be provided at the meeting. Members are requested to bring to the meeting their copy of the Minute Book. Any questions must have been received by the Democracy and Governance Manager prior to the close of business on 19 November 2014.

10 **NOTICE OF MOTION**

11 **CONSULTATION ON THE LEVEL OF FIRE AND RESCUE SERVICES BY THE NORTH WALES FIRE AND RESCUE AUTHORITY YOUR SERVICES, YOUR CHOICES** (Pages 9 - 58)

Report of Chief Executive

12 **PROVISIONAL LOCAL GOVERNMENT SETTLEMENT CONSULTATION** (Pages 59 - 68)

Report of Chief Executive

13 **REFORM OF LOCAL GOVERNMENT AND THE PUBLIC SERVICES**

A verbal update will be provided by the Leader of the Council and the Chief Executive.

14 **REVIEW OF POLLING DISTRICT AND POLLING PLACES** (Pages 69 - 94)

Report of Chief Executive

15 **REVIEW OF MEMBERS CODE OF CONDUCT** (Pages 95 - 114)

Report of Chief Officer (Governance)

FLINTSHIRE COUNTY COUNCIL
22 OCTOBER 2014

Minutes of the meeting of Flintshire County Council held at Council Chamber, County Hall, Mold on Wednesday, 22 October 2014

PRESENT: Councillor Ray Hughes (Vice-Chairman in the Chair)

Councillors: Bernie Attridge, Glyn Banks, Haydn Bateman, Marion Bateman, Chris Bithell, Amanda Bragg, Helen Brown, Derek Butler, Clive Carver, David Cox, Paul Cunningham, Peter Curtis, Ron Davies, Adele Davies-Cooke, Chris Dolphin, Ian Dunbar, Brian Dunn, David Evans, Jim Falshaw, Veronica Gay, Robin Guest, Alison Halford, Ron Hampson, Cindy Hinds, Dennis Hutchinson, Hilary Isherwood, Joe Johnson, Christine Jones, Kevin Jones, Richard Jones, Stella Jones, Richard Lloyd, Dave Mackie, Nancy Matthews, Hilary McGuill, Ann Minshull, Tim Newhouse, Mike Peers, Vicky Perfect, Mike Reece, Gareth Roberts, Ian Roberts, David Roney, Aaron Shotton, Paul Shotton, Ian Smith, Nigel Steele-Mortimer, Carolyn Thomas, Owen Thomas, Sharon Williams, David Wisinger, Arnold Woolley and Matt Wright

APOLOGIES:

Councillors: Alex Aldridge, Alan Diskin, Glenys Diskin, Rosetta Dolphin, Andy Dunbobbin, Carol Ellis, George Hardcastle, Rita Johnson, Colin Legg, Phil Lightfoot, Brian Lloyd, Mike Lowe, Billy Mullin, Neville Phillips, Tony Sharps and David Williams
Chief Executive

IN ATTENDANCE:

Chief Officer (Governance), Chief Officer (Streetscene & Transportation), Chief Officer (Community & Enterprise), Chief Officer (Education & Youth), Chief Officer (Organisational Change), Chief Officer (Social Services), Policy & Performance Manager, Democracy & Governance Manager, Member Engagement Manager, Performance Team Leader and Committee Officer

50. PRESENTATIONS

The Chief Officer (Governance) welcomed Steven Reynolds and Shelley Webber from the Council's Domestic Energy Team within the Housing Regeneration and Strategy Team. He praised the team for their achievement as finalists in the 'Best Renewable Energy and Energy Efficiency Initiative' category of the Association of Public Sector Excellence (APSE) annual service awards 2014. The Domestic Energy Team had been one of seven shortlisted entries out of 375 nominations across the UK and had delivered energy efficiency measures to 28% of properties in Flintshire to date.

As Cabinet Member for Housing, Councillor Helen Brown congratulated the team on their success and for securing around £8m of funding for energy efficiency measures to help Flintshire residents.

A second presentation was made to acknowledge the Special Recognition Award given to Read Construction for innovation at the Constructing Excellence

Wales annual awards 2014. The award had been given in recognition of the delivery of innovative solutions and sharing knowledge on work completed on the new £6.4m primary school complex in Shotton, Ysgol Tŷ Ffynnon, which was funded jointly by the Council and the Welsh Government. In attendance were Mr Richard Heaton, Managing Director of Read Construction; Helen Hughes, Headteacher of Ysgol Tŷ Ffynnon; John Donelley, Chair of Governors; together with the Council's Project Architect David Friend and Capital Projects & Planning Manager, Paula Vogt.

As Cabinet Member for Waste Strategy, Public Protection & Leisure, Councillor Kevin Jones offered his congratulations to all involved in the project and cited this as a good example of partnership working by the Council. Tributes were paid by Members to the Headteacher, staff and Board of Governors.

Councillor Ron Davies commended Clwyd Theatr Cymru which had been nominated in the category of My Theatre Matters, UK's Most Welcoming Theatre at the UK Theatre Awards in London. Although unsuccessful, he felt it was important to recognise the achievement as one of only five nominees in the UK.

51. COUNCIL MINUTES

The draft minutes of the meetings held on 9 and 24 September 2014 had been circulated to Members with the agenda.

On behalf of Councillor David Williams, Councillor Carolyn Thomas asked that his attendance be recorded at the meeting on 24 September 2014.

RESOLVED:

That, subject to the above amendment, both sets of minutes be approved as a correct record and signed by the Chair.

52. DECLARATIONS OF INTEREST

The Chief Officer (Governance) advised that a personal interest would be recorded for all Members on Agenda Item 11 - Draft Annual Report 2015/16 of the Independent Remuneration Panel for Wales.

53. CHAIR'S COMMUNICATIONS

A copy of the Chair's communications had been circulated to all Members before the meeting.

The Vice-Chairman asked that the good wishes of all Council Members be conveyed to the Chair.

54. PETITIONS

Councillors Mike Peers and Ron Hampson submitted a petition from residents in Buckley declaring no confidence in the delivery of bus services by GHA Coaches in the area due to concerns around inconsistency.

55. PUBLIC QUESTION TIME

The Chief Officer (Governance) confirmed that none had been received.

56. QUESTIONS

The Chief Officer (Governance) confirmed that none had been received.

57. NOTICE OF MOTION

In line with Council Procedure Rule 21.2, the following Notice of Motion submitted by Councillor Clive Carver to the previous meeting and seconded by Councillor Nigel Steele-Mortimer, had been adjourned for discussion at this meeting:-

“The Council’s Constitution to have an additional Council Procedure Rule so that when a Member has declared a Personal and Prejudicial Interest relating to an agenda item and subsequently leaves the Council Chamber or Committee Room for the debate and vote, then when the Member returns to the meeting room, the Chair of that meeting will repeat the decision of that agenda item so that the Member who declared the Personal and Prejudicial Interest will be made aware of the decision. There will be no comment or discussion when the Chair repeats the decision.”

Councillor Carver explained the background to the Notice of Motion which, if agreed, would ensure that all Members at a meeting would be aware of the decisions made thus avoiding the need to pursue a response elsewhere. The Chief Officer (Governance) confirmed that following a slight amendment to the original Notice of Motion, there were no procedural difficulties under the Code of Conduct if the Council chose to adopt it.

In response to a query by Councillor Chris Bithell on whether there was a need for the Motion, the Chief Officer (Governance) said that, if agreed, the change in procedure would show transparency and avoid any potential breach of the Code of Conduct.

As Chairman of the Constitution and Democratic Services Committees, Councillor Robin Guest spoke in support of the Motion. On being put to the vote, Councillor Bernie Attridge wished it to be noted that he had abstained.

RESOLVED:

That the Notice of Motion be supported.

58. ANNUAL PERFORMANCE REPORT 2013/14

The Chief Officer (Streetscene & Transportation) introduced the draft Annual Performance Report 2013/14 seeking approval for publication prior to the statutory deadline, to meet the requirements of the Local Government (Wales) Measure 2009 (the Measure). He thanked the Policy & Performance Manager and her team for the level of work involved in collating and preparing the report whilst stressing the importance of its contents.

The Policy & Performance Manager thanked the Performance Team Leader for her contribution to the report and delivered a presentation on the key points. Whilst the report detailed performance in achieving the Council's improvement priorities, it also gave a balanced view to reinforce success and highlight areas for improvement. 'Good' and 'satisfactory' levels of progress had been made on the eight priorities in the Council's Improvement Plan 2013/14, with 'high' and 'medium' confidence levels on achieving outcomes. Where there were borderline levels, the view had been taken to allocate the lower level status so that improvement could be sought in that area. A revised page 43 of the Annual Performance Report was circulated for the sub-priority 'Modernised and High Performing Education' which reported an improvement in the percentage of learners achieving GCSE Grade C or above in English (72.7%) from the previous year. During the presentation, Members were reminded of the importance in recognising that performance indicators were only part of the whole picture.

A summary of overall performance stated that 65% of improvement targets had been met or exceeded whilst the majority of the remainder had missed by an acceptable margin. National rankings indicated that Flintshire had performed better than the Welsh average in 51% of indicators and was ranked top in six indicators and bottom in one. In comparison to 2012/13, overall quartile performance had declined slightly, however 61% of Flintshire residents surveyed said that the Council provided high quality services, which was above the national average percentage.

Following endorsement of the Annual Performance Report by Cabinet on 15 October 2015, approval was sought from Council to publish within the statutory deadline of 31 October. The Wales Audit Office would subsequently issue a Certificate of Compliance based on the published report which it was hoped would be equally as positive as the Certificate received earlier in the year.

In moving the recommendation in the report, Councillor Aaron Shotton thanked the team for facilitating the report and spoke of the combined effort by different departments in collating information and scrutiny by Members of the quarterly updates. He referred to the areas of achievement noted in the presentation which were equally as important as those areas not currently meeting the Council's ambitions and which required a greater level of emphasis. He went on to refer to the financial pressures ahead for all Councils in this time of austerity and the challenges for public services.

On the list of highlights in the Executive Summary, Councillor Nigel Steele-Mortimer congratulated the Chief Officer and Cabinet Member for achievements on Skills and Learning. When asked about plans for the 21st Century School Programme, the Chief Officer (Education & Youth) said that a statement had been made publicly available stating the reasons for a pause in the review on the John Summers High School capital project to allow further work on verifying data to establish whether there was a resilient business case for Welsh Government funding approval.

In drawing attention to other highlights, Members paid tribute to successful outcomes on the Llys Jasmine extra care scheme and the promotion of Deeside Industrial Park.

Councillor Richard Jones commented on the need for future targets to remain at the same level or higher to ensure accurate outcomes.

In response, Councillor Chris Bithell said that discussions with the Chief Officer on some of the more challenging education targets had resulted in agreement that high aspirations were needed. He reiterated that Flintshire had achieved the highest overall satisfaction rate with education by a Council in 2013/14 and had been ranked the highest in Wales on the percentage of pupils who had achieved the Level 2 threshold including a GCSE grade A-C in English/Welsh (as a first language) and Maths.

In welcoming the establishment of North East Wales Homes, Councillor Mike Peers asked which other 'key areas' of the county would benefit from the development of new homes and felt that all areas should be included. The Chief Officer (Community & Enterprise) explained that subsequent to the production of the report, agreement had been reached by Cabinet on a range of sites, however this list was not exhaustive. Cabinet approval had been granted on the procurement exercise and affordable housing range of sites funded through the Housing Revenue Account (HRA) and Council Fund.

Councillor Helen Brown, Cabinet Member for Housing, referred to a recent report submitted to the Housing Overview & Scrutiny Committee and a workshop planned to consult with all Members on the provision of new homes and outcomes from the garage site review.

In response to comments from Councillor Peers on conflicting statements in the report on progression with the Town Centre capital programme, the Chief Officer said that this was reflective of the approaching end of the European Regional Development funding programme and the future challenge to fund different projects which had been in place previously.

Councillor Robin Guest thanked all those who had undertaken the work resulting in the performance achieved and suggested alternative wording for missed targets on the performance overview.

During discussion on food waste recycling, Members commented on the availability of waste bags for residents. The Chief Officer (Streetscene & Transportation) explained that the reduction in the tonnage of food waste recycling was replicated across the country and was felt to be due to a greater level of awareness of food wasted by households. He added that food waste bags were issued to residents on request, with a regular stock maintained on the refuse vehicles.

Councillor Kevin Jones, Cabinet Member for Waste Strategy, Public Protection & Leisure, spoke of the need for meaningful targets to be set that the Council could aspire to achieve. He went on to refer to a change in the approach to food waste and encouraging residents to continue with this.

Councillor Carolyn Thomas reiterated concerns that she had raised at other meetings on the repairs and maintenance backlog of schools.

Councillor Hilary McGuill drew attention to the list of implemented collaboration projects and asked how these would be progressed in the event of a merger with a neighbouring Council.

Councillor Aaron Shotton said that the stance taken by Wrexham County Borough Council on the prospect of an early voluntary merger was respected and that there was a need to continue with shared services. He said that Flintshire should be proud of its ambitions in rising to the challenge of providing affordable housing and Council homes and had recognised the need for affordable housing in rural areas.

RESOLVED:

That the 2013/14 Annual Performance Report be approved for publication.

59. DRAFT ANNUAL REPORT 2015/16 OF THE IRPW

The Democracy & Governance Manager presented the report for the Council to determine its response to consultation on the draft annual report 2015/16 of the Independent Remuneration Panel for Wales (IRPW) as required by the Local Government (Wales) Measure 2011. Copies of the draft report had been made available to Members prior to the meeting and the Council's response was to be forwarded to the IRPW by 27 November 2014 to enable the final version to be issued.

The Democracy & Governance Manager summarised the changes proposed by IRPW, as indicated in the report, and highlighted the procedure in place for additional 'senior salaries' to be sought by Councils if they wished. Concerns within the IRPW report around inconsistent support available to Members across Wales had been addressed in Flintshire by the rollout of iPads which would also achieve savings on the despatch of agenda papers.

On a technical point on paragraph 3.26 of the draft report, it was clarified that the legislation for no tax liability on travel expenses paid to Members had not yet been introduced by the UK Government.

RESOLVED:

- (a) That the points made in paragraphs 3.01 and 3.05 of the report be included in the response to the consultation on the draft report; and
- (b) That the procedure in paragraph 3.03 of the report be noted.

60. OVERVIEW & SCRUTINY ANNUAL REPORT

The Member Engagement Manager presented the draft Overview & Scrutiny Annual Report for the 2013/14 municipal year for approval, following agreement by the Constitution Committee on 15 October 2014.

In moving the recommendation in the report, Councillor Robin Guest, Chairman of the Constitution Committee, thanked the Member Engagement Manager and his team for their hard work in supporting Members to ensure the

effectiveness of the Overview & Scrutiny function. This was seconded by Councillor Ron Hampson who paid tribute to the Chairs of the Overview & Scrutiny Committees.

As a point of accuracy, Councillor Gareth Roberts referred to the committee memberships listed in the report and advised that he was not a member of the Social & Health Care Overview & Scrutiny Committee.

RESOLVED:

That the Overview & Scrutiny Annual Report be approved.

61. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There was one member of the press in attendance.

(The meeting started at 2.00 pm and ended at 3.25 pm)

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Chair

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: FLINTSHIRE COUNTY COUNCIL

DATE: TUESDAY, 25 NOVEMBER 2014

REPORT BY: CHIEF EXECUTIVE

SUBJECT: CONSULTATION ON THE LEVEL OF FIRE AND RESCUE SERVICES BY THE NORTH WALES FIRE AND RESCUE AUTHORITY YOUR SERVICES, YOUR CHOICES

1.00 PURPOSE OF REPORT

1.01 To invite the Council to make a response to the consultation document of the North Wales Fire and Rescue Service *Your Services, Your Choices*. The deadline is 9th January 2015.

2.00 BACKGROUND

2.01 The North Wales Fire and Rescue Authority has opened a public consultation on the options for the future of fire and rescue services across North Wales, both preventative and responsive services, in a climate of national budget reductions for all public services.

2.02 The Council met in informal session on 9 September to hear a presentation from the Chief Fire Officer and Deputy Chief Fire Officer on the options for the future prior to the publication of the formal consultation document. This session also included a question and answer session. Councillors will therefore be familiar with the background and the risks of the three options.

3.00 CONSIDERATIONS

3.01 The North Wales Fire and Rescue Authority has been through phases of efficiencies and cost reduction in recent years to avoid seeking increases in its levy. The levy is the charge made to the six constituent councils as a share of Council Tax income. The Authority also receives specific grants from Welsh Government. The Authority has reached a position where further budget reductions will require a review of the fire and rescue station cover across the region and the preventative community safety services. The consultation document *Your Services, Your Choices* sets out the funding arrangements of the Authority and its regional network of responsive and preventative services in more detail.

3.02 The consultation paper outlines three options for the future. The first is a continued 'freeze' in the Authority's annual budget. The second is

a reduction in the Authority's annual budget at a level similar to the reductions being felt by the constituent councils themselves. The third is a gradual increase in the Authority's budget to protect services.

3.03 Council is invited to review the options, and the risks and benefits of each one, and provide feedback. One of the purposes of the previous informal Council session was for senior officers of the Fire and Rescue Service to demonstrate how the Authority had maximised the opportunities for making cost efficiencies, and to evidence that there was no scope for further efficiencies as an option to reviewing station fire cover and 'front line' and preventative services if its budgets were to reduce further.

3.04 The Council is represented on the North Wales Fire and Rescue Authority by six councillors alongside twenty-two councillors from the other five constituent councils in the region. The Authority will need to take into full account the outcomes of the consultation in passing its annual budget for 2015-16 alongside risk assessing the implications for public safety of the two reductive options for its annual budget. The members of the Authority will have a duty to act in the best interests of the Fire and Rescue Authority in passing judgement on the budget options.

4.00 RECOMMENDATIONS

4.01 Council is invited to review the three options within the consultation paper and provide feedback.

5.00 FINANCIAL IMPLICATIONS

5.01 Any upward variation in the levy payable to the North Wales Fire and Rescue Authority would have an impact on the Council. The levy is paid to the Authority from the Council Tax. Any increase in the levy would therefore be a cost to be included within the annual increase in the total Council Tax amount payable by local households and would reduce the 'headroom' for the Council to raise Council Tax, within acceptable limits, to fund its own services.

6.00 ANTI POVERTY IMPACT

6.01 The North Wales Fire and Rescue Authority provides services for vulnerable people through its community safety and preventative programmes. These services are under budget pressure and may not be able to be sustained at the current level in future years.

7.00 ENVIRONMENTAL IMPACT

7.01 None directly.

8.00 EQUALITIES IMPACT

8.01 As 6.01 above.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly.

10.00 CONSULTATION REQUIRED

10.01 None further at this stage.

11.00 CONSULTATION UNDERTAKEN

11.01 This report is presented as part of the public consultation opened by the North Wales Fire and Rescue Authority.

12.00 APPENDICES

12.01 The public consultation document published by the North Wales Fire and Rescue Service *Your Services, Your Choices*.

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

None

Contact Officer: Chief Executive
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Email: chief_executive@flintshire.gov.uk

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YOUR SERVICES, YOUR CHOICES

PUBLIC CONSULTATION ON THE LEVEL OF FIRE AND RESCUE SERVICES PROVIDED IN NORTH WALES IN 2015-16 AND BEYOND

Autumn 2014

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North Wales Fire and Rescue Authority
 Fire and Rescue Service Headquarters
 Ffordd Salesbury
 St Asaph Business Park
 St Asaph
 Denbighshire, LL17 0JJ

Website www.nwales-fireservice.org.uk

INTRODUCTION

This is an important public consultation about the fire and rescue services that are provided in North Wales. We would like as many people as possible to participate by telling us what they would like to see happen to fire and rescue services in the area over the next few years.

The financial pressures on public services mean that their leaders are having to make difficult decisions about how to continue to meet demand for services but with dwindling budgets.

The fire and rescue service has very successfully reduced the demand for its blue light emergency response by focussing on prevention. This reduction in demand has led some people to question whether there is still the need for as many fire stations, fire engines and personnel. The alternative view is that every emergency incident ought to get the same level of response in as short a time as possible, so rather than count the number of incidents attended the focus should be on the amount of emergency cover available in an area in anticipation of an emergency.

The running costs of North Wales Fire and Rescue Service are met by the six county councils in the area – Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire and Wrexham – which are also having to make difficult decisions about their own services. This therefore raises questions about whether the Fire and Rescue Authority should continue to reduce its own running costs and if so whether those reductions should be by the same proportion as the local councils. Given the difference in scale between a county council and a fire and rescue authority, the impact of any reductions will be felt very differently.

North Wales Fire and Rescue Authority has already cut its running costs by a significant amount, but in ways that the public did not notice because the cuts did not fundamentally change the services that they received.

This year, 2014-15, the county council contributions to North Wales Fire and Rescue Authority were £320,000 lower than they were in 2010-11. However, with rising costs this approach of making 'invisible' cuts will not reduce the running costs by enough, so the Fire and Rescue Authority is having to decide what to do over the remaining years of this decade – reduce costs and cut front line services, or increase the budget enough to avoid cutting them.

North Wales Fire and Rescue is committed to making North Wales a safer place to live, work and visit.

Your views about the future of North Wales Fire and Rescue will help us to plan the sort of services that the public expects.

This consultation presents three options – which would you support? Alternatively, you may have a better suggestion for providing affordable fire and rescue services in North Wales?

We have provided financial and other information to help you to come to a conclusion – please consider that information, and send us your response by 9th January 2015. Contact details are provided on page 30.

VERY BRIEFLY....

What services does North Wales Fire and Rescue provide?

- Fire prevention and community safety education
- “Blue light” response to fires and non-fire emergencies
- Enforcement of fire safety in non-domestic premises
- Planning and response to large scale and serious emergency situations

[More on page 5 →](#)

Who pays for North Wales Fire and Rescue and how much does it cost?

The six county councils in North Wales all contribute towards a central fund that is used to provide fire and rescue services. It costs around £32million per year to run - the equivalent of £46 for every North Wales resident.

[More on page12 →](#)

What is this Public Consultation about?

Whether or not to reduce the amount of fire and rescue cover in North Wales. The Authority could reduce the size of the Service, which would avoid increasing the county councils’ financial contributions, but it would mean reducing the number of fire stations, fire engines and fire and rescue service staff in the area.

[More on page 18 →](#)

What do I need to do about this Public Consultation?

Think about what impact the three options presented would have, and let us know your views BEFORE 9th January 2015.

[More on page 30 →](#)

NORTH WALES FIRE AND RESCUE AUTHORITY

North Wales Fire and Rescue Authority is one of three fire and rescue authorities in Wales. It was established in 1996 to provide fire and rescue services in Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire and Wrexham.

The Fire and Rescue Authority is made up of 28 elected county councillors who are nominated by their own county council to serve as members of the Authority. In this capacity Members are expected to act in the best interests of the whole of North Wales, not just their own county area.

The Authority makes decisions about the level of fire and rescue services that will be provided in North Wales, and sets its annual budget to match that level of service.

North Wales has:

- **a land area of 2,375 square miles;**
- **5,790 miles of roads;**
- **a resident population of 691,986 people;**
- **321,061 dwellings; and**
- **28,334 non-domestic premises.**

FIRE AND RESCUE SERVICES - HOW MUCH IS "ENOUGH"?

Most of *what* a fire and rescue authority must do is set out in laws and regulations, but there is flexibility in terms of *how much* the Authority provides.

For example, the Authority must: *"secure the provision of the personnel, services and equipment necessary efficiently to meet all normal requirements"* for extinguishing fires and protecting life and property in those fires.

It also has a duty to rescue people from road traffic accidents and protect them from serious harm *"to the extent that it considers it reasonable to do so"*.

It is for the Authority to determine the level of personnel, services and equipment that it considers would be necessary in the area, depending on, for example, its assessment of risk, its ambition for continuous improvement and what it considers to be affordable.

However, when fire and rescue authorities make decisions about the services in their area, they are required to consider the Government's aspirations for public safety, the economy, efficiency and effectiveness of fire and rescue authorities and those things that affect them. Under certain circumstances the Government has powers to intervene and compel those authorities to act in accordance with its wishes.

THE SERVICES THAT WE PROVIDE

We provide Fire Prevention services

By law, the Authority must make sure that fire safety is promoted in North Wales, but actually this emphasis on preventing fires is also just common sense – we are all much safer if fires are prevented. Furthermore, fewer fires and fire casualties mean lower costs in other parts of the public sector.

How is this done? North Wales Fire and Rescue Service has staff working daily across North Wales to raise awareness and educate people about keeping safe. For example, we:

- go to people's homes to give advice on fire safety and what people should do if there is a fire;
- go to all the schools in North Wales to teach the children there about keeping safe;
- meet people with particular safety concerns (e.g. farmers, factory owners and hoteliers) to give advice on fire safety;
- send out key messages in the media about specific fire safety risks (e.g. bonfire night, camping safety, cooking safety);
- work with partner agencies (e.g. housing associations, drug and alcohol agencies and the voluntary sector) on specific issues that are best tackled jointly;
- work with the Police to prevent arson and deliberate fire-setting, targeting our efforts in particular localities for short periods if necessary;
- attend public events (e.g. local shows and eisteddfodau) to spread our safety messages and answer people's questions about fire safety;
- work with specific groups of people (e.g. teenagers and young adults, frail elderly people, people with particular disabilities) to provide them with specialised support tailored to their needs.

THE SERVICES THAT WE PROVIDE

We provide Emergency Response – “blue light” - services

Day and night we have specially trained staff working in the Joint Police and Fire Communications Centre answering 999 calls and handling our response. They use sophisticated mapping and mobilising technology to alert and send the most appropriate response to the emergency, staying in contact throughout the course of the incident.

Our highly trained and equipped fire crews deal with a wide range of emergency incidents, e.g. fires in buildings, outdoor fires, road traffic collisions, flooding, rescues of people, rescues of livestock, chemical incidents and where hazardous materials are involved.

We provide Fire Safety Enforcement services

People should be confident that they are safe from fire in places such as public buildings, places of work, sports venues, hotels, blocks of flats, cinemas, schools and shops.

By law the Authority must enforce fire safety in non-domestic premises, so we have specially trained staff who check premises to make sure that the fire safety arrangements are satisfactory. If they find that they are not up to standard we work with whoever is responsible for fire safety on those premises to improve matters. In extreme cases we can close down premises and even take people to court for breaching fire safety regulations.

We provide Planning and Response to Civil Emergencies

We train and equip firefighters to deal with rare but serious events such as those that might require mass decontamination of people after chemical, biological or radio-active incidents, and for rescuing people from trains, aircraft and collapsed buildings. By law we must also be prepared to assist with large-scale emergencies elsewhere in the UK.

As ‘Category 1’ responders under the Civil Contingencies Act we also have duties relating to large scale events that threaten serious damage to the welfare of people, wildlife, the environment and primary supply chains.

BEHIND THE SCENES

Not all parts of the Service are as obvious to members of the public, but they provide vital support 'behind the scenes'.

For example, staff are employed to: service and maintain fire engines and special appliances; ensure that telephone and computer systems can receive 999 calls and mobilise fire crews; maintain fire station buildings; maintain supplies of uniforms, equipment, stocks and supplies; purchase, test and maintain vital firefighting equipment; check and maintain fire hydrants; train our staff, maintain training records and qualifications; keep detailed records of incidents attended; undertake fire investigations to determine what caused them; produce regular performance reports; translate documents into Welsh or English; organise recruitment and people management processes; provide specialist advice to officers; pay the bills and prepare the accounts; deal with press enquiries and provide safety messages on social media.

In North Wales, the Authority employs specialist staff to undertake prevention activities in the community and to audit and inspect business premises. These members of staff, although they are delivering 'front line' services are included in the total numbers of 'support staff'.

THE RESOURCES THAT WE PROVIDE

Fire Stations and Fire Engines

The Authority provides 44 fire stations and 54 fire engines to protect North Wales. There are:

Three “24-hour shift” fire stations –

Wholetime stations that are continuously crewed. These are located in Rhyl, Deeside (Queensferry) and Wrexham.

Five “day crewed” fire stations –

Stations that are crewed as wholetime stations between midday and 10:00p.m. and as retained stations outside those hours. These are located in Holyhead, Caernarfon, Bangor, Llandudno and Colwyn Bay.

Thirty-six “retained” fire stations –

These are not usually staffed, but have crews that respond to an alerter signal calling them into the station from home, work or elsewhere near the fire station. These are located in towns and villages in every county.

Anglesey

1 day crewed station
6 retained stations
8 fire engines

Conwy

2 day crewed stations
6 retained stations
10 fire engines

Flintshire

1 24-hour shift station
4 retained stations
6 fire engines

Gwynedd

2 day crewed stations
12 retained stations
17 fire engines

Denbighshire

1 24-hour shift station
6 retained stations
8 fire engines

Wrexham

1 24-hour shift station
2 retained stations
5 fire engines

See **Appendix 1** for comparative information about the numbers of fire stations and fire engines in other parts of England and Wales.

THE RESOURCES THAT WE PROVIDE

Staff

The Authority employs around 900 people to deliver fire and rescue services in North Wales.

Fire and rescue service staff are employed under nationally recognised terms and conditions of service so their pay and pensions are negotiated through National Joint Councils rather than by the Authority.

Wholetime operational staff and Control staff are paid a salary based on an average of 42 hours per week including meal breaks.

Retained operational staff are paid an annual retaining fee and additional fees for attending emergency incidents, a weekly “drill night” and training sessions.

Support and prevention staff are paid a salary based on a 37 hour week.

As at 31 March 2014, North Wales Fire and Rescue employed:

	Full time equivalent posts	Full time equivalent strength	Headcount of individual staff**
Wholetime operational	242	240	240
Retained operational*	557	398	458
Support and prevention	144	144	152
Control	28	28	31
Totals	971	810	881

*Because of the ‘on call’ nature of these posts, they are calculated as ‘24-hour units of cover’ instead of full-time equivalents. **Two individual members of staff may, for example, work part time to fill one full time post.

See **Appendix 2** for comparative information about fire and rescue staffing in other parts of England and Wales.

FIRE AND RESCUE AUTHORITY FUNDING

The Fire and Rescue Authority must by law decide on the level of fire and rescue services it will provide, and notify the county councils in the area how much money they will be expected to contribute to the Authority's funds to cover the cost of those services in the next financial year plus any contingencies. The Authority has only been permitted to hold financial reserves since 2010 after the law was changed to allow this.

Fire and rescue service funding is an integral part of county councils' budget-setting process. Before 1996 fire and rescue services in North Wales were organised around two county councils – Gwynedd and Clwyd. However, when the county councils were reorganised it was decided that amalgamating these services under a single combined fire and rescue authority covering North Wales would be better.

The Fire and Rescue Authority has to ensure that its services are provided as efficiently and effectively as possible. However, if it discovers that it needs to change the amount levied on the county councils during the financial year, it has the right to do so. In reality, requests for in-year additional payments happen very rarely because fire and rescue authorities should have included a contingency element to avoid something that could potentially disrupt the county councils' own spending plans for the year.

Every December the Authority gives an estimate to the county councils of its budget requirement for the forthcoming financial year (April to March), and confirms this by the following 15 February. How much each county council contributes is calculated on the basis of its population, so councils with lower population figures pay less than those with higher ones.

From time to time the Welsh Government may decide to fund specific work or large projects through grants, but these are limited and not part of the annual revenue funding.

RECENT FUNDING OF NORTH WALES FIRE AND RESCUE

The amount that each county council in North Wales contributed to fire and rescue services has not risen in recent years because the Authority has been able to reduce its running costs to cover increases such as inflation and rising fuel costs.

£	Contribution 2010/11	Cost per head of population	Contribution 2011/12	Cost per head of population	Contribution 2012/13	Cost per head of population	Contribution 2013/14	Cost per head of population	Contribution 2014/15	Cost per head of population
Anglesey	3,253,187	47	3,236,545	47	3,219,270	46	3,216,231	46	3,198,669	46
Gwynedd	5,572,851	47	5,588,685	47	5,525,827	46	5,507,985	46	5,588,255	46
Conwy	5,280,536	47	5,240,568	47	5,206,959	46	5,198,570	46	5,283,704	46
Denbighshire	4,601,610	47	4,549,039	47	4,569,316	46	4,593,630	46	4,342,155	46
Flintshire	7,119,294	47	7,051,716	47	6,981,590	46	6,955,089	46	7,018,721	46
Wrexham	6,265,922	47	6,266,101	47	6,269,049	46	6,300,506	46	6,340,507	46
TOTAL	32,093,400	47	31,932,654	47	31,772,011	46	31,772,011	46	31,772,011	46

The costs per head of population in this table are based on published population projections. Using mid-year population estimates instead, Welsh Government figures on budgeted expenditure show that between 2006-07 and 2014-15 the cost per head of population for fire and rescue services in North Wales increased by just £3. By comparison, the cost per head of population for county council services in North Wales increased by between £257 and £493.

See **Appendix 3** for more information about the comparative costs of services within North Wales.

COULD THE FIRE AND RESCUE SERVICE COSTS BE LOWER?

In short, yes the costs could be lower, but that would mean shrinking the level of front line services. Significant savings have been made already in areas that the public would not notice, but any further large savings would inevitably affect the service in ways that the public would notice.

This is what North Wales Fire and Rescue Authority has to decide – should it freeze or cut its annual budget and cut services, or should it increase its annual budget and protect services?

Over the next five years, North Wales Fire and Rescue Authority could either:

- 1. Freeze its annual budget and cut services to pay for unavoidable inflation, OR**
- 2. Cut its annual budget by an amount that reflects the reductions in local authority budgets and cut services even more, OR**
- 3. Increase its annual budget gradually and protect services.**

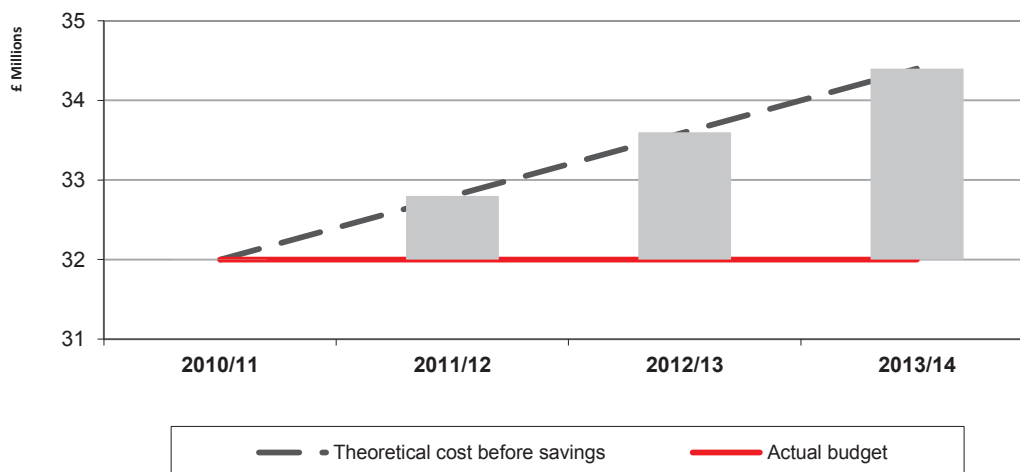
See **Appendix 4** for comparative information about fire and rescue costs in other areas of England and Wales.

SAVINGS IN THE FIRST 3-YEAR BUDGET PLAN

This is not the first time that North Wales Fire and Rescue Authority has decided to reduce its budget – it has been keeping costs down for a number of years.

The first 3-year budget plan – 2011/12 to 2013/14

Recognising the gloomy financial predictions for public service funding, the Authority first decided to freeze its annual budget in 2010. So in the years 2011/12, 2012/13 and 2013/14 the budget did not grow to cover cost increases.



What this meant was that cost increases during those years (e.g. due to inflation or rises in fuel costs) had to be paid for from within the existing budget. Every year around £800,000 had to be taken away from some parts of the Service in order to pay for unavoidable cost increases.

In total, by the end of the third year (2013/14), annual savings of £2.45million had been achieved. The cost per head of population had been reduced from £47 to £46, and five out of the six county councils contributed less for fire and rescue services in 2013/14 than they had contributed three years earlier in 2010/11.

SAVINGS BETWEEN 2011/12 AND 2013/14

In summary, savings were applied across the whole service, but in such a way that the public would not notice much change in the services that they received.

In 2011/12 (Year 1)

- £200,000 cut from **individual budget lines**, discontinuing some completely or scaling them down.
- £50,000 cut from the **Community Fire Safety** budget.
- £90,000 cut from the **Support Staff** budget.
- £460,000 cut from the **Operational Management** budget by reducing the number of officers.
- £30,000 cut from the **Control** budget by restructuring its staffing arrangements.

In 2012/13 (Year 2)

- **Individual budget lines** were again cut or scaled down, releasing a further £150,000.
- Another £50,000 cut from the **Community Fire Safety** budget.
- Another £90,000 cut from the **Support Staff** budget.
- £500,000 released from the **Operational Firefighters'** budget by changing the way their shifts were rostered, so reducing the number of wholetime firefighters required by 10%.

In 2013/14 (Year 3)

- **Individual budget lines** were cut or scaled down for a third time, releasing a further £70,000.
- Another £50,000 cut from the **Community Fire Safety** budget.
- Another £180,000 cut from the **Support Staff** budget.
- A further £500,000 released from the **Operational Firefighters'** budget, by changing the way their shifts were rostered (as above).

INTENDED SAVINGS IN THE SECOND 3-YEAR BUDGET PLAN

The second (intended) 3-year budget plan – 2014/15 to 2016/17

Approaching the end of its first three-year budget plan, the Authority had to decide what to do for the next three years. It knew that having already reduced running costs the only way to achieve more savings would inevitably mean making cuts that the public would notice.

The Authority launched a public consultation in September 2013 that warned of the impact of a second three-year budget freeze. It explained that it would mean making significant changes to fire and rescue services because freezing the budget until 2016/17 would mean cutting £3.3million out of the budget on top of the £2.45million that had already been taken out over the period of the first 3-year budget plan.

The Authority was not minded at that time to embark on a programme of cuts, but it was acutely aware of the pressure on all public services to limit their spending, and that fire and rescue authorities were not immune to the effects of the harsh financial climate. The Authority was therefore prepared to give an undertaking that to help safeguard the county councils' budgets it would limit any increases in their financial contributions to a maximum equivalent of an additional £1 per year per head of population.

Towards the end of 2013, the Authority decided to maintain the current level of service provision. However, given the impact of the local government financial settlement (how much the county councils could expect to receive from central Welsh Government funds) and the reduction in the county councils' funding, the Authority chose an alternative strategy which was to freeze the budget for a fourth year and to use its financial reserves to cover any shortfall and so avoid introducing the large-scale cuts that would otherwise have been necessary.

However, this option would only be sustainable for one year and for subsequent years a full consultation would have to be undertaken to consider the balance between budget pressures, service provision and the public risk.

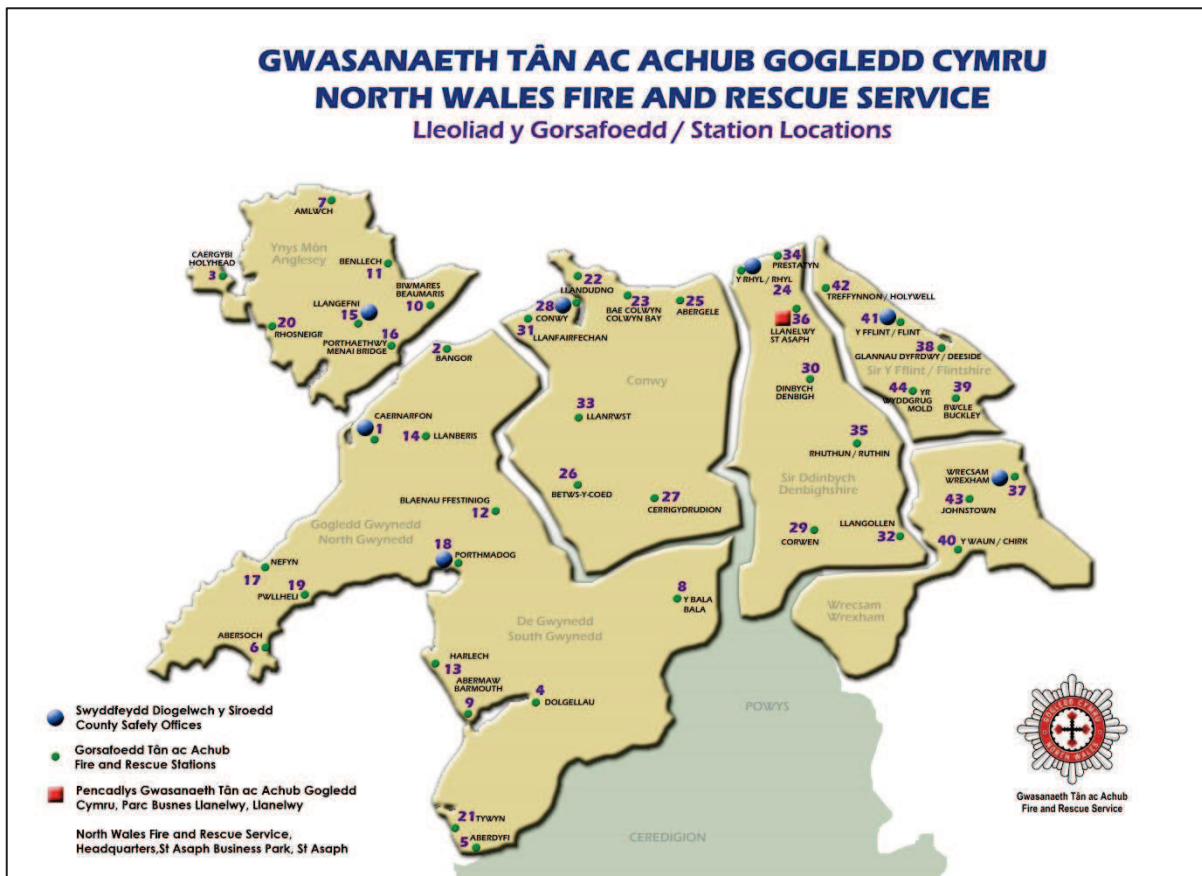
YOUR SERVICES, YOUR CHOICES

Fundamentally, there are three funding options for North Wales Fire and Rescue Authority, although this public consultation may produce some different alternatives:

1. To continue to freeze the annual budget until 2019/20 and make £3.3million of cuts (10%) to fire and rescue services in North Wales.
2. To follow the Welsh Government's advice and cut the annual budget by at least the same percentage as will be cut from the central funding (the "local government settlement") that local authorities receive from Welsh Government. We only know the extent of the cuts proposed for 2015/16, which average 3.7% for the North Wales counties. The amount of central funding after next year is unknown, but is anticipated to be lower again. This would be the harshest option, probably requiring more than a 10% cut in fire and rescue services in North Wales.
3. To increase the Authority's annual budget by an average of 2% each year until 2019/20 and avoid making the £3.3million of cuts (10%) to fire and rescue services in North Wales.

These options and the implications are analysed in more detail on the following pages.

THE STARTING POSITION - 2014/15



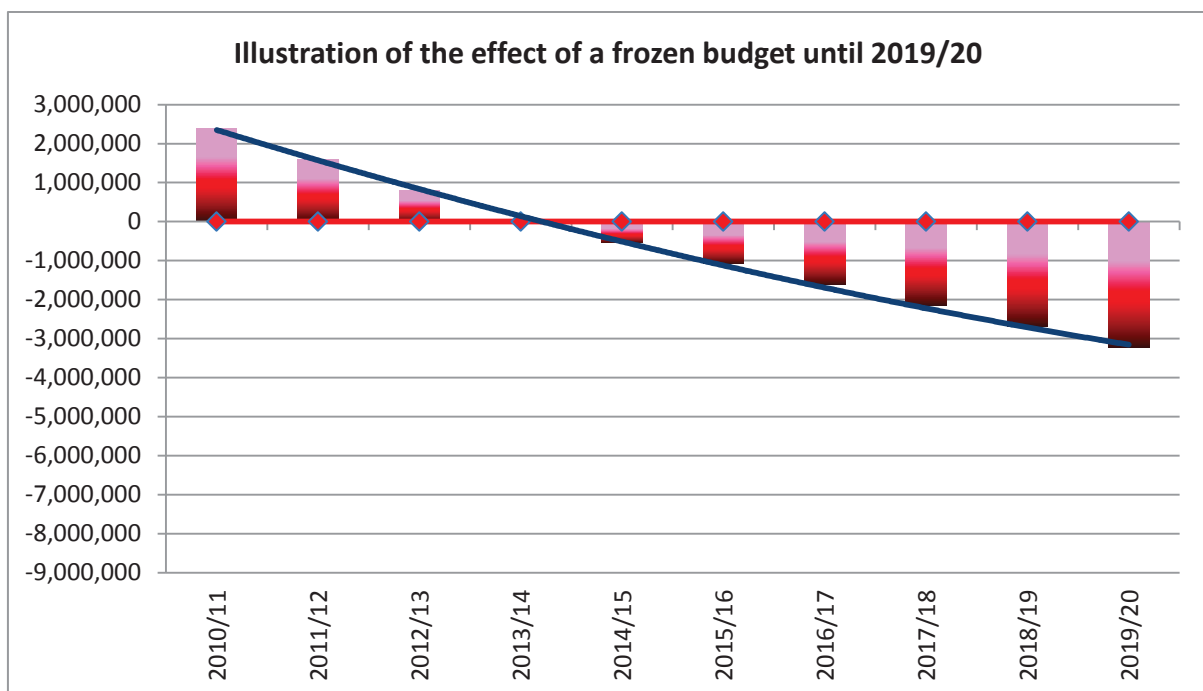
NORTH WALES	2014/15
Fire stations	44
Fire engines	54
Operational firefighter posts (full time equivalents, including managerial posts)	799
Revenue budget	£31,772,011
The budget calculated as the equivalent cost for every North Wales resident (the cost per head of population)	£46

**OPTION 1 - TO FREEZE THE BUDGET UNTIL 2019/20
AND MAKE £3.3MILLION OF CUTS TO FIRE AND
RESCUE SERVICES**

The Authority's revenue budget has been frozen at the same amount since 2010/11 so all the unavoidable cost increases have had to be paid for from within the annual budget. In total, £2.45 million of cuts have been made to the annual running costs of the Service since 2011/12. That represents a cut of 7.5%.

The Authority could keep on freezing the budget so that the North Wales county councils' financial contributions did not have to increase or decrease.

From the Fire and Rescue Authority's perspective, freezing its budget until 2019/20 would mean that a further £3.3 million of cuts would have to be made to the annual running costs of the Service to avoid a shortfall between those costs and the budget available. That would represent a further cut of 10%.



With a frozen budget until 2019/20, services would have to be cut in order to pay for unavoidable cost increases e.g. inflation, fuel costs, and pay settlements.

What would £3.3 million of cuts (10%) mean to fire and rescue services in North Wales?

To make savings of that magnitude would require making big changes that the public would notice because it would mean closing 16% of the fire stations in North Wales, losing 28% of the fire engines and 29% of the operational firefighter posts.

In other words, it could mean making ALL the following changes:

- Closing at least seven retained fire stations, possibly more, and removing the fire engines and firefighter posts from those stations.
- Removing one of the two wholetime fire engines that are currently based in Wrexham (this is the only fire station in North Wales that has two wholetime fire engines).
- Removing the retained fire engines from seven wholetime fire stations, leaving just one fire engine at each location.

This would mean large scale redundancies to remove 228 firefighter posts from the current staffing level. Also, with fewer fire stations and fire engines it would take longer to reach emergency incidents in some parts of North Wales.

See **Appendix 5** for more information about incident numbers and attendance time statistics.

How the service might look in 2019/20 if the budget remained frozen at 2010/11 levels until then

NORTH WALES	2014/15	2019/20
Fire stations	44	37
Fire engines	54	39
Operational firefighter posts (full time equivalents, including managerial posts)	799	571
Revenue budget	£31,772,011	£31,772,011
The budget calculated as the equivalent cost for every North Wales resident (the cost per head of population)	£46	£44.82

If this was the strategy adopted, detailed work would have to be undertaken to determine the best overall cover with the remaining resources. However, to illustrate the extent of the cuts, resources might be configured as:

Anglesey

1 day crewed station
5 retained stations
6 fire engines

Conwy

2 day crewed stations
5 retained stations
7 fire engines

Flintshire

1 24-hour shift station
3 retained stations
4 fire engines

Gwynedd

2 day crewed stations
10 retained stations
13 fire engines

Denbighshire

1 24-hour shift station
5 retained stations
6 fire engines

Wrexham

1 24-hour shift station
1 retained station
3 fire engines

OPTION 2 - MIRROR THE CHANGES TO THE LOCAL GOVERNMENT FINANCIAL SETTLEMENT FROM YEAR TO YEAR

The Welsh Government has indicated that in view of the gloomy financial outlook and the expectation that public finances in Wales will not return to 2011 levels in real terms until around 2025, county councils can expect cuts of between 1.5% and 4.5% in the amount of money they receive from central funds.

Option 2 is for the Fire and Rescue Authority to aim to match or exceed the percentage reductions in funding that the county councils will have to face until 2019/20.

“Local Authorities [...] have been asked to plan on the basis of 1.5% to 4.5% cuts in cash terms from 2015/16 onwards. Fire and rescue authorities must expect to bear at least a proportionate share of such cuts and – given that demand for many local authority services is rising markedly while the incidence of fire is generally falling – probably more.”

[From a Welsh Government Project Charter authorising a Fire and Rescue Services National Framework Project. September 2014.]

The Welsh Government's draft budget 2015-16 published at the beginning of October 2014 indicated a potential average 3.7% reduction in local government budgets in North Wales. If North Wales Fire and Rescue Authority had to exceed this reduction, then the budget may have to be reduced by 4.1% in a single year.

Reducing the Authority's budget by 4.1% in 2015-16 (i.e. in one year) would mean that £1.3 million of cuts would have to be made to the annual running costs of the Service during that same year. More annual reductions and cuts would follow, but precisely how much would not be known until shortly before the start of each financial year.

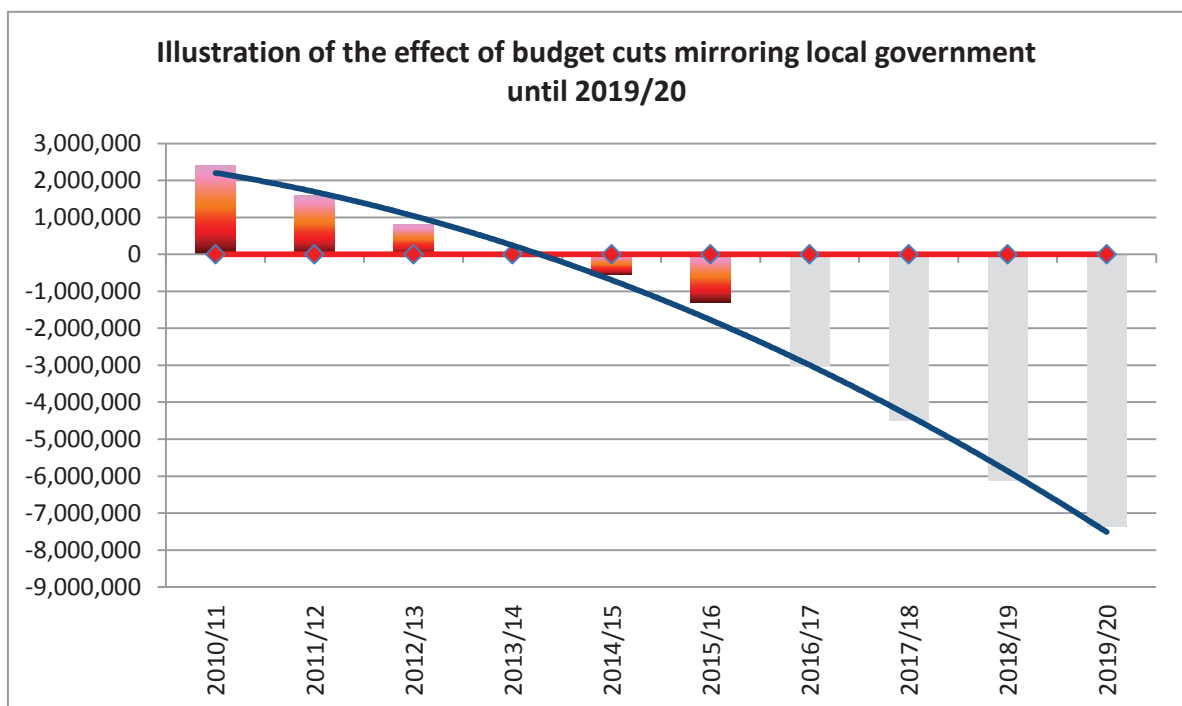
Plans for future years would be drawn up on the basis of future settlements notified in draft budgets each September and adjusted on the basis of the finalised local government budget each December.

What would £1.3 million of cuts in 2015/16 mean to fire and rescue services in North Wales?

To make savings of that magnitude would mean:

- Closing at least three retained fire stations, possibly more, and removing the fire engines from those stations.
- Removing one of the two wholetime fire engines that are currently based in Wrexham (this is the only fire station in North Wales that has two wholetime fire engines).
- Removing around 60 firefighter posts, which would mean redundancies.

This would be for one year only and it seems likely that the cuts over the next five years would exceed those illustrated in Option 1 by the end of 2019/20.



Although the size of the local government settlement after 2015/16 is unknown, the illustration above is based on a possible scenario of a 13% shortfall between the running costs and the budget available by 2019/20.

How the service might look by April 2016 if the budget was cut by 4.1% in 2015/16

Assuming that the 4.1% reduction was confirmed in December 2014, the Authority would be faced with a very challenging timetable for reducing its running costs in 2015/16 - the year to which the reductions applied.

Normally, the Service would have time to plan ahead and introduce changes in a carefully managed way. Staff redundancies, station closures and fleet changes take time and the Service would have to ensure that fire cover was correctly reconfigured to the remaining fire stations with the remaining fire appliances and staff.

Assuming that these changes could be achieved in time to make the savings within the same financial year (an unrealistic prospect), the service profile could be:

NORTH WALES	2014/15	2015/16
Fire stations	44	41
Fire engines	54	50
Operational firefighter posts (full time equivalents, including managerial posts)	799	737
Revenue budget	£31,772,011	£30,469,359
The budget calculated as the equivalent cost for every North Wales resident (the cost per head of population)	£46	£44

How the service might look by 2019/20 if the Authority's budget mirrored the changes in local authorities' financial settlements until then

Because the Welsh Government does not publish its draft budget and provisional local government settlement information until the December before the relevant financial year, there would be insufficient time for the Fire and Rescue Authority to draft its plans and consult on them before needing to notify the county councils of its budget requirements.

Medium-term financial planning would be replaced by short-term plans, so making accurate projections as far as 2019/20 is not possible.

Assuming a 13% reduction by 2019/20, the revenue budget and the cost per head is as shown below. However, it is not possible at this time to estimate how many fire stations, fire engines and operational firefighter posts would remain in North Wales.

NORTH WALES	2014/15	2019/20
Fire stations	44	?
Fire engines	54	?
Operational firefighter posts (full time equivalents, including managerial posts)	799	?
Revenue budget	£31,772,011	£27,641,650
The budget calculated as the equivalent cost for every North Wales resident (the cost per head of population)	£46	£39

OPTION 3 - MAINTAIN THE SERVICE UNTIL 2019/20

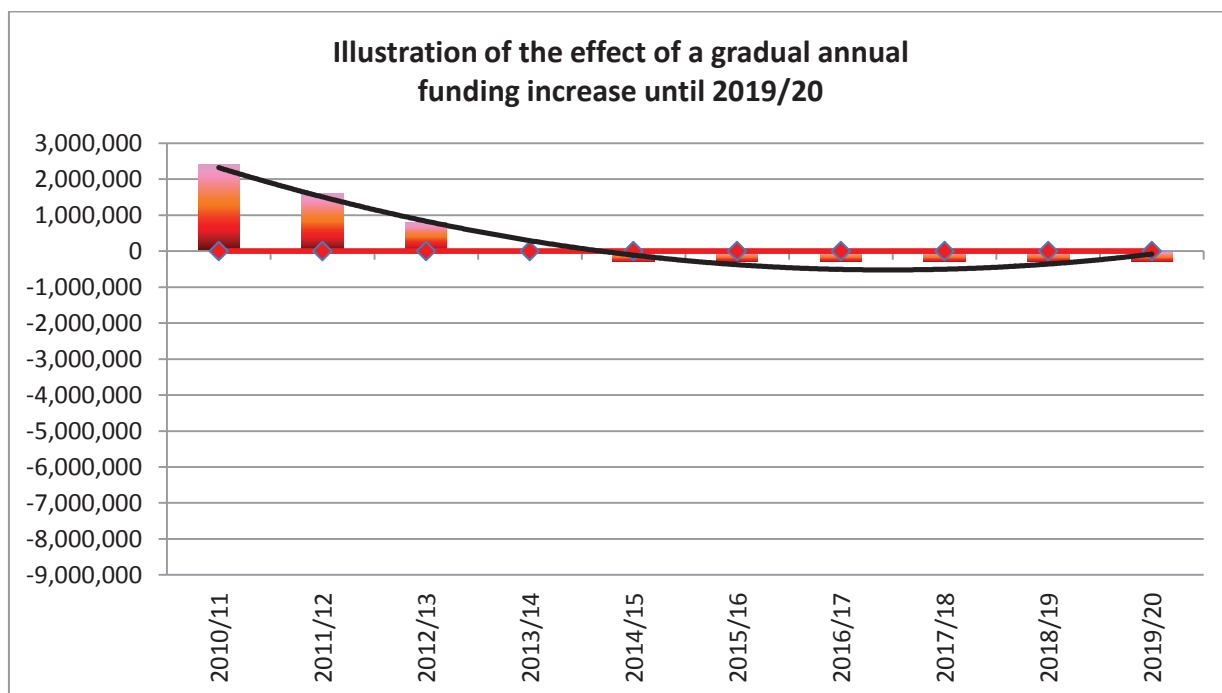
Option 3 is for the Authority not to freeze or cut the budget any more, but instead to look to the county councils to increase their financial contributions to the running costs of the Service.

North Wales Fire and Rescue Authority has already indicated that increases in its levy on the county councils would not exceed the equivalent of £1 per head of population, so the impact would be limited.

The financial impact on each county council would vary according to its population, but the average increase per year would be between £83,000 and £125,000. More detailed calculations of the additional funding requirement for each county are provided in Appendix 6.

Taking this approach would mean additional funding of just under £3.3 million to the Fire and Rescue Authority, or an increase of around 10% over 5 years.

At most, the total annual revenue budget for providing fire and rescue services across North Wales would rise to £35,005,711 by 2019/20, or to the equivalent of £50 per year for every North Wales resident.



Increasing the budget to cover unavoidable cost increases such as inflation would protect the current level of fire and rescue services being delivered in North Wales. Assuming no change, the service profile could be:

NORTH WALES	2014/15	2019/20
Fire stations	44	44
Fire engines	54	54
Operational firefighter posts (full time equivalents, including managerial posts)	799	799
Revenue budget	£31,772,011	£35,005,711
The budget calculated as the equivalent cost for every North Wales resident (the cost per head of population)	£46	£50

See **Appendix 6** for the detailed allocation of cost to county councils for fire and rescue services in North Wales.

WHAT DO YOU THINK...?

North Wales Fire and Rescue Authority will be submitting an estimate of its required level of funding for 2015-16 to the county councils in North Wales in December 2014, and confirming the final figure by the middle of February 2015.

What are your views? Should the Authority close fire stations and reduce its running costs, or should the Fire and Rescue Service be protected at additional cost to the county councils?

Please send your comments:

By post to:

North Wales Fire and Rescue Authority
Fire and Rescue Service Headquarters
Ffordd Salesbury
St Asaph Business Park
St Asaph
Denbighshire, LL17 0JJ

By e-mail to:

futurefire@nwales-fireservice.org.uk

You can also visit

www.nwales-fireservice.org.uk

Twitter @northwalesfire

www.facebook.com/northwalesfireservice

By completing the questionnaire:

<http://goo.gl/6JGFzE>

APPENDICES

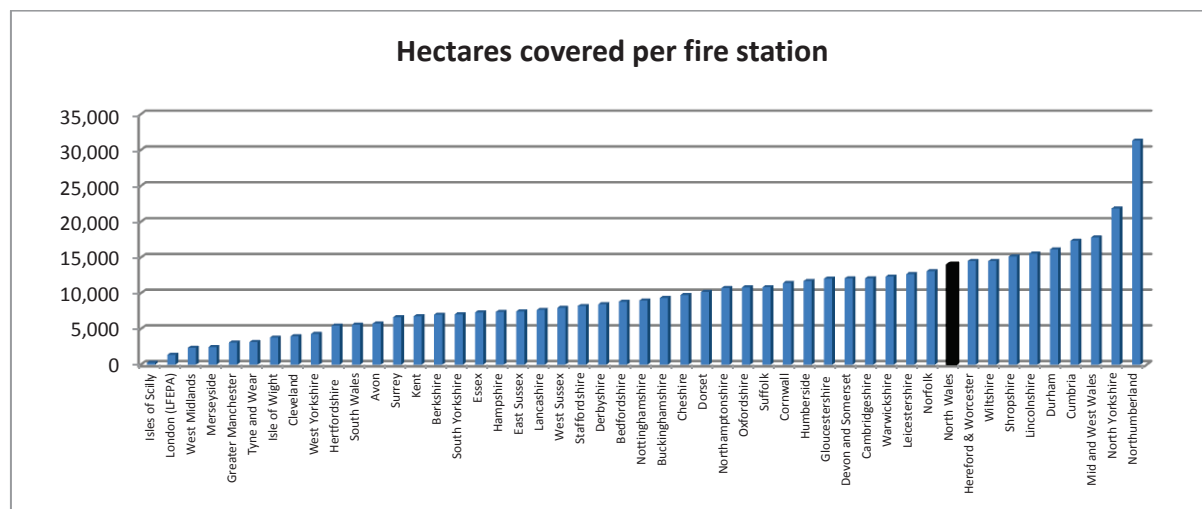
1	Comparing the numbers of fire stations and fire engines in North Wales with other parts of England and Wales
2	Comparing fire and rescue staffing in North Wales with other parts of England and Wales
3	Comparing the cost of services within North Wales
4	Comparing the cost of fire and rescue services in North Wales with other parts of England and Wales
5	Information about incident numbers and attendance time statistics
6	Detailed additional allocation of costs to county councils for fire and rescue services in North Wales for Option 3

NOTE: The Welsh Government commissioned the Chartered Institute of Public Finance and Accountancy (CIPFA) to collate information submitted by each Welsh fire and rescue authority in 2012-13, and to compare it against fire and rescue authorities in other parts of the United Kingdom.

A letter from the Welsh Government Minister for Public Services to the Welsh fire and rescue authorities at the beginning of October 2014 indicated his wish to see evidence of our having used this information in the development of our improvement objectives.

Information in the following pages uses information about fire and rescue authorities in England and Wales that was published in the CIPFA Fire and Rescue Service Statistics 2013 publication available from <http://www.cipfastats.net/>.

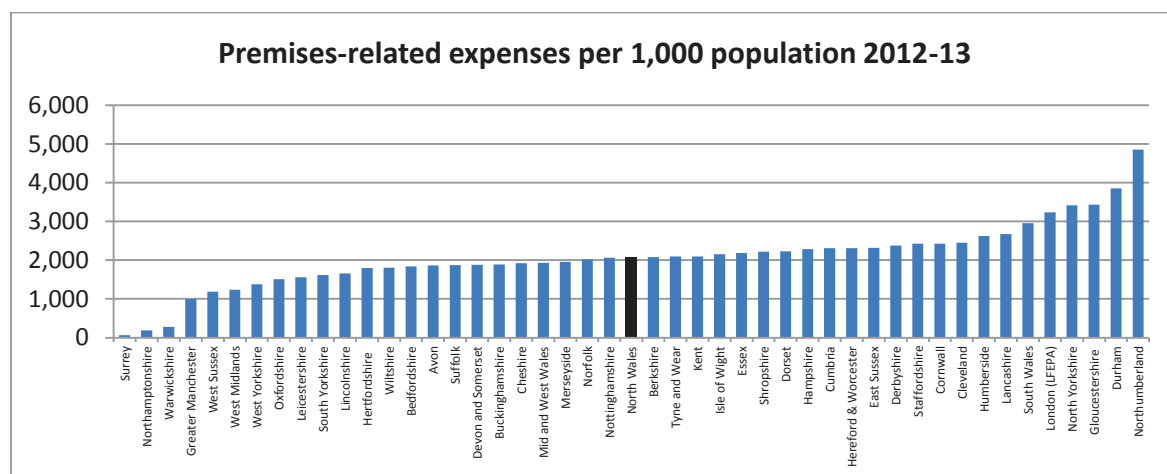
Appendix 1 – Fire Stations and Fire Engines

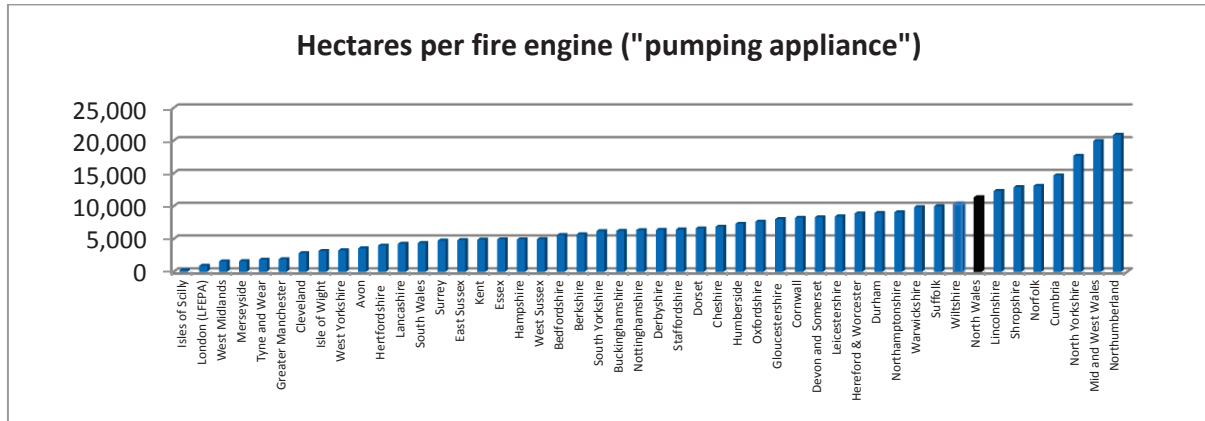


Each of the 44 fire stations in North Wales covers a larger area than the majority of other fire and rescue services in England and Wales.

Premises costs

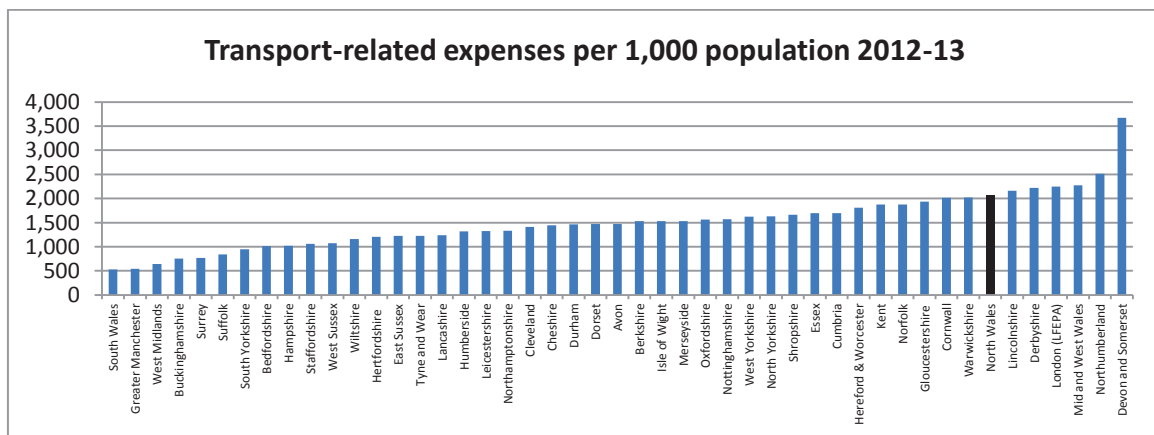
North Wales Fire and Rescue Authority has been able to keep its premises-related revenue costs comparatively low. In 2012-13 it cost the equivalent of £2 per head of population for all its owned or leased fire stations, offices, stores, workshops and training facilities.





Fire engines in North Wales have more hectares to cover than the fire engines in the majority of service areas in England and Wales.

This calculation does not take into account such things as road networks and mountainous areas, nor does it consider the availability of the fire engines.



Operating in a predominantly rural area, transport-related costs in North Wales are generally consistent with other predominantly rural parts of England and Wales (with some notable exceptions, such as London).

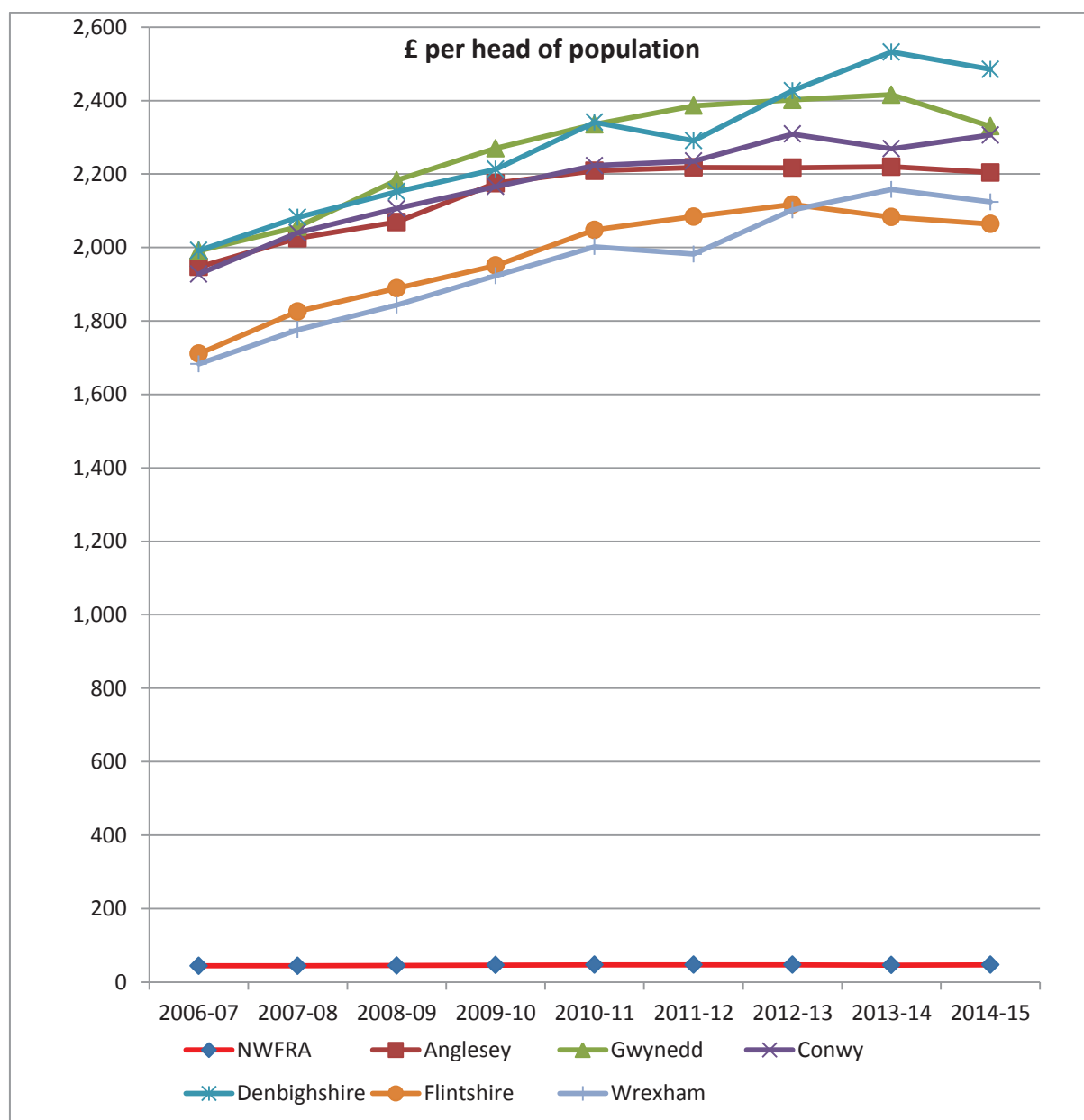
Appendix 2 – Staffing

Staff numbers in North Wales at the end of March 2013 were generally lower than in other parts of Wales, and lower than the Wales average and the England and Wales average across almost all categories of staff.

	Wholetime Duty System	Retained Duty System	Control	Support	Total staff
North Wales	254	407	29	137	827
Average England & Wales	586	264	29	164	643
Average Wales	511	531	37	183	1,261
Highest England & Wales	5,625 (London)	1,117 (Devon and Somerset)	109 (London)	875 (London)	6,609 (London)
Highest Wales	863 (South Wales)	626 (Mid & West Wales)	52 (South Wales)	255 (South Wales)	1,729 (South Wales)
Lowest England & Wales	11 (Isles of Scilly)	39 (Isles of Scilly)	11 (Northumberl and)	1 (Isles of Scilly)	51 (Isles of Scilly)
Lowest Wales	254 (North Wales)	407 (North Wales)	29 (North Wales and Mid & West Wales)	137 (North Wales)	827 (North Wales)

Appendix 3 – The cost per head of population of public services in North Wales

To give some context, the graph below shows the rising cost per head of population of county council budgets and the North Wales fire and rescue budget in recent years.



Source – National Statistics for Wales Local Authority Budgeted Revenue Expenditure (published annually in June). Table 2.

Whereas North Wales Fire and Rescue Authority (NWFRA) running costs per head of population have increased by 6.8% over the past eight years, the county council running costs per head of population have increased by between 13.2% and 26.2% in the same period.

Cost per head of population comparison:

£	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
North Wales Fire and Rescue Authority	44	44	45	46	47	47	47	46	47
Anglesey Council	1,947	2,025	2,069	2,175	2,209	2,218	2,217	2,220	2,204
Gwynedd Council	1,991	2,056	2,183	2,270	2,335	2,386	2,402	2,416	2,330
Conwy County Borough Council	1,928	2,040	2,106	2,166	2,223	2,235	2,309	2,269	2,306
Denbighshire County Council	1,992	2,082	2,152	2,213	2,341	2,291	2,427	2,532	2,485
Flintshire County Council	1,711	1,826	1,889	1,951	2,048	2,084	2,117	2,083	2,064
Wrexham County Borough Council	1,683	1,776	1,843	1,923	2,002	1,982	2,102	2,158	2,124

Source – National Statistics for Wales Local Authority Budgeted Revenue Expenditure (published annually in June). Table 2.

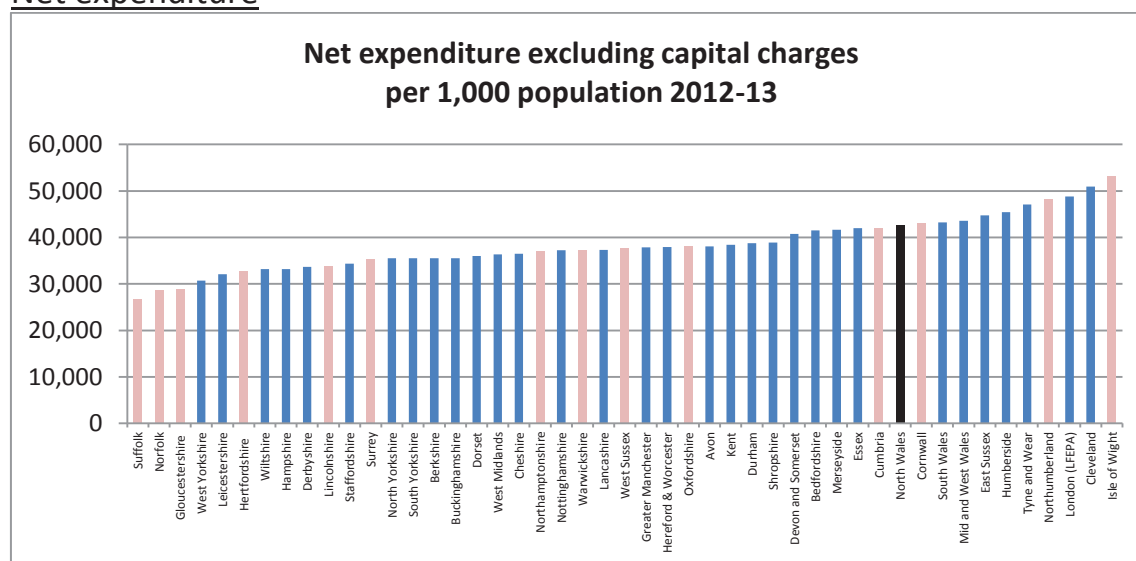
Appendix 4 – The cost of fire and rescue services elsewhere

Although the net expenditure on fire and rescue services per 1,000 population was slightly lower in North Wales than elsewhere in Wales, a number of areas in England reported even lower levels of spending.

Explaining these cost differences is complex as each fire and rescue authority will vary in its make-up, and from year to year. Rurality and population density, the predominant operational duty systems (wholetime or retained), the level and quality of services provided, specific projects undertaken and levels of efficiency can all affect the total running costs.

In some areas of England, fire and rescue services are county council-based, so a proportion of fire and rescue costs are reflected in their county council figures. These are shown in pink in the graph below.

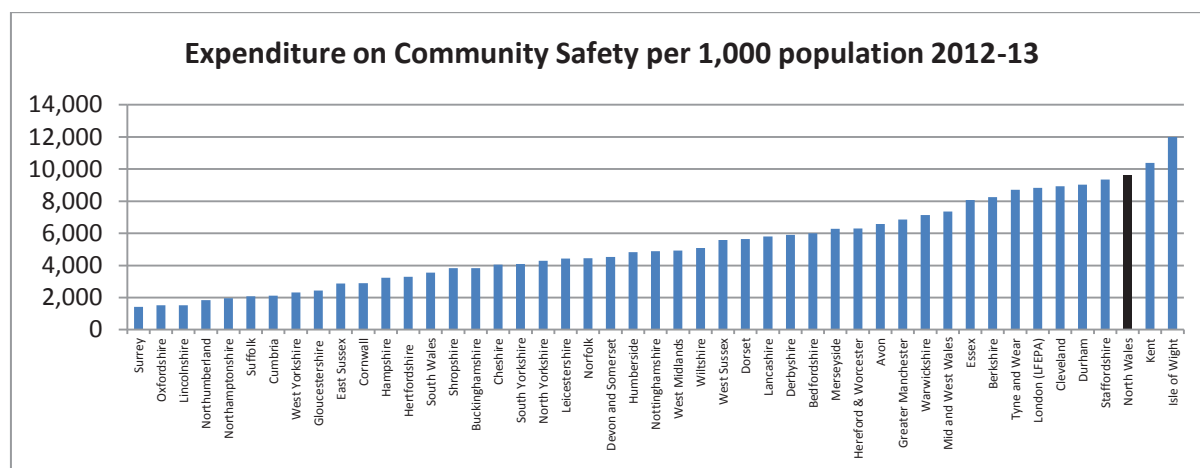
Net expenditure



Community Safety costs

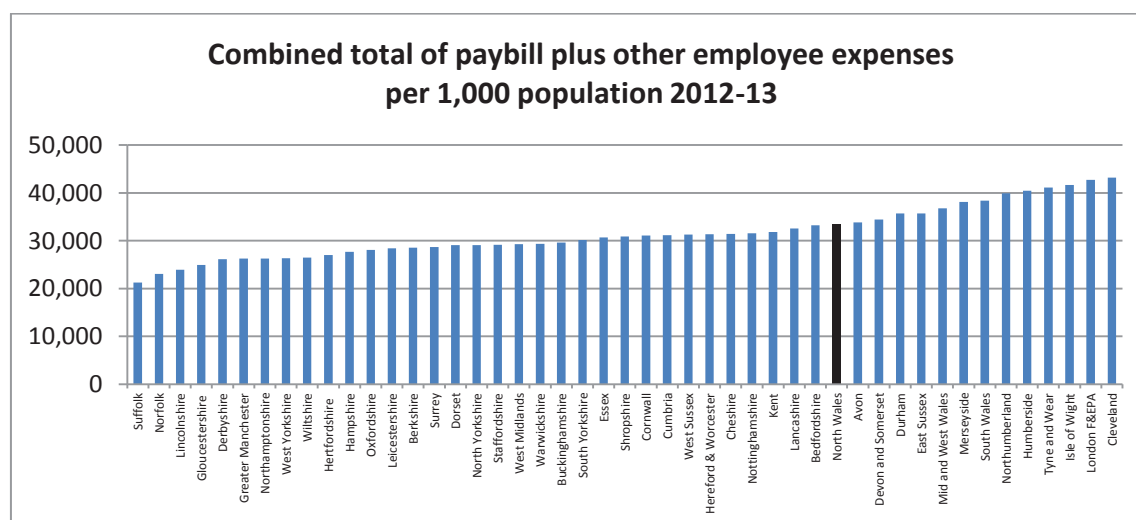
North Wales Fire and Rescue Authority takes the approach that it makes much better sense to prevent fires from starting than to simply keep responding to those that do. This is particularly important for rural areas.

It is unsurprising, therefore, that it commits a comparatively high expenditure per 1,000 population to community safety. In 2012-13 this equated to around £9.62 per head of population, compared with around £5.55 for Great Britain as a whole.



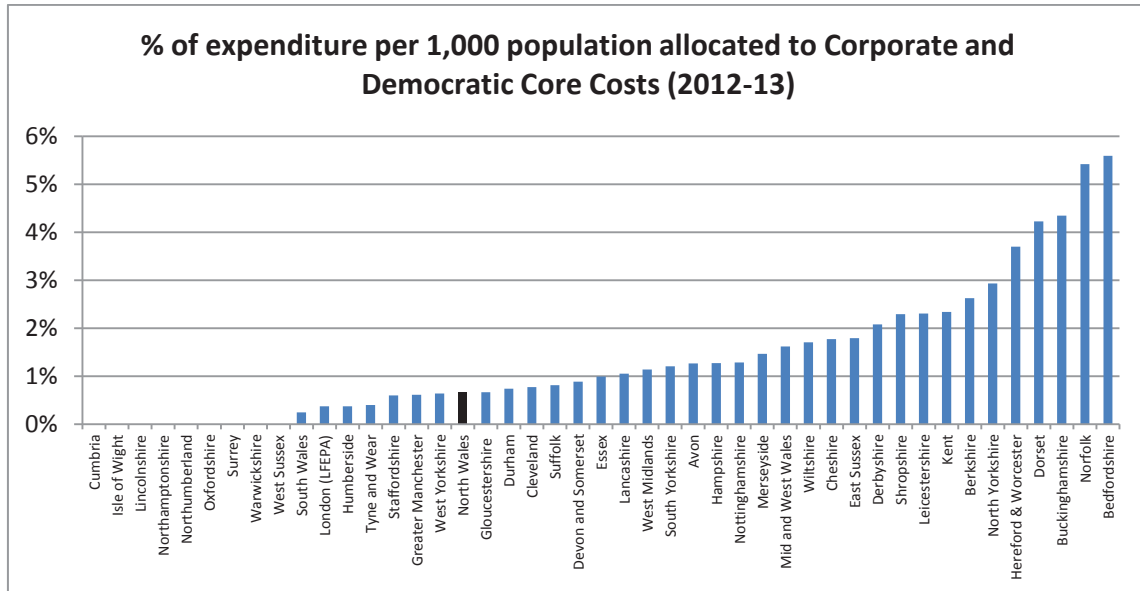
Staff costs

At the equivalent of just over £33 per head of population, employee costs (which include training costs) represent the largest single component of North Wales Fire and Rescue expenditure.



Central costs

In 2012-13, North Wales Fire and Rescue's allocation of total expenditure per 1,000 population to corporate and democratic core costs was amongst the lowest in England and Wales.



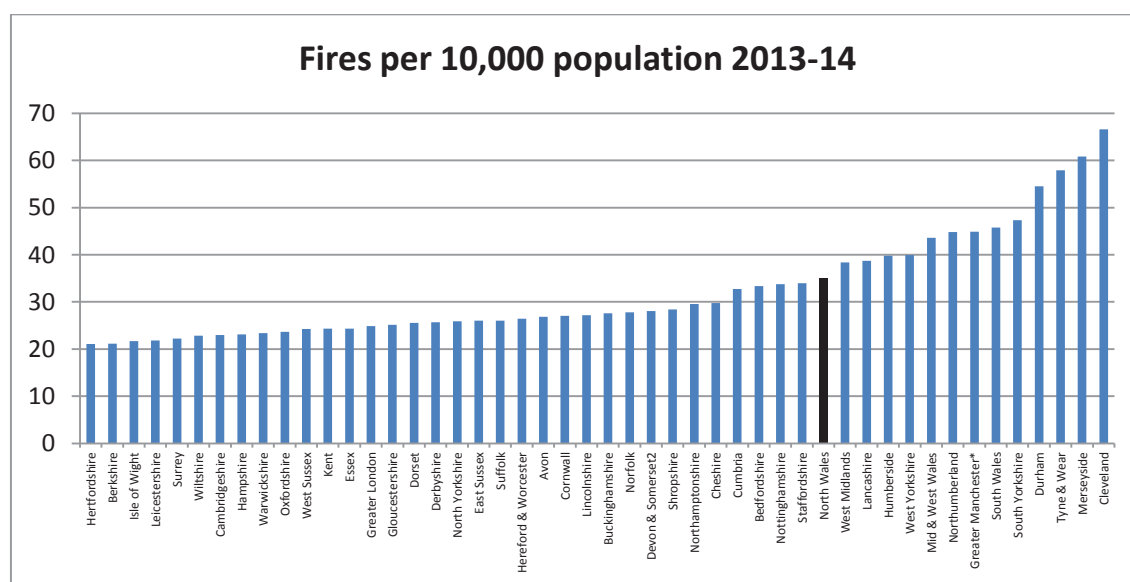
Appendix 5 – Incident numbers and attendance time statistics

During 2013/14, North Wales Fire and Rescue Service attended 2,416 fires, 3,102 false alarms and 837 non-fire emergencies.

In addition to working to prevent fires and other incidents from occurring, the Service also works hard to identify 999 calls that either do not require a response at all or that are better passed to more appropriate agencies to attend. This means that the Service can remain available to deal with genuine incidents where its skills and expertise can be put to good use. As well as reducing the overall risk in the area, it also helps to keep costs down.

Fires:

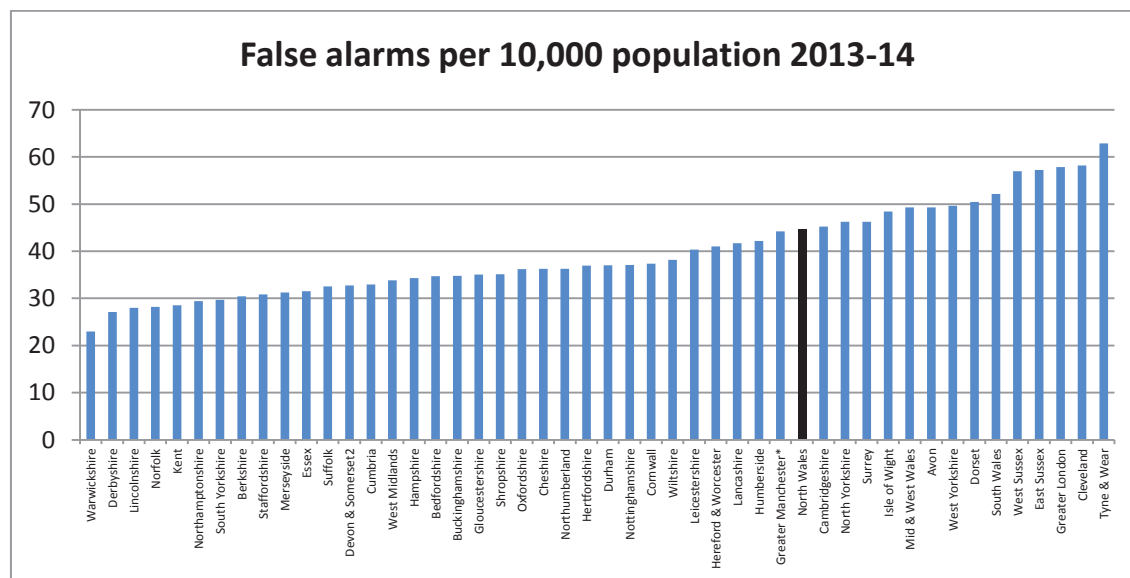
Between 2012-13 and 2013-14, there was a 3% increase in fires in North Wales compared with a 10% increase in England and a 15% increase in the whole of Wales. However, the 3% increase should be seen in the context of exceptionally low numbers of fires in 2012-13 which can be partly explained by the unusually high rainfall in that year.



North Wales	2009-10	2010-11	2011-12	2012-13	2013-14
The total number of fires attended	3,370	3,297	3,165	2,349	2,416

False Alarms:

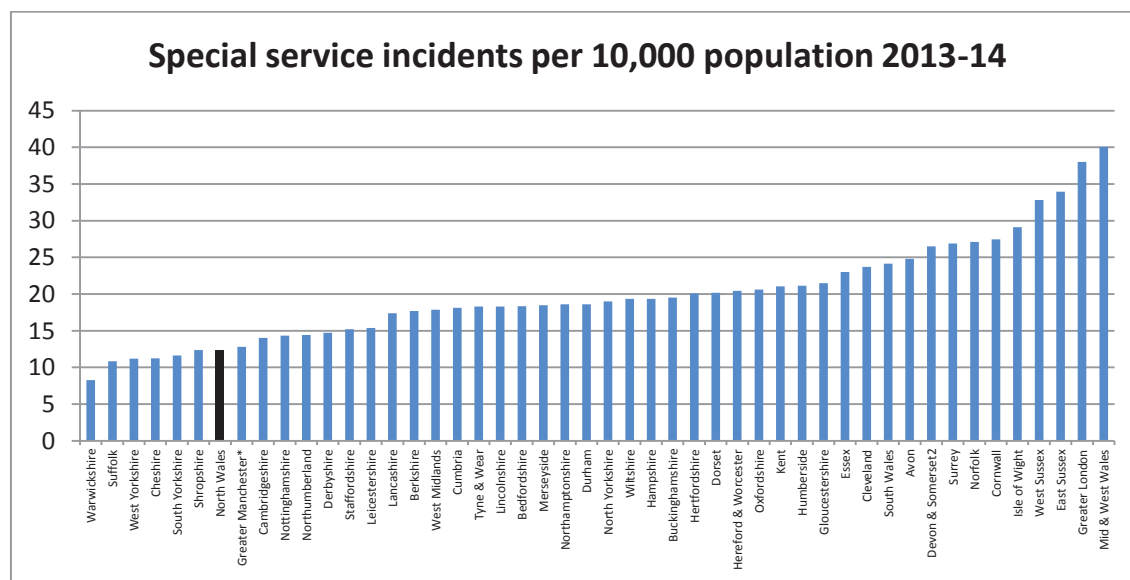
Between 2012-13 and 2013-14, there was a 4% decrease in the number of false alarms attended in North Wales – the same as in England and better than the 1% increase in Wales as a whole.



North Wales	2009-10	2010-11	2011-12	2012-13	2013-14
The total number of false alarms attended	3,765	3,750	3,566	3,249	3,102

Non-fire emergency incidents (special services):

2013-14 saw a significant reduction in special service incidents in North Wales but this should be seen in the context of unusually high rainfall (flooding) in 2012-13. The impact of weather conditions is particularly noticeable in this category of incidents.



North Wales	2009-10	2010-11	2011-12	2012-13	2013-14
The total number of special service incidents attended	1,502	1,360	990	1,204	837
Special service incidents that were road traffic collisions	767	621	461	399	312

The time taken to arrive at fires

North Wales is a predominantly rural area, so distances and travel times have to be considered when planning fire and rescue services.

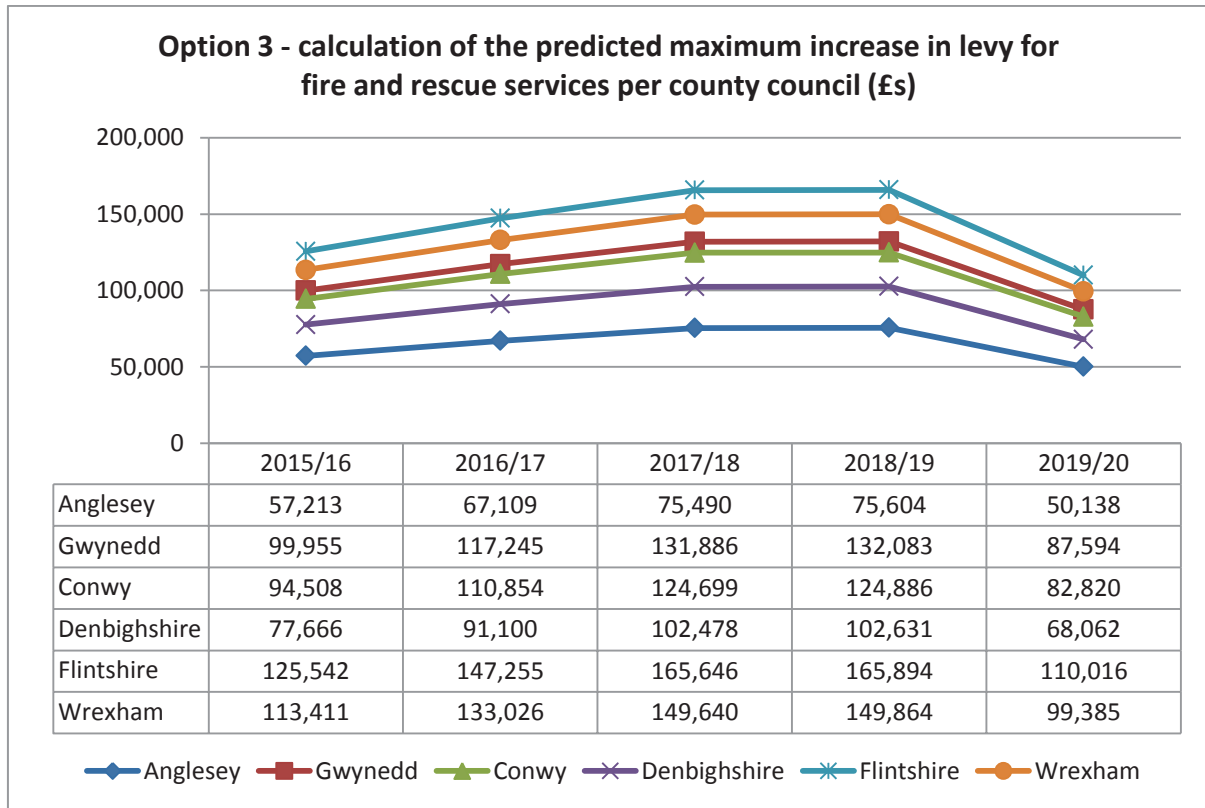
Attendance times to fires in England are reported by the UK Government as averages. In 2013-14, the average response time for attending fires in predominantly rural fire and rescue authorities in England was 10.5 minutes.

Attendance times to fires in Wales are reported by Welsh Government as percentages within defined time brackets. The North Wales figures - like those for the rest of Wales - have remained relatively constant from year to year, with the majority of fire calls attended in under 10 minutes and the “rurality effect” being reflected in the percentages that took longer to reach. In areas covered by retained fire crews, the attendance time calculation includes the time taken for the crew members to attend the fire station.

	Between 1 and 5 minutes	Between 5 and 10 minutes	Between 10 and 15 minutes	Longer than 15 minutes
2011-12				
North Wales	15%	51%	23%	11%
Mid & West Wales	17%	51%	21%	11%
South Wales	21%	58%	16%	4%
2012-13				
North Wales	15%	51%	23%	11%
Mid & West Wales	15%	51%	22%	12%
South Wales	22%	59%	16%	4%
2013-14				
North Wales	17%	47%	22%	13%
Mid & West Wales	17%	48%	23%	12%
South Wales	21%	59%	16%	4%

Appendix 6 – How much more Option 3 would cost

The graph below shows the maximum additional contributions that would be required from the county councils if Option 3 was selected.



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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **FLINTSHIRE COUNTY COUNCIL**

DATE: **TUESDAY 25 NOVEMBER 2014**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **PROVISIONAL LOCAL GOVERNMENT SETTLEMENT
CONSULTATION: A COUNCIL RESPONSE**

1.00 PURPOSE OF REPORT

1.01 To advise Council on an outline response to the consultation on the Local Government Provisional Settlement 2015/16.

2.00 BACKGROUND

2.01 The Local Government Provisional Settlement was announced by Welsh Government on 8th October 2014. A summary report on the Settlement was taken to Cabinet on the 16th October. This report is attached as Appendix 1.

2.02 The formal consultation period runs from 8 October 2014 until 19th November 2014.

2.03 The Welsh Local Government Association is also preparing a response on behalf of the local government family. A copy of their response will be shared with members.

2.04 The Final Settlement is due to be announced on 10th December 2014. The outline of a response as set out in this report was endorsed by Cabinet on 18 November and is presented to Council for its full support.

3.00 CONSIDERATIONS

Context

3.01 Due to the immediate funding pressures across the public services, which Welsh Government has to balance, it would be unrealistic to expect any significant change between the provisional and the final settlements irrespective of the strength of argument made by local government and other consultees in response to the consultation.

3.02 Whilst the 2015-16 budget position is extremely challenging for local government and the public services the spotlight needs to be turned onto the funding position from 2016-17 given the level of uncertainty over future resources and the limitations this places on planning

ahead.

Budget Position 2015/16

- 3.03 Due to the national funding position it is inevitable that reaching a balanced draft budget for 2015-16 in Flintshire, and elsewhere, is proving more challenging than any other past financial year. In addition, the secondary impact of reductions in specific grants for core services is adding to the primary impacts of the major reductions in the Revenue Support Grant
- 3.04 The next annual budget should be seen as a step in our medium term plan for organisational change which aims to continue to make fundamental changes in the way the organisation is structured and functions to generate significant savings to protect local services.
- 3.05 The organisational change programme is underpinned by fundamental business planning reviews for each service which in turn will markedly change and in some cases reduce services. Welsh Government needs to be made acutely aware of these risks in considering the prioritisation of its resources for future years.
- 3.06 The unfinished work in achieving the ambitious targets set for efficiencies to be achieved in 2014-15, specifically around reducing the scale of the workforce, adds to the challenge for 2015-16.
- 3.07 Welsh Government should be aware of the significant risks posed to local public services from 2016-17 as a consequence of the above points.

Looking to the Medium and Longer Term

- 3.08 The level of reductions in Revenue Support Grant experienced in 2014-15 and proposed for 2015-16 is not sustainable in the medium to longer term.
- 3.09 Welsh local government should have a sufficient level of financial surety for the medium term to be able to plan ahead with purpose and a sufficient measure of certainty. The current annualised budget review and setting process is short-termist and prevents the longer term planning for priorities and performance outcomes which should be expected of public bodies. Welsh Government should make a commitment to an outline medium term financing plan for local government for the electoral term of Councils.
- 3.10 Councils are also likely to need access to national resources to invest in organisational change and to fund the considerable and ongoing costs of workforce reduction. For some councils their diminishing reserves may be inadequate to meet these costs. Urgent national discussion over funding needs including capitalisation is required.

- 3.11 The review and reform of specific grants needs to be more ambitious and accelerated and a wider, open and more involving review of the Welsh Government budget and its prioritisation is needed in the face of such a financial challenge. The affordability of current Welsh Government policy priorities, and universal services, should be included within this review to safeguard against a mismatch between ambition and resources.
- 3.12 Alongside the above points local government and the partner public services would support a more constructive and partnership based approach to national budget planning based on shared assessments of social need and policy priorities. The current budget reviewing and setting approach can be fragmented and divisive e.g in the fields of partnership working in preventative services.
- 3.13 The financial impacts of the legislative programme of Welsh Government need to be more fully understood and planned as part of the legislative drafting/planning, scrutiny and implementation process in partnership with the public bodies charging with delivering on the objectives of new legislation.
- 3.14 The opportunities for more local flexibility and freedoms in funding resources as a consequence of increasing devolution should be explored. Retention of a share on NNDR in Wales by local authorities as part of taxation review and reform should be a priority for review similarly to developments in England.

4.00 RECOMMENDATIONS

- 4.01 Council is invited to support the response of the Cabinet to the consultation of the Welsh Government on the Provisional Settlement based on outline provided in this report.

5.00 FINANCIAL IMPLICATIONS

- 5.01 The implications of the continued reduction in local government spending in Wales are significant.

6.00 ANTI POVERTY IMPACT

- 6.01 Council services are coming under increasing budget pressure alongside high public demand. There will be impacts on the quality of life of local communities and the extent to which the most vulnerable can be supported and protected.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None directly

8.00 EQUALITIES IMPACT

- 8.01 The Council is undertaking Equality Impact Assessments on its

budget options.

9.00 PERSONNEL IMPLICATIONS

9.01 None directly

10.00 CONSULTATION REQUIRED

10.01 None further at this stage.

11.00 CONSULTATION UNDERTAKEN

11.01 This report is presented as part of the public consultation of the Welsh Government on its budget proposals.

12.00 APPENDICES

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

None

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Email: chief_executive@flintshire.gov.uk

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **CABINET**

DATE: **THURSDAY, 16 OCTOBER 2014**

REPORT BY: **CHIEF EXECUTIVE, CHIEF OFFICER (PEOPLE AND RESOURCES), CORPORATE FINANCE MANAGER**

SUBJECT: **PROVISIONAL LOCAL GOVERNMENT SETTLEMENT**

1.00 PURPOSE OF REPORT

1.01 To provide Cabinet with details of the Provisional Welsh Local Government Settlement 2015/16.

2.00 BACKGROUND

2.01 The Provisional Local Government Settlement for 2015/16 was announced by Welsh Government on 8th October 2014. The consultation period on the provisional settlement is open until 19th November 2014.

2.02 At this stage the figures are provisional only with the final settlement expected to be received on 10th December 2014.

3.00 CONSIDERATIONS

LOCAL GOVERNMENT PROVISIONAL SETTLEMENT 2015/16

Standard Spending Assessment (SSA)

3.01 Flintshire's SSA has decreased by 1.5% over 2014/15 to £251.255m, which equates to a reduction of £3.886m.

Aggregate External Finance (AEF)

3.02 The Council's allocation of Aggregate External Finance (AEF) (made up of Revenue Support Grant and National Non Domestic Rates) has decreased by 3.4% for 2015/16 (after adjusting for transfers) which is the same as the average decrease across Wales.

3.03 Flintshire's allocation of AEF is £186.506m and this equates to £1,210 per capita, ranking Flintshire 19th out of the 22 authorities in Wales which is consistent with Flintshire's ranking in previous years.

3.04 The Settlement has not provided any indicative figures for 2016/17.

Damping Mechanism (Floors)

- 3.05 To mitigate the year on year impact on some local authorities a damping mechanism has been applied. The damping threshold means that no authority will experience a reduction of more than 4.5% on their 2014/15 allocations, when adjusted for transfers. The Council's who are supported through the floor are Powys, Monmouthshire and Ceredigion.

Transfers into Settlement

- 3.06 The Settlement advised of the following transfers into the Settlement from other funding sources:-

21st Century Schools

- 3.07 An amount of £8m (including a £4.5m uplift for 2015/16) has been transferred in across Wales for 21st Century Schools through the local government borrowing initiative. The amount identified for Flintshire is £0.376m.

Integrated Family Support Services

- 3.08 An amount of £4.6m has been transferred in across Wales for the Integrated Family Support Services. The amount identified for Flintshire is £0.144m.

Autistic Spectrum Disorder

- 3.09 An amount of £0.880m has been transferred in across Wales. The amount identified for Flintshire is £0.040m.

Transfers out of Settlement

- 3.10 The settlement also advised of the following transfers out of the Settlement:-

Student Finance Wales

- 3.11 An amount of £2.5m has been transferred out across Wales. The amount identified for Flintshire is £0.120m.

Feed Safety Controls

- 3.12 An amount of £0.490m has been transferred out across Wales. The amount identified for Flintshire is £0.022m.

National Adoption Service

- 3.13 An amount of £0.272m has been transferred out across Wales. The amount identified for Flintshire is £0.012m.

Council Tax Reduction Scheme

- 3.14 Funding has been included in the Settlement to continue to maintain Council Tax support at up to 100% depending on eligibility in 2015/16. Therefore, whilst the level of benefit to individuals can be up to 100%, the funding for the scheme has not increased year on year to take account of changing caseload or increases in council tax.

Funding for Schools and Social Care

- 3.15 As in previous years the settlement includes protection for Education funding equivalent to 1% above the uplift for the Welsh Government's revenue funding allocation from the UK Government which equates to 0.6%.
- 3.16 An additional £10m across Wales has been included in relation to Social Care services.

Specific Grants – Revenue

- 3.17 As in the past, the Settlement does not provide the full picture on specific grants although the following points can be made:-
- 3.18 Eleven Education grants have been amalgamated into one Education Improvement Grant for schools and it would appear that there is a reduction in overall funding of between 10% - 15%.
- 3.19 There are notable reductions in relation to Supporting People Grant (7.5%) and the Sustainable Waste Management Grant (3%).
- 3.20 However, some grants have increased such as the Pupil Deprivation Grant (15.2%), Flying Start (10.1%) and the Substance Misuse Action Fund (21.2%)
- 3.21 There are still twelve grants yet to be announced (totalling £160m 2014/15) most notably the post 16 provision in Schools grant.
- 3.22 The service implications of all of the above are currently being assessed.

Unhypothecated Grants

- 3.23 It is assumed the value of the Outcome Agreement Grant at the all Wales level has remained at £31.1m. Flintshire's allocation, subject to meeting performance criteria, is £1.458m.

Invest to Save Fund

- 3.24 The Settlement reminded council's of the £21.3m available through invest to save in 2015/16 for new project investment. Bids for this investment were opened on 7th October 2014. There is also an additional £1.5m in 2014/15 and 2015/16 which is available for projects contributing to carbon reduction targets and councils are invited to bring forward proposals.

Capital Settlement

- 3.25 For Flintshire, overall general capital funding has decreased by £0.043m to £6.872m. This relates to a decrease of £0.044m for Unhypothecated Supported Borrowing (to £4.272m) offset by an increase of £0.001m in General Capital Grant (to £2.600m).

Consultation Period

- 3.26 The consultation period runs from 8th October 2014 until 19th November 2014 and a formal response will be prepared and sent to Welsh Government within this period.

Impact on the Budget Position 2015/16

- 3.27 Within the Medium Term Financial Plan the Council has been planning for a reduction in AEF in the range 1.5% - 4.5% for 2015/16, which equated to a budget gap in the range £12m - £18m. The reduction of 3.4% for Flintshire equates to a revised budget gap of £16.4m.
- 3.28 Member workshops are currently being arranged to share details with regard to the proposals and budget strategy for dealing with this significant shortfall.

4.00 RECOMMENDATIONS

- 4.01 Members are requested to:
- 1) Note the details of the Provisional Settlement.
 - 2) Note the impact on budget 2015/16, current position and plans for Member engagement.

5.00 FINANCIAL IMPLICATIONS

- 5.01 As detailed in the report.

6.00 ANTI POVERTY IMPACT

6.01 None.

7.00 ENVIRONMENTAL IMPACT

7.01 None.

8.00 EQUALITIES IMPACT

8.01 None.

9.00 PERSONNEL IMPLICATIONS

9.01 None.

10.00 CONSULTATION REQUIRED

10.01 None.

11.00 CONSULTATION UNDERTAKEN

11.01 None.

12.00 APPENDICES

12.01 None.

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

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Email: Gary_Ferguson@flintshire.gov.uk

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FLINTSHIRE COUNTY COUNCIL

REPORT TO: **FLINTSHIRE COUNTY COUNCIL**

DATE: **TUESDAY, 25 NOVEMBER 2014**

REPORT BY: **CHIEF EXECUTIVE**

SUBJECT: **REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

1.00 PURPOSE OF REPORT

1.01 To consider the outcome of the recent review of polling districts and polling places and to agree a number of changes.

2.00 BACKGROUND

2.01 The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006, require each local authority to carry out a review of polling districts and polling places on a regular 4 yearly cycle. The last review was completed in 2011. It was decided to commence the review in good time so that any changes (particularly changes to polling district boundaries) could be implemented in time for the publication of the Register of Electors 2014/15 on 1 December, 2014. The review commenced on 22 September 2014 and the consultation period ended on 17 October 2014.

2.02 In undertaking a review the local authority must:

- a) Publish notice of the holding of a review;
- b) Consult the Returning Officer for every Parliamentary constituency which is wholly or partly in its area;
- c) Enable any such Returning Officer to make representations to the authority and publish them in a prescribed manner;
- d) Seek representations from such persons that it thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability;
- e) Allow any elector in the authority's area to make representations which could include proposals for alternative polling places.

2.03 On completion of a review the authority must give reasons for its decisions in the review and publish such other information as is prescribed in the Act and Regulations.

POLLING DISTRICT BOUNDARIES AND POLLING PLACES – LEGAL FRAMEWORK

- 2.04 Polling districts are, in effect, sub divisions of Electoral wards. When designating polling districts the local authority must seek to ensure that all the electors in the area have such reasonable facilities for voting as are practical in the circumstances. Responsibility for determining polling district boundaries lie with the Council itself.
- 2.05 The Council must designate a polling place for every polling district unless the size or other circumstances of the polling district are such that the situation of the polling place does not materially affect the convenience of the electorate. In determining where polling places should be located the Council must seek to ensure that all the electors have such reasonable facilities for voting as are practical in the circumstances and that, so far as is reasonable and practical, polling places are accessible to all electors, including those who are disabled. The polling place for a polling district must normally be within the area of the district unless special circumstances make it desirable to designate a location either wholly or partially outside the polling district. The Council is responsible for designating polling places whereas authority for determining where the polling station should be within the polling place has been delegated to the Returning Officer. Typically a school might be designated as the polling place, leaving the discretion to the Returning Officer to decide, in consultation with the school, the exact location of the polling station within the school premises.

3.00 CONSIDERATIONS

RESPONSES RECEIVED DURING THE CONSULTATION PROCESS

- 3.01 Responses were received from the following indicating that they are happy with the polling districts and polling places in their area and these are as follows:

Members for Argoed, Bagillt West, Cilcain, Gwernymynydd, Holywell West, Leeswood, New Brighton, Mold East and Mold South.

Town/Community Councils of Bagillt, Broughton & Bretton, Buckley, Caerwys, Connah's Quay, Flint, Halkyn, Hawarden, Nannerch, Northop, Queensferry and Shotton.

Members of Parliament for the Alyn & Deeside and Delyn Constituencies.

ISSUES RAISED DURING THE CONSULTATION PROCESS

- 3.02 Various responses were received and these are summarised in the schedule set out in appendix 1. The schedule provides details of the

electoral division, the polling district, each polling place, sets out specific comments received and identifies any action, if any proposed.

- 3.03 There were no responses received from those listed in 11c) below.
- 3.04 The Returning Officer Comments for the Constituencies of Alyn & Deeside and Delyn were published on Monday 20 October and can be found in appendix 2.
- 3.05 Various issues were raised through the consultation process and a number of proposals have been identified for consideration which are set out in appendix 3.

4.00 RECOMMENDATIONS

- 4.01 That Council note the outcome of the review and the consultations undertaken.
- 4.02 That the Council designate the locations listed in appendix 3 as polling places.
- 4.03 That the Council agree to look at the suggested alternative polling places for BJA2, PAA1 and PAA2.
- 4.04 That the Council agree to improve access arrangements for BJA2 and EAA2.
- 4.05 That the outcome of the review and the Councils decision be published in addition to other information as is prescribed in the Act and Regulations.

5.00 FINANCIAL IMPLICATIONS

- 5.01 No specific financial implications.

6.00 ANTI POVERTY IMPACT

- 6.01 No specific anti-poverty implications.

7.00 ENVIRONMENTAL IMPACT

- 7.01 So far as possible venues for polling places have been selected that are reasonably central within the polling district so as to limit the need for electors to travel to them by car.

8.00 EQUALITIES IMPACT

- 8.01 No specific equalities implications.

9.00 PERSONNEL IMPLICATIONS

9.01 No specific equalities implications.

10.00 CONSULTATION REQUIRED

10.01 No further consultation required.

11.00 CONSULTATION UNDERTAKEN

11.01 The formal consultation period ran from Monday 22 September to Friday 17 October 2014. A public notice was placed on the Council's website and in local council offices and libraries, giving notice of the review and full details of the review. In addition the following specific consultations were undertaken:

- a) With Members of the Council, by way of an email/letter dated 22 September which gave details of the review and included, in particular, the Council's consultation document, schedule of existing polling districts and polling places, with their respective electorate and a questionnaire.
- b) An email to each of the Members of Parliament with the explanatory information.
- c) An email to each of the Assembly Members with the explanatory information.
- d) An email/letter to each Town/Community Council with the explanatory information.
- e) The Returning Officer for the Alyn & Deeside and Delyn Constituencies with the same explanatory information.

12.00 APPENDICES

12.01 Appendix 1 – Schedule of Comments Received
Appendix 2 – Returning Officer's Comments
Appendix 3 – Proposals for Consideration

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS

- The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006
- Public Notice of the Review
- Letters to those listed in paragraph 11.01
- Review Statement – Draft Proposal
- Returning Officer's Comments
- Responses made to the Consultation

Contact Officer: Mrs. Lynn Phillips
Telephone: 01352 702329
Email: lphillips@flintshire.gov.uk

Schedule of Comments Received 2014

Electoral Division	Polling District	Polling Place	Details of Comments Received	Action Proposed (if any)
Buckley Bistre East	BJA2	Bistre Methodist Schoolroom, Spon Green, Buckley	<p>Cllr. A. Woolley Member for Buckley Bistre East</p> <p>The parking and access arrangements are adequate. Access to the polling station is up a slope and steps. I suggest the alternative polling place as Bistre Working Men's Club, Brook Street. It has a large car park and easier access.</p>	Arrangements considered satisfactory – no changes proposed at the moment. Look at the possibility of improving access arrangements and to inspect the suitability of Bistre Working Men's Club, Brook Street as an alternative polling place.
Brynford	BHD	Brynford Primary School, Brynford	<p>Brynford Community Council</p> <p>The Council requests that for all future elections St. Michael's Church, Brynford to be used for the Brynford Polling Station. The Church has been modified to provide full community amenities and was used for the European elections this year. At the present time the School closes when used as a polling station.</p>	To designate St. Michael's Church, Brynford as the polling place.
Ewloe	EAA2	Ewloe Social Club, Mold Road, Ewloe	<p>Cllr. D. Mackie Member for Ewloe (by email)</p> <p>I have concerns about the polling station at the Ewloe Social Club. My first concern is that the entrance is at the rear of the building and the signs directing voters to the way in were not as clear as they might be.</p> <p>I also have concerns that the entrance door may have been changed and using it may not be as convenient as previously. The fact that there is no entrance lobby where tellers can sit also presents issues. At the last</p>	To liaise with the Club to provide alternative solutions with regard to access arrangements and to improve the signage at the premises.

			<p>County Council elections the teller for one candidate sat in his car to shelter from the rain and to keep warm. When a voter appeared round the corner of the building he leapt out of the car and approached the voter, who was often startled. I don't see a solution to this.</p> <p>I feel that this is a familiar polling station to many and should be retained, perhaps with some tweaking.</p>	
Holywell Central	HFD2	Community House, Heol y Brenin, Holywell	<p>Holywell Town council (by email)</p> <p>The Town Council are content for Holywell High School to be used as a replacement polling place/polling station for the Central ward following the closure of the Community House.</p>	To designate Holywell High School, Strand Walk as the polling place.
Penyffordd	PAA1 and PAA2	Youth Centre Penyffordd V. P. School, Chester Road, Penymynydd	<p>Penyffordd Community Council (by email)</p> <p>The Community Council suggests that the War Memorial Institute, Penymynydd Road, Penyffordd be used as polling station for the whole village. At present the school is closed to pupils on polling day.</p>	Arrangements considered satisfactory – no changes proposed at the moment. To look at the possibility of the War Memorial Institute being used as a polling place for the polling districts of PAA1 & PAA2.
Penyffordd	PAA1 and PAA2	Youth Centre Penyffordd V. P. School, Chester Road, Penymynydd	<p>Cllr. D. Williams (by email) Member for Penyffordd</p> <p>I support the suggestion made by the Community Council where a suggestion was made for the ward to be a single electoral area within one polling station for the entire ward in the Institute. I am also happy with the current arrangements and do not really have strong views either way.</p>	Arrangements considered satisfactory – no changes proposed at the moment. To look at the possibility of the War Memorial Institute being used as a polling place for the polling districts of PAA1 & PAA2.
Penyffordd	PAA1 and PAA2	Youth Centre Penyffordd	<p>Cllr. C. Hinds (by email) Member for Penyffordd</p>	Arrangements considered satisfactory – no changes proposed at the moment. To

		V. P. School, Chester Road, Penymynydd	My thoughts are that it would be better for both polling stations to be in the War Memorial Institute. It is the centre of the village, has a car park and does not disrupt the school. Saves on staff.	look at the possibility of the War Memorial Institute being used as a polling place for the polling districts of PAA1 & PAA2.
Saltney Mold Junction	SAA	Community Centre, Saltney	Cllr. R. Lloyd (by telephone) Member for Saltney Mold Junction Now that the Saltney Ferry Scout and Guide Hut, Bradshaw Avenue, has been re-built I suggest that this is used as a polling place for my ward. It has the appropriate disabled access.	To designate Saltney Ferry Scout and Guide Hut, Bradshaw Avenue as the polling place subject to disabled access arrangements.
Saltney Mold Junction	SAA	Community Centre, Saltney	Cllr. V. Gay (by email) Member for Saltney Stonebridge If you are referring the the Scout Hut at Bradshaw Avenue, I do have reservations as the newly built Scout Hut does not currently have permanent disabled access only a temporary 'bolt-on' on request ramp – suitable for a child.	To designate Saltney Ferry Scout and Guide Hut, Bradshaw Avenue as the polling place subject to disabled access arrangements.
Sealand	SCA1, SCA2 and SDA	St. Andrew's Church Hall, Sealand Avenue and Community Centre, Sealand Manor	Cllr. C. Jones (by email) Member for Sealand Due to the closure of the Community Centre and the probable closure of St. Andrews Church Hall, I suggest the use of Sealand Youth Centre in Sandy Lane.	To designate Sealand Youth and Community Centre, Sandy Lane as the polling place and merge polling districts SCA1 and SCA2.
Sealand	SCA1, SCA2 and SDA	St. Andrew's Church Hall, Sealand Avenue and Community Centre, Sealand Manor	Sealand Community Council (by email) That the polling station for Sealand be the Sealand Youth Club at Garden City.	To designate Sealand Youth and Community Centre, Sandy Lane as the polling place and merge polling districts SCA1 and SCA2.

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Review of Polling Districts and Polling Places (Parliamentary Elections)
Regulations 2006

Returning Officer's Comments on the Schedule of existing Polling Districts and Polling Places 2014

Argoed Electoral Division

Polling District (inc.electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
AAD - 1646	Community Centre No. 1, Mynydd Isa	Arrangements considered satisfactory – no changes proposed
ABD - 555	Community Centre No. 2, Mynydd Isa	This polling place is situated in the adjacent polling district of AAD. There are no known suitable alternative within ABD and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Aston Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
ACA1 – 1340	Woodside Close Community Centre, Ewloe	Arrangements considered satisfactory – no changes proposed
ACA2 – 1231	Aston Community Centre, Aston Park Road, Aston	This polling place is situated on the border in the adjacent polling district of SFA2. There are no known suitable alternative within ACA2 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Bagillt East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BAD -1502	Community Centre, Bagillt	Arrangements considered satisfactory – no changes proposed

Bagillt West Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BDD1- 593	Community Hall, Beechcroft House, Highfield Road	Arrangements considered satisfactory – no changes proposed
BDD2 - 1094	Youth Centre, Holywell Road, Bagillt	Arrangements considered satisfactory – no changes proposed

Broughton North East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BEA - 916	Broughton & Bretton Community Centre (No.1) Brookes Avenue, Broughton	This polling place is situated in the adjacent polling district of BGA. There are no known suitable alternative within BEA and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place
BFA - 848	Broughton & Bretton Community Centre (No.1) Brookes Avenue, Broughton	This polling place is situated in the adjacent polling district of BGA. There are no known suitable alternative within BFA and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place

Broughton South Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BGA - 2833	Broughton & Bretton Community Centre (No.2) Brookes Avenue, Broughton	Arrangements considered satisfactory – no changes proposed

Brynford Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BHD - 890	Brynford Primary School, Brynford	The school made a request to find alternative arrangements. The school closes on election day because of the safety of the children and suggested that St. Michael's Church, Brynford would be a suitable alternative. This was used at the European Parliamentary Election and no complaints were made. It is proposed to make this a permanent arrangement.
BID - 857	Community Centre, Pentre Halkyn	Arrangements considered satisfactory – no changes proposed

Buckley Bistre East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BJA1 - 1627	Jubilee Court Community Centre, Jubilee Road, Buckley	Arrangements considered satisfactory – no changes proposed
BJA2 - 1136	Bistre Methodist Schoolroom, Spon Green, Buckley	Arrangements considered satisfactory – no changes proposed at the moment. The access to the schoolroom could be improved, it has been suggested that Bistre Working Men's Club, Brook Street would be a suitable location. These premises will be inspected as part of this review.

Buckley Bistre West Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BKA1 - 1553	Buckley Cross Community Centre, Tabernacle Street	Arrangements considered satisfactory – no changes proposed
BKA2 - 1865	Bistre Youth & Community Centre, Nant Mawr Road	Arrangements considered satisfactory – no changes proposed

Buckley Mountain Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BLA1 - 1057	Hawkesbury Community Centre, Mill Lane, Buckley	Arrangements considered satisfactory – no changes proposed
BLA2 - 1409	Bistre Parish Church Hall, Mold Road, Buckley	This polling place is situated on the border in the adjacent polling

		district of BKA2. There are no known suitable alternative within BLA2 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place
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Buckley Pentrobin Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
BMA1 - 1072	St. Matthews Church Hall, Church Road, Buckley	Arrangements considered satisfactory – no changes proposed
BMA2 - 1740	Hawkesbury Community Centre, Mill Lane, Buckley	This polling place is situated on the border in the adjacent polling district of BLA1. There are no known suitable alternative within BMA2 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place
BMA3 - 1093	Methodist Church Schoolroom, Drury Lane, Buckley	Arrangements considered satisfactory – no changes proposed

Caergwrle Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CAA - 1267	Presbyterian Church Hall, High Street, Caergwrle	Arrangements considered satisfactory – no changes proposed

Caerwys Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CBD – 1008	Town Hall, Caerwys	Arrangements considered satisfactory – no changes proposed
CCD – 592	Berthen Chapel, Lixwm, Holywell	Arrangements considered satisfactory – no changes proposed
CDD - 452	Village Hall, Ysceifiog	Arrangements considered satisfactory – no changes proposed

Cilcain Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CED - 580	Village Hall, Cilcain	Arrangements considered satisfactory – no changes proposed

CFD - 550	War Memorial Institute, Rhydymwyn	Arrangements considered satisfactory – no changes proposed
CGD - 405	Memorial Hall, Nannerch	Arrangements considered satisfactory – no changes proposed

Connah's Quay Central Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CHA1 - 1489	Community Centre, Tuscan Way, Connah's Quay	Arrangements considered satisfactory – no changes proposed
CHA2 – 985	Bryn Deva C.P. School, Linden Avenue, Connah's Quay	Arrangements considered satisfactory – no changes proposed

Connah's Quay Golftyn Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CIA1 - 1293	St. Mark's Church Hall, High Street, Connah's Quay	It has been highlighted that the access to this polling place is unsuitable and the polling station is not adequate. There have been no complaints received from electors. For future elections a ramp will be provided. Arrangements considered satisfactory, no change is proposed to this polling place, unless as part of this review a suitable alternative can be found.
CIA2 - 2503	Connah's Quay Youth Centre, Golftyn Lane	Arrangements considered satisfactory – no changes proposed
CIA3 - 234	Bryn Deva C.P. School, Linden Avenue, Connah's Quay	This polling place is situated in the adjacent polling district of CHA2. There are no known suitable alternative within CIA3 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Connah's Quay South Electoral Division

Polling District (in electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CJA1 - 2011	Wepre C. P. School, Llwyni Drive, Connah's Quay	Arrangements considered satisfactory – no changes proposed
CJA2 - 2203	St. Davids Church Hall, Mold Road, Connah's Quay	This polling place is situated on the border in the adjacent polling district of CKA. There are no known suitable alternative within CJA2 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is

		proposed to this polling place
CJA3 - 284	Bryn Deva C.P. School, Linden Avenue, Connah's Quay	This polling place is situated in the adjacent polling district of CHA2. There are no known suitable alternative within CJA003 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Connah's Quay Wepre Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
CKA - 1746	Civic Hall, Connah's Quay	Arrangements considered satisfactory – no changes proposed

Ewloe Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
EA1 - 3194	Community Centre, Level Lane, Hawarden	Arrangements considered satisfactory – no changes proposed
EA2 - 1057	Ewloe Social Club, Mold Road, Ewloe	The entrance to the station is not satisfactory. As part of this review we will liaise with the Club to provide alternative solutions.

Ffynnongroyw Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
FAD - 586	Community Wing, Ysgol Bryn Garth, Penyffordd	Arrangements considered satisfactory – no changes proposed
FBD - 356	Community Centre, Talacre	Arrangements considered satisfactory – no changes proposed
FCD - 601	Canolfan, Ffynnongroyw	Arrangements considered satisfactory – no changes proposed

Flint Castle Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
FDD1 - 633	Town Hall, Flint	Arrangements considered satisfactory – no changes proposed
FDD2 - 873	Community Room, Castle Heights, Flint	Arrangements considered satisfactory – no changes proposed

Flint Coleshill Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
FED1 - 595	St. John's United Reformed Church Schoolroom, Flint	Arrangements considered satisfactory – no changes proposed
FED2 - 2533	Cilfan Community Hall, Cornist, Flint	Arrangements considered satisfactory – no changes proposed

Flint Oakenholt Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
FFD1 - 1413	Neuadd, Ysgol Croes Atti, Woodfield Avenue, Flint	Arrangements considered satisfactory – no changes proposed
FFD2 - 765	Oakenholt Bowling Club, Croes Atti Lane, Flint	Arrangements considered satisfactory – no changes proposed

Flint Trelawny Electoral Division

Polling District (in electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
FGD1 - 2291	Flint High School, Mount Pleasant, Flint	Arrangements considered satisfactory – no changes proposed
FGD2 - 520	C. P. School, Flint Mountain, Flint	Arrangements considered satisfactory – no changes proposed

Greenfield Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
GAD - 2107	Youth & Community Centre, Greenfield	Arrangements considered satisfactory – no changes proposed

Gronant Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
GBD - 920	Youth Centre, Pentre Lane, Gronant	Arrangements considered satisfactory – no changes proposed
GCD - 316	Village Hall, Gwespyr	Arrangements considered satisfactory – no changes proposed

Gwernaffield Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
GDD - 777	Church Hall, Gwernaffield	Arrangements considered satisfactory – no changes proposed
GED - 833	Village Hall, Pantymwyn	Arrangements considered satisfactory – no changes proposed

Gwernymynydd Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
GFD - 930	Village Centre, Gwernymynydd	Arrangements considered satisfactory – no changes proposed
GGD - 468	Soar Chapel School Room, Nercwys	Arrangements considered satisfactory – no changes proposed

Halkyn Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HAD - 415	Parish Hall, Halkyn	Arrangements considered satisfactory – no changes proposed
HBD - 299	Village Hall, Rhes y Cae	Arrangements considered satisfactory – no changes proposed
HCD - 670	Rhosesmor Village Hall, Rhosesmor	Arrangements considered satisfactory – no changes proposed

Hawarden Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HDA - 1530	Tithe Barn, Church Lane, Hawarden	Arrangements considered satisfactory – no changes proposed

Higher Kinnerton Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HEA - 1313	Village Hall, Higher Kinnerton	Arrangements considered satisfactory – no changes proposed

Holywell Central Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HFD1 - 719	Youth Centre, North Road, Holywell	Arrangements considered satisfactory – no changes proposed
HFD2 - 783	Community House, 4 Heol y Brenin, Holywell	Following the closure of the Community House a suitable alternative has been found. Holywell High School was used for the European Parliamentary Election and no complaints were received. It is proposed to make this a permanent arrangement.

Holywell East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HGD - 1430	St. Peters Church, Rose Hill, Holywell	This polling place is situated in the adjacent polling district of HFD1. There are no known suitable alternative within HGD and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Holywell West Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HHD1 - 1062	Youth Centre, North Road, Holywell	This polling place is situated in the adjacent polling district of HFD1. There are no known suitable alternative within HHD1 and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.
HHD2 - 808	Community Centre, Holway, Holywell	Arrangements considered satisfactory – no changes proposed

Hope Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
HIA - 2062	Community Centre, Heulwen Close, Hope	Arrangements considered satisfactory – no changes proposed

Leeswood Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
LAD - 1385	Community Centre, Leeswood	Arrangements considered satisfactory – no changes proposed
LBD - 238	Pontblyddyn Cricket Club, Pontblyddyn	Arrangements considered satisfactory – no changes proposed

Llanfynydd Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
LCA - 409	C. P. School, Abermorddu	Arrangements considered satisfactory – no changes proposed
LDA - 375	Community Centre, Cymau	Arrangements considered satisfactory – no changes proposed
LEA - 487	Community Centre, Ffrith	Arrangements considered satisfactory – no changes proposed
LFA - 197	Coed Talon Bowling Club, Pontybodkin	Arrangements considered satisfactory – no changes proposed

Mancot Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MAA - 2737	Mancot Village Hall, Mancot Lane, Mancot	Arrangements considered satisfactory – no changes proposed

Mold Broncoed Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MBD - 2030	Glanrafon Centre, Glanrafon Road, Mold	Arrangements considered satisfactory – no changes proposed

Mold East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MCD -1521	St. Davids Church Hall, St. David's Lane, Mold	Arrangements considered satisfactory – no changes proposed

Mold South Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MDD - 2185	Daniel Owen Centre, Earl Road, Mold	This polling place is situated in the adjacent polling district of MBD. There are no known suitable alternative within MDD and no adverse comments have been made about use in the past. Arrangements considered satisfactory – no changes proposed

Mold West Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MED - 2095	Parkfields Community Centre, Park Avenue, Mold	Arrangements considered satisfactory – no changes proposed

Mostyn Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
MFD - 1019	Community Centre, Maes Pennant	Arrangements considered satisfactory – no changes proposed
MGD - 453	Community Centre, Maes Pennant	This polling place is situated in the adjacent polling district of MFD. There are no known suitable alternative within MGD. Arrangements considered satisfactory, no change is proposed to this polling place.

New Brighton Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
NAD - 1532	Women's Institute, Chambers Lane, Mynydd Isa	Arrangements considered satisfactory – no changes proposed
NBD - 864	Community Centre, New Brighton	Arrangements considered satisfactory – no changes proposed

Northop Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
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NCD - 1036	Memorial Institute, Northop	Arrangements considered satisfactory – no changes proposed
NDD - 1472	Memorial Hall, Sychdyn	Arrangements considered satisfactory – no changes proposed

Northop Hall Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
NED - 1257	Community Pavilion, Northop Hall	Arrangements considered satisfactory – no changes proposed

Penyffordd Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
PAA1	Youth Centre, Penyffordd	Arrangements considered satisfactory – no changes proposed at the moment. It has been suggested that Penyffordd War Memorial, Penymynydd Road would be a suitable location for the Electoral Division. The premises will be inspected and taken into consideration as part of this review.
PAA2	V. P. School, Chester Road, Penymynydd	Arrangements considered satisfactory – no changes proposed at the moment. It has been suggested that Penyffordd War Memorial, Penymynydd Road would be a suitable location for the Electoral Division. The premises will be inspected and taken into consideration as part of this review.

Queensferry Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
QAA - 452	Queensferry War Memorial Institute, Queensferry	Arrangements considered satisfactory – no changes proposed
QBA - 129	Community Centre, Phoenix Street, Sandycroft	This polling place is situated in the adjacent polling district of QCA. There are no known suitable alternative within QBA and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.
QCA - 928	Community Centre, Phoenix Street, Sandycroft	Arrangements considered satisfactory – no changes proposed

Saltney Mold Junction Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SAA - 984	Community Centre, Saltney	This polling place is situated in the adjacent polling district of SBA1 and SBA2. The Scout and Guide Headquarters, Bradshaw Avenue has been re-built and it has been suggested that this will be suitable for polling purposes. Concerns have also been raised regarding disabled access, so before this can be recommended the premises will need to be inspected.

Saltney Stonebridge Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SBA 1- 1235	Community Centre, Saltney	Arrangements considered satisfactory – no changes proposed
SBA2 - 1549	Community Hall, Douglas Place, Saltney	Arrangements considered satisfactory – no changes proposed

Sealand Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SCA1 - 616	St. Andrew Church Hall, Sealand Avenue, Sealand	It is proposed to merge the polling districts of SCA1 and SCA2. It will be no longer possible to use the Church Hall in the near future as it is closing. The only alternative premises are the Youth Club, Sandy Way, Sealand. This will be inspected to see if it is suitable for polling purposes.
SCA2 - 246	Community Centre, Sealand Manor, Sealand	It is proposed to merge the polling districts of SCA1 and SCA2. The Community Centre has closed. The only alternative premises are the Youth Club, Sandy Way, Sealand. This will be inspected to see if it is suitable for polling purposes.
SDA - 1272	St. Andrew Church Hall, Sealand Avenue, Sealand	It will be no longer possible to use the Church Hall in the near future as it is closing. The only alternative premises are the Youth Club, Sandy Way, Sealand. This will be inspected to see if it is suitable for polling purposes.

Shotton East Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SEA - 1414	St. Ethelwolds Church Hall, Shotton Lane, Shotton	This polling place is situated in the adjacent polling district of SFA1. There are no known suitable alternative within SEA and no adverse comments have been made about use in the past. Arrangements considered satisfactory, no change is proposed to this polling place.

Shotton Higher Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SFA1 - 856	St. Ethelwolds Church Hall, Shotton Lane, Shotton	Arrangements considered satisfactory – no changes proposed
SFA2 - 963	Community Centre, Poplar Avenue, Shotton	Arrangements considered satisfactory – no changes proposed

Shotton West Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
SGA - 1598	C. P. School, Plymouth Street, Shotton	The school is now a Welsh medium school and renamed Ysgol Croes Atti, Shotton Site. Arrangements considered satisfactory – no changes proposed.

Trelawnyd & Gwaenysgor Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
TAD – 216	Old School, Gwaenysgor	Arrangements considered satisfactory – no changes proposed
TBD - 493	Memorial Hall, Trelawnyd	Arrangements considered satisfactory – no changes proposed
TCD - 245	Llanasa Village Hall, Llanasa	Arrangements considered satisfactory – no changes proposed
TDD - 554	Community Centre, Berthengam	Arrangements considered satisfactory – no changes proposed

Treuddyn Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
TEA - 1303	Community Centre, Hafan Deg, Treuddyn	Arrangements considered satisfactory – no changes proposed

Whitford Electoral Division

Polling District (inc electorate)	Designated Polling Place	Returning Officer's Comments and Alternative Proposals
WAD - 353	V. P. School, Whitford	Arrangements considered satisfactory – no changes proposed
WBD - 1543	Village Hall, Carmel	Arrangements considered satisfactory – no changes proposed

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PROPOSALS FOR CONSIDERATION

- 1.01 The following polling places are located in an adjacent polling district. These polling places have been the designated polling places for electors for a number of years. In the past there have been no complaints and no alternative polling place has been suggested during the consultation period. It is proposed that there be no changes to the following polling places:-

Polling Place for Polling District ABD – Argoed Electoral Division
Community Centre No. 2, Mynydd Isa.

Polling Place for Polling District ACA2 – Aston Electoral Division
Aston Community Centre, Aston Park Road

Polling Place for Polling Districts BEA and BFA – Broughton North East Electoral Division
Broughton and Bretton Community Centre, Brookes Avenue

Polling Place for Polling District BLA2 – Buckley Mountain Electoral Division
Bistre Parish Church Hall, Mold Road

Polling Place for Polling District BMA2 - Buckley Pentrobin Electoral Division
Hawkesbury Community Centre, Mill Lane

Polling Place for Polling District CIA3 – Connah’s Quay Golftyn Electoral Division
Bryn Deva C. P. School, Linden Avenue.

Polling Place for Polling District HGD – Holywell East Electoral Division
St. Peters Church, Rose Hill

Polling Place for Polling District CJA2 – Connah’s Quay South Electoral Division
St. Davids Church Hall, Mold Road

Polling Place for Polling District CJA3 – Connah’s Quay South Electoral Division
Bryn Deva C. P. School, Linden Avenue

Polling Place for Polling District HHD1 – Holywell West Electoral Division
Youth Centre, North Road

Polling Place for Polling District MDD – Mold South Electoral Division
Daniel Owen Centre, Earl Road

Polling Place for Polling District MGD – Mostyn Electoral Division
Community Centre, Maes Pennant

Polling Place for Polling District QBA – Queensferry Electoral Division
Community Centre, Phoenix Street

Polling Place for Polling District SEA – Shotton East Electoral Division
St. Ethelwolds Church Hall, Shotton Lane

- 1.02 Polling Place for Polling District BJA2 – Buckley Bistre East Electoral Division

The local member has raised concerns – regarding the parking and access arrangements to the polling place.

It is proposed that there will be no changes to this designated polling place at present, but will look at the possibility of improving access arrangements and inspect the suitability of Bistre Working Men's Club, Brook Street as an alternative polling place.

1.03 Polling Place for Polling District BHD – Brynford Electoral Division

Brynford Primary School suggested the use of St. Michael's Church as an alternative polling place. At present the school closes on polling day for the safety of the children. The Church was used for polling purposes at the European Parliamentary and no complaints were received.

It is proposed to designate St. Michael's Church, Brynford as a polling place.

1.04 Polling Place for Polling District EAA1 – Ewloe Electoral Division

The local Member raised concerns about the entrance at the rear of the building, signs directing voters and the facilities for tellers. It is proposed that there will be no changes to this designated polling place and to liaise with the Club to provide alternative solutions with regard to access arrangements and to improve the signage at the premises.

1.05 Polling Place for Polling District HFD2 – Holywell Central Electoral Division

Holywell High School, Strand Walk was used as a polling station for the European Parliamentary elections that took place in May following the closure of the Community House, Heol y Brenin and no complaints were received.

It is proposed to designate the Holywell High School, Strand Walk as a polling place.

1.06 Polling Place for Polling District PAA1 and PAA2 – Penyffordd Electoral Division

It has been suggested that the War Memorial Institute, Penymynydd Road be used as a polling place to replace the Youth Centre, Penyffordd and V. P. School, Chester Road, so that there is a single polling place for the Electoral Division. It is proposed that there will be no changes to this designated polling place at present but look at the possibility of the War Memorial Institute being used as a polling place for the polling districts of PAA1 & PAA2.

1.07 Polling Place for Polling District SAA – Saltney Mold Junction Electoral Division

The local Member has suggested that the Saltney Ferry Scout and Guide Hut, Bradshaw Avenue would be a suitable polling place now that it has been re-built. Concerns have been raised regarding disabled access.

It is proposed to designate Saltney Ferry Scout and Guide Hut, Bradshaw Avenue as the polling place subject to disabled access arrangements.

1.08 Polling Place for Polling District SCA1, SCA2 and SDA – Sealand Electoral Division

Following the closure of the Community Centre, Sealand Manor and the probable closure of St. Andrew's Church Hall, Sealand Avenue, it has been suggested that the only suitable building located in this area is Sealand Youth and Community Centre, Sandy Lane. It is proposed to designate Sealand Youth and Community Centre, Sandy Lane as the polling place and merge polling districts SCA1 and SCA2.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: **FLINTSHIRE COUNTY COUNCIL**

DATE: **TUESDAY, 25 NOVEMBER 2014**

REPORT BY: **CHIEF OFFICER (GOVERNANCE)**

SUBJECT: **REVIEW OF MEMBERS CODE OF CONDUCT**

1.00 PURPOSE OF REPORT

1.01 For County Council to approve minor revisions to the Members' Code of Conduct recommended by the Council's Constitution Committee.

2.00 BACKGROUND

2.01 At its meeting on the 8 April 2008 the County Council adopted the Members' Code of Conduct giving effect to the Local Authorities (Model Code of Conduct) (Wales) Order 2008. That Order prescribes information that must be contained in any Council's Members' Code of Conduct. Flintshire's Code did not add any additional provisions to those prescribed by the Order.

2.02 When Flintshire adopted its Local Resolution Procedure and Flintshire Standards of Conduct at the Council meeting on the 25 June 2013 paragraph 6 (2) of the Code was amended to incorporate reference to compliance with these.

2.03 The Members' Code of Conduct forms part of the Council's Constitution and the Constitution Committee is in the last year of a 3 year programme to review all parts of the Constitution. The guiding principles are to ensure that the Constitution is up-to-date and that the wording is clear and unambiguous.

2.04 At its meeting on the 6 October 2014 the Standards Committee considered a report on the review of the Members' Code of Conduct and agreed the changes indicated as tracked changed in Appendix A. These changes were approved by the Constitution Committee at its meeting on the 15 October 2014.

2.05 Section 51 of the Local Government Act 2000 requires certain formalities when the Members' Code of Conduct is revised. Firstly, there is a requirement for the revisions to be approved by resolution of County Council. Also, following such a resolution there is a need to publish a newspaper notice stating that the code has been revised and that copies are available for inspection by the public. There is

also a requirement to send a copy of the revised code to the Public Services Ombudsman for Wales.

3.00 CONSIDERATIONS

3.01 Whilst there is no power to remove from the Code the prescribed provisions there is in theory the power to add additional provisions. In view of the potential sanctions for breach of the Code there should be a proven need for any additional requirements being imposed. There are other ways of improving standards such as protocols or other guidance documents that should be considered prior to making additions to the Members' Code.

3.02 Appendix A shows the following proposed changes to update or clarify the existing wording:-

- Wherever there is a reference to community council to add the words "town or" so as to clarify that the code applies to members of town councils.
- Where in paragraph 2 (2) it refers to the general principles for these to be attached to the code.
- In clause 3 (a) to delete the reference to Police Authority to update the code.
- In paragraph 8 (a) (ii) to change the reference from Chief Finance Officer to Section 151 officer to avoid ambiguity over the reference to the post being referred to.

4.00 RECOMMENDATIONS

4.01 For the Council to resolve to approve the revised Members' Code of Conduct show in Appendix 1 and comply with the requirements of Section 51 of the Local Government Act 2000.

5.00 FINANCIAL IMPLICATIONS

5.01 The cost of the requisite newspaper advertisement will be met from budget underspends.

6.00 ANTI POVERTY IMPACT

6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

10.01 With the Standards Committee, Constitution Committee and political Group Leaders.

11.00 CONSULTATION UNDERTAKEN

11.01 With the Standards Committee, Constitution Committee and political Group Leaders.

12.00 APPENDICES

12.01 Appendix A – Members’ Code of Conduct

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

None

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PART 5 – CODES AND PROTOCOLS

Members' Code of Conduct

ADOPTED BY RESOLUTION OF

THE COUNTY COUNCIL

8th April 2008

to take effect from 2nd May 2008

THE LOCAL AUTHORITIES

(MODEL CODE OF CONDUCT) (WALES) ORDER 2008

With the determination of the amount of £10.00
for the purposes of paragraph 17 recorded in paragraph 18

PART 1
INTERPRETATION

1.(1) In this code —

“co-opted member”, in relation to a relevant authority, means a person who is not a member of the authority but who —

- (a) is a member of any committee or sub-committee of the authority, or
- (b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority,

and who is entitled to vote on any question which falls to be decided at any meeting of that committee or sub-committee;

“meeting” means any meeting —

- (a) of the relevant authority,
- (b) of any Cabinet or board of the relevant authority,
- (c) of any committee, sub-committee, joint committee or joint sub-committee of the relevant authority or of any such committee, sub-committee, joint committee or joint/sub-committee of any Cabinet or board of the authority, or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committee and Political Groups) Regulations 1990⁽¹⁾,

and includes circumstances in which a member of an Cabinet or board or an officer acting alone exercises a function of an authority;

“member” includes, unless the context requires otherwise, a co-opted member;

“relevant authority” means—

- (a) a county council,
- (b) a county borough council,
- (c) a town or community council,
- (d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004⁽²⁾ or a scheme to which section 4 of that Act applies,
- (e) a National Park authority established under section 63 of the Environment Act 1995⁽³⁾;

“you” means you as a member or co-opted member of a relevant authority; and

Comment: For clarity

⁽¹⁾ S.I. 1990/1553 as amended by S.I. 1991/1389; S.I. 1993/1339; S.I. 1998/1918; and S.I. 1999/500.
⁽²⁾ 2004 c.21.
⁽³⁾ 1995 c.25.

“your authority” means the relevant authority of which you are a member or co-opted member.

- | (2) In relation to a town or community council, references to an authority’s monitoring officer and an authority’s standards committee are to be read, respectively, as references to the monitoring officer and the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(2) of the Local Government Act 2000.

Comment: For clarity

PART 2

GENERAL PROVISIONS

- 2.(1) Save where paragraph 3(a) applies, you must observe this code of conduct
- (a) whenever you conduct the business, or are present at a meeting, of your authority;
 - (b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;
 - (c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or
 - (d) at all times and in any capacity, in respect of conduct identified in paragraphs 6(1)(a) and 7.
- (2) You should read this code together with the attached general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.

3. Where you are elected, appointed or nominated by your authority to serve —

- (a) on another relevant authority, or any other body, which includes a ~~Local Health Board~~ you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or
- (b) on any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

Comment: No longer exists

Deleted: police authority or

4. You must —

- (a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;
- (b) show respect and consideration for others;
- (c) not use bullying behaviour or harass any person; and
- (d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.

5. You must not —

- (a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;
- (b) prevent any person from gaining access to information to which that person is entitled by law.

6.(1) You must —

- (a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;
- (b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);
- (c) report to the Public Services Ombudsman for Wales and to your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;
- (d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.

(2) You must –

- (a) adhere to the Flintshire standard of conduct
- (b) cooperate with the Local Resolution Procedure
- (c) comply with any request of the Monitoring Officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.

7. You must not —

- (a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage;
- (b) use, or authorise others to use, the resources of your authority —
 - (i) imprudently;
 - (ii) in breach of your authority's requirements;
 - (iii) unlawfully;
 - (iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;
 - (v) improperly for political purposes; or
 - (vi) improperly for private purposes.

8. You must —

- (a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by —
 - (i) the authority's head of paid service;
 - (ii) the authority's [Section 151](#) officer;

Comment: We do not have a Chief Finance Officer and Section 151 does not create such an officer

Deleted: chief finance

- (iii) the authority's monitoring officer;
 - (iv) the authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);
- (b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

9. You must —

- (a) observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;
- (b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

PART 3
INTERESTS

Personal Interests

- 10.(1)** You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.
- (2) You must regard yourself as having a personal interest in any business of your authority if —
- (a) it relates to, or is likely to affect —
 - (i) any employment or business carried on by you;
 - (ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;
 - (iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member;
 - (iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
 - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
 - (vi) any land in which you have a beneficial interest and which is in the area of your authority;
 - (vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
 - (viii) any body to which you have been elected, appointed or nominated by your authority;
 - (ix) any —
 - (aa) public authority or body exercising functions of a public nature;
 - (bb) company, industrial and provident society, charity, or body directed to charitable purposes;
 - (cc) body whose principal purposes include the influence of public opinion or policy;
 - (dd) trade union or professional association; or

 - (ee) private club, society or association operating within your authority's

- area,
in which you have membership or hold a position of general control or management;
- (x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer;
 - (b) a member of the public might reasonably perceive a conflict between your role in taking a decision, upon that business, on behalf of your authority as a whole and your role in representing the interests of constituents in your ward or electoral division; or
 - (c) a decision upon it might reasonably be regarded as affecting —
 - (i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;
 - (ii) any employment or business carried on by persons as described in 10(2)(c)(i);
 - (iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;
 - (iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
 - (v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)(i) hold a position of general control or management, to a greater extent than the majority of—
 - (aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or
 - (bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

Disclosure of Personal Interests

- 11.(1)** Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.
- (2)** Where you have a personal interest in any business of your authority and you make —
- (a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or
 - (b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the

representation and interest in writing within 14 days of the representation.

- (3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an Cabinet or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.
- (4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer from time to time but, as a minimum containing —
 - (a) details of the personal interest;
 - (b) details of the business to which the personal interest relates; and
 - (c) your signature.
- (5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.
- (6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.
- (7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

Prejudicial Interests

- 12.(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business—
 - (a) relates to —
 - (i) another relevant authority of which you are also a member;
 - (ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;
 - (iii) a body to which you have been elected, appointed or nominated by your authority;
 - (iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;

- (v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;
- (b) relates to —
 - (i) the housing functions of your authority where you hold a tenancy or lease with your authority, provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;
 - (ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;
 - (iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;
 - (iv) the functions of your authority in respect of an allowance or payment made under sections 22(5), 24(4) and 173 to 176 of the Local Government Act 1972, an allowance or pension under section 18 of the Local Government and Housing Act 1989 or an allowance or payment under section 100 of the Local Government Act 2000;
- (c) your role as a town or community councillor in relation to a grant, loan or other form of financial assistance made by your town or community council to community or voluntary organisations up to a maximum of £500.
- (3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

Comment: To clarify

Overview and Scrutiny Committees

- 13.** You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—
- (a) that business relates to a decision made (whether implemented or not) or action taken by your authority’s Cabinet, board or another of your authority’s committees, sub-committees, joint committees or joint sub-committees; and
 - (b) at the time the decision was made or action was taken, you were a member of the Cabinet, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

Participation in Relation to Disclosed Interests

- 14.(1)** Subject to sub-paragraphs (2), (3) and (4), where you have a prejudicial interest in any business of your authority you must, unless you have obtained a dispensation from your authority’s standards committee —
- (a) withdraw from the room, chamber or place where a meeting considering the

business is being held—

- (i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or
 - (ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;
- (b) not exercise Cabinet or board functions in relation to that business;
 - (c) not seek to influence a decision about that business;
 - (d) not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business; and
 - (e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.
- (2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.
- (3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if —
- (a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or
 - (b) you have the benefit of a dispensation provided that you —
 - (i) state at the meeting that you are relying on the dispensation; and
 - (ii) before or immediately after the close of the meeting give written notification to your authority containing —
 - (aa) details of the prejudicial interest;
 - (bb) details of the business to which the prejudicial interest relates;
 - (cc) details of, and the date on which, the dispensation was granted; and
 - (dd) your signature.
- (4) Where you have a prejudicial interest and are making written or oral representations to your authority in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

PART 4

THE REGISTER OF MEMBERS' INTERESTS

Registration of Financial and Other Interests and Memberships and Management Positions

15.(1) Subject to sub-paragraph (3), you must, within 28 days of—

- (a) your authority's code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or
 - (b) your election or appointment to office (if that is later),
register your financial interests and other interests, where they fall within a category mentioned in paragraph 10(2)(a) in your authority's register maintained under section 81(1) of the Local Government Act 2000 by providing written notification to your authority's monitoring officer.
- (2) You must, within 28 days of becoming aware of any new personal interest or change to any personal interest registered under sub-paragraph (1), register that new personal interest or change by providing written notification to your authority's monitoring officer.
- (3) Sub-paragraphs (1) and (2) do not apply to sensitive information determined in accordance with paragraph 16(1).
- (4) Sub-paragraph (1) will not apply if you are a member of a relevant authority which is a town or community council when you act in your capacity as a member of such an authority.

Sensitive information

- 16.**(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to the interest under paragraph 15.
- (2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under sub-paragraph (1) is no longer sensitive information, notify your authority's monitoring officer asking that the information be included in your authority's register of members' interests.
- (3) In this code, "sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

Registration of Gifts and Hospitality

17. You must, within 28 days of receiving any gift, hospitality material benefit or advantage above a value specified in a resolution of your authority, provide written notification to your authority's monitoring officer of the existence and nature of that gift, hospitality material benefit or advantage.

18. The Authority has determined that for the purposes of paragraph 17 the amount shall be £10.00 until further determination.

The Principles

The Local Government Act empowered the National Assembly to issue principles to which you must have regard in undertaking your role as a member. The Code is based on these principles which are designed to promote the highest possible standards. These principles draw on the 7 Principles of Public Life which were set out in the Nolan Report “Standards of Conduct in Local Government in England, Scotland and Wales”. Three more were added to these: a duty to uphold the law, proper stewardship of the Council’s resources and equality and respect for others.

Members elected to local authorities give generously of their time and commitment for the benefit of their communities. The principles provide a framework for channelling your commitment in a way which will reflect well on you and your authority, and which will give your communities confidence in the way that your authority is governed.

The individual sections of the Code are designed to support the implementation of the Principles. For example, the Selflessness principle is covered by Section 7 of the Code – Selflessness and Stewardship.

The current principles were set out in a statutory instrument¹ and are detailed below.

1. Selflessness

Members must act solely in the public interest. They must never use their position as members to improperly confer advantage on themselves or to improperly confer advantage or disadvantage on others.

2. Honesty

Members must declare any private interests relevant to their public duties and take steps to resolve any conflict in a way that protects the public interest.

3. Integrity and Propriety

Members must not put themselves in a position where their integrity is called into

question by any financial or other obligation to individuals or organisations that might seek to influence them in the performance of their duties. Members must on all occasions avoid the appearance of such behaviour.

4. Duty to Uphold the Law

Members must act to uphold the law and act on all occasions in accordance with the trust that the public has placed in them.

5. Stewardship

In discharging their duties and responsibilities members must ensure that their authority's resources are used both lawfully and prudently.

6. Objectivity in Decision-making

In carrying out their responsibilities including making appointments, awarding contracts, or recommending individuals for rewards and benefits, members must make decisions on merit. Whilst members must have regard to the professional advice of officers and may properly take account of the views of others, including their political groups, it is their responsibility to decide what view to take and, if appropriate, how to vote on any issue.

7. Equality and Respect

Members must carry out their duties and responsibilities with due regard to the need to promote equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion, and show respect and consideration for others.

8. Openness

Members must be as open as possible about all their actions and those of their authority. They must seek to ensure that disclosure of information is restricted only in accordance with the law.

9. Accountability

Members are accountable to the electorate and the public generally for their actions and for the way they carry out their responsibilities as a member. They must be prepared to submit themselves to such scrutiny as is appropriate to their responsibilities.

10. Leadership

Members must promote and support these principles by leadership and example so as to promote public confidence in their role and in the authority. They must respect the impartiality and integrity of the authority's statutory officers and its other employees.

The principles are not part of the Model Code, and failure to comply with the Principles is not of itself, therefore, indicative of a breach of the Code. However, it is likely that a failure, for example, to adhere to the principle concerning equality and respect would constitute a breach of the requirements of paragraphs 4 (a) and (b) in the Code in respect of equality of opportunity and respect.

In any event, the Principles offer a sound basis for your conduct in office and I encourage members to have regard to them at all times.

Public Services Ombudsman for Wales