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To: Cllr Aaron Shotton (Leader)

Councillors: Bernie Attridge, Chris Bithell, Helen Brown, Derek Butler,
Christine Jones, Kevin Jones and Billy Mullin

11 November 2015

Dear Councillor

You are invited to attend a meeting of the Cabinet which will be held at 9.30 am on Tuesday, 17th November, 2015 in the Clwyd Committee Room, County Hall, Mold CH7 6NA to consider the following items

A G E N D A

1 APOLOGIES

Purpose: To receive any apologies.

2 DECLARATIONS OF INTEREST

Purpose: To receive any Declarations and advise Members accordingly.

3 MINUTES (Pages 5 - 14)

Purpose: To confirm as a correct record the minutes of the last meeting.

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4 APPROVAL TO APPLY TO WELSH GOVERNMENT FOR SUSPENSION OF THE RIGHT TO BUY IN FLINTSHIRE (Pages 15 - 22)

Report of Chief Officer (Community and Enterprise) - Cabinet Member for Housing

Purpose: To seek approval for suspension of Right to Buy in Flintshire

5 **AGEING WELL IN FLINTSHIRE** (Pages 23 - 56)

Report of Chief Officer (Social Services) - Cabinet Member for Social Services

Purpose: To consider and endorse the strategy

6 **TRADES UNION BILL** (Pages 57 - 66)

Report of Chief Executive – Leader of the Council and Cabinet Member for Finance

Purpose: To agree a Council position on the Bill.

OPERATIONAL REPORTS

7 **JOHN SUMMERS HIGH SCHOOL - OPTIONS FOR HOME TO SCHOOL TRANSPORT** (Pages 67 - 74)

Report of Chief Officer (Education and Youth) - Cabinet Member for Education

Purpose: To review in detail the options for future home to school transport arrangements for John Summers High School in the event of school closure.

8 **CHANGES TO DOG BREEDING REGULATIONS** (Pages 75 - 90)

Report of Chief Officer (Planning and Environment) - Cabinet Member for Waste Strategy, Public Protection and Leisure

Purpose: To inform of changes to regulations in respect of dog breeding in Wales.

9 **REVENUE BUDGET MONITORING 2015/16 (MONTH 5)** (Pages 91 - 118)

Report of Corporate Finance Manager - Leader of the Council and Cabinet Member for Finance

Purpose: To provide the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month 5 and projected forward to year-end based on the most up to date information available

10 **COUNCIL TAX BASE FOR 2016-17** (Pages 119 - 124)

Report of Chief Officer (Community and Enterprise) - Cabinet Member for Corporate Management

Purpose: Approval of the Council Tax Base for the financial year 2016-17

11 **EXERCISE OF DELEGATED POWERS** (Pages 125 - 126)

Purpose: To provide details of actions taken under delegated powers

FORWARD WORK PROGRAMME - COUNTY COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY - FOR INFORMATION

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC

The following item is considered to be exempt by virtue of Paragraph(s) 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

It is not good employment practice or in the public interest for matters the subject of consultation with employees effected and other unions to be discussed in public at this stage of the process.

12 **CHILDREN'S SERVICES SENIOR MANAGER RESTRUCTURE** (Pages 163 - 170)

Report of Chief Officer (Social Services) - Cabinet Member for Social Services

Purpose: To seek approval of the proposed restructure in Children's Services.

Yours faithfully



Peter Evans
Democracy & Governance Manager

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CABINET **13 OCTOBER 2015**

Minutes of the meeting of the Cabinet of Flintshire County Council held at County Hall, Mold on Tuesday, 13 October 2015

PRESENT: Councillor Aaron Shotton (Chair)

Councillors: Bernie Attridge, Chris Bithell, Helen Brown, Christine Jones, Kevin Jones and Billy Mullin

APOLOGY:

Councillor Derek Butler

IN ATTENDANCE:

Chief Executive, Chief Officer (Community and Enterprise), Chief Officer (Governance), Chief Officer (Organisational Change), Chief Officer (Social Services) Corporate Finance Manager, Policy and Performance Manager, Operational Manager – North and Trunk Roads and Team Manager – Committee Services

77. DECLARATIONS OF INTEREST

Councillor Attridge declared a personal and prejudicial interest in agenda item number 7 – North East Wales (NEW) Homes Business Plan 2015/20, as he was the Chairman of NEW Homes. He had applied for a dispensation at the Standards Committee the previous evening to speak and answer questions at Cabinet and Overview and Scrutiny Committee meetings on matters relating to NEW Homes Ltd but to leave the room before the debate and vote. The dispensation had been granted.

78. MINUTES

The minutes of the meeting held on 15 September 2015 had been circulated with the agenda.

Councillor Attridge said that on minute number 65 – School Modernisation – School Standards and Organisation At 2013 – John Summers High School, Councillor Shotton spoke of the comments made by the Local Assembly Member and the ex-Head teacher of Connah's Quay High School, not the ex-Head teacher of John Summers High School.

RESOLVED:

That subject to the above amendment the minutes be approved as a correct record.

79. CLWYD THEATR CYMRU

Councillor Shotton welcomed the recently appointed Artistic Director of Clwyd Theatr Cymru (CTC), Tamara Harvey, to the meeting.

The Chief Executive said progress reports on CTC had previously been reported to Cabinet alongside the Business Plan and this was a timely opportunity to provide a progress update. The Organisational Change Overview and Scrutiny Committee on 28 September 2015 had a positive discussion about CTC and the Chief Executive provided information on its governance arrangements explaining that it was wholly owned by Flintshire County Council. However, CTC had a vast amount of freedom to operate artistically. It had a Board of members, consisting of a number of Councillors, which was a Sub-Committee of the Council. CTC had seen, along with all other services, a budget reduction which resulted in a decrease of £0.200m funding in 2015/16. However, CTC remained in the top group of theatres to receive funding from the Arts Council for Wales (ACW). The level of future funding levels from the ACW was awaited.

The Chief Officer (Organisational Change) provided details of the short / medium term (2015/16 – 2016/17) aims of CTC which were outlined in the Business Plan, which were:

- Appointment of a new Artistic Director with a new artistic vision;
- Deliver on reduced funding by £200k in 2015/16 through a robust and financially sustainable business framework;
- Examination of the corporate structure of CTC;
- To find creative solutions through new ways of working and initiating new partnerships and collaborations in all area of work, pursuing the Welsh Producing Consortium initiative;
- To develop the Celtic Festival of new writing in collaboration with theatres and companies from the other Celtic nations;
- To develop an Annual Report to reflect and promote everything CTC did;
- To extend community links to a bigger and broader range of people; and
- To progress the building refurbishment project on to its development stage.

Tamara Harvey thanked Cabinet Members for inviting her to the meeting. She said CTC was a unique theatre as, along with only one other, it was owned by a County Council. It was her vision to broaden the repertoire of CTC and build on the varied range of visiting work, film and visual art. It was hoped the Youth Theatre would be re-launched in 2016, working with a wide range of community organisations to provide opportunities for artistic engagement.

A new marketing plan was being developed to enable CTC to reach out to different and more diverse audiences with a more varied programme of work with a greater number of collaborations. She emphasised her desire for CTC to have a holistic approach with the building being transformed into a crucible of creativity with longer term plan to revitalise the foyer spaces in terms of both the entertainment on offer and the food and drink available.

The Chief Officer (Organisational Change) explained that consideration needed to be given on future governance arrangements at CTC and whether they should remain as they were or whether alternative governance options should be considered. A different legal model needed to be examined which could be a more

flexible and cost effective approach for operating the productions. In particular this should address the best method for accounting for tax issues.

Councillor Kevin Jones asked if match funding was required from the Authority on any funding that may be received by CTC for renovation works. The Chief Executive said match funding was not an option due to the budget pressures faced by the Authority. A case had been made to the ACW and Welsh Government (WG) saying that costs for any sizable renovations would need to be met from national funding.

Members welcomed the report and the work being done by the Artistic Director commenting that the vision for CTC would inspire and encourage attendance at CTC.

The Chief Executive concluded that any issues which were considered to have an element of risk would be reported to Cabinet, such as the staff restructure.

RESOLVED:

- (a) That the Business Plan be endorsed and Members assured by progress; and
- (b) That the Chief Officer (Organisational Change) and the Chief Officer (Governance), in consultation with the Leader, be authorised to prepare and report back on a corporate structure. This to include consideration of a new legal company for effectively managing the delivery of productions at the CTC including the best way to account for tax issues.

80. ANNUAL PERFORMANCE REPORT 2014/15

Councillor Mullin provided details on the progress against the Improvement Priorities as detailed in the Improvement Plan 2014/15.

The report reflected the overall good progress that had been made against the priorities and the high level of confidence there was in achieving the desired outcomes. It also showed that risks were managed well with only one remaining at a high level at year end.

The Chief Executive reported on the progress against key activities as follows:

Progress:

- Good progress was being made in 63% (50)
- Satisfactory progress being made in 34% (27)
- Limited progress being made in 2% (2)

Outcome:

- High level of confidence in the achievement of 79% (62)
- Medium level of confidence in the achievement of 20% (16)
- Low level of confidence in the achievement of 1% (1)

Also outlined in the report was a summary of performance against the Improvement Plan measures, also using the National Strategic Indicators (NSIs) and

Public Accountability Measures (PAMs). The assessment of actual performance compared with the previous year's performance was as follows:

- 59% (58) improved
- 11% (11) maintained the same level of performance
- 30% (30) downturned

Following a question from Councillor Attridge, the Policy and Performance Manager explained that there had been a downturn in sickness absence in 2014/15 with improvement in both Streetscene and Social Services. On appraisals, the number that had taken place was higher than what was recorded on the electronic system with the target for the current year being higher.

Councillor Bithell asked for details on the downturned status of the achievement measure PSR009a – The average number of calendar days taken to deliver a Disabled Facilities Grant (DFG) for children. The Chief Officer (Social Services) explained that this measure covered a range of services in Social Services and Housing. The outturn figure was related to one person; the case was extremely complex with changing needs throughout the process. He reported positively that there had been an improvement in the time taken by Occupational Therapists (OT's) to carry out assessments. The performance would continue to be monitored by the Social and Health Care Overview and Scrutiny Committee. Following the question and response given on the exceptional case, Councillor Shotton requested that such information be included in the commentary of future reports.

Councillor Shotton asked for details on the downturn in performance on IPME6M4 – Scale and take-up of the new digital services (no. of visitors) per annum. The Chief Officer (Governance) explained that the process of making all forms available electronically had been time consuming. Moving forward, the new website was being designed in such a way that users would more easily be able to navigate around the site and find what they were looking for which would raise performance figures. The Chief Officer (Community and Enterprise) added that feedback on the completion of online forms had not be wholly positive. She provided an example of nursery application forms being online however the back office process had not yet changed; this was something that was now being looked into and an update would be provided to Cabinet Members in the near future.

Members welcomed the report and the ease of readability. It would be submitted to County Council on 20 October.

RESOLVED:

That the 2014/15 Annual Performance Report be endorsed for publication.

81. OUTCOME AGREEMENT 2014/15

Councillor Mullin provided information on the Outcome Agreement which was a three year agreement (2013/14 to 2015/16) between the Council and Welsh Government (WG). It was based on five strategic themes drawn from WG's 'Programme for Government'. The assessment was based on two components; (1) outcomes and (2) corporate governance.

The self-assessment revealed full compliance with both parts and subject to WG concurring with the self-assessment, it was expected that Flintshire would receive 100% of the grant which was approximately £1.458m.

The Chief Executive explained that WG had written to all Local Authorities to advise that as part of simplifying funding arrangements, the grant which currently supported Outcome Agreements would be rolled into the Revenue Support Grant (RSG) for 2016/17 onward, formally bringing the initiative to an end in March 2016.

RESOLVED:

That the progress made against the Outcome Agreement for 2014/15 be noted.

82. NEW HOMES BUSINESS PLAN 2015/20

Councillor Brown introduced the report which sought approval of the NEW Homes Business Plan 2015/20. The plan set out the key elements of the company's proposed growth plan to increase the number of properties managed and owned as affordable housing over the next five years.

Twice yearly monitoring of NEW Homes progress against its business plan was undertaken by the Community and Enterprise Overview and Scrutiny Committee.

Councillor Attridge said in its first year of operation the company had generated a surplus of £18k with the next two years expecting similar surpluses rising to £0.180m in year three following the growth of the Strategic Housing and Regeneration Programme (SHARP) development.

The Chief Officer (Governance) clarified that, following information to be presented by the Chief Officer (Community and Enterprise), Members could ask questions of Councillor Attridge in his capacity as Chairman of NEW Homes prior to him leaving the meeting during the debate and vote which was in line with the dispensation that had been granted to him by the Standards Committee.

The Chief Officer (Community and Enterprise) provided details of the progress reviewed by the Board on the three main portfolio areas against the projections made in the original Business Plan which were:

- New build units transferred to NEW Homes under Section 106 Planning Agreement
- Management Offer
- Over 55 Lease Scheme

NEW Homes would seek independent financial and legal advice prior to approval of new developments to be delivered as part of the SHARP programme and prior to undertaking any borrowing against existing assets. In addition the Council's legal and financial teams would consider each development individually prior to recommendation to Cabinet for approval. The Chief Officer (Governance) explained the reason for this approach which could change in the future as the project matured.

Councillor Shotton welcomed the report which linked to the Improvement Priority on Housing. He said Flintshire should shine as a beacon to the rest of Wales on the innovative and pioneering scheme. He asked if, following the departure of two Members of the Board due to their conflict of interest with the Planning and Development Control Committee, had the vacancies been filled? Councillor Attridge explained that a skills matrix had been sent to Members of the NEW Homes Board to identify if there were any gaps in specific areas. Following the analysis of that exercise Members would be contacted to ask for expressions of interest from those with the required skill set. Following that the vacancies would be filled.

Responding to a question from Councillor Bithell, the Chief Officer (Community and Enterprise) explained that, in line with the marketing strategy, display stands would be erected in the entrance of County Hall and within the Connects centres. Posters would also be placed on the side of Council owned vehicles.

Councillor Attridge left the meeting at this point.

Councillor Kevin Jones welcome the report and Business Plan and commented that other authorities were looking at the model used by Flintshire.

RESOLVED:

That the NEW Homes Business Plan 2015/20 be approved, including the intention to borrow; noting that any proposed developments requiring capital funding will be brought to Cabinet for specific scheme by scheme approval following approval by NEW Homes Board.

83. CHILDREN'S SERVICES INSPECTION REPORT

The Cabinet Member for Social Services presented the findings of the Care and Social Services Inspectorate Wales (CSSIW) concerning their Inspection of Children's Services in Flintshire and set out the action plan of the Council in response to the report. It was a detailed inspection of services concerning four main themes:

- Theme 1- Access Arrangements
- Theme 2- Assessment
- Theme 3 – Safeguarding and Care Management
- Theme 4 – Leadership and Governance

The report reflected on the many strengths in the service, areas that the Council needed to secure improvements in the day and assessment model for children and acknowledged that children's services had undergone a period of transition in the last year, understanding the approach of the new senior team.

The Inspection Report would be submitted to the Social and Health Care Overview and Scrutiny Committee on 5 November 2015 where the CSSIW would be in attendance.

The Chief Officer (Social Services) reiterated the comments made by the Cabinet Member adding that the findings included that senior Members and officers saw safeguarding as a priority for the Council and were committed to developing and improving the service.

The Council's response and action plan was appended to the report.

The Chief Executive added that the Inspection Report would also be submitted to Audit Committee on 27 January 2016. Regular progress updates would be submitted to the Social Services Programme Board and Informal Cabinet.

RESOLVED:

- (a) That the conclusions of the inspection report be responded to;
- (b) That the action plan be endorsed; and
- (c) That the process for monitoring the action plan as laid out in 1.12 of the report be approved.

84. REVIEW OF WINTER MAINTENANCE POLICY

Councillor Attridge presented the report which provided an updated Winter Maintenance Policy, outlining the legislative requirements of providing such a service, the budget allocation and actual expenditure in complying with the existing policy.

The changes in levels of service in the updated Winter Maintenance Policy were outlined in the report. The report had been considered and endorsed by the Environment Overview and Scrutiny Committee on 16 September 2015.

In response to a question from Councillor Bithell, Councillor Attridge explained that the aim was to have a North Wales approach to winter maintenance which would ensure consistency.

RESOLVED:

- (a) That the Winter Maintenance Policy and its procedures for delivering the winter maintenance service be approved;
- (b) That the removal of two rural gritting routes (Cilcain and Hope Mountain Areas) carried out by contractors that do not meet the criteria required within the Priority 1 be noted; and
- (c) That it be noted that two unclassified roads that have historically been treated by Denbighshire County Council (DCC) and have been removed from their Priority 1 gritting routes as part of their savings will not be precautionary gritted in future and therefore will not be included on Flintshire's Priority 1 route list. Removed from DCC as part of savings:

- Gwaenysgor Crossroads to the Bryniau (Gwaenysgor)
- Bedlwyn Crossroads – Rhyd y Ceirw (Rhydtalog)

85. REVENUE BUDGET MONITORING 2015/16 (MONTH 4)

The Corporate Finance Manager provided the latest revenue budget monitoring position for 2015/16 for the Council Fund and Housing Revenue Account. The position was based on actual income and expenditure as at Month 4 and projected forward to year end. The projected year end position, as estimated at Month 4 was:

Council Fund

- Net in year expenditure forecast to be £0.425m higher than budget
- Projected contingency reserve balance at 31 March 2016 of £4.111m

Housing Revenue Account

- Net in year expenditure forecast to be £0.002m higher than budget
- Projected closing balance as at 31 March 2016 of £1.235m

Changes in the revised budget were mainly due to the transfer of budget from Social Services to Central and Corporate as a result of the one off efficiency reported in Month 3 in relation to the Independent Living Fund (ILF).

The report provided details on the programme of efficiencies, inflation, unearmarked reserves and earmarked reserves.

Councillor Kevin Jones said recycling was going through a volatile period with fluctuating re-cycle sale values which was likely to impact on 2015/16 recycling income levels for the Council. This would be monitored throughout the year and he had also raised it with the Minister.

RESOLVED:

- (a) That the overall report and the projected Council Fund contingency sum as at 31 March 2016 be noted; and
- (b) That the projected final level of balances on the Housing Revenue Account be noted.

86. CAPITAL PROGRAMME 2015/16 (MONTH 4)

Corporate Finance Manager provided details on the Capital Programme (Month 4) which had increased by £75.438m in the period, largely due to the impact of the following:

- Housing Revenue Account (HRA) Subsidy Buyout (£79.248m);
- Rollover from 2014/15 (£5.767m);
- Additional Welsh Government (WG) grant funding (£4.223m); and
- Community Asset Transfers (CAT's) (£0.500m).

These were offset by:

- A decrease in funding required for 21st Century Schools (£13.850m); and
- Savings in the allocation to Flintshire Connects projects (£0.521m)

Current expenditure stood at 15.42% of budget (excluding HRA Subsidy Buyout) with the resources available for funding future capital expenditure currently c£2.476m.

RESOLVED:

- (a) That the report be approved; and
- (b) That the rollover adjustments be approved.

87. EXERCISE OF DELEGATED POWERS

An information item on the actions taken under delegated powers was submitted. The actions were as set out below:-

Community and Enterprise - Housing

- **Transfer of 4 No. Properties (Plots 42-45) Inclusive Overlea Drive, Hawarden from Redrow Homes Limited**

To advise on the proposal that the above affordable housing units be transferred direct to NEW Homes since this best meets housing need. NEW Homes will enter into a covenant with Redrow that the properties will be used for the purpose of Affordable Housing.

Streetscene and Transportation

- **Proposed Off Street Paring Place Order - Buckley**
To advise on an unresolved objection received following the advertisement of the proposed introduction of car parking charges in Buckley off street car parks.
- **Proposed Off Street Paring Place Order - Mold**
To advise on an unresolved objection received following the advertisement of the proposed introduction of car parking charges in Mold off street car parks.

People and Resources - Finance

- **Business Rates Write Offs**
Financial Procedure Rules (section 9.6 – Income and Expenditure) stipulate that any individual debt between the values of £5,000 and £25,000 shall be reported to the Chief Finance Officer (Corporate Finance Manager / Section 151 Officer) for consideration to write off, in conjunction with the Cabinet Member for Finance. There are two business accounts where the overall debt for each company is greater than £5,000 and the write off of these debts is recommended. The total of these debts is £14,370.87.

RESOLVED:

That the actions taken under delegated powers be noted.

88. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were 2 members of the press in attendance.

(The meeting commenced at 9.30am and ended at 11.25am)

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Chair



CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Approval to Apply to Welsh Government for Suspension of the Right to Buy in Flintshire
Portfolio Holder	Cabinet Member for Housing
Report Author	Chief Officer (Community and Enterprise)
Type of Report	Strategic

EXECUTIVE SUMMARY

This report seeks Cabinet agreement to carry out consultation with internal and external stakeholders as required by Welsh Government (WG) to gain their approval to support an application to suspend the Right to Buy (RTB) of Council owned housing in Flintshire.

The consultation process is a mandatory element of the application to WG.

The suspension of RTB could make a significant contribution to ensuring the continued availability of Council social housing and to maximizing the housing opportunities available to all households living across Flintshire.

This report provides the rationale for undertaking the application to Welsh Government, briefly outlining WG policy regarding RTB and provides information showing the national and local pressures caused by RTB disposals on the supply of social housing dwellings. Finally, the report proposes a suggested time frame for the consultation and application process to be delivered.

RECOMMENDATIONS

1	Cabinet to approve consultation with internal / external Stakeholders with a view to making an application to Welsh Government to suspend the RTB in Flintshire.
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REPORT DETAILS

1.00	EXPLAINING THE RIGHT TO BUY
1.01	The right of a tenant of a Local Authority to buy their home at a discount has been a feature of social housing for over thirty years. The introduction of the <i>Right to Buy</i> in 1980 was grounded in UK Government policy at that time. Increasing home ownership was one of the main reasons for its introduction although raising money and reducing the cost on the public purse of maintaining and improving Council housing are also thought to have been factors.
1.02	The <i>Right to Buy</i> is contained in the Housing Act 1985. It gives most tenants who have a secure tenancy, usually those who rent from a Local Authority, the <i>right to buy</i> their home at a discount from the market price. It is subject to certain conditions and exceptions. Where the landlord owns the freehold of a house, the tenant has the <i>right to acquire</i> the freehold. Where the landlord does not own the freehold or the home is a flat, the right is to be granted a lease on it.
	The impact on social housing stock in Wales
1.03	The period between 1980 and the middle of 2007 saw considerable <i>Right to Buy</i> activity and as a result, a significant shift from social renting to owner-occupation. In this period, some 134,600 Local Authority homes were sold to tenants under the <i>Right to Buy</i> scheme. In the ten years or so from March 2003 to March 2013, the proportion of dwellings in the social rented sector has fallen from 21 per cent of total housing stock to 16 per cent.
1.04	As a result, there has been a significant reduction in the national social housing stock in Wales. In the current financial climate, for housing, economic and other factors have combined to cause considerable pressure on the supply of homes. The pressures affect many but the effect on people whose needs cannot be met by the housing market is particularly noticeable. Some people cannot afford to buy a home, or to rent a home from a private landlord. They are dependent on social housing or some other form of subsidised provision. Social housing is a particularly important safety net.
1.05	On this basis, a White Paper was published by the Welsh Government in January 2015 setting out its intention to end the Right to Buy and in Wales. The White Paper put forward two proposals for public consultation. Both are aimed at protecting the social housing stock from further reduction: <ul style="list-style-type: none"> • changing existing legislation – which will halve the current maximum discount available to a tenant to who applies to buy their home from their Council or Housing Association landlord • developing new legislation – which, if passed by the National

	Assembly for Wales, will end the Right to Buy and Right to Acquire for housing associations.
	Right to Buy in Flintshire
1.06	Flintshire has lost of 822 Council housing dwellings since 1996 due to RTB. The cumulative effect on the supply of local social housing in Flintshire is only now being realised with significantly less social housing stock available to allocate to people whose needs cannot be met by the housing market. Increasing open market sale prices, tighter lending mortgage criteria and increasingly unaffordable rent levels in the private rented sector have encouraged reliance on the social housing supply to bridge the affordability gap whilst simultaneously encouraging current incumbents of social housing to purchase their existing homes.
1.07	<p>The recently jointly commissioned Flintshire and Wrexham Local Housing Market Assessment (LHMA) has confirmed that housing need for social housing dwellings is currently outstripping supply and will do so for the foreseeable future;</p> <ul style="list-style-type: none"> • An annual shortfall of 246 affordable dwellings across Flintshire; • The suggested affordable housing tenure split for Flintshire identified by the assessment is for 56% social/affordable rent and 44% intermediate tenure. • The LHMA identifies a clear need for smaller two bedroom properties for under and over 65s; • Around one third of all households in Flintshire can afford an intermediate affordable house priced at £100,000 or less (or the equivalent total housing costs).
1.08	Flintshire Context
1.09	Flintshire County Council is a stock-retaining local authority and currently has approximately 7,200 Council properties within the Housing Revenue Account (HRA) under its direct management. 88% of tenants voted to stay with the Council as their landlord in 2012 as part of the Council's Housing Ballot Project. This was the highest turnout in a housing ballot in Wales with 71% of tenants using their vote.
1.10	Following the outcome of the ballot, the Council has worked proactively with tenants to develop and modernise the housing management and maintenance service, with significant improvements being achieved. The mandate received from tenants has also enabled the Council to develop its ambitious and substantial stock condition investment programme [Welsh Housing Quality Standard] and Strategic Housing And Regeneration Programme (SHARP) respectively.
	Flintshire's Welsh Housing Quality Standard (WHQS)
1.11	From April 2015 Flintshire County Council will be spending £111 million

	over six years to bring its 7,200 Council homes up to the Welsh Housing Quality Standard (WHQS). This programme of works will create modern, efficient, quality homes for Council tenants across the county. It will be largely funded through the Housing Revenue Account (HRA), with some prudential borrowing, to ensure that all Council owned homes meet the WHQS by 2020, which is the date stipulated by Welsh Government.
1.12	Internal improvements to properties will be carried out first, followed by external improvements such as new windows and then improvements to the outside of properties including footpaths and fences. There will also be a large programme of environmental works at locations across the County following extensive consultation with tenants and local Members.
	Strategic Housing And Regeneration Programme (SHARP)
1.13	At Cabinet in September 2014, approval was given to the SHARP to undertake a major procurement to appoint a development partner, with the aim of developing 500 houses of which 200 will be new council and 300 will be affordable housing at a range of sites across the county alongside commissioning a range of linked regeneration initiatives and community benefits. The Programme will have an initial period of 5 years. The Programme will be overseen by a Partnership Board whose decisions are subject to approval by Cabinet.
1.14	The first proposed schemes will take place at The Walks, Flint and site of the former Custom House School, Connah's Quay, where a total of 44 new Council properties will be delivered. These scheme are due to start on site early in 2015. In addition, a number of additional sites have been identified by the Council across Flintshire where site assessment and scheme design work is currently being undertaken to enable further new build properties to be included in the SHARP Housing Programme.
1.15	Under existing legislation, Council tenants allocated these in these new-build Council homes would be able to exercise their Right to Buy. These homes and the rental income streams generated by them would be lost to the Council in perpetuity and would potentially require the Council to revise its vision for both the WHQS and SHARP programmes in terms of the level of investment possible in the existing Council stock, along with the vision to deliver 50 new Council homes each year for the next five years to meet local housing need.
	Next Steps
1.16	Given that that primary legislation, to end the <i>Right to Buy</i> will not be introduced following the next Assembly election in 2016, there is the option for all stock-retaining local authorities to apply to the WG to suspend RTB in its area through the 2011 Housing (Wales Measure).
1.17	This suspension can be up for a minimum of 5 years and up to a maximum of 10 years under the current rules. The Authority must consult with all its tenants beforehand and demonstrate that that demand for social housing within the area exceeds or is likely to exceed supply and the imbalance is likely to increase as a result of people exercising their RTB.

1.18	To date 2 Local Authorities, Carmarthenshire and Swansea have applied to suspend RTB and both have been approved by the WG.
1.19	With this in mind, Figure 1 sets out a proposed structured consultation with all Council housing tenants on making an application for the suspension of the RTB in Flintshire. This will also necessitate working closely with local housing association partners and all local key stakeholders.

2.00	RESOURCE IMPLICATIONS
2.01	A project team will be established with representatives from Housing, Legal, Finance and Policy and Performance teams to oversee and co-ordinate the delivery of the application and consultation process.
2.02	A Project Plan, Communications Plan and Risk Register will be developed and regularly updated during the course of the application and consultation exercise.
2.03	The main resource implication for the process will be the consultation with the tenants. The costs are likely to be c. £25K.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	<p>A key element of the application to suspend RTB is evidence of recorded and structured consultation with both internal and external stakeholders listed below.</p> <ul style="list-style-type: none"> • Existing Council and Housing Association Tenants • Flintshire Tenants Federation • County Council Cabinet • Community and Enterprise Scrutiny Committee • Chief Officer Team • Local Housing Association • Housing Advisory Panel • Housing Maintenance Team • General Public.
3.02	It is anticipated that the consultation process will commence immediately subject to approval to carry out consultation with this task being completed by the end of March 2016.

4.00	RISK MANAGEMENT
4.01	It should be recognised that the following needs to be considered and monitored in consulting to suspend the RTB in Flintshire.
4.02	Consultation may trigger a potential short term spike in applications to purchase properties by those eligible to do so therefore the number of

	future purchase applications need to be carefully monitored and managed.
4.03	THE WG is proposing to develop new primary legislation to end RTB by way of a draft bill for consideration by the new government in the next assembly post May 2016 however there is no guarantee that the future government would be supportive in suspending or ending RTB.
4.04	A Risk Register will be developed and regularly updated throughout the course of the project to identify and manage potential risks.

5.00	APPENDICES
5.01	Appendix 1 - Flintshire Right to Buy– Suspension Application Process

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>http://gov.wales/consultations/housing-and-regeneration/future-of-right-to-buy/?lang=en</p> <p>Contact Officer: Clare Budden Chief Officer Community and Enterprise Telephone: 01352 703800 E-mail: clare.budden@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>The Right to Buy is contained in the Housing Act 1985. It gives most tenants who have a secure tenancy, usually those who rent from a Local Authority, the <i>right to buy</i> their home at a discount from the market price.</p> <p>Preserved Right to Buy - This applies to tenants after a transfer of the ownership of a Local Authority's homes to a new Housing Association.</p> <p>Welsh Housing Quality Standard (WHQS) - Flintshire County Council will be spending £111 million over six years on a major refurbishment and maintenance programme of works bring its 7,200 Council homes up to the Welsh Government's Welsh Housing Quality Standard (WHQS).</p> <p>Strategic Housing And Regeneration Programme (SHARP) – Flintshire County Council House Building Programme which will build 500 new homes (200 Council) and 300 (affordable) new properties across the Council during the next five years.</p>

Appendix 1 Flintshire Right to Buy – Suspension Application Process		
Stage of Process	Details / Comments	Consultation Milestones
Stage 1 – Report to Cabinet	Gain formal approval to develop application and to approach Welsh Government.	17/11/2015
Stage 2 – Report to Community and Enterprise Overview and Scrutiny Committee	Provide opportunity to inform process and raise issues.	09/12/2015
Stage 3 – Initial Meeting with Welsh Government Officials	Receive clarification of the level of detail required within application.	20 /11/2015
Stage 4 – Develop draft application and submit to Welsh Government	Develop Business Case, including Flintshire Housing Market Assessment information / SARTH data / Private Rented Sector date etc.	04/12/2015
Stage 5 – Meeting with Welsh Government to discuss draft application	Receive feedback on initial draft, including clarification on level of information provided. This will also include proposed consultation plan with tenants.	w/c 14/12/2015
Stage 6 – Consultation Exercise with Tenants	Formal consultation with all Council tenants informed by early engagement with Flintshire Tenants Federation. This will include tenant workshops, letter to all Council tenants, housing association consultation etc.	Between 08/12/2015 – 12/01/2016
Stage 7 – Further Meeting with Welsh Government Officials	Receive clarification from Welsh Government on level of consultation undertaken with tenants.	w/c 25/01/2016
Stage 8 – Report to Cabinet / Community and Enterprise Overview and Scrutiny Committee / Flintshire Tenants Federation	Present results of tenants consultation to Cabinet / Community and Enterprise Overview and Scrutiny Committee and agree submission date of application.	16/02/2016
Stage 9 – Submission of Application	This will be signed off by Cabinet prior to submission.	22/02/2016
Stage 10 – Confirmation from Welsh Government application passed to Minister for consideration	Welsh Government will confirm receipt of application and likely date for Ministerial decision.	TBC
Stage 11 – Write to Council and Housing Association tenants submitting RTB / RTA applications after the date the Minister considering the Council's application	Standard letter will be developed to respond to all new applications received.	TBC
Stage 12 – Application approved by Minister	The Council Leader / Chief Executive are directly informed by the Minister of the decision.	TBC
Stage 13 – Write to all tenants to give them details of the suspension period.	Confirmation letter sent out to all tenants advising them of details of the outcome of the Consultation	w/c 28/ 03/2016

	exercise and details of the suspension process.	
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CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Ageing Well in Flintshire
Portfolio Holder	Cabinet Member for Social Services
Report Author	Chief Officer (Social Services)
Type of Report	Operational

EXECUTIVE SUMMARY

This report provides the background and context for the development of an Ageing Well in Flintshire Plan required from all Local Authorities by the Older People's Commissioner for Wales in conjunction with the Welsh Government (WG) as a key deliverable against the national Older People's Strategy for Wales 2013-2023.

In recognition that the population of Flintshire is ageing and people are living longer the Ageing Well in Flintshire plan provides a framework for developing activity that will support older people to take control of their lives so they can maintain their independence and wellbeing and continue to play an active part in their communities.

Implementation of the Plan will also make a positive contribution in relation to the Social Services and Wellbeing (Wales) Act 2014 and will evidence Flintshire County Council's commitment to its signing of the Dublin Declaration in February 2014.

RECOMMENDATION

1	To support and agree to the content of the Ageing Well in Flintshire Plan prior to submission to the Older People's Commissioner for Wales.
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REPORT DETAILS

1.00	EXPLAINING THE AGEING WELL IN FLINTSHIRE PLAN
1.01	The Ageing Well in Flintshire Plan (the plan) meets the Older People's Commissioner for Wales' requirement to produce a local Ageing Well plan by the end of November 2015 in support of the National Strategy for Older People (2013 – 2023 and the Ageing Well in Wales Programme (the programme).
1.02	The Older People's Commissioner introduced the Ageing Well in Wales Programme in October 2014. The programme recognises the population of Wales is ageing, people are living longer and whilst many older people can maintain their health and independence, increasing age is linked to increasing health problems.
1.03	Central to the programme is a recognition that services such as education, leisure, housing, transport, community facilities and support to remain in employment play an essential part in the wellbeing of older people. This point has recently been reiterated in a recent report published by the Wales Audit Office (WAO) which stated that "Councils' strategies and leadership focus too much on delivery of social services and do not always recognise the important contribution that other services can make in supporting and sustaining the independence of older people."
1.04	The Ageing Well in Flintshire plan identifies key actions in each of the 5 priority areas defined in the Ageing Well in Wales programme that will support older people to maintain their wellbeing and independence. They are: Age-Friendly Communities, Falls Prevention, Dementia Supportive Communities, Opportunities for Learning and Employment, Loneliness and Isolation.
1.05	The plan provides an initial framework which will evolve over time to reflect progress and changes in the social, political and funding landscape over the next 5 years.
1.06	The approach that is being taken is to identify and share good practice, raise awareness of the public health issues, promote information/ advice/ activities that will enable older people where possible to help themselves.
1.07	Actions have been developed in conjunction with senior officers within the local authority and where appropriate with external stakeholders.
1.08	Implementation of the plan will be overseen by the Older People's Strategy Group ¹ and Health, Wellbeing and Independence Board.
1.09	Implementation of the Plan will contribute to the local authorities response to the Social Services and Wellbeing (Wales) Act 2014 also places

	emphasis on the importance of prevention in reducing the demand for high-intensity, high-cost services. In addition, many of the actions will demonstrate a positive response to the commitment made in signing the Dublin Declaration.
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2.00	RESOURCE IMPLICATIONS
2.01	No direct financial implications result from the development of this plan. Actions primarily focus on strengthening partnerships, making best use of existing resources and sharing good practice.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The plan has been developed with input from key stakeholders within the local authority and in partner organisations. The 50+ Action Group has been invited to comment both on the actions identified and the plan's presentation.
3.02	As actions are taken forward and further work identified, consultations with relevant groups will be carried out as appropriate. For example, as part of the development of Age-Friendly communities, a process of consultation with older people and other age groups will be required in order to identify, plan, implement and evaluate the changes that are required to work towards becoming Age-Friendly.

4.00	RISK MANAGEMENT
4.01	<p>Risks</p> <ul style="list-style-type: none"> • Lack of support/disengagement from partners • Financial implications arising within the implementation phase • Delay in progress at a national level relating to key action areas
4.02	<p>Mitigation</p> <ul style="list-style-type: none"> • Effective communication with key partners to maintain engagement, including older people themselves • Focus on positive outcomes and progress being made • Annual review of actions based on current political, financial and social environment as well as progress to date • Respond to opportunities that may arise through close involvement in the national Ageing Well programme • Work governed through the multi-agency Health, Wellbeing and Independence Board

5.00	APPENDICES
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5.01	Appendix 1 - Ageing Well in Flintshire plan.
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6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Ageing Well in Wales http://www.ageingwellinwales.com/Libraries/Documents/AWFinalEnglish.pdf</p> <p>WAO Study Supporting the Independence of Older People: Are Councils Doing Enough http://www.audit.wales/publications/Independence-of-Older-People</p> <p>Contact Officer: Helen Jones Older People’s Strategy Coordinator</p> <p>Telephone: 01352 701429</p> <p>E-mail: helen.jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Older People’s Strategy (2013-2023): a ten-year WG Strategy with a vision to make Wales a great place to grow old. The strategy recognises that building well-being and resilience is good for individuals and society, reducing dependence and improving overall health. The strategy sets out how Welsh Government and its partners will bring about a measurable improvement in the well-being of older people in Wales.
7.02	Dublin Declaration: a public statement of intent to create an age friendly community through working with other organizations, sharing experiences, and promoting equal rights and opportunities for older people. Flintshire County Council signed the Declaration in February 2014.
7.03	Older People’s Commissioner for Wales: the Older People’s Commissioner for Wales is an independent voice and champion for older people across Wales, standing up and speaking out on their behalf. She works to ensure that those who are vulnerable and at risk are kept safe and ensures that all older people have a voice that is heard, that they have choice and control, that they don’t feel isolated or discriminated against and that they receive the support and services they need.
7.04	Wales Audit Office: works to support the Auditor General as the public sector watchdog for Wales. They aim to ensure that the people of Wales know whether public money is being managed wisely and that public bodies in Wales understand how to improve outcomes.

Ageing Well in Flintshire

Draft Action Plan 2016-2020 (V2)

*....making Flintshire a good place
to grow older for everyone*



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Foreword

It is widely recognised and to be celebrated that people are living longer. As a consequence, the population of Wales is ageing and Flintshire's population is following this trend. As well as living longer, older people quite rightly expect to continue to live fulfilled lives and to make positive contributions to their families, communities and the wider economy. As a society, we all benefit significantly from those contributions and as citizens and providers of services, we all have a responsibility to be part of ensuring that everyone has the opportunity to "age well"

Whilst there is much to be celebrated, we also know that increasing age is linked to increasing health problems for example and that this will have a significant impact on future demand for both health and social care services.

Long-term medical conditions, frailty, disability, and dementia can all have a major impact on people's lives. Ensuring that people have the means (be it financial, social, environmental) to age well and maintain their independence is important, not only to manage the demand on services, but moreover to safeguard their well-being longer-term.

The Social Services and Wellbeing Act (Wales) and the Wellbeing of Future Generations Act (Wales) place duties on Local Authorities to work in partnership to promote the wellbeing of people in our society, without compromising the ability of future generations to meet their own needs.

Whilst health and social care services are important for maintaining the health and independence of older people, their wellbeing can only be assured through such things as continued learning, leisure opportunities, quality affordable housing, good transport links and accessible facilities in the local community. Working collaboratively with partners to ensure these services and facilities are sustainable in the long term will ensure that not only is Flintshire a 'great place to grow older', but because we want to create opportunities across the life course, it is also a 'great place to grow up.'

We are pleased to present the work outlined in this Ageing Well in Flintshire Action Plan and in particular to recognise the contributions and commitment required by our partners who are pivotal in achieving the desired outcome – to improve the wellbeing of people aged 50+ in Flintshire.

Neil Ayling
Chief Officer Social Services

Councillor Christine Jones
Cabinet Member for Social Services, Older People's Champion

Introduction

Launched in October 2014, Ageing Well in Wales is a five-year partnership of national and local government and major public and third sector agencies in Wales. The overall aim of “Ageing Well” is to ensure there is an improvement in the wellbeing of people aged 50+, focussing on prevention, making best use of existing services and facilities and being creative in the way they are delivered. It is recognised however that progress will only be made by working with our communities’ most valuable assets, its people, and so community involvement will be central to much of the work that will turn plans into reality.

The Ageing Well Programme is hosted and chaired by the Older People’s Commissioner for Wales and is recognised by Welsh Government as a key tool in the delivery of the Strategy for Older People in Wales¹ 2013 – 2023.

This action plan begins to outline the work we are planning to do in Flintshire over the next five years as part of this national programme, by identifying what we will be doing against each of the five priority areas, which are:

- Age-Friendly Communities
- Falls Prevention
- Dementia Supportive Communities
- Opportunities for Learning and Employment
- Loneliness and Isolation

This plan will evolve and be reviewed at least annually in line with new opportunities and learning from work that is taking place across Wales and through the European programme. Consequently, the plan identifies broad areas of work, the detail of which will be developed as part of the ongoing implementation and monitoring process over the next five years.

Ageing Well in Wales is being developed at a time when wellbeing is being increasingly recognised in Welsh Government legislation as a fundamental aspect of people’s lives. The Social Services and Wellbeing (Wales) Act for example places a duty on Local Authorities to work in partnership to promote and improve the Wellbeing of the local population and the Wellbeing of Future Generations (Wales) Act² seeks to improve the wellbeing of Wales to ensure that present needs are met without compromising the ability of future generations to meet their own needs.

¹ Implementing this plan will also demonstrate progress on the delivery of the three overarching outcomes within the Strategy for Older People Phase 3, Living Longer, Ageing Well (Social Resources, Financial Resources and Environmental Resources). Details of the National Strategy for Older People can be found at: <http://gov.wales/topics/health/publications/socialcare/strategies/older/?lang=en>

² <http://gov.wales/topics/people-and-communities/people/future-generations-bill/?lang=en>

Why do we need a plan for Ageing Well?

There are over 800,000 people in Wales (over a quarter of the population) aged 50+ and this will rise to over one million people in the next twenty years. Wales has the highest proportion of people of pensionable age and people over 80 in the UK³. Much is made of the increased demand that will result from this rise and services will need to adapt and respond to changing needs. However this plan is also founded upon the fact that older people have a lot to offer local communities, a reality that is often not fully appreciated, valued or indeed exploited for the benefit of both the individual and the rest of society.

Older people want to “Age Well” – enjoying lives that have value, meaning and purpose, and where they can contribute to their families, communities and the wider economy. Older people also want to retain their independence and health for as long as possible, allowing them to continue to be economically and socially active. In supporting older people to achieve these aims, we will need to maximise the use of the resources we have and make best use of any opportunities that emerge to ensure progress can be made in the face of the economic challenges for both individuals and organisations.

In developing and implementing this plan, we will continue to recognise that older people are part of a wider community and that as individuals, they have a diverse range of needs and priorities. It is against the law to discriminate against anyone because of:

- Page 31
- age
 - being or becoming a transsexual person
 - being married or in a civil partnership
 - being pregnant or having a child
 - disability
 - race including colour, nationality, ethnic or national origin
 - religion, belief or lack of religion/belief
 - sex
 - sexual orientation

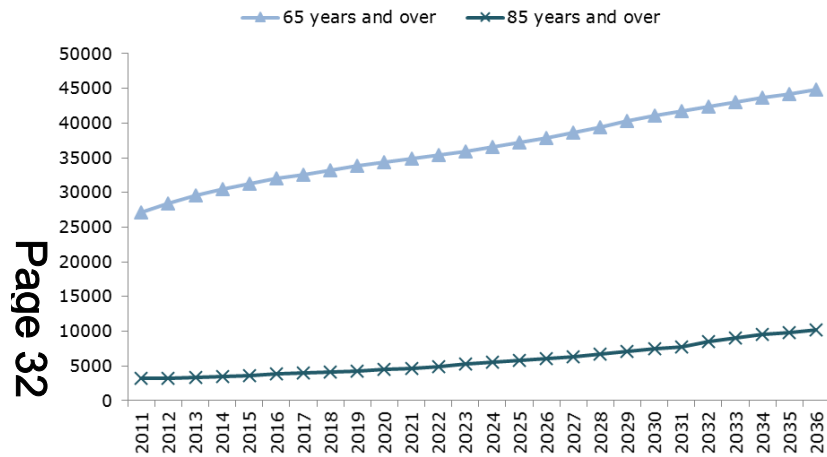
This means in implementing this plan we will ensure we will be mindful of the impact on all these groups and as such all of the work we take forward in this plan will pay particular reference to their needs and preferences.

³ Older People’s commissioner Local Service Board Briefing 2014/15

Flintshire's Ageing Population

Flintshire has a population of 153,804 (ONS 2014 Mid Year Estimates) with 39.4% (60,622) being aged 50 plus and 19.7% (30,306) being aged 65 and above (Table 1). Data from 2013 reports 49% of people aged over 65 in Flintshire have a limiting long-term illness and 33% rate their health as fair or poor⁴. The average life expectancy is 79.0 for males and 82.4 for females compared to 78.2 and 82.2 as an average for Wales as a whole⁵. The number of older people in Flintshire is set to rise as demonstrated in figure1 below.

Figure 1: Older People (65+ and 85+) Population Projections, Flintshire 2011 to 2036



Source: StatsWales

Table 1: Flintshire's older population at 2014

50 – 64	30,316
65 – 74	17,639
75 - 84	9,295
85 and over	3,372
Total 65+	30,306

Source: ONS 2014 Mid Year Estimates

The population projection for people aged 65 and above in Flintshire is 41,757 by 2031⁶, an increase of over 37% on ONS 2014 mid year estimates.

People are living longer due to better public health and social dynamics, along with improvements in conquering or managing health conditions that would previously have led to premature death. Population projections indicate there will be a 60% increase in the number of people aged over 75 in Wales by 2031⁷. This is the age when (historically) more people need critical health and social care services to support them through their latter years, and provides a huge demand on resources as well as a challenge to local communities and public services. The prevalence of frailty increases

⁴ Public Health Wales Observatory using Welsh Health Survey data

⁵ Source: Stats Wales based on ONS 2011 Census

⁶ Source: 2011-based projections for local authorities in Wales, Welsh Government

⁷ Source: 2011-based projections for local authorities in Wales, Welsh Government

steadily with age and is estimated to affect 25% of people aged over 85. By improving the wellbeing of older people in Flintshire, we aim to support their continued independence and health, which will not only ensure that people age well, but will delay or even reduce the demand on local services.

How this plan has been written

This action plan has been developed with key stakeholders including older people themselves and its implementation will require the involvement and discussions with many more. The plan is organised into the five Ageing Well priority areas and outlines the first series of activity we plan to take over the next five years to make Flintshire a good place to grow old. Where appropriate, the plan cross-references themes in the Strategy for Older People which will enable reporting to Welsh Government, the Older People's Commissioner and older people living in Flintshire.

At the end of this document, there is a glossary to explain acronyms or jargon used within this document.

Monitoring and reporting improvements

The multi-agency Older People's Strategy group will oversee the plan's implementation, through progress updates and opportunities to add to/amend activity within the plan. A separate record of key achievements will be maintained to demonstrate good practice and provide opportunities for regional collaboration. Implementation of the Ageing Well in Flintshire plan is an agreed priority under the revised Single Integrated Plan (SIP) for Flintshire, and therefore any barriers to its implementation/progress can be escalated through the governance of the Local Service Board (LSB).

Our Themed Plans

1. Age Friendly Communities

Introduction

Age-Friendly Communities was developed from the concept of Age-Friendly Cities launched in 2007 with the publication of the World Health Organisation's (WHO) Global Age-Friendly Cities Guide. The Guide identifies eight domains of a city life that could influence the general health and wellbeing of older people as shown in Diagram 1.

During 2013, the Dublin Declaration on Age-Friendly Cities and communities was launched under the Irish Presidency of the European Union. In signing the Dublin Declaration in February 2014, Flintshire County Council has made a pledge to become 'Age-Friendly' using the eight WHO domains as a framework for development.

All 22 Local Authorities in Wales have signed up to the Dublin Declaration as a significant step towards the national ambition that Wales will become a nation of Age-Friendly Communities.

What does an Age-Friendly community look like?

There is no one single definition. A place is age-friendly when it helps and enables everyone (irrespective of age) to stay healthy and active and participate in community activities, treats everyone with respect and protects the most vulnerable.

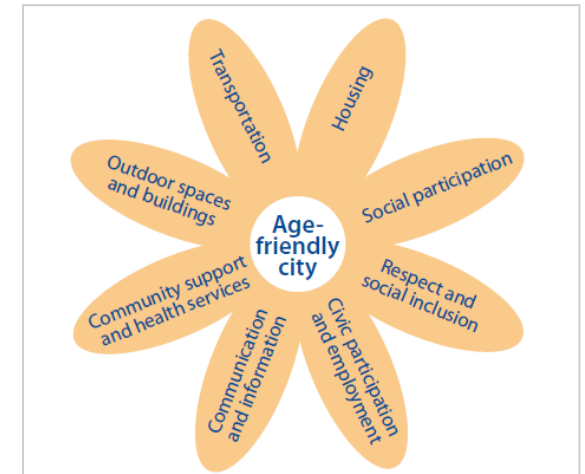


Diagram1

[Source: World Health Organisation Age Friendly Cities Guide](#)

For Flintshire to become age-friendly, we will listen to people to understand what they want and need as they age and recognise that as people in different communities may have different needs, not all Age-Friendly communities will look the same, even though they may share similar characteristics.

In order to make progress to becoming age-friendly, each town, village or community in Flintshire will therefore need to demonstrate a process of consultation with older people and other age groups in order to identify, plan, implement and evaluate the changes that are required.

What we know

There are already a variety of initiatives taking place across Flintshire that have a positive impact on the health and well-being of older people.

Developing age-friendly communities will identify opportunities for sharing models of best practice, making best use of existing resources and promoting community cohesion, using the eight domains identified by the World Health Organisation as a guide. An explanation of each of the domains is given below.

Housing

Good quality, affordable, well-designed housing is a key element to older persons' health and quality of life and whether they are able to age independently and actively in their community.

Social Participation

Participating in social activity contributes to quality of life, both in terms of practical and emotional support. Leisure, social, cultural and spiritual activities enable older people to integrate within society and helps them stay engaged, informed and motivated to take part in activities in which they are valued and needed.

Respect and Social Inclusion

Being valued members of society and able to participate in their communities is important as older people have a wealth of knowledge and experience to share.

Civil participation and employment

Voluntary activities and paid employment provide satisfaction, increases health and well-being and maintains social engagement. Society benefits from the knowledge and experience of older people, strengthening intergenerational relationships and offering lifelong learning opportunities.

Communication and Information

Staying connected with family and friends, news and events is important, as is timely and easy access to information and advice. Access to technology and computers can play an important part.

Community Support and Health Services

Accessible and affordable community, social and health services are crucial for staying healthy and independent.

Outdoor spaces and the built environment

A community that is clean and well-maintained with safe pedestrian routes and accessible buildings and outdoor spaces will support older people to maintain their independence and promote good health and wellbeing.

Transportation

Accessible and affordable public transport is key to ensuring older people are able to age actively, remain engaged with their community and access services and leisure facilities.

How will Age Friendly Communities make a difference to the wellbeing of older people?

POSTCARD FROM THE FUTURE



Dear Carol

There have been some more good changes in the village since I wrote to you last, and it's had a big impact on my life.

Do you remember I plucked up the courage to attend the community meeting in the village hall? Well, I can't believe I actually had some good ideas and the community is working together to put some of them in place. That big group of boys who always used to hang around outside the village hall on youth club nights has been helping to make a community garden and last week we had our first garden party there. Some of the children had baked cakes in the After School Club, and the older ones from the High School served tea and coffee.

We now have a weekly games night in the village hall and we play some of our old favourites like beetle drive, scrabble and dominoes as well as bingo which is a big hit with the teenagers! I've just come home from a session on how to use a tablet computer run by the Youth Club. I can't believe you can do so much on one of those little screens. I've just found out how to use 'Skype' and I've been able to speak with Emma and the children and SEE them at the SAME TIME!! It's lovely because I don't get to see them very often since they moved to Manchester. The youngsters at the Youth Club were very patient with me as I didn't have a clue and found it a little scary at first. Now I can't wait for next week's session.

I'm so busy now, and have much more confidence, and the best thing is, the boys outside the Youth Club now say hello to me and have even helped me carry my shopping home.

Hope your family is well

Best wishes

Maureen

Scenes from North Wales

Mrs Carol Brown

Any road

Any town

County

Post Code

Disclaimer:

This 'postcard from the future' exists by way of example for training purposes and no guarantee is made that the services identified will be available

In the future.

Theme 1: Age-Friendly (AF) Communities

Priority 1: To make Wales a Nation of Age-Friendly Communities

Priority 2: Local people of all ages are actively involved in the creation and development of their age-friendly community

Priority 3: Local Government supports the development of Age-Friendly Communities and intergenerational practice

What we will do in Flintshire	National OPS reference	Lead / Key Contributor(s)	How we will know if we are succeeding	Milestones
<p>Define What is meant as an Age-Friendly Community (AFC) Research examples/best practice from the rest of Wales and Europe</p> <p>Consult with individuals and groups (of all ages) to identify priorities for Age-Friendly Communities in Flintshire, ensuring that engagement represents the diverse population of Flintshire</p>	Living in the Community Diversity Shared spaces	<p>OPS Co-ordinator</p> OP Engagement Worker Partners working in and with communities Flintshire residents	List of reference sites/examples of best practice. No./range of engagement activities Evidence that views gathered are representative of the whole population of Flintshire	Engagement work to begin January 2016 One community working towards Age-Friendly (Mar 2017)
<p>Support the development of Age Friendly Communities (AFC) in Flintshire Inform and promote the development of AFCs with Local Authority service heads and partners (including Town & Community Councils)</p> <p>Raise awareness of the needs of older people for inclusion in strategic planning (e.g. Housing, Transport, Streetscene Services Local Development Plan, Flint Regeneration)</p> <p>Identify and promote resources to support professionals, to implement an age-friendly approach to strategic planning & implementation</p>		<p>OPS Co-ordinator</p> OP Engagement Worker OP Champion Ageing Well Expert Advisory Group Workforce Development Mgr, FCC National leads for	No. of Towns, villages committed to become 'Age-Friendly' OP representation on key strategic planning groups Actions in appropriate strategy/planning documents Resources identified and shared with partners. Age Awareness training identified and included in staff	First phase of communication commences with key partners – January 2016 Test site working towards Age-friendly. A number of key milestones to be determined up to Mar 2017

What we will do in Flintshire	National OPS reference	Lead / Key Contributor(s)	How we will know if we are succeeding	Milestones
<p>Investigate training opportunities to challenge people's perceptions about ageing Setup a working group to develop a 'test site' for Age-Friendly development</p> <p>Map existing community assets – (parks, community centres, churches, experience, skills, knowledge etc.)</p>		this work stream	<p>training</p> <p>'test site' working towards being Age Friendly</p> <p>Community assets mapping exercise completed for 'test site'</p>	
<p>Improve access to information/ advice to support older people to age well. Improve access to information and advice through Single Point of Access (SPoA) implementation</p> <p>Promote the range of housing options available to support older people to make decisions about where they live</p> <p>Promote the services available to support older people to move home</p> <p>Provide information and advice to older people around energy efficiency</p>	<p>Information & Advice</p> <p>Housing</p> <p>Energy Efficiency</p>	<p>Single Point of Access (SPoA) Project Lead</p> <p>Community Based Accommodation Support, FCC</p> <p>North East Wales (NEW) Homes</p> <p>Energy Advice Services, FCC</p>	<p>No of local groups registered onto SPoA Directory of Services</p> <p>No of enquiries/referrals through SPoA</p> <p>Range of housing options</p> <p>No. of people supported to move home</p> <p>No. of homes accessing energy efficiency improvement schemes through "Nest" - WG Fuel Poverty Eradication Programme</p>	<p>SPoA fully operational for professional and public (Apr 2016)</p> <p>Housing/energy advice services promoted through SPoA Directory of services (Apr 2016)</p>
<p>Establish Age-Friendly champions in local communities Research best practice and engage with older people to define the role of the Age-Friendly champion</p> <p>Identify Age-Friendly champions within communities</p>		<p>OPS Coordinator</p> <p>OP Engagement worker</p> <p>50+ Action Group</p>	<p>Role of Age-Friendly Champion defined for each AF community</p> <p>Age-Friendly Champion identified for each local community</p>	<p>AF Champion identified for 'test site' (Mar 2017)</p>

2. Falls Prevention

Introduction

Falls prevention is a key issue in the improvement of health and wellbeing amongst older people. Falls are a major cause of disability and death in older people and can have a significant impact on their wellbeing through loss of confidence and independence.

In 2012, a multiagency and multi-sector project was established in North Wales to develop an evidence based approach to inform the development of local falls prevention services and interventions across a range of settings. This work has resulted in the development of 3 service models for prevention and early intervention for falls in relation to older people living in their own homes in the community; older people in hospital and older people living in care homes.

Each of these service models provides a focus on:

- Early identification of those at highest risk of falling
- Comprehensive assessment of individual risk factors (Multifactoral Risk Assessment)
- Timely access to a range of interventions to reduce identified risk factors

Work across partnership agencies is currently ongoing to ensure that these evidence based service models are implemented within the county.

What we know:

- The cost of falls to individuals, families and society is significant resulting from pain, disability, loss of confidence, acute and longer term NHS treatment, demand for social care support (often in the longer term) etc.
- Falls are preventable and there is a strong evidence base about what works.
- Everyone can play a role in preventing falls
- Investing in falls prevention has a short term as well as long term financial impact
- As the number of older people rises, the population at risk of falling also rises.

How will Falls Prevention make a difference to the wellbeing of older people?

POSTCARD FROM THE FUTURE



Dear Sue
Thank you for the lovely card and flowers you sent for my birthday, and especially the advice about mum's falls.

Mum has fallen a few times but she wasn't telling me as she didn't want me to worry, but I knew something was up because she was relying on that stick more and more and she was hardly leaving the house. I finally persuaded mum to see the Doctor and she was referred to that service you told me about for a falls assessment. Anyway, mum has had her medication reviewed and she has been attending a falls class.

At first, she wouldn't go to the classes, so I had to go with her, but after a couple of weeks she started to go on her own and she even looks forward to the classes. She's made a few friends and they make it a bit of a social event as they go for a coffee and sandwich afterwards.

It's made a big difference already. Mum is going out more and she's started to leave the stick behind so I know she's getting her confidence back. It's made a difference to me too - mum hasn't fallen for a few weeks and I'm not worrying about mum losing her independence and being stuck at home on her own.

When the falls class finishes mum is talking about joining a local walking group with a few others in the class. The instructor has convinced them that if they stay active it will keep them healthy and help prevent further falls.

Hope your family is well
Best wishes
Jane

Scenes from North Wales

Mrs Sue White

Any road

Any town

County

Post Code

Disclaimer:

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Theme 2: Falls Prevention

Priority 1: Older People and their carers understand what causes them to fall and can minimise their risk

Priority 2: Local Knowledge of falls: levels of early identification, preventative interventions for assessment and future development

Priority 3: Falls prevention is integrated into other OP Health and Social Care Programmes

What we will do in Flintshire	National OPS Reference	Lead/ Key contributor	How we will know if we are succeeding	Milestones
<p>Raise awareness and minimise the risk of falls amongst older people Use and promote national resources (in development) using mechanisms including:</p> <ul style="list-style-type: none"> • Single Point of Access • Existing communication networks • Local events • Contacts with older people at risk <p>Seek opportunities to raise awareness/deliver training to local health and social care professionals and others to promote the use of brief intervention when it is developed (e.g. care workers, fire service, voluntary sector)</p> <p>Contribute to any evaluation frameworks developed nationally</p>		<p>Resources to be developed</p> <p>Falls Coordinator</p> <p>National groups</p> <p>BCUHB</p> <p>FCC</p>	<p>No. of campaigns promoted</p> <p>No. of events attended</p> <p>No. of falls awareness/training sessions held; pre and post “training” evaluation to measure increase in knowledge</p>	<p>Promotion of Public Awareness Campaign “Steady On” (Autumn 2015)</p> <p>Falls Awareness stand at International Day for OP event (Oct 2015)</p> <p>Develop / implement of training plan (Mar 2017)</p>
<p>Implement the North Wales Falls Service Models for community and residential settings. Develop and distribute leaflet to promote falls service and Falls Risk Assessment Tool (FRAT)</p> <p>Monitor the implementation of the falls service models and identify opportunities for improvement</p>		<p>Falls Coordinator</p> <p>BCUHB</p> <p>FCC</p> <p>Care Home Providers</p>	<p>Leaflets distributed to key stakeholders; increase in number of referrals</p> <p>Level of compliance with the service models</p>	<p>Leaflets distributed (Mar 2016)</p> <p>Key actions for improvement prioritised and local plan agreed with key stakeholders (Mar 2017)</p>

What we will do in Flintshire	National OPS Reference	Lead/ Key contributor	How we will know if we are succeeding	Milestones
<p>Integrate falls prevention into other older people Health and Social Care Programmes Identify local programmes where falls prevention could be integrated to provide an holistic approach (e.g. carers, dementia, extra care)</p> <p>Identify community based activities for signposting to maintain health and strength on discharge from falls service.</p> <p>Work with providers of community based activities to support the development of evidence based activities (funding/sustainability)</p>	Social Resources: Healthy Ageing – promote good physical, mental and emotional health and wellbeing	Falls Coordinator	No. of programmes that integrate falls within existing services No. of health promoting activities in communities across Flintshire No. of evidence based activities in communities across Flintshire	Local programmes identified (Mar 2016) Community based activities identified (June 2016) CD out of office until 3/9

3. Dementia Supportive Communities

Introduction

What is Dementia?

Dementia is a debilitating condition (and not a part of natural ageing) which describes a collection of symptoms, including a decline in memory, reasoning and communication skills and a gradual loss of skills needed to carry out daily activities – includes Alzheimer’s and a range of other conditions such as vascular dementia. (Alzheimer’s Society 2007)

The number of older people in North Wales is rising rapidly; the 65+ age group is predicted to increase by 42% between 2013 and 2031 and those aged 85+ is expected to increase by more than 80% by 2031⁸. In 2012 there were 1,806 people aged 65 and over with a formal diagnosis of dementia in Flintshire, this is projected to increase by 26%⁹ from 2013 to 2020. Growth in the number of people living with dementia means an increase in the number of carers. Caring for a person with dementia can be difficult and demanding, particularly as the illness develops. It has been found that if carers are supported and receive counselling at the point of diagnosis a care home placement can be prevented in 28% of cases.¹⁰

What we know

Towards the end of 2013, a number of listening events were held across Flintshire to gain the views of older people on dementia services and the type of service that they would wish to have in the future. These include:

- more fully supported care at home
- facilities for home-based assessments
- increasing awareness about dementia including support, access to information and advice
- training for healthcare professionals, domiciliary and residential care staff
- therapies and activities training and awareness for families and carers
- improvements in diagnosis and referral including self-referral
- improved access to facilities (healthcare and services)
- reduce the stigma of memory loss, promote dignity and respect

Whilst no one would choose to experience Dementia, many people who experience Dementia go on to do amazing and fulfilling things in their lives. It is therefore important to recognise that Dementia is only a part of a person not the whole. In Flintshire we want people living with Dementia to be able to live fulfilled and meaningful lives, to feel safe and be supported in their communities and wherever the “dementia road “may take them, to be sure

⁸ Source: 2011-based projections for local authorities in Wales, Welsh Government

⁹ DaffodilCymru

¹⁰ National Carers Strategy UK


there will be care and support services flexible enough to meet their unique wishes and needs. We have developed an action plan (Integrated Health and Social Care Dementia Action Plan) to ensure that people living with dementia have access to high quality person centred Dementia care in the most appropriate settings to meet their needs.

How will Dementia Supportive Communities make a difference to the wellbeing of older people?

POSTCARD FROM THE FUTURE

Dear Gwenda
Thank you for your lovely card and kind words of encouragement. I woke up this morning and told myself 'I'm going to have a good day' and it's started off well with this postcard to you. Since my diagnosis I have spent a lot of time worrying, but I had a really good chat with the Occupational Therapist who came to see me and I realise it's not all doom and gloom. I didn't realise how common dementia is, and how many things there are to support people like me. On a good day, I'm fine, but on days that are not so good, I have struggled to do the smallest task. This used to worry me and made me frightened to go out, but now I am much more confident. My local town is Dementia Friendly, and I feel quite safe. Every week I go to the local shops knowing support is there if I need it, and there is a memory café I go to once a month. I like it when we have singing sessions, I seem to be able to remember the words of all my favourite songs. Now I have my 'Buddi' I can take Rusty for a walk again, I really missed doing this when the regular route became unfamiliar, but now if I feel disorientated I just press the alarm and someone supports me. Most of the time I'm Ok though. Jim and I are much better with each other too. We were really getting on each other's nerves because he wouldn't let me out of his sight and he didn't sleep very well either in case I got up in the night to go out shopping or clean the house. He now understands me more. Of course I still worry about the future, but whilst I'm having good days like this, I know life is definitely worth living. Hope your family is well
Best wishes
Megan

Scenes from North Wales



Mrs Gwenda Davies
Any road
Any town
County
Post Code

*Disclaimer:
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Theme 3: Dementia Supportive Communities

Priority 1: People in Flintshire affected by dementia feel confident, valued and understood

Priority 2 : Improve diagnosis across Flintshire and timely support before, during and after diagnosis

Priority 3 : Enhanced education, training, information and advice around Dementia is established

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
<p>Develop an approach for supporting people affected by dementia Implement Flintshire integrated Health and Social Care Dementia Plan</p> <p>Contribute to a regional approach to commissioning.</p> <p>Work with partners to support local communities to become Dementia Friendly (DF)</p>	<p>Healthy Ageing – Promote physical, mental and emotional wellbeing</p>	<p>Commissioning Manager, FCC</p> <p>BCUHB lead for dementia commissioning</p> <p>Community based partners</p>	<p>Actions within the Dementia plan are being taken forward.</p> <p>N Wales commissioning statement</p> <p>No. of Communities working towards being DF</p>	<p>First Dementia Friendly (DF) Community (Mar 2017)</p> <p>2 further DF Communities (Mar 2018)</p>
<p>Encourage and support local communities to become ‘Dementia Friendly’ (DF) Raise awareness of Alzheimer Society Dementia Friends and promote training opportunities to local business, community groups, community services etc.</p> <p>Identify appropriate awareness training for front line staff across all services including Social Services, Leisure, Housing, Environment, Transport etc.</p> <p>Work with local Alzheimer’s Society to develop a local directory of Dementia Friendly organisations, communities etc.</p>	<p>Living in the Community - older people are able to participate in and access amenities/ services Shared spaces - older people find public places welcoming, safe and</p>	<p>Social Services</p> <p>Alzheimer’s Society,</p> <p>OPS Co-ordinator</p> <p>FCC Training Managers</p> <p>Alzheimer’s Society</p>	<p>No. of businesses, partners, community representatives DF trained,</p> <p>No. of communities delivering DF activity</p> <p>No. of frontline staff DF trained across services</p> <p>No of DF organisations</p>	<p>Training delivered to community groups/businesses in two communities (Mar 2017)</p> <p>Training delivered to frontline staff in social services and housing (Mar 2017)</p> <p>List of Flintshire organisations that</p>

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
	accessible			have received DF training (Mar 2017)
<p>Support partners to improve assessment, diagnosis and care</p> <p>Raise awareness of the symptoms of dementia through information points at GP practices, Community Psychiatric Nurses, Social Workers, Dementia support workers (Integrated Health and social Care Dementia Plan)</p> <p>Identify local services to support people with dementia (including gaps in provision)</p> <p>Work with 3rd party providers to increase number/range of services/activities to support people with dementia</p> <p>Provide information and advice about services to support people with memory problems and their carers.</p>		<p>Commissioning Manager, FCC</p> <p>Primary Care providers</p> <p>Social Services</p> <p>Alzheimer's Society</p> <p>OPS Co-ordinator</p> <p>FLVC</p> <p>Communities First</p> <p>SPoA Team</p>	<p>No of GP practices where awareness raising points have been held.</p> <p>No. of Dementia Support Workers (DSW)</p> <p>No of referrals to Flintshire memory Clinics</p> <p>No of services supporting people with dementia and their carers</p> <p>Increase in number/range of services/activities</p> <p>No of referrals to dementia services</p>	<p>36 GP Practices promoted Dementia awareness (Jun 2016)</p> <p>Dementia services registered on SPoA Directory of Services (Jun 2016)</p>
<p>Identify and promote opportunities for prevention</p> <p>Support the promotion of key Public Health messages</p>	Healthy Ageing	<p>OPS Co-ordinator</p> <p>Wellbeing & Partnership Lead</p> <p>Public Health Wales</p>	No. of health promotion campaigns supported.	Ongoing

4. Opportunities for Learning and Employment

Introduction

The County is a major economic driver for North Wales and North West England and is host to one of the largest concentrations of manufacturing employment in the UK. Through the Deeside Enterprise Zone, up to 7,000 new employment opportunities are forecast for the County and the challenge for the future is to ensure that economically inactive residents are able to benefit from this opportunity.

The proportion of 50–64 year olds claiming Jobseekers Allowance (JSA) in Flintshire is 1.2% of 50-64 compared to 3.3% of 18-24 year olds¹¹. The activity rate for the working age population in Flintshire was 77.7% for the year up to December 2013, but the activity rate for the 50-64 age group was just 40.6%¹² demonstrating there is a significant number of people in this age group neither in employment or defined as unemployed. Older people are also more likely to have low skill levels than other workers. In Flintshire 11.8% of 50-64 year olds hold no qualifications compared to 7.7% for the working age population as a whole¹³.

Ageing Well in Wales identifies the need to prioritise opportunities for employment and new skills for older people in order to:

- avoid premature withdrawal from the labour market
- enable older people to exercise their right to participate in the labour market
- enable older people to benefit from the health and wellbeing that employment can promote¹⁴.

Older people face particular challenges in entering or maintaining employment. These include:

- Employer perceptions of older workers
- Skills and qualifications
- Caring responsibilities
- Older people are also more likely to be managing a long term health condition or disability.

The rapid introduction of new technologies has led to a decline in lower skilled employment opportunities. Older adult's employment has become concentrated into declining sectors leading to a mismatch between their skills and those of expanding sectors. They are also less likely to possess qualifications or to participate in training particularly if they are not in employment. This emphasises the importance of informal and community based learning provision to re-engage older people with learning. Learning not only improves employment opportunities but also enhances social inclusion and contributes to personal wellbeing. Continued learning can also increase resilience through financial and digital inclusion.

¹¹ Office for National Statistics October 2014

¹² Office for National Statistics December 2013

¹³ Office for National Statistics annual population survey December 2013

¹⁴ Manchester Equal Opportunities Commission 2005

What we know

With the economic downturn, retirement has become less affordable. Providing older people with the opportunity to remain in work or to re-enter the labour market is becoming increasingly important, particularly since poverty in later life is specifically associated with high levels of social isolation, poor health, insufficient social care, poor housing and lack of access to good financial advice and support¹⁵. A significant proportion of older people have a role caring for others. In Flintshire 6,572 individuals aged 50-64 are carers, with 1,302 providing more than 50 hours each week. This can bring major challenges in terms of participation in the labour market as well as to their health and wellbeing. Continued participation in employment or volunteering is particularly important to reduce the risk of isolation to which carers may be more vulnerable.

There are a number of initiatives in Flintshire that support people into training and employment. Whilst these are open to all adults who are not in employment, education or training (NEET), they are predominantly accessed by younger adults. Support into Employment projects help people to develop employment skills and gain work including CV production, job searches, application forms, gaining relevant IT skills to increase employability and promote Digital Inclusion. Community Education projects provide informal and formal education opportunities and assistance to overcome any barriers hampering involvement, such as poor literacy/numeracy skills. Participants are supported and signposted to access further education opportunities, as well as providing information on voluntary work and placement opportunities to further their development.

Informal learning opportunities and taster sessions are organised across the County by partners including voluntary organisations. These have included 'Learning for Health' (Communities First), Digital Inclusion (Communities 2.0), Welsh language classes (Coleg Cambria/www.learnwymraeg.org), and a range of art and crafts, singing, exercise classes and taster sessions.

The University of the Third Age (U3A) is an international self-help organisation for retired and semi-retired people, which provides educational, creative and leisure opportunities in lifelong learning. Flintshire U3A¹⁶ is an association of groups, which meet to offer a wide variety of activities and interests. The meetings also provide opportunities to make new friends, share interests and develop new skills in an informal and friendly atmosphere.

¹⁵ Older People Strategy for Wales 2013-23

¹⁶ <http://www.flintshire-u3a.co.uk/index.html>

How will Opportunities for Learning and Employment make a difference to the wellbeing of older people?

POSTCARD FROM THE FUTURE

Dear Graham

Thank you for your Good Luck card and words of encouragement.

I had been in my current job for nearly 20 years and really needed a new challenge. Career opportunities when you get to our age are few and far between, so when I saw that ad in the local paper about training opportunities for entrepreneurs I was keen to find out more.

The training was held in the evenings in the village hall so it was really handy. There was a real mix on the course as well: some youngsters who had some really good ideas but no idea about how to get them started, a few like me who had been in their jobs for a long while and wanted to setup on their own, and a few people who were recently retired.

The course was really good for me, as it helped me to identify my strengths and weaknesses, and has given me the information and tools I need to take the next steps. I've made some useful contacts too, and will no doubt keep in touch over the coming months as my business develops.

This is quite an exciting time for me, and it's given me a new lease of life. Who said "you can't teach an old dog new tricks!"

I'll keep you posted on progress.
Kind regards,

Bob

Scenes from North Wales



Mr Graham Jones

Any road

Any town

County

Post Code

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In the future.

Theme 4: Opportunities for Learning and Employment

Priority 1: Older people in Flintshire benefit from maximised opportunities for participation

Priority 2: Maximise opportunities for older people in Flintshire to increase their income

Priority 3: Older people are empowered to plan effectively for their future

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
<p>Increase the number 50+ volunteers Work with partners to promote opportunities for older people to volunteer</p>		FLVC Volunteering officer	Increase in no. of people over 50 volunteering (baseline)	Volunteer stand at International Day for OP event (Oct 2015)
<p>Increase the number of older people continuing their learning and skill development Increase the number 50+ accessing Communities First (CF) training Work with partners to increase/promote the range of courses available in local communities Identify/promote local opportunities for education and training (e.g. University of the Third Age, Digital Inclusion) Research good practice examples and identify opportunities for local development</p>	Learning and Activities – Older people can access help with reskilling and retraining	Communities First leads FCC lifelong learning Coleg Cambria OPS Coordinator OP Engagement Worker	No of people 50+ accessing CF training No. of people 50+ accessing college based courses, community learning courses (baseline) Record of education and training opportunities promoted to OP groups Examples of good practice identified	Stand promoting learning opportunities at International Day for OP event (Oct 2015)
<p>Provide opportunities for people aged 50+ to increase/maintain their financial independence Lead by example as an employer to recruit and retain valued employees who have caring responsibilities Investigate opportunities to extend Communities First models (Support into employment, Communities First Academies) across Flintshire</p>	Employment – Older people who want to work can continue to do so and can access help with reskilling	Head of Human Resources & Organisational Design, FCC Economic Development Mgr, FCC	No of FCC employees with caring responsibilities supported through Working and Caring Policy. Opportunities to extend models identified	OPUS 3 year project commences (Apr 2016) List of Financial Inclusion schemes (Mar

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
<p>Raise awareness of the needs of people aged 50+ to inform the Regional Inactivity Work (Project OPUS)</p> <p>Identify and promote existing financial inclusion schemes amongst older people, including benefits and debt advice, housing advice, financial assessments, welfare rights</p> <p>Provide outreach services through Communities First (CF), Flintshire Connects, Citizens Advice etc.</p>	<p>and retraining</p> <p>Financial Inclusion – Older people can access appropriate financial advice and services</p>	<p>Regional Inactivity Project (OPUS) Lead</p> <p>FCC Policy and Performance</p> <p>OP Engagement worker</p> <p>OPS Co-ordinator</p> <p>CF Lead</p> <p>FCC Customer Services Mgr</p>	<p>Needs of older people reflected in OPUS business plan</p> <p>Financial inclusion schemes identified; over 50s Benefit take-up.</p> <p>Financial inclusion schemes advice/signposting through Flintshire Connects, Communities First</p>	<p>2017)</p>
<p>Provide access to quality assured information to support OP to plan for their future</p> <p>Identify/promote Government approved schemes e.g. Pension Wise, Citizens Advice</p> <p>Identify quality assured resources to support older people to plan/maintain their financial independence</p> <p>Promote the range of housing options to support people to plan effectively</p> <p>Contribute to / participate in national programmes to support older people through economic transitions e.g. retirement planning e-learning pilot</p>	<p>Pensions and other income – older people have an adequate standard of income and are receiving all the financial benefits to which they are entitled</p>	<p>OP Engagement Worker</p> <p>FCC Community Based Accommodation Support (CBAS)</p> <p>North East Wales (NEW) Homes</p> <p>OPS Co-ordinator</p>	<p>Government approved schemes identified</p> <p>Quality assured resources identified</p> <p>No. of people receiving support through housing options</p> <p>Local implementation of national programmes</p>	<p>List of Government approved schemes (Mar 2017)</p> <p>Housing options promoted at OP event (Oct 2015)</p>

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5. Loneliness and Isolation

Introduction

Loneliness and isolation are cross-cutting issues that can seriously impact on the health and wellbeing of older people in Wales. The terms 'loneliness' and 'isolation' are often used together but they refer to two different concepts¹⁷:

- Isolation refers to separation from social or familial contact, community involvement, or access to services.
- Loneliness is an individual's personal sense of lacking these things to the extent that they are wanted or needed.

It is therefore possible to be isolated without being lonely, and to be lonely without being isolated. For example, an older person can be physically isolated (living alone, not seeing many other people etc.) without feeling lonely. In contrast, older family members and care home residents may not appear to be physically isolated, but their relationship with the people they live with may not be enough to prevent them from feeling lonely.

What we know:

Both loneliness and isolation appear to increase with age, and among those with long-term health problems. Around 30% of people aged 65+ report sometimes or often feeling lonely, with this figure rising to almost half in the oldest old (80+)¹⁸. Other risk factors include bereavement, retirement, becoming a carer, not having access to a car, lower income, physical environment (e.g. lack of public toilets, benches)

Evidence from Public Health England tells us that loneliness is a real health issue, the risk factor being similar to smoking and worse than obesity¹⁹. It is also associated with poor mental health and with conditions such as cardiovascular disease, hypertension and dementia.

It is clear that preventing and alleviating loneliness is vital to enabling older people to remain as independent as possible. Lonely individuals are more likely to:

- Visit their GP, have higher use of medication, higher incidence of falls and increased risk factors for long term care (Cohen, 2006)
- Undergo early entry into residential or nursing care (Russell et al, 1997)
- Use accident and emergency services independent of chronic illness (Geller, Janson, McGovern and Valdini, 1999)

Interventions to reduce social isolation have been based around one-to-one and group activities such as befriending, mentoring, social groups, lunch clubs, and wider community engagement. There is little documented evidence of the effectiveness of these interventions however research has

¹⁷ Age UK Loneliness and Isolation Evidence Review

¹⁸ Age UK Loneliness and Isolation Evidence Review

¹⁹ JRF Neighbourhood Approaches to Loneliness

shown that both one-to-one and group initiatives can alleviate feelings of loneliness, reduce symptoms of depression and lead to a reduction in the use of health services.

How will actions to prevent Loneliness and Isolation make a difference to the wellbeing of older people?

POSTCARD FROM THE FUTURE



Dear Daisy

You said I was doing too much and you were right! I thought keeping busy was making me happy, until I read that article you sent me from the paper on Loneliness, it really struck a chord. I had never considered myself lonely as I am so busy and have many friends, but reading the article I realised, that whilst I was often helping out in the local charity shop and saw family and friends regularly, I was in fact, lonely.

I would spend most of my day in the shop, then the children would pop in to see me on their way home from work, then when they had gone... silence.

I found out about this club for men who meet twice a week to share skills and ideas and make things. They call it a 'Men's Shed', but we meet in the Community Centre, and all the tools are kept locked up in a store room. We've made a few things now, which we've mostly donated to the school to sell at the school fair, but we recently made a bench for the school playground. Some of the men bring their grandsons along in the holidays, and it's good to be able to teach them new skills - it reminds me of when Jack was young and I used to help him with his school projects.

I still work in the shop, but just twice a week, and the children come round at the weekends when they have more time to sit and chat. It's funny, it used to be them doing all the talking, but now it's me. And when they're gone... silence, but I don't mind it any more.

Give my regards to the family
Best wishes
Mike

Scenes from North Wales

Mrs Daisy Parish

Any road

Any town

County

Post Code

Disclaimer:

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In the future.

Theme 5: Loneliness and Isolation

Priority 1: Loneliness and isolation are recognised as public health and safety issues in Flintshire

Priority 2: The main causes and factors of loneliness and isolation amongst older people living in Flintshire are identified and understood

Priority 3: The provision of innovative and accessible transport is developed, addressing the impact of changes to life circumstances that older people face

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
<p>Raise awareness of the impact of loneliness and isolation on the health and wellbeing of older people Actions to promote health and wellbeing will include loneliness and isolation as a public health issue</p> <p>Promote national campaigns/initiatives to raise awareness of the impact of loneliness and isolation</p>	<p>Social Participation – Older people enjoy a better quality of life, have active social lives, unwanted social isolation is minimised</p>	<p>Public Health Wales OPS Coordinator</p>	<p>Loneliness and isolation included in health promotion activity</p> <p>Local promotion and support of national campaigns through local networks, websites, newsletters, events</p>	<p>2 Health promotion events (Mar 2016)</p>
<p>Health and social care information and advice services address the impact of loneliness and isolation on people’s wellbeing Ensure that loneliness and isolation are adopted as part of the “what matters” conversation</p> <p>Identify opportunities to provide information and advice about services that could minimise the risk of someone becoming lonely/isolated and promote wellbeing, to include (but not limited to) First Contact (Single Point of Access), Connects, GPs etc.</p> <p>Promote 5 ways to wellbeing messages through older people groups/networks</p>		<p>Single Point of Access Team</p> <p>FLVC Directory of Services Lead, OPS Coordinator OP Engagement Worker</p>	<p>No. of referrals to social/activity groups</p> <p>Opportunities to promote services identified</p> <p>Older people are familiar with the 5 Ways to wellbeing messages</p>	<p>Loneliness and Isolation adopted as part of the “what matters” conversation (October 2016)</p>

What we will do in Flintshire	National OPS reference	Responsible person / Key contributor(s)	How we will know if we are succeeding	Milestones
<p>Identify and develop current and potential interventions that could reduce loneliness and isolation amongst older people Research evidence based initiatives to combat loneliness and isolation and identify opportunities to develop with partners</p> <p>Assess the use of the ‘Measuring services impact on loneliness’ guide to health, social services, third sector</p>		<p>OPS Coordinator</p> <p>FLVC Health & Social Care Facilitator</p> <p>Communities First Lead</p> <p>FLVC Health & Social Care Facilitator</p>	<p>Opportunities for developing evidence based initiatives locally identified</p> <p>Agreement to use Loneliness scale to trial in one service area to measure it’s impact on loneliness</p>	<p>Trialling/implementing 1 evidenced based initiative (Jun 2017)</p> <p>(Mar 2017)</p>
<p>Identify opportunities for older people to lead full and active lives to minimise the risk of loneliness Ensure older people have the opportunity to contribute to discussions around public/community transport</p> <p>Provide support to the Minority Ethnic Elders Advocacy (MEEA) Project to raise awareness of the project amongst local minority groups</p> <p>Promote Financial inclusion (see Opportunities for Learning and Employment)</p> <p>Promote housing advice/support (see Age-Friendly Communities)</p> <p>Promote the range of Housing Schemes to ensure older people are able to make informed choices about where they live (see Age-Friendly Communities)</p>	<p>Transport - Older people can access affordable and appropriate transport.</p> <p>Pensions and other income</p> <p>Financial inclusion</p> <p>Housing - Older people are supported to live in homes, communities suitable for their needs</p>	<p>National OP Partnership Forum</p> <p>OPS Coordinator</p> <p>MEEA Advocacy Officer,</p> <p>OP Engagement Worker</p>	<p>OP are included in planning/consultation around public/community transport</p> <p>No of Minority Ethnic groups supported by the project</p>	<p>One Minority Ethnic group identified (Mar 2016)</p>

Glossary and Explanatory Notes

Acronyms used in this document

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CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Trades Union Bill
Portfolio Holder	Leader of the Council and Cabinet Member for Finance
Report Author	Chief Executive
Type of report	Strategic

EXECUTIVE SUMMARY

The Trades Union Bill* (the Bill) was published on 15th July 2015 and sets out proposed reforms to the law for the roles of Trade Unions.

The Government have undertaken a consultation on the Bill and the consultation period ended on 9th September. The Bill is proceeding through the parliamentary process.

A link to the Bill is attached here:

http://www.publications.parliament.uk/pa/bills/cbill/2015-2016/0058/cbill_2015-20160058_en_1.htm

RECOMMENDATIONS

1	To agree a Council position on the Bill.
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REPORT DETAILS

1.00	KEY ISSUES
1.01	<p>The main reform within the Bill in summary:</p> <ul style="list-style-type: none">• Industrial action ballots (including ballot participation thresholds);• Industrial action notices and the length of ballot mandates;• Picketing; and• The contribution to political funds from union members. <p>The Bill also contains provisions enabling legislation to be made limiting facility time for Trades Union officials in the public sector.</p> <p>Attached to this report is a copy of the report recently debated at the Welsh Local Government Association (WLGA) Council which outlines the key changes, key issues and opinion from the Chartered Institute for Personnel and Development (CIPD).</p>
2.00	RESOURCE IMPLICATIONS
2.01	None directly associated with this report.
3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	As outlined within the report.
4.00	RISK MANAGEMENT
4.01	As outlined within the report.
5.00	APPENDICES
5.01	Appendix 1: WLGA Council report 25 th September
6.00	SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972 List of Accessible Background Documents
6.01	<p>No additional papers.</p> <p>Contact Officer: Colin Everett Telephone: 01352 702101 E-mail: chief.executive@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	WLGA - represents the interests of local government and promotes local democracy in Wales. It represents the 22 local authorities in Wales and the 3 fire and rescue authorities and 3 national park authorities are associate members.
7.02	Chartered Institute of Personnel and Development (CIPD) - the Professional body for the Human Resource and Training profession.

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THE TRADE UNION BILL

Purpose

1. To inform Members of:
 - The various reforms to the law regulating trades unions which are set out in the Government's Trades Union Bill* (the Bill) which was published on 15th July 2015;
 - The consultation undertaken by the Government on the Bill;
 - CIPD comment on the issues contained within the Bill.

*A link to the Bill is here: http://www.publications.parliament.uk/pa/bills/cbill/2015-2016/0058/cbill_2015-20160058_en_1.htm.)

Outline Content of Bill

2. The main reforms relate to:
 - Industrial action ballots (including ballot participation thresholds);
 - Industrial action notices and the length of ballot mandates;
 - Picketing; and
 - The contribution to political funds from union members.
3. The Bill also contains provisions enabling legislation to be made limiting facility time for trades union officials in the public sector.
4. Additionally, on 6 August 2015 the Government announced its intention to include provisions within the Bill to abolish the practice of 'check off' whereby many public sector workers who are union members have their subscriptions taken directly from their salaries, administered by their employer. Further information on this intention is not yet available.

Detail of the Bill's Provisions

Industrial Action Ballots

5. At present there is no threshold requirement for industrial action ballots. The bill will change this to require at least 50% of those who were entitled to vote in the ballot to do so. Where the majority of employees eligible to vote in any ballot are normally engaged in 'providing important public services' (as will be defined in due course but proposed as being within fire, health, education, transport, border security and nuclear decommissioning and associated critical ancillary activities in each), then at least 40% of all those that do vote in the ballot must vote 'yes'.

6. Taking an example then, if 100 employees are entitled to vote, and the majority are engaged in 'providing important public services' (or ancillary activities), and 50/100 vote, then 40 of those that vote must vote yes for the action to proceed lawfully.

Industrial Action Notices and the length of ballot mandates

7. The length of notice of action to the employer to be increased from 7 to 14 days. Currently a ballot mandate can be relied upon for industrial action for as long as the relevant trade dispute continues (provided action starts within 4 weeks of the ballot). The Bill will also introduce a new four month time limit (beginning with the date the ballot closes) so that the ballot only mandates action within the four month period. After this if the dispute is not resolved the TU will have to ballot again if they wish to continue with action.

Picketing

8. There is currently a statutory *ACAS Code of Practice on Picketing* which lays down good practice in lawful peaceful picketing. It does not impose any legal obligations although its contents can be taken into account in relevant legal proceedings. The Bill will however make many of the Code's recommendations legally enforceable including a legal requirement that the trades union must appoint a union official to supervise the picket ("the picket supervisor"), and places various legal obligations on the picket supervisor in terms of written authorisation from the union, being present/readily contactable at all times and wearing an identification armband.

Contribution to political funds from union members

9. The main provision in this respect is that union members will be required to 'opt in' to any political fund by way of an opt-in notice procedure.

Trades Union Facility Time

10. The Bill includes a power under which regulations will be able to be made requiring public sector employers to publish certain information related to facility time provided to trades union officials, including learning and safety representatives. This may include numbers of union officials, total amount / % of the pay bill spent by the employer in paying for facility time, different proportions of the aggregate amount of facility time spent on different categories of activity specified under the legislation and facilities provided to union officials.
11. The bill also includes a power to make regulations that could set a limit on the amount of facility time public sector employers may provide.

The Use of Agency Workers to Cover Industrial Action

12. Currently Regulation 7 of the Conduct of Employment Agencies and Employment business Regulation 2003 prohibits employment agencies from providing agency workers to cover the duties of an employee taking part in a strike or other industrial action. The Government intends to remove that prohibition.

Consultation on the Bill

13. The government published three consultations* on aspects of the Bill, all of which closed on 9th September 2015. These were:

- The Use of Agency workers to cover Industrial Action;
- The ballot thresholds in 'important public services';
- The intimidation of non-striking workers (particularly in relation to picketing).

*A link to the closed consultations is here:

<https://www.gov.uk/government/collections/trade-union-bill>

The Use of Agency Workers to Cover Industrial Action

14. The consultation sought views on how the removal of the prohibition on Employment Agencies etc. from providing agency workers to cover striking employees might impact on employment businesses, work seekers, hirers, employees taking part in industrial action and the wider economy and society.

Ballot Thresholds in 'Important Public Services'

15. The purpose of this consultation as stated by the Government "is to help define who within the fire, health, education, transport, border security and nuclear decommissioning sectors is subject to the 40% important public services threshold". The Government states it "intends this to be focused on those most important to avoiding the adverse impacts strike action in these public services can create". The consultation does not actually seek views on whether the policy change is supported by consultees.

The Intimidation of Non-Striking Workers

16. This consultation was primarily related to the provisions in the bill concerning picketing with a stated "key aim to ensure that workers are better protected from intimidation". The government stated that it is "reforming and modernising the rules relating to picketing and associated protests to ensure they cover social media, to make sure they apply to protests linked to pickets, and to make clearer rights and remedies for non-striking workers, the public and businesses as well as picketers".

17. The consultation sought views on a requirement for unions to publish their 'picketing plans' and an annual report to the Certification Officer of picketing and associated protest activity. It also sought evidence of intimidatory behaviour experienced during picketing and protests linked to industrial disputes, and asked about on gaps and weaknesses in the framework governing these activities and how they can be remedied, including the case for a new criminal offence of intimidation on the picket line.

Issues

18. There is a clear and well-documented commitment in local government in Wales to supporting trades union membership and continuing to work in partnership with

our trades unions as far as practicable on all relevant matters at both the local and at a Wales level. For example the Joint Council for Wales has fully acknowledged the value of proportionate facility time and has written twice to Central Government in to explain the benefits.

19. In terms of the recently announced ban on the 'check off' system in the public sector it is interesting to note that Danny Alexander, former Lib Dem Chief Secretary to the Treasury, wrote all Whitehall departments just over a year ago, to suggest that trying to abolish check-off is not only unjustified, but also likely to backfire. He stated:

"Departments should be aware that there is no fiscal case for doing this, as the Unions have offered to pay any costs associated with check-off, which are in any case minimal. In addition, the experience of DCLG suggests that any attempt may ultimately fail as a result of legal action being brought by the unions, at considerable cost to the public purse."

"I am therefore writing to Secretaries of State and Permanent Secretaries in their role as Accounting Officers to make it clear that there is no public policy case to do this in any department across Whitehall. As such I want to make it clear that any department that pursues this policy is doing so at their own legal risk..."

20. The WLGA did not respond to the consultations due to the difficulty in obtaining consensus across local authorities in Wales within the timescale on many of the issues and changes in the law and their probable impact as detailed within the Bill.
21. However, if members wish to consider taking a general stance on the issues, the views submitted by the CIPD (Chartered Institute of Personnel and Development - the Professional body for the Human Resource and Training professionals) in their response to the consultations would seem apposite, as outlined in their associated press release (attached at Appendix 1).

Recommendations

22. That members:

- i. Note the content of the report
- ii. Consider if they wish to generally endorse the views of the CIPD on the issues

Report cleared by: Cllr. Peter Rees
WLGA Employment Spokesperson

Author: Anna Freeman
WLGA Director of Employment

Tel: 02920 468640

E-mail: anna.freeman@wlga.gov.uk

Proposals on strike laws are a response to yesterday's problems, says CIPD

Plans to raise the bar for strike action divert attention from building better, more engaged workforces

The Government's proposals on strike laws are an outdated response to industrial relations issues currently facing UK employers and could prove counter-productive, according to the CIPD, the professional body for HR and people development.

In its submission to the Government consultation on the proposals, which closes today (September 9), the CIPD highlights that proposals are an outdated response to the challenges of the modern workplace. It says that the number of working days lost through industrial action today stands at less than a tenth of what it was in the 1980s, dropping from seven million days per year in the 1980s to an average of 670,000 per year between 1990 and 2014.

CIPD surveys of employers and consultation with members indicate that relationships with their trade unions are generally good. Instead of focusing on ballot thresholds, the CIPD is urging the Government and organisations to build a better dialogue with their workforce, improve employee engagement and consider alternative methods of protecting the public from the impact of strike action, such as 'no-strike agreements'.

Peter Cheese, chief executive of the CIPD, comments: "Government proposals seem to be targeting yesterday's problem instead of addressing the reality of modern workplaces. The number of days lost to strike action has dropped by over 90% in the last twenty years and industrial action today increasingly takes the form of protest action rather than all-out strikes making the legislation even less warranted.

"It's time to start talking about prevention rather than cure when it comes to strike action and the public sector's workforce challenges in particular. Taxpayers' interests are best served by an efficient, engaged and productive public sector workforce. We need to see more consultation and ongoing dialogue, and engagement with, the workforce, rather than the introduction of mechanisms that reflect the industrial relations challenges of the 1980s. To jump straight to legislating strike activity without considering this seems to be a significant step back.

"These proposals could also have unintended consequences, for example, by creating more division and encouraging trade unions to plan for more localised industrial action to maximise support and make it more likely that the proposed statutory threshold for membership turnout will be met. They may also lead to an increase in unofficial action, which can be hard for employers, trade unions or Acas to resolve."

On the threshold proposals, Mike Emmott, employee relations adviser at the CIPD, said: "The new proposals won't make it impossible for trade unions to call lawful strikes. They will, however, harden

attitudes and encourage trade unions to plan smaller, more localised protests to maximise support and make it more likely that the proposed statutory threshold for membership turnout will be met.”

Commenting on the proposals to tackle intimidation of non-striking workers, Mike Emmott said:

“Intimidation in the course of industrial disputes, including on the picket lines or as part of a wider protest action, is completely unacceptable. Workers and their families should never be subjected to the kind of harassment that we saw at Grangemouth in 2013. However, we don't believe that a new criminal offence needs to be created for this purpose. As the limits on lawful strike action become tighter, we can expect intimidation to become a more frequent occurrence in relation to industrial disputes. However, we believe that problems in relation to intimidation in the context of protest action should not, in general, be a matter for trade union law. The law on protest action should apply equally to trade unions and to other organisations undertaking protest action.

“There are a number of existing public order offences, including assault, harassment and trespass, which may be relevant in these situations. The key issue is enforcement, and this is a matter for the police. The CIPD does, however, support the proposal to strengthen the *Picketing Code* so that a number of key aspects, including the appointment of a picketing supervisor, should be legally enforceable.”

Commenting on the proposal to repeal the ban on using agency workers to cover for striking workers, Mike Emmott said:

“There is nothing in existing legislation to stop employers from recruiting replacement staff, providing they hire them directly and not through an employment agency, but we have little evidence that employers take this option. Some employers might be interested in recruiting temporary agency workers to maintain operations during industrial action. However, in most cases they would find it difficult to recruit suitably qualified workers, and few employment agencies will want to get involved in industrial disputes.”

ends

CIPD Press Enquiries

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Email: press@cipd.co.uk



CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	John Summers High School - Options for Home to School Transport
Portfolio Holder	Cabinet Member for Education & Youth
Report Author	Chief Officer (Education & Youth)
Type of Report	Operational

EXECUTIVE SUMMARY

At the meeting on 15th September 2015 Cabinet reaffirmed their commitment to review in detail options for future home to school transport arrangements for John Summers High School in the event of school closure.

Four possible options were outlined for further consideration. These are:

Option A: Apply current Home to School Transport Policy (attached as Appendix 1).

Option B: Apply current Home to School Transport Policy with consideration given to additional discretionary transport for families on income support who do not meet the mileage criteria and/or have large family groups over 2 children (in the current year groups) and are between 2-2.5 miles away from the school.

Option C: Apply discretionary transport arrangements for the full current pupil cohort to the partnering school (transport from home area).

Option D: Apply discretionary transport arrangements for the full current pupil cohort to the partnering school (transport provided from Queensferry campus only).

A ministerial decision regarding closure of the school from 31st August 2017 is expected in February 2016. By that time there would be 191 pupils on roll, according to current numbers. Although Hawarden High School would become the nearest school for some pupils, the majority of pupils within the existing John

Summers High School cohort would not gain a place through the admissions process at Hawarden High as most year groups in that school are already full. Therefore, Connah’s Quay High School is considered to be the “partnering” school.

An estimate of likely transport costs has been obtained for four possible transport options. It is based on the home addresses of the currently anticipated student cohort.

Individual mileage calculations to Connah’s Quay High School, taking in to account pupil’s home addresses, have been calculated using the Council’s “Routefinder” software and applied to each of the four options.

Projected costs should be treated with caution at this stage - although they provide an idea of likely costs. They are based on current tender prices and can fluctuate depending on fuel prices, insurance, wages etc. Transport from Riverside Caravan Park is included in each of the four options as this is considered to be a hazardous route to any school. Any other potentially hazardous routes would need to be assessed individually against the criteria if options A or B were agreed.

RECOMMENDATIONS	
1	That Cabinet considers each of the four options on transport provision.
2	That Cabinet agrees to support Option C, to apply discretionary transport arrangements for the full current pupil cohort to the partnering school from the student’s home area.

REPORT DETAILS

1.00	EXPLAINING THE SCHOOL TRANSPORT OPTIONS							
1.01	<p>Option A – Apply current Home to School Policy.</p> <p>Under this option, free transport would be provided for those living over 3 miles or between 2.5 and 3 miles and in receipt of income support/working tax credit. Under this option, approximately 140 pupils would be eligible for free transport.</p> <table border="1"> <thead> <tr> <th>Advantages</th> <th>Disadvantages</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Consistent application of current transport policy</td> <td>Excludes approximately 50 pupils, many of whom live over 2 miles from next nearest school</td> <td>£695/day or £132.050 per annum</td> </tr> </tbody> </table>		Advantages	Disadvantages	Cost	Consistent application of current transport policy	Excludes approximately 50 pupils, many of whom live over 2 miles from next nearest school	£695/day or £132.050 per annum
Advantages	Disadvantages	Cost						
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1.02	<p>Option B - Apply current Home to School Transport Policy with consideration given to additional discretionary transport for families on income support who do not meet the mileage criteria and/or have large</p>							

	family groups over 2 children (in the current year groups) and are between 2-2.5 miles away from the school. Under this option, approximately 148 pupils would be eligible for free transport.												
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1.03	Option C - Apply discretionary transport arrangements for the full current pupil cohort to the partnering school (transport from home area). Approximately 191 pupils would be eligible (all pupils currently on roll).												
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Least expensive option													

2.00	RESOURCE IMPLICATIONS
2.01	The estimated costs of transport options have been included above based on preliminary enquiries with transport operators. Actual transport costs can only be assessed accurately once all families have chosen their preferred school and numbers of pupils and routes are determined.
2.02	There is no specific budget allocated for the increased transport costs arising from either the closure of the 6 th Form at John Summers High School or the consequences of closure of the school itself.
2.03	There is sufficient staff capacity in the Integrated Transport Unit to determine eligibility and arrange transport provision.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	No specific consultation is required at this stage. However, once Cabinet has agreed which transport option is appropriate, parents and pupils will be made fully aware of their transport entitlement in order that they may make informed decisions in the event that the school closes.

4.00	RISK MANAGEMENT
4.01	A Programme Board is set up to oversee the implementation of the Chief Officer portfolio business plans and manage these risks in close detail, with reports being made to Cabinet and Overview and Scrutiny at key stages of decision-taking and, later, performance reporting and evaluation.

5.00	APPENDICES
5.01	Appendix 1 - Home to School Transport Policy T:\Transport Policy 2015-2016.docx

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Not Applicable Contact Officer: Gill Yates Pupil Support Services Manager Telephone: 01352 704187 E-mail: gill.yates@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	Routefinder: a mapping software system integrated in to the school admissions software which is used to measure distances accurately from home addresses to the front gate of a school. It measures using the shortest available route, taking in to account footpaths.

Current Transport Policy

Appendix 1

The LA is required to determine whether the provision of transport for pupils of statutory school age is necessary to facilitate the attendance at a designated school of the pupil concerned. If such transport is deemed necessary, then the transport must be provided free of charge.

Statutory transport provision

The LA provides free transport for children of compulsory school age (i.e. 5-16yrs) as follows:-

- where a child receiving primary education lives over two miles from the nearest appropriate school;
- where a child receiving secondary education lives over three miles from the nearest appropriate school.

The LA also provides free transport for pupils of statutory school age:

- where the route to school is considered to be hazardous by the LA in consultation with the Environment Directorate;
- where transport to a named school is identified in a pupil's Statement of Special Educational Needs. This would normally be on medical or educational grounds and would be deemed essential in the context of other criteria identified in this policy
- where a child requires transport on medical grounds and no suitable public transport exists;

Other transport provision

Free transport is also provided for pupils of statutory school age:

- where a child whose parents are in receipt of Income Support or Working Tax Credit, resides more than 2.5 miles from the nearest appropriate school;
- to the nearest Welsh medium school under the criteria identified above;
- to the nearest voluntary aided school where the admission to the school is on denominational grounds, subject to the distance criteria. Consultation with individual schools will take place to confirm the oversubscription criteria under which pupils are admitted. Suitable evidence of adherence to the faith of the school such as a baptismal certificate or a letter from a priest may be requested.

Post-16 Transport

Free transport will be provided for post 16 students living in Flintshire attending a first course of full time study at a school or college, subject to meeting the 3 mile distance criteria and providing the student is attending the nearest educational establishment offering the courses they wish to study. Free transport will be provided to specified sites only. These sites are:

- All Secondary School sites within Flintshire offering post-16 courses
- Chester Catholic High School, Coleg Cambria sites at Connah's Quay, Northop, Wrexham and Llysfasi (for land based courses only), Prestatyn High School, Rhyl 6, St Brigid's School, Ysgol Glan Clwyd, St. Asaph.

Transport will only be provided to an educational establishment which is not the nearest if, in the judgement of the LA, there is a considerable variation between the student's course and the course on offer at the nearer institution. The courses should be at a higher level than the previous one: for example GCSE retakes would not normally qualify for assistance.

Free transport after the age of 19

Free transport is provided to eligible students who have reached 16 years of age and have not yet reached the age of 19 on 1st September of the academic year. The free transport will be maintained for

students for the length of their initial course even if they reach their 19th birthday before the end of that course.

Concessionary fares

The LA may provide concessionary transport, at a cost, where a pupil/student does not qualify on the above criteria but can be placed on an existing contract transport route which has empty seats. In these circumstances:

- a charge of £55 per term will apply. (This is subject to an annual review)
- concessions may be withdrawn at short notice, with a pro-rata rebate, when seats become unavailable.

However, under the Transport Act 1985, concessionary fares cannot be made available where public service transport runs along a school route at convenient times for the start and finish of the school day. Application forms for concessionary seats can be obtained on [www.flintshire.gov.uk/schools/ school transport](http://www.flintshire.gov.uk/schools/school_transport) or from the Integrated Transport Unit, Tel No: 01352 703243/704636/704532.

Pupils/students with learning difficulties/disabilities

Specialised transport will be provided for pupils/students with learning difficulties and/or disabilities when specified in the statement of SEN. The LA will consider a pupil's special educational needs or disability, irrespective of whether the pupil has a SEN statement, when deciding which is the nearest suitable school. The transport requirements will depend on individual circumstances and each application will be considered on its own merits.

When other factors are identified in the statement, e.g. specialist provision, transport may be provided for young people with learning difficulties and/or disabilities to travel beyond their nearest school/college. Young people who have severe medical conditions that seriously affect their mobility may be provided with free transport even though they do not meet the distance criteria. In all cases, the request must be supported by medical evidence.

Travelling expenses for parents of pupils placed by a Statement of SEN in schools outside Flintshire

Where such pupils are placed in boarding schools more than 100 miles from home, the LA will assist with travelling expenses for parents to attend the statutory Annual Review meeting, by the most cost effective means of:

- arranging transport, or
- making a cash payment (currently 20p per mile), or
- providing a ticket (or cash equivalent) for one or both parents on public transport

Such assistance will also be given when a pupil who normally travels in a vehicle provided for a group, is unable to travel at the same time as the group because of his/her ill-health. Medical certification will be required. The LA will not normally assist with travelling expenses for other functions or meetings.

Definition of criteria

Appropriate school criteria

An appropriate school is deemed to be the nearest school which provides education for the relevant age and ability of a pupil, the nearest Welsh medium school or the nearest Voluntary school.

The LA is not responsible for the cost of transport:

- where parental preference results in a pupil being placed in a school or facility other than the nearest appropriate school;

- to schools maintained by other Authorities where admission to those schools is a result of parental preference, unless that school is the nearest school.
The Authority operates arrangements with neighbouring authorities for Flintshire pupils whose nearest appropriate school is outside the Flintshire County boundary;
- of pupils who reside outside Flintshire but who receive their education in Flintshire schools.

Age Criteria

The LA has no legal responsibility to those not deemed entitled to free transport.

- The LA does not provide transport for pupils attending nursery school or nursery classes at the age of three. Transport is provided from the commencement of the school year in which the child attains the age of five.
- The LA currently makes provision for pupils above compulsory school age, who qualify, to be transported free of charge to the nearest appropriate school or college as detailed in the Transport Policy.

Criteria for the Provision of Escorts

An escort may be provided by the Authority for pupils with a Statement of Special Educational Need, who qualify for transport under the defined criteria. Provision of escorts will take place after consideration by relevant officers of the individual needs of the pupils or group of pupils and the nature of the transport available.

Applying for School and College Transport

If you consider, using the above criteria, your child may qualify for free school transport you will be required to complete an application form. An application needs to be made at entry to Reception, Secondary and Post-16 and is not retrospective. You will also be required to re-apply should any of your circumstances alter during the period your children attend school, or if your child's course alters. Application forms are available on www.flintshire.gov.uk/schools/schooltransport or from the Integrated Transport Unit, Alltami Depot, Mold Road, Flintshire. CH7 6LG (Tel: 01352 703243/704636/704532).

Applications for transport to colleges should be directed to the college concerned (details below). Applications can be made at any time of year although students are recommended to apply at the end of the summer term prior to commencing courses in September.

Mode of Transport

In determining the mode of transport required, the following principles will apply:

- the need for specialist transport;
- the Additional Needs of a pupil as defined in a pupil's statement.

In all cases, the efficient use of resources will dictate the mode of transport (subject to the above conditions). Transport may be provided by means of school contract transport services or existing public transport services which, together with the type of transport (bus, minibus, train, taxi, etc.) will be dictated by cost effectiveness. In some cases, one contract bus may transport different pupils to more than one school site. In exceptional circumstances, a cash payment (currently 20p per mile) may be available for transporting pupils who meet all the criteria, if deemed by the LA to be more cost effective.

Collection and Return

Transport will normally be to and from bus stops or pick-up points for groups of pupils. It will only be provided from door-to-door in exceptional circumstances. The maximum distance a pupil is expected to

walk to and from pick-up point will depend upon, for example, the age of the child, their individual needs and the nature of the route they are expected to walk.

Travel Behaviour Code

The Welsh Assembly Government has issued a Travel Behaviour Code which is compulsory for all learners up to the age of 19. It applies to all modes of travel to and from education institutions. Learners must comply with the Code whilst travelling to and from their place of learning. Under the Code, travel arrangements may be withdrawn from learners whose behaviour during the journey to or from school or college is not of an acceptable standard. The driver will, in accordance with the agreed procedure, report any incidents of misbehaviour to the LA and Headteacher of the school concerned. Any such incidents will be investigated and appropriate action taken, if necessary, including suspension from transport.

Smoking on Buses

Smoking is not permitted on any vehicle contracted to the Council for the conveyance of school pupils to and from school. Any pupils found smoking on school or college buses will be reported for disciplinary action to be considered.

Parents have responsibility for:

- getting their child to and from school where they do not qualify for free school transport;
- applying for free transport where their child qualifies;
- informing the LA and the school of changed circumstances which may affect transport;
- ensuring that their child is ready and waiting for transport at the appropriate time and place. It is the parent's responsibility to accompany the child to and from the vehicle;
- ensuring that their child's behaviour while using school transport is acceptable.

General Transport Enquiries

School Transport
Streetscene & Transportation
Tel: 01352 704532
Email: school.transport@flintshire.gov.uk
Website: www.flintshire.gov.uk/schools/schooltransport

Colleges

Coleg Cambria (Connah's Quay)
Kelsterton Road
Connah's Quay
Deeside,
Flintshire,
CH5 4BR
Tel: 01244 831531

Coleg Llandrillo
Transport Officer
Llandudno Road
Rhos on Sea
LL28 4HZ
Tel: 01492 546666

Coleg Cambria (Yale)
Grove Park Road
Wrexham
LL12 7AB
Tel: 01978 311794



CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Changes to Dog Breeding Regulations
Portfolio Holder	Cabinet Member for Public Protection, Leisure Services and Waste Strategy
Report Author	Chief Officer (Planning and Environment)
Type of Report	Operational

EXECUTIVE SUMMARY

To inform Members of changes to Dog Breeding Regulations and to seek approval to set an appropriate scheme of delegated authority for the Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014

RECOMMENDATIONS

1	That Members delegate powers under the Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014 to the Community Protection Team Leader – Licensing, and the Licensing Team.
2	That Members adopt the suite of conditions approved by the All Wales Technical Panel for Animal Health and Welfare
3	That Members delegate all further decisions in relation to conditions to the Chief Officer (Planning and Environment) with approval by the Cabinet Member for Public Protection, Leisure Services and Waste Strategy.
4	That Members delegate the decision of the adoption of the fee level to the Chief Officer (Planning and Environment) with approval by the Cabinet Member for Public Protection, Leisure Services and Waste Strategy.

REPORT DETAILS

1.00	EXPLAINING THE NEW DOG BREEDING REGULATIONS
1.01	<p>This report has come to Cabinet to enable Members to agree and approve an appropriate scheme of delegated authority for the Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014. The question of whether a function is an Executive function i.e. one for Cabinet, or a Council function of the Licensing Committee, is determined by either the relevant legislation itself, or by the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007, made by the Welsh Government. In this instance the legislation is silent on the matter and no such regulations have been made in respect of the Animal Welfare Act 2006, or the Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014 determining whether the function should be exercisable as an executive or non-executive function. This means that by virtue of Section 13 of the Local Government Act 2000 the function by default becomes the responsibility of an Executive (or Cabinet) under a Local Authority's executive arrangements.</p>
1.02	<p>The Breeding of Dogs Act 1973 has been replaced within Wales by the (Breeding of Dogs) (Wales) Regulations 2014 which came in to force on 30 April 2015. Any person wishing to breed dogs in Wales must obtain a licence from their Local Authority in compliance with the new regulations and relevant licence conditions.</p>
1.03	<p>Local Authorities will be obliged to have regard to any guidance issued by Welsh Ministers.</p>
1.04	<p>The new regulations specify requirements that must be complied with before a licence can be issued by the Authority. The legislation covers fee setting and circumstances under which a licence may be varied, suspended or revoked. There are rights of appeal to the Magistrate's Court against licensing decisions, and a breach of licence condition is also an offence under the regulations. New powers also allow inspectors to gain entry and take samples for the purposes of DNA testing of dogs kept at the premises.</p>
1.05	<p>Under the regulations, a person carries on the activity of dog breeding if they keep on the premises 3 or more breeding bitches and –</p> <ul style="list-style-type: none"><li data-bbox="352 1800 1385 1872">(a) Breeds on those premises 3 or more litters of puppies in any 12 month period;<li data-bbox="352 1872 1385 1944">(b) Advertises for sale from those premises a puppy or puppies born from 3 or more litters of puppies for sale in any 12 month period;<li data-bbox="352 1944 1385 2016">(c) Supplies from those premises a puppy or puppies born from 3 or more litters of puppies in any 12 month period; or<li data-bbox="352 2016 1385 2087">(d) Advertises a business of breeding or selling puppies from those premise.

1.06	<p>Schedule 1 of the regulations establish a set of compulsory conditions which must be attached to each licence in addition to a Local Authority's standard conditions i.e:-</p> <ul style="list-style-type: none"> • Implementation of an enhancement and enrichment programme by the breeder, which has been approved by the Local Authority; • Implementation of a socialisation programme that has been approved by the Local Authority; • A requirement that the licence holder must take all reasonable steps to protect dogs from pain, suffering, injury and disease; • Set limits in respect of age of mating, frequency and number of litters; • Restrictions on change of ownership of puppies until at least 56 days (8 weeks old); • Requirement to maintain written records for each breeding bitch and birth of each puppy; and • Requirement to maintain written records for each puppy at the licensed premises.
1.07	<p>The enhancement and enrichment programme is a document that details how dogs will have the opportunity to express normal behaviour. The socialisation programme is a document detailing how puppies will be introduced to human handling, domestic environments, play and how they will be prepared for separation from the dam.</p>
1.08	<p>In order to deal efficiently with applications and animal welfare issues, it is proposed that the powers listed below be delegated to both the Community Protection Team Leader – Licensing, and the Licensing Team:</p> <ul style="list-style-type: none"> • Power to grant a licence • Power to refuse a licence • Power to renew a licence • Power to vary a licence • Power to vary a licence with immediate effect • Power to impose conditions • Power to suspend a licence • Power to suspend a licence with immediate effect • Power to reinstate a suspended licence • Power to revoke a licence
1.09	<p>The All Wales Technical Panel for Animal Health and Welfare has been consulting local authorities in Wales on an appropriate suite of conditions to ensure compliance with these regulations.</p>
1.10	<p>Appendix A shows these conditions. The mandatory conditions are numbered 1 to 9. It is recommended that Members agree to adopt the additional conditions agreed by the Technical Panel, shown as numbers 10 to 19. All conditions are made in relation to promoting the health and welfare of any animal affected by this licensing regime.</p>
1.11	<p>It is proposed that Members should delegate the decision on adopting further conditions or making changes to conditions to the Chief Officer for</p>

	Planning and Environment with approval by the Cabinet Member for Public Protection, Leisure Services and Waste Strategy.
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2.00	RESOURCE IMPLICATIONS
2.01	In recognition that the work involved in both administration and compliance checking of these new Regulations will be greater than under the current regime, the proposed licence fee will as such reflect appropriately any additional anticipated and actual costs, and will therefore enable this function to be fully cost neutral.
2.02	It is proposed that Members delegate the decision of the adoption of the fee level to the Chief Officer for Planning and Environment with approval by the Cabinet Member for Public Protection, Leisure Services and Waste Strategy.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	There is no requirement for consultation on this item.

4.00	RISK MANAGEMENT
4.01	Not applicable.

5.00	APPENDICES
5.01	Appendix A - Mandatory conditions of licence including the additional suite of conditions promoted by the All Wales Technical Panel for Animal Health and Welfare.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>The Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014 http://www.legislation.gov.uk/wsi/2014/3266/part/2/made</p> <p>Contact Officer: Gemma Potter Community Protection Team Leader - Licensing</p> <p>Telephone: 01352 703371</p> <p>E-mail: gemma.potter@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Enhancement and Enrichment Programme: a document prepared by dog breeders to ensure the wellbeing of any animals covered by the licence.

7.02	Socialisation Programme: a document prepared by the breeder to ensure that any puppies are prepared for socialisation with humans and other animals.
7.03	Dam: the breeding bitch who has delivered puppies.
7.04	The All Wales Technical Panel for Animal Health and Welfare: a Panel of local authority officers who are experts in the field of animal health and welfare.

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Flintshire County Council

Licensing Conditions for Dog Breeders

The Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014

Index

Condition 1:	Enhancement and Enrichment
Condition 2:	Socialisation
Condition 3:	Health
Condition 4:	Mating
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Condition 6:	Breeding bitch record requirements
Condition 7:	Puppy record requirements
Condition 8:	Grant or renewal of licences - Maximum amount of dogs kept
Condition 9:	Grant or renewal of licences - Staff to dog ratio
Condition 10:	Size of Quarters
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Condition 15:	Responsible Breeding
Condition 16:	Strategy for the retirement of breeding bitches and stud dogs
Condition 17:	Material change to / at the Licensed premises
Condition 18:	Health Annual Check

Condition 19: Plan for a Licensed premises and displaying Licence

Schedule 1

Part 1 – Licence Conditions

Condition 1 – Enhancement and Enrichment

1. The licence holder must implement an enhancement and enrichment programme that has been approved by the local authority.

Condition 2 – Socialisation

2. The licence holder must implement a socialisation programme that has been approved by the local authority.

Condition 3 – Health

3. The licence holder must take all reasonable steps to protect dogs from pain, suffering, injury and disease.

Condition 4 – Mating

4. The licence holder must ensure a breeding bitch —
 - (a) is not mated until she is 12 months old;
 - (b) does not give birth to more than 1 litter of puppies in a 12 month period; and
 - (c) does not give birth to more than 6 litters of puppies in total.

Condition 5 – Change of ownership of a puppy

5. The licence holder must retain ownership and possession of a puppy on the premises occupied by the licence holder until it is at least 56 days old.

Condition 6 – Breeding bitch record requirements

- 6.(1) The licence holder must maintain a written record in relation to each breeding bitch kept setting out her:
- (a) name;
 - (b) date of birth;
 - (c) breed;
 - (d) physical description including colour and identifying features;
 - (e) health status;
 - (f) mating details including;
- (i) in relation to the sire, the information required in sub-paragraph 1(a) to (e);
- (ii) in relation to each puppy born –
- (aa) date of birth;
 - (bb) when ownership is transferred, the new owners name and address.
- 6.(2) When ownership of a breeding bitch is transferred the name, address and telephone number of the new owner must be recorded by the licence holder on the record referred to in sub-paragraph (1) and a copy of the record must be provided to the new owner and a copy retained by the licence holder.
- 6.(3) The record referred to in sub-paragraph (1) must be available for inspection and retained by the licence holder for the lifetime of the breeding bitch.

Condition 7 – Puppy record requirements

- 7.(1) The licence holder must maintain a written record confirming the following details in relation to each puppy which is on the premises occupied by the licence holder:
- (a) sex;
 - (b) date of birth;
 - (c) breed;
 - (d) physical description including colour and identifying features;
 - (e) health status;

(f) in relation to the dam, the information required by condition 6.(1) (a) to (e); and
(g) in relation to the sire, the information required by condition 6.(1) (a) to (e).

- 7.(2) When ownership of a puppy is transferred, the name address and telephone number of the new owner must be recorded by the licence holder on the record referred to in sub-paragraph (1) and a copy of the record must be provided to the new owner and a copy retained by the licence holder.
- 7.(3) The record referred to in sub-paragraph (1) must be available for inspection by the local authority at any time and retained by the licence holder for 3 years from the date of birth of the puppy.

Regulation 8 (2) (b)

Condition 8 - Grant or renewal of licences - Maximum amount of dogs kept

8. A condition specifying the maximum number of adult dogs and puppies to be kept under the terms of the licence.

Regulation 8 (2) (c)

Condition 9 - Grant or renewal of licences - Staff to dog ratio

9. A condition specifying a staff to adult dog ration which must ensure as a minimum staff requirement –
- (i) 1 x full-time attendant per 20 adult dogs kept; or
 - (ii) 1 x part-time attendant per 10 adult dogs kept.

Regulation 8 (3) - Welsh Local Authority Licensing Conditions

Condition 10 – Size of Quarters

10. The following are the minimum size requirements for :

Small Size Dogs

No. dogs	Free access to exercise	Limited access to exercise
1	2.5 sq m	4.5 sq m
2	2.5 sq m	4.5 sq m
3	4.5 sq m	6.5 sq m
4	6.0 sq m	8.5 sq m

Medium Size Dogs

No. dogs	Free access to exercise	Limited access to exercise
1	2.5 sq m	4.5 sq m
2	4.5 sq m	6.5 sq m
3	6.0 sq m	8.5 sq m

Large Size Dogs

No. dogs	Free access to exercise	Limited access to exercise
1	4.5 sq m	6.5 sq m
2	6.0 sq m	8.5 sq m

Guidance;

*Size of dogs: Small – Pugs, Bichon Frise, Terriers
 Medium – Spaniels, Bearded Collie, Beagle
 Large – Labrador, Boxer*

- *Free access to exercise means the dogs have unrestricted daily access to exercise area.*
- *Limited access to exercise means the dogs have restricted access to an exercise area.*
- *The kennel should be sufficiently large to allow each dog to be able to walk, turn around and wag its tail without touching the sides of the kennel, to play, to stand on its hind limbs and to lie down without touching another individual.*
- *When the animal/s is in the kennel there should be sufficient space for the door to open fully.*
- *Bitches with litters should be provided with double this space allowance.*

Condition 11 – Whelping Facilities

- 11.(a) All bitches must be provided with a designated area or kennel prior to whelping, with a suitable whelping box/bed.
- 11.(b) Heating facilities must be adequate, secure and safe and capable of providing the range of temperatures, suitable for both pups and bitch.
- 11.(c) An area must be provided where a bitch can rest away from her pups.

Guidance:

- *Bitches should generally be housed with other dogs in a pair or group, but should be individually housed for a few days prior to whelping. However, they should continue to have sight, sound and smell of other familiar bitches and daily contact with humans.*
- *The whelping area/kennel should cater for the maximum number of puppies taking account of breed size and litter size. To avoid crushing puppies, crush bars can be useful.*
- *From approximately 3 days after parturition, bitches should be given short periods of exercise away from their litter.*
- *Bitches due to whelp should be inspected regularly.*
- *When in labour, bitches should be closely monitored and if any signs of difficulty are shown, a vet should be contacted as a matter of urgency. Contact details for veterinary support should be readily available.*

Condition 12 – Supervision

- 12.(a) Where the Licensee is absent for some time then supervision of the premises must be by a suitable and competent person

of least 16 years of age.

- 12.(b) Those that supervise must have a thorough and detailed knowledge of the licensing conditions and comply with them at all times.
- 12.(c) The Licensee must live in close proximity to the Licensed premises, so as to be able to attend promptly at all times.
- 12.(d) Dogs must be visited at regular intervals, as necessary to ensure their health, safety and welfare and prevent any unnecessary suffering.
- 12.(e) Regular intervals must be a minimum of 3 times per day.

Guidance:

- *Anyone supervising the dogs, need to have sufficient knowledge and experience to be able to handle the dogs correctly and safely. They must also be able to recognise if a dog's behaviour suggests there is a problem and act appropriately.*
- *All breeders and staff should have access to and be familiar with the Code of Practice for the Welfare of Dogs and all other relevant legislation.*
- *They should have a sound working knowledge of dog breeding and be aware of good practice and trait(s) of the breed(s) in their establishment.*

Condition 13 – Health Status of dogs

- 13.(a) There must be a daily physical inspection of every animal to check for any signs of illness, injury or distress.
- 13.(b) Stud dogs and breeding bitches must be physically and behaviourally sound.
- 13.(c) Any breeding stock which appears to the licensing inspector to exhibit unsound hereditary or behavioural characteristics may be required to be verified as sound by the Licensee's veterinary surgeon. Advice from a veterinary surgeon must be sought without delay where a dog shows signs of disease, injury, illness or behavioural disorder and recorded in the dog's logbook and be available to potential purchasers.

Guidance:

- *Any breeding stock that show signs of fear or anxiety do not normally make a good parents.*

- *Puppies should be the product of healthy, sociable and environmentally competent parents.*

Licence Condition 14 - Dog Identification

- 14.(a) Breeding bitches and stud dogs must be micro chipped by a suitably competent person and registered on a recognised national database.
- 14.(b) The Licensee must complete a Breeding Bitch Record and a Puppy Log Book in the format detailed in the Welsh Minister's Guidance or in another format that replicates this information.
- 14.(c) After the dogs have left the Licensed premises, records must be kept for a minimum of 24 months and must be available on demand to authorised officers.

Guidance:

- *Please refer to the Welsh Ministers Guidance Schedule 1 for an example of a Breeding Bitch Record.*
- *Please refer to the Welsh Ministers Guidance Schedule 2 for an example of a Puppy Log Book.*

Licence Condition 15 - Responsible Breeding

- 15.(a) Any breeding stock which proves to exhibit unsound hereditary or behavioural characteristics must not be bred from.
- 15.(b) When intentionally breeding crossbreeds, breeders must have due regard to the breeds' compatibility for ease of whelping and to produce healthy puppies.

Guidance:

- *Licensees should be familiar with the health screening tests available to their chosen breeds, in consultation with their own Veterinary Surgeon.*
- *Cross breeds are defined as offspring of any two or more recognised breeds of dogs.*
- *Breeding closely related animals should be carefully considered.*
- *Close breeding examples include mating between brother and sister, father and daughter, mother and son, grandparent and grandchild or half brother or sisters.*

Licence Condition 16 - Strategy for the retirement of breeding bitches and stud dogs.

16.(a) All retired breeding bitches and stud dogs being kept within the Licensed premises will still be included on the licence.

16.(b) Breeders must have a plan for dealing with retired dogs.

Guidance;

Breeders should plan for the retirement of their breeding dogs. Should retirement involve re-homing to a domestic environment dogs must be exposed, during their working lives, to a programme of stimulation designed to maintain their socialisation with humans and their competency with the domestic environment.

Licence Condition 17 - Material change to / at the Licensed premises

17. The Licensee must inform the licensing authority before making any material change to / at the Licensed premises.

Guidance;

A "material change" may include such things as building new kennels; significantly increasing the number of dogs, reduction in staff at the kennels etc

Licence Condition 18 - Health Annual Check

18.(a) The licensing authority requires the Licensee to have all stud dogs and breeding bitches checked by a veterinary surgeon each year. The veterinary surgeon will compile a written Health and Welfare Report which details the dogs he inspected.

18.(b) The Report will detail the health and welfare of the dogs and will state whether the dogs are fit to be used in the breeding establishment. This Report will be supplied to the Licence authority at the time of the Licence application.

18.(c) The licensing authority will not accept an assessment of the dogs made by a veterinary surgeon for the Health and

Welfare Report if the assessment has taken place more than 3 months prior to the date of the commencement of the Licence.

18.(d) Where the veterinary surgeon has made recommendations in the report these will be considered as being mandatory requirements where they may affect the dogs health, welfare or safety.

Licence Condition 19 - Plan for a Licensed premises and displaying Licence

19.(a) The Licensee must submit a suitable plan showing the outline of the buildings, kennel layout, exercise yard and any other construction relevant to the Licensed premises.

19.(b) The current Licence must be displayed on the premises.

Guidance:

This outlined plan may be hand drawn but must be in a rough scale to other buildings. All outlines must be identified on the plan. The plan must have the name of the premises written on it, the date and the name of the person who has drawn it.



CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Revenue Budget Monitoring 2015/16 (Month 5)
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Corporate Finance Manager
Type of Report	Operational

EXECUTIVE SUMMARY

This regular monthly report provides the latest revenue budget monitoring position for 2015/16 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 5, and projects forward to year-end.

The projected year end position, as estimated at Month 5 is as follows:

Council Fund

- Net in year expenditure forecast to be £0.595m higher than budget
- Projected contingency reserve balance at 31 March 2016 of £3.941m

Housing Revenue Account (HRA)

- Net in year expenditure forecast to be £0.041m higher than budget
- Projected closing balance as at 31 March 2016 of £1.196m

RECOMMENDATIONS

1	Note the overall report and the projected Council Fund contingency sum as at 31 st March 2016.
2	Note the projected final level of balances on the Housing Revenue Account.

REPORT DETAILS

1.00	EXPLAINING THE REVENUE BUDGET MONITORING POSITION FOR MONTH 5 - 2015/16																																																																											
1.01	<p><u>Council Fund Latest In Year Forecast</u></p> <p>The table below shows the projected position by portfolio.</p> <table border="1"> <thead> <tr> <th>TOTAL EXPENDITURE AND INCOME</th> <th>Original Budget</th> <th>Revised Budget</th> <th>Projected Outturn</th> <th>In-Year Over/ (Under) spend</th> </tr> <tr> <td></td> <th>£m</th> <th>£m</th> <th>£m</th> <th>£m</th> </tr> </thead> <tbody> <tr> <td>Social Services</td> <td>59.696</td> <td>59.670</td> <td>59.645</td> <td>(0.025)</td> </tr> <tr> <td>Community & Enterprise</td> <td>12.598</td> <td>12.706</td> <td>12.523</td> <td>(0.183)</td> </tr> <tr> <td>Streetscene & Transportation</td> <td>27.782</td> <td>27.770</td> <td>28.878</td> <td>1.108</td> </tr> <tr> <td>Planning & Environment</td> <td>4.887</td> <td>5.331</td> <td>5.506</td> <td>0.175</td> </tr> <tr> <td>Education & Youth</td> <td>13.760</td> <td>13.563</td> <td>13.546</td> <td>(0.017)</td> </tr> <tr> <td>Schools</td> <td>82.670</td> <td>83.157</td> <td>83.157</td> <td>0.000</td> </tr> <tr> <td>People & Resources</td> <td>4.595</td> <td>4.644</td> <td>4.674</td> <td>0.030</td> </tr> <tr> <td>Governance</td> <td>8.689</td> <td>8.728</td> <td>8.897</td> <td>0.169</td> </tr> <tr> <td>Organisational Change</td> <td>9.569</td> <td>9.635</td> <td>9.466</td> <td>(0.169)</td> </tr> <tr> <td>Chief Executive</td> <td>3.296</td> <td>3.195</td> <td>3.010</td> <td>(0.185)</td> </tr> <tr> <td>Central & Corporate Finance</td> <td>23.915</td> <td>23.058</td> <td>22.750</td> <td>(0.308)</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>251.457</td> <td>251.457</td> <td>252.052</td> <td>0.595</td> </tr> </tbody> </table>	TOTAL EXPENDITURE AND INCOME	Original Budget	Revised Budget	Projected Outturn	In-Year Over/ (Under) spend		£m	£m	£m	£m	Social Services	59.696	59.670	59.645	(0.025)	Community & Enterprise	12.598	12.706	12.523	(0.183)	Streetscene & Transportation	27.782	27.770	28.878	1.108	Planning & Environment	4.887	5.331	5.506	0.175	Education & Youth	13.760	13.563	13.546	(0.017)	Schools	82.670	83.157	83.157	0.000	People & Resources	4.595	4.644	4.674	0.030	Governance	8.689	8.728	8.897	0.169	Organisational Change	9.569	9.635	9.466	(0.169)	Chief Executive	3.296	3.195	3.010	(0.185)	Central & Corporate Finance	23.915	23.058	22.750	(0.308)						Total	251.457	251.457	252.052	0.595
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1.02	The reasons for the projected variances occurring to date are summarised within appendix 2 with movements between periods summarised in appendix 1.																																																																											
1.03	<p>Significant budget movements between original and revised budget</p> <p>There were no significant budget changes between portfolios in month 5.</p>																																																																											
1.04	<p>Streetscene and Transportation</p> <p>The overall overspend within Streetscene & Transportation has increased from a projected £0.894m at Month 4 to £1.108m. The projected overspend within the service is due in part to the delay in the implementation of a number of efficiencies as reported to the Programme Board. In addition fluctuations in recycle sales due to a volatile market has led to an increased pressure on income projections which have resulted in a shortfall of £0.347m. Full details of movements are explained in Appendix 1.</p>																																																																											
1.05	<p>Programme of Efficiencies</p> <p>The 2015/16 budget contains £12.874m of specific efficiencies which are</p>																																																																											

	being tracked through the relevant programme board.
1.06	Appendix 3 provides detail on the latest position where there is a variation to the level of efficiency achievable compared to the budget.
1.07	This shows that it is currently projected that £10.803m (84%) will be achieved resulting in a net underachievement of £2.071m. The position will continue to be monitored and reported throughout the monthly monitoring process.
	Inflation
1.08	Included within the 2015/16 budget are provisions for pay (£1.304m), targeted price inflation (£0.421m), non-standard inflation (£0.102m) and income (£0.254m).
1.09	For 2015/16 the amounts for non-standard inflation (NSI) include an allocation for food (£0.064m) and an allocation for Non Domestic Rates (£0.038m).
1.10	There is also an amount of £0.240m remaining from 2014/15 which is currently also being held centrally. Areas subject to NSI increases will be monitored throughout the year and allocations made to portfolio areas only where a critical funding need is evidenced.
	Reserves and Balances
	Unearmarked Reserves
1.11	The 2014/15 outturn reported to Cabinet on 14 th July 2015 showed unearmarked reserves at 31 March 2015 (above the base level of £5.769m) of £4.746m.
1.12	Taking into account the current overspend at Month 5 the balance on the contingency reserve at 31 st March 2016 is projected to be £3.941m.
1.13	This includes the expenditure of £0.210m approved at Month 3 for the costs of the Speed Limit Review.
1.14	The Council will shortly be commencing with a number of Community Engagement events to gain feedback on its Medium Term Financial Strategy. There is a requirement for £0.050m of one-off funding for animation, video and presentational costs and it is recommended that this is funded from the Contingency reserve.
	Earmarked Reserves
1.15	The Council has developed a reserves protocol which was considered by Audit Committee and approved by County Council on 24 th September 2015. This sets out the principles around how the council will determine, manage and review the level of its reserves and includes reference to regular reporting of the latest position to Cabinet and Corporate Resources Overview and Scrutiny Committee.

1.16	A summary of earmarked reserves was included as at Month 4. Quarter 2 information will be reported as part of the Revenue Monitoring Report 2014/15 (Month 6).
1.17	Housing Revenue Account On 17 February 2015 the Council approved a Housing Revenue Account (HRA) budget for 2015/16 of £30.776m.
1.18	The budget provided for a closing balance of £1.396m which at 4.5% of total expenditure, satisfies the prudent approach of ensuring a minimum level of 3%.
1.19	The 2014/15 Outturn Report to Cabinet on 14 th July 2015 showed a closing balance at the end of 2014/15 of £1.510m.
1.20	The Month 5 monitoring report for the HRA is projecting in year expenditure to be £0.041m higher than budget and a projected closing balance as at 31 March 2016 of £1.196m.

2.00	RESOURCE IMPLICATIONS
2.01	The Budget Monitoring Report reflects the planned use of the financial resources of the Council for the current financial year and details the variations occurring to date.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None Required.

4.00	RISK MANAGEMENT
4.01	Recycling The recycling market (paper in particular) is going through a volatile period with fluctuating re-cycle sale values. This will impact on 2015/16 recycling income levels for the Council. The current impact is reflected in the Month 5 projections and will continue to be monitored throughout the year. Status: unstable/amber risk.
4.02	Car Parking Due to car parking charges being introduced in some Flintshire towns later than anticipated during 2015/16, it is likely that there will be an increased shortfall in achieving the increased car park income targets. Therefore, work is currently ongoing to take account of the revised implementation dates and the subsequent affect this will have on revised income projections, the updated outturn position is reflected in the Month 5 projections. Status: unstable/amber risk.

4.03	<p>Out of County Placements</p> <p>The risk is the volatility in demand and the impacts on service costs which cannot be predicted with any certainty. Therefore there is always a risk of significant variances occurring although this area will continue to be closely monitored. Status: unstable/amber risk.</p>
4.04	<p>Former Euticals Site</p> <p>Monthly costs for ongoing security and maintenance of the site are in the region of £0.030m and will accumulate throughout the financial year until site disposal. Status: unstable/amber risk.</p>
4.05	<p>In Year Reductions in Specific Government Grants</p> <p>This is a generic risk associated with the risk of some Government grants reducing in year. Whilst these are being managed and mitigated where known, they can add to cumulative cost pressures. Status: unstable/amber risk.</p>

5.00	APPENDICES
5.01	<p>Council Fund – Movement in Variances from Month 4 – Appendix 1</p> <p>Council Fund – Budget Variances – Appendix 2</p> <p>Council Fund – Programme of Efficiencies – Appendix 3</p> <p>Council Fund – Movement on unearmarked reserves – Appendix 4</p> <p>Housing Revenue Account Variances – Appendix 5</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None required</p> <p>Contact Officer: Sara Dulson Finance Manager</p> <p>Telephone: 01352 702287</p> <p>E-mail: sara.dulson@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Budget: a statement expressing the Council's policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them.</p>
7.02	<p>Council Fund: the fund to which all the Council's revenue expenditure is charged.</p>
7.03	<p>Financial Year: the period of twelve months commencing on 1 April.</p>

7.04	Housing Revenue Account: the Housing Revenue Account (HRA) is a local authority account showing current income and expenditure on housing services related to its own housing stock. The account is separate from the Council Fund and trading accounts and is funded primarily from rents and government subsidy.
7.05	Projected Outturn: projection of the expenditure to the end of the financial year, made on the basis of actual expenditure incurred to date.
7.06	Reserves: these are balances in hand that have accumulated over previous years and are held for defined (earmarked reserves) and general (general reserves) purposes. Councils are required to regularly review the level and purpose of their reserves and to take account of the advice of the Chief Finance Officer.
7.07	Revenue: a term used to describe the day-to-day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.
7.08	Underspend: when referring to expenditure the actual expenditure incurred is less than budget. Shown as a –ve. When referring to income the actual income achieved exceeds the budget. Shown as a –ve.
7.09	Variance: difference between latest budget and actual income or expenditure. Can be to date if reflecting the current or most up to date position or projected, for example projected to the end of the month or financial year.
7.10	Virement: the transfer of budget provision from one budget head to another. Virement decisions apply to both revenue and capital expenditure heads, and between expenditure and income, and may include transfers from contingency provisions. Virements may not however be approved between capital and revenue budget heads.



COUNCIL FUND - REVENUE BUDGET 2015/16
FLINTSHIRE COUNTY COUNCIL

Budget Monitoring (Month 5)
Summary of Movement from Month 4

	£m	£m
Month 4		
Portfolios	0.738	
Central and Corporate Finance	(0.313)	
Variance as per Cabinet Report		0.425
Month 5		
Portfolios	0.903	
Central and Corporate Finance	(0.308)	
Variance as per Directorate Returns		0.595
Change Requiring Explanation		0.170
<u>Social Services</u>		
Services For Adults		
• Reablement Services (Intake and Reablement) - Community Care Officer reallocated to CHC Independence -(£0.030m), Other Minor variances amount to -(£0.005m).	(0.035)	
• Resources & Regulated Services (Intake and Reablement) - Movement due to vacancies being filled.	0.034	
• Residential and Domiciliary Services (Mental Health) - Movement due to increase in Joint funding income of -(£0.055m) from BCUHB.	(0.055)	
• Disability Services (Disability Services) - Reduction in forecast of transition clients care package costs for 15/16.	(0.072)	
• Other minor changes of less than £0.025m for Services for Adults.	(0.024)	
Subtotal: Services for Adults		(0.152)
Development & Resources		
• Finance (Deputyship team) - Reduction in customer care income.	0.019	
• Other minor changes of less than £0.025m.	0.069	
Subtotal: Development & Resources		0.088
Children's Services		
• Professional Support - Increase in court costs within resources In addition increases in Children & Young Adults Support Team (CYAST) support costs.	0.059	
• Other minor changes of less than £0.025m.	0.053	
Subtotal: Children's Services		0.112
Total: Social Services		0.048
<u>Community & Enterprise</u>		
Revenues & Benefits		
• Additional surplus on Council Tax Collection Fund.	(0.019)	
• Council Tax Reduction Scheme expenditure	0.014	
• Minor changes of less than £0.025m	0.001	
Subtotal: Revenues & Benefits		(0.004)
Minor changes of less than £0.025m.		
• Customer & Housing Services	0.004	
• Customer Services	(0.001)	
Subtotal: Customer Services		0.003
Total: Community & Enterprise		(0.001)

Streetscene & Transportation Portfolio

Ancillary Services & Performance	
• Further under achieving in the recycling market due to a volatile period with fluctuating re-cycle sale values	0.111
• Parking & Enforcement - delays in the implementation of car parking charges across the County	0.090
• Other minor changes of less than £0.025m	0.013
Subtotal: Ancillary Services & Performance	0.214
Total: Streetscene & Transportation	0.214

Planning & Environment Portfolio

Minor variances of less than £0.025m	
• Business	0.005
• Community	0.001
• Development	0.004
• Access	(0.001)
• Shared Service	(0.005)
• Strategy	0.001
• Administration	0.003
Total: Planning & Environment	0.008

Education & Youth

Minor variances of less than £0.025m	
• Primary & Early Years Education - Primary Schools	0.004
• Inclusion Services - Out of County	(0.009)
• Regional Services	(0.004)
• School Planning	(0.005)
• Adult & Community Education	0.005
• Youth Justice Service	0.003
• Youth & Community Service	(0.013)
Total minor variances of less than £0.025m	(0.019)
Total: Education & Youth	(0.019)

People & Resources

HR & OD	
Occupational Health - workforce costs have decreased by -(£0.012m) due to vacancies,	
• consultancy costs have reduced by -(£0.008m) due to less doctor consultant days and counselling sessions required.	(0.020)
• Minor changes of less than £0.025m.	(0.006)
Subtotal: HR & OD	(0.026)
Corporate Finance	
• Minor changes of less than £0.025m.	0.021
Subtotal: Corporate Finance	0.021
Total: People & Resources	(0.005)

Governance

Legal Services	
• Increase in workforce costs due to maternity cover and an increase in the duration of an agency contract.	0.030
Subtotal: Legal Services	0.030
Minor variances of less than £0.025m	
• Democratic Services	0.004
• Business Support	(0.003)
Total minor variances of less than £0.025m	0.001
Total: Governance	0.031

Organisational Change

Property Design & Consultancy	
• Projected costs relating to the demolition of Connah's Quay office has been met through funding support from the Vibrant and Viable Places initiative resulting in -(£0.054m) savings within this service area. This approach will support wider strategic regeneration initiatives.	(0.054)
Subtotal: Property Design & Consultancy	(0.054)
Minor variances of less than £0.025m	
• Public Libraries & Arts, Culture & Events	(0.006)
• County Archives	0.003
• Leisure Services	0.001
• Valuations & Estates	0.014
• Facilities	(0.017)
Total minor variances of less than £0.025m	(0.005)
Total: Organisational Change	(0.059)

Chief Executive

• There is a potential underspend of -(£0.044m) on the budget required for increments relating to performance related pay. An underspend of -(£0.008m) is due to minor variances.	(0.052)
Total: Chief Executive	(0.052)

Central & Corporate Finance

• Minor changes of less than £0.025m.	0.005
Total: Central & Corporate Finance	0.005

Total Changes

0.170

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Social Services						
Locality Teams (Localities)	14.250	13.955	(0.295)	(0.291)	<p>Domiciliary Care There are some significant compensating variances in this area. The main area of pressure is Domiciliary Care, which is still being influenced by clients returning to the service following successful past reablement, the changing demographic profile, increased complexity of need and increasing numbers of people with dementia. The current level of projected overspend is £0.436m which has significantly reduced from the 2014/15 outturn position of £0.837m, which has been partly influenced by the cessation of one complex package.</p> <p>Residential Care The significant projected overspend on Domiciliary care is being more than offset by a projected underspend of (£0.764m) on residential care, which includes, an underspend of (£0.253m) on payments to care home providers, an underspend of (£0.481m) due to an increase in the level of property related income, plus further increases in income above budget including (£0.030m) for free nursing.</p> <p>Professional Support A further area of significant area of underspend is the professional support within the area Localities teams. There is a total projected underspend of (£0.093m) which relates to staffing due to Social Worker vacancies.</p> <p>Other A further area of significant area of overspend is Minor Adaptations where an efficiency measure for £0.105m was approved in the budget relating to a means testing approach is now considered to be unachievable. It is intended that this pressure is addressed by way of realignment of budget from another area. Other minor variances amount to a net £0.021m within Day care services.</p>	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.
						Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
First Contact (Intake and Reablement)	0.519	0.435	(0.084)	(0.084)	The projected under spend is due to additional income of (£0.107m) offset by other minor variances amount to net £0.023m.	Keep under review.
Reablement Services (Intake and Reablement)	0.451	0.397	(0.054)	(0.019)	The projected under spend is mainly due to the reallocation of an officer to another service promoting Continuing Health Care independence.	Keep under review.
Hospital Social Work	0.427	0.308	(0.119)	(0.104)	Staffing savings due to vacant posts - which are intended to be used as part of budget realignment adjustments in respect of efficiency proposals which cannot be achieved.	Keep under review.
Resources & Regulated Services (Intake and Reablement)	5.931	5.846	(0.085)	(0.119)	Area of significant area of underspend is the Home Care within the area Resources & Regulated Services teams. There is a total projected underspend of (£0.085m) which relates to staffing due to vacancies.	Keep under review.
Transition and Disability Services (Disability Services)	0.597	0.709	0.112	0.117	The projected overspend is mainly due to the cost of the support arrangements provided by Penderelis in respect of direct payments. This accounts for £0.082m of the total projected overspend of £0.112m with other minor variances making up the remaining £0.030m.	Keep under review.
Resources & Regulated Services (Disability Services)	15.773	15.940	0.167	0.193	This service is now reflecting the transfer of budget in relation to the Independent Living fund (ILF) to Central and Corporate as a one off efficiency. The remaining element is in relation to the additional admin. capacity needed to manage the payments to service users and for obligations to fund employer liability insurance payments for service users who employ carers.	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.
Vulnerable Adults and Disability Service (Disability Services)	2.271	2.466	0.195	0.195	Reflects current care packages for 2015/16, estimated commitment with additional transition clients.	Keep under review.

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Administrative Support (Disability Services)	0.304	0.424	0.120	0.117	This overspend is mainly due to pressures on employees costs, including use of agency staff.	Keep under review.
Residential and Domiciliary Service (Mental Health & Substance Misuse Service)	0.813	0.928	0.115	0.170	Increases in Residential and Domiciliary packages along side additional new package costs.	Keep under review.
Professional Support (Mental Health & Substance Misuse Service)	0.693	0.765	0.072	0.077	Overspend is mainly due to pressures on employees costs, including use of agency staff.	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.
Forensic Budget (Mental Health & Substance Misuse Service)	0.317	0.128	(0.189)	(0.189)	Reflects current care packages for 2015/16.	Keep under review - potential volatility due to changes in client numbers and demands at short notice from prison or courts.
Other Services for Adults variances (aggregate)	3.423	3.269	(0.154)	(0.108)	Various minor variances.	Continue to review but not expected to be recurrent.
Business Services - Charging Policy Income	(1.673)	(1.899)	(0.226)	(0.252)	Impact of an increase by Welsh Government in the level of the maximum charge cap from £55 per week to £60 per week.	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.
Training	0.047	0.213	0.166	0.154	The base budget for this service has naturally reduced as a consequence of the combined impact of Single Status outcomes and EVR/VR determinations. As a consequence the match funding element of the budget has fallen below the level required to meet the grant conditions for the Social Care Workforce Development Programme Grant (SCWDP). It will be necessary therefore to realign the budget from elsewhere within Social Services to top up to the level required.	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures.

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Other Development & Resources variances (aggregate)	2.418	2.524	0.106	0.056	Various minor variances.	Continue to review but not expected to be recurrent.
Family Placement (Children's Services)	2.227	2.433	0.206	0.196	The £0.206m overspend is a result of an increase in the number of foster care placements within the service. Part of this is also due to the increasing number of court orders for Residence and Special Guardianship orders which invariably attract an ongoing allowance for the carers.	A review of the Family Placement Team has been undertaken the outcome of which is being considered and will inform future planning and possible efficiencies.
Professional Support	4.997	5.214	0.217	0.158	Most of this pressure (£0.160m) relates to the Children's and Young Adults Support team (CYAST). This is due to pressures within payments to external providers of £0.128m and Transport £0.057m, with some offsetting underspends against pay budgets due to vacancies. There is a further pressure of £0.068m against the Children's Integrated Disability Service (CIDS) which is due to an increased numbers of direct payment service users. There are offsetting net underspends of £0.011m elsewhere within Children's Services Professional Support.	Recommend budget realignment adjustments to use underspends elsewhere in service to address pressures
Out of County Placements	3.416	3.216	(0.200)	(0.200)	Reflects current care packages for 2015/16	Keep under review.
Other Services for Children variances (aggregate)	2.469	2.374	(0.095)	(0.140)	Various minor variances.	Continue to review but not expected to be recurrent.
Total Social Services	59.670	59.645	(0.025)	(0.073)		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Community & Enterprise						
Customer & Housing Services	0.777	0.725	(0.052)	(0.056)	Additional in-year underspend identified in respect of Homeless Accommodation (£0.094m). Expenditure in respect of SHARP procurement of £0.031m. Other minor variances of £0.011m.	Continue to monitor and review.
Supporting People	0.095	0.124	0.029	0.029	Telecare income lower than anticipated by £0.061m. Community Centres additional underspend of (£0.049m). Other minor variances of £0.017m.	Continue to monitor and review.
Regeneration	0.469	0.529	0.060	0.060	Estimated shortfall of £0.060m in markets due to income targets increasing in line with inflation each year, where charges have not increased at the same rate.	Continue to monitor and review.
Revenues & Benefits	10.655	10.499	(0.156)	(0.152)	Anticipated surplus on the Council Tax Collection Fund currently stands at (£0.143m) higher than initially estimated. Projected underspend on the budgeted provision for the Council Tax Reduction Scheme (£0.226m). Housing Benefit Subsidy budgeted shortfall of £0.193m. Other minor variances of £0.020m.	Continue to monitor closely as these areas are highly volatile and projections are likely to change throughout the year.
Customer Services	0.710	0.646	(0.064)	(0.063)	Underspend on the Flintshire Connects service provision of (£0.048m). Other minor variances of (£0.016m).	Continue to monitor and review.
Total Community & Enterprise	12.706	12.523	(0.183)	(0.182)		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Streetscene & Transportation Waste Disposal & Waste Collection	6.589	7.411	0.822	0.696	<p>Reduced electricity sales from gas engines following equipment breakdown and fluctuating levels of gas extraction £0.150m.</p> <p>Further options are being considered and consultation undertaken in relation to the proposed closure of Hope recycling centre. In addition, changes to the later than expected introduction of new operating times at Connah's Quay and Flint sites will result in a total projected shortfall on the budgeted efficiency of £0.175m.</p> <p>Delayed implementation of delivery service for waste containers £0.050m and introduction of charge for second waste bin £0.025m.</p> <p>Under achieving in the recycling market due to a volatile period with fluctuating re-cycle sale values £0.236m; At Period 5, further reducing income levels of £0.111m. No income due in 2015-16 for compost from DCC £0.060m as they are no longer using the composting facilities at Greenfield. Other minor variances of £0.015m.</p>	<p>Potential for investment to upgrade/install new extraction wells and new management arrangement.</p> <p>Reported through Programme Board Efficiency Tracker.</p> <p>Reported through Programme Board Efficiency Tracker.</p> <p>Monitor recycling market closely throughout 2015/16 and amend projections accordingly.</p>
Parking & Enforcement	0.096	0.206	0.110	0.020	Shortfall from Business Planning proposals following delays in the implementation of car parking charges across the County	Monitor Car Parking Income closely and amend projections accordingly
Ancillary Services & Performance - Other Variances	0.778	0.791	0.013	0.015	Minor Variances.	Reported through Programme Board Efficiency Tracker

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Transportation & Logistics - other Variances	12.750	12.775	0.025	0.025	Minor Variances.	Reported through Programme Board Efficiency Tracker.
Highways Strategy & Network	7.366	7.504	0.138	0.150	Delay in the full externalisation of grass cutting service £0.050m. The implementation of the reduced cleansing standards is now anticipated to be 1st January 2016 which will result in an estimated shortfall in the efficiency of £0.100m. Minor variances of (£0.012m).	Reported through Programme Board Efficiency Tracker. Reported through Programme Board Efficiency Tracker.
Highway Network - other Variances	0.191	0.191	0.000	(0.012)	No Variance.	Continue to review.
Total Streetscene & Transportation	27.770	28.878	1.108	0.894		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Planning & Environment						
Pest Control Dog Warden	0.043	0.053	0.010	0.012	Minor Variances.	Monitor level of services provided and adjust income commitment as appropriate.
Licensing	(0.008)	0.015	0.023	0.023	Minor Variances.	Monitor level of services provided and adjust income commitment as appropriate.
Community - Aggregate of other Variances	0.668	0.663	(0.005)	(0.006)	Minor Variances.	Continue to review.
Animal Health & Defra	0.126	0.160	0.034	0.033	Shortfall on Grant Income target due to partnership with Wrexham ending in late 2015.	Investigate ways to reduce Grant Income target through potential budget realignment.
Business - Aggregate of other Variances	1.440	1.444	0.004	0.000	Minor Variances.	Continue to review.
Planning Control & Enforcement	(0.133)	(0.010)	0.123	0.115	Shortfall from Planning App fees not increasing until October, 2015 with a slight improvement at Period 4.	Planning Fee Income levels will be closely monitored
Development - Aggregate of other Variances	0.133	0.123	(0.010)	(0.006)	Minor Variances.	Continue to review.
Portfolio Aggregate of other Variances	3.062	3.058	(0.004)	(0.004)	Minor Variances.	Continue to review.
Total Planning & Environment	5.331	5.506	0.175	0.167		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Education & Youth						
Primary & Early Years Education	0.868	0.881	0.013	0.009	Minor Variances.	Continue to review.
Secondary, 14-19 & Continuing Education	1.122	1.127	0.005	0.009	Minor Variances.	Continue to review.
Inclusion Services	8.676	8.637	(0.039)	(0.030)	Out of County placements are an area of risk to the authority due to the volatile nature of the service and the potential for high cost placements and unpredictability of demand	Continue to review.
Access (School Planning & Provision)	0.508	0.527	0.019	0.024	This relates to the increase in demand for Free School Meals.	Continue to review.
21st Century Schools	0.492	0.492	0.000	0.000	No Variance.	Continue to review.
Youth Services	1.471	1.462	(0.009)	(0.004)	Minor Variances.	Continue to review.
Commissioning & Performance	0.234	0.234	0.000	0.000	No Variance.	Continue to review.
School Management & Information Team	0.192	0.186	(0.006)	(0.005)	Minor Variances.	Continue to review.
Total Education & Youth	13.563	13.546	(0.017)	0.002		
Schools						
Primary & Early Years Education	43.646	43.646	0.000	0.000	No Variance.	Continue to review.
Secondary, 14-19 & Continuing Education	35.605	35.605	0.000	0.000	No Variance.	Continue to review.
Inclusion Services	3.906	3.906	0.000	0.000	No Variance.	Continue to review.
Total Schools	83.157	83.157	0.000	0.000		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
People & Resources						
HR&OD	2.243	2.292	0.049	0.075	A 2015/16 budget efficiency of £0.105m is being reported as not achievable. This is being partially offset by workforce underspends of (£0.050m) and minor variances of (£0.006m).	The efficiencies are expected to be achieved in full next year. Workforce underspends are in-year only.
Corporate Finance	2.401	2.382	(0.019)	(0.040)	A 2015/16 budget efficiency is being reported as being partially achieved with a shortfall of £0.038m. This is being offset by temporary workforce underspends of (£0.82m). Overspend of £0.025m for beacon method for valuation of Residential Stock which is to be completed by December 2015.	The efficiencies are expected to be achieved in full next year. Workforce underspends are in-year only.
Total People & Resources	4.644	4.674	0.030	0.035		
Governance						
Legal Services	0.610	0.628	0.018	(0.012)	Minor Variances.	Underspend is not expected to be recurrent.
Democratic Services	1.911	2.023	0.112	0.108	The overspend is due to a delay in achieving an efficiency of £0.110m which was agreed within the 2014/15 budget. An overspend of £0.002m is due to minor variances.	The efficiency is expected to be achieved in full next year.
Internal Audit	0.416	0.414	(0.002)	(0.003)	Minor Variances.	Underspend is not expected to be recurrent.
Procurement	0.138	0.158	0.020	0.020	Minor Variances.	Overspend is not expected to be recurrent.
Business Support	0.753	0.744	(0.009)	(0.005)	Minor Variances.	Underspend is not expected to be recurrent.
Records Management	0.174	0.194	0.020	0.020	Minor Variances.	Overspend is not expected to be recurrent.
ICT	4.726	4.736	0.010	0.010	Minor Variances.	Overspend is not expected to be recurrent.
Total Governance	8.728	8.897	0.169	0.138		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Organisational Change						
Public Libraries & Arts, Culture & Events	1.769	1.763	(0.006)	0.000	Minor Variances.	Continue to review.
Museums Service	0.064	0.064	0.000	0.000	No Variance.	Continue to review.
County Archives	0.259	0.261	0.002	(0.001)	Minor Variances.	Continue to review.
Leisure Services	3.970	3.984	0.014	0.013	£0.070m Deeside Ice rink income pressure offset by premises & supplies cost savings of (£0.063m). Other minor variances of £0.007m.	Continue to review.
Community Assets	0.018	0.018	0.000	0.000	No Variance.	Continue to review.
Valuation & Estates	(0.807)	(0.904)	(0.097)	(0.111)	Workforce efficiencies of (£0.097m) achieved following staff releases within this Service area.	Continue to review.
Property Design & Consultancy	2.688	2.634	(0.054)	0.000	Projected costs relating to the demolition of Connah's Quay office has been met through funding support from the Vibrant and Viable Places initiative resulting in (£0.054m) savings within this service area. This approach will support wider strategic regeneration initiatives.	Continue to review.
Engineering Services	0.000	0.000	0.000	0.000	No Variance.	Continue to review.
Facilities Services	1.674	1.646	(0.028)	(0.011)	The (£0.028m) underspend is as a result of a decrease in the spend on provisions. The new electronic stock management system reduces waste which is resulting in a reduction in expected outturn.	Continue to review.
Total Organisational Change	9.635	9.466	(0.169)	(0.110)		

MONTH 5 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Month 4 (£m)	Cause of Major Variance	Action Required
Chief Executives	3.195	3.010	(0.185)	(0.133)	The underspend is due to workforce savings of (£0.075m) and also a reduction in Core Funding Agreements of (£0.028m). There is a potential underspend of (£0.044m) on the budget required for increments relating to performance related pay. The balance of (£0.038m) is due to minor variances.	Employee savings of (£0.056m) are expected to be in-year only.
Total Chief Executives	3.195	3.010	(0.185)	(0.133)		
Central & Corporate Finance	23.058	22.750	(0.308)	(0.313)	HRA Financing - The settlement amount changed after the budget was set. Based on all original assumptions this equates to a reduction in efficiencies of approximately £0.600m. Balance of unused Non Standard Inflation from previous year (£0.240m). Pension Actuarial Review (£0.912m) due to lower than anticipated costs of additional contributions. Estimated Workforce Efficiency - £0.150m considered unachievable in year. One-off in-year efficiency of (£0.300m) in relation to the Independent Living Fund (ILF). One off / time limited, Unbudgeted costs of £0.400m in relation to former Euticals Ltd - Sandycroft site. Minor Variances of (£0.006m).	Review of CLIA will identify overall position for possible mitigation. Review as part of Medium Term Finance Strategy, Corporate Financing Options. Consider realignment options. Currently looking at other options. Continue to review. Keep under review. Keep under review.
Total Central & Corporate Finance	23.058	22.750	(0.308)	(0.313)		
TOTAL	251.457	252.052	0.595	0.425		

2015/16 Efficiencies Month 5 - Under or Over Achieved

Portfolio	Original Efficiency	Revised Efficiency	(Under)/Over Achievement
	2015/16 £(m)	2015/16 £(m)	2015/16 £(m)
People & Resources			
Review of specialist finance functions to identify efficiencies in process	0.170	0.166	(0.004)
Ensure continuation of grant maximisation opportunities identified in 2014/15	0.100	0.066	(0.034)
Review of specialist human resources functions to identify efficiencies in process	0.105	0.000	(0.105)
Total People & Resources	0.375	0.232	(0.143)
Central and Corporate Finance			
Workforce efficiency proposal	0.300	0.150	(0.150)
Central Loans and Investment Review	1.830	1.230	(0.600)
Total Central & Corporate Finance	2.130	1.380	(0.750)
Social Services			
Develop means testing approach for minor adaptations	0.100	0.000	(0.100)
Review model/costs contracts for catering	0.050	0.000	(0.050)
Rationalise the number of sites where In-House short term care is provided	0.075	0.110	0.035
Develop a 'progression' model for Supported Living	0.250	0.145	(0.105)
Review commissioning with Action for Children	0.075	0.015	(0.060)
Regional approach to advocacy	0.053	0.005	(0.048)
Review and realign funding to voluntary sector	0.203	0.065	(0.138)
Total Social Services	0.806	0.340	(0.466)
Community & Enterprise			
Welfare Rights Team Review	0.020	0.035	0.015
Community Centres	0.048	0.096	0.048
Community Based Accommodation Support Service	0.030	0.060	0.030
Telecare Charging	0.200	0.139	(0.061)
Total Community & Enterprise	0.298	0.330	0.032
Streetscene & Transportation			
Introduce non-generic Streetscene roles (3 year plan)	0.080	0.115	0.035
Develop Energy Production at Landfill	0.050	0.000	(0.050)
Rationalise HRC Sites	0.400	0.225	(0.175)
Removing the Waste Containers delivery service	0.150	0.100	(0.050)
Introduce Charge for 2nd Garden Waste Bin	0.050	0.025	(0.025)
Car Parking Charges	0.400	0.380	(0.020)
Cancel Real Time Info System	0.020	0.025	0.005
Charge Maintenance of Bus Shelters	0.005	0.000	(0.005)
Review subsidised bus routes	0.075	0.050	(0.025)
Externalise grass cutting service	0.075	0.025	(0.050)
Reduced Street Lighting resource	0.050	0.038	(0.013)
Remove second grass cut for highway verges	0.030	0.025	(0.005)
Reduce Cleansing standards zero tolerance litter	0.150	0.050	(0.100)
Part night street lighting in residential areas	0.020	0.030	0.010
Winter Maintenance (Car Parks and standard)	0.150	0.170	0.020
Total Streetscene & Transportation	1.705	1.258	(0.448)
Planning & Environment			
Staffing & Management Restructure (incl. all vacancies)	0.295	0.178	(0.117)
Staffing & Collaboration	0.024	0.036	0.012
Animal & Pest Control	0.030	0.005	(0.025)
Increased Planning Fees (15% WG increase)	0.135	0.050	(0.085)
Increase in number of Planning Applications	0.060	0.030	(0.030)
Additional elements of charging (discharge of conditions)	0.050	0.025	(0.025)
Pre-Planning Advice PDM111952P	0.020	(0.006)	(0.026)
Total Planning & Environment	0.614	0.318	(0.296)
Total 2015/16 Budget Efficiencies		100	12.874
Total Projected 2015/16 Budget Efficiencies Underachieved		16	2.071
Total Projected 2015/16 Budget Efficiencies Achieved		84	10.803

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2015	10.515	
Less - Base Level	(5.769)	
Total Reserves above base level available for delegation to Cabinet		4.746
Less - Allocation from the Contingency Reserve for the costs of the speed limit review		(0.210)
Less projected overspend as at Month 5		(0.595)
Total projected Contingency Reserve as at 31st March 2016		3.941

HRA Major Variance Report - Period 5

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Variance Last Month (£m)	Cause of Variance	Action Required
Estate Management	1.634	1.696	0.062	0.066	£0.018m pressure on Rechargeable Works due to previous years invoices starting to reverse based on bad debt procedures. £0.013m pressure on salaries due to agency staff engagement. £0.025m pressure on staff mileage and mobile phone usage due to insufficient budget being allocated. The remaining £0.006m relates to minor variances.	Keep under review.
Other variances (aggregate)	(1.400)	(1.421)	(0.021)	(0.064)	Various minor variances.	Keep under review.
Total :	0.234	0.275	0.041	0.002		



CABINET

Date of Meeting	Tuesday, 17 th November 2015
Report Subject	Council Tax Base for 2016-17
Cabinet Member	Cabinet Member for Corporate Management
Report Author	Chief Officer (Community & Enterprise)
Type of Report	Operational

EXECUTIVE SUMMARY

Setting the Council Tax Base for the next financial year allows the County Council, Police & Crime Commissioners Office for North Wales and Town/Community Councils to calculate next year's Council Tax precept which funds, or partly funds, local services.

The Tax Base for 2016-17 has been calculated as being 62,759 band D equivalent chargeable properties, after taking into account the total number of properties that are either exempt from council tax or where household discounts apply for disabled reductions or other status discounts.

Setting the Tax Base at 62,759 band D equivalent properties also represents growth in the Base of 1.2% compared to the previous year, equivalent to an increase of 766 band D equivalent properties. This is largely as a direct result of the effective management of the Base by reviewing single person discounts and other exemptions coupled with the impact of new homes being built across the County.

Setting of the latest Council Tax Base is integral to the revenue budget and Council Tax setting process for 2016-17.

RECOMMENDATIONS

1	Approve the Tax Base of 62,759 band D equivalent properties (as shown in Appendix 1) for the financial year 2016-17
2	Continue to set a 'nil' level of discount for properties falling within any of the Prescribed Classes (A, B or C) and for this to apply to the whole of the County area

REPORT DETAILS

1.00	EXPLAINING THE COUNCIL TAX BASE FOR 2016/17
1.01	The Council fulfils the role of the 'billing authority' for the administration and collection of Council Tax and each year the Council is required to set the Council Tax Base for the following tax year.
1.02	The calculation of the Tax Base is always set as at 31 st October each year which then allows the Council, Police & Crime Commissioner for North Wales and Town/Community Councils to calculate next year's Council Tax precepts based on the estimated number of chargeable properties which are expressed as an equivalent number of Band 'D' properties.
1.03	Once approved, the Tax Base calculations are also supplied to Welsh Government and are then used for the distribution of Revenue Support Grant in the annual provision and final local authority revenue settlement.
1.04	The calculation of the Tax Base for 2016-17 is the measure of the taxable capacity for all areas in the County and is calculated in accordance with prescribed rules. The starting point for determining the Council Tax Base is the property band Valuation List supplied by the Valuation Office Agency. The total number of properties in each band is then reduced by exemptions and discounts. Discounts include, for example, reductions for single-person households, households with one or more students.
1.05	The latest Tax Base has been calculated using a projected collection level of 99.0% which ensures the Council sets the very highest collection level in Wales and demonstrates the successes in collecting Council Tax. The Tax base also reflects a very small allowance of 1% for bad debts.
1.06	To determine the final level of the Tax Base, the Council is also required to determine what discount, if any, is awarded to owners of second or holiday homes (otherwise known as Prescribed Discount Class A and B properties) or long term empty properties (Prescribed Discount Class C).
1.07	The Council Tax Base for 2016-17 is also calculated in line with the current policy of not awarding discounts to any Prescribed Class.

2.00	RESOURCE IMPLICATIONS
2.01	Setting of the Council Tax Base is part of an annual process of determining Council Tax charges for the next financial year as part of the Council's overall 2016-17 budget preparations.
2.02	The Council Tax Base is also used by the Police and Crime Commissioner and Town/Community Councils to set their Council Tax precepts for 2016-17, which will be included in the bills sent to every Council Tax payer in March 2016.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None

4.00	RISK MANAGEMENT
4.01	The Council has a statutory duty to set a Council Tax Base and the proposed Tax Base is an accurate forecast for the next financial year based on the number of chargeable properties after taking into account property exemptions, reductions and discount schemes.
4.02	The key risks centre around financial prudence and accuracy of forecasts used to determine the Tax Base. The Tax Base is largely based on property data and discount levels at a fixed point in time but includes a provision of 1% for non-collection, giving a forecast collection rate of 99.0%. This is consistent with previous collection levels and minimises financial risk to the Council.
4.03	Officers carefully track and monitor the Tax Base and Collection Fund performance on a monthly basis and the results feed into corporate budget monitoring and reporting processes.

5.00	APPENDICES
5.01	Appendix 1 shows a breakdown of the Tax Base for 2016-17 by Town and Community area.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Local Government Finance Act 1992 – section 68 Local Authorities (Calculation of C. Tax Base) (Wales) Regulations 1995 Council Tax (Prescribed Classes of Dwellings) (Wales) Regulations 2004</p> <p>Contact Office: David Barnes Revenues Manager</p> <p>Telephone: 01352 703652</p> <p>E-mail: david.barnes@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Revenue Support Grant: the annual amount of money the Council receives from Welsh Government to fund what it does alongside the Council Tax and other income the Council raises locally. Councils can decide how to use this grant across services although their freedom to allocate according to local choice can be limited by guidelines set by Government.</p> <p>Tax Base: is a measure of the Council’s ‘taxable capacity’ taking into account the</p>

7.02	number of chargeable properties after taking into account exemptions and discount schemes.
7.03	Chargeable dwellings: are all properties deemed to fall liable to Council Tax which appear in the Valuation List.
7.04	<p>Prescribed Discount Classes: Special rules apply to certain dwellings where no-one is resident. In these cases, a Welsh billing authority may make a determination to apply a lower rate of discount or, alternatively, to apply no discount at all. These classes are</p> <p>Class A – property which is unoccupied and furnished but where occupation is prohibited by law for over 28 days each year, usually as a result of planning restrictions</p> <p>Class B – property which is unoccupied and furnished and where occupation is not prohibited by law</p> <p>Class C – property which is unoccupied and substantially unfurnished beyond the normal exemption period</p>

APPENDIX 1 - COUNCIL TAX BASE FOR 2016-17

Community	2016-17 Properties at Band 'D'	2015-16 Properties at Band 'D'
Argoed	2,445.57	2,451.77
Bagillt	1,460.48	1,463.21
Broughton & Bretton	2,550.87	2,424.19
Brynford	475.00	473.82
Buckley	6,542.65	6,427.41
Caerwys	615.91	602.57
Cilcain	742.18	741.73
Connahs Quay	6,077.05	6,029.78
Flint	4,509.31	4,409.21
Gwernaffield	1,028.94	1,021.98
Gwernymynydd	554.22	555.83
Halkyn	1,369.46	1,358.09
Hawarden	6,213.80	6,186.20
Higher Kinnerton	825.11	816.12
Holywell	3,269.78	3,254.79
Hope	1,837.10	1,818.15
Leeswood	834.32	823.71
Llanasa	1,925.71	1,903.29
Llanfynydd	848.48	837.77
Mold	4,277.47	4,235.42
Mostyn	710.77	713.60
Nannerch	272.32	268.54
Nercwys	306.24	302.23
Northop	1,525.46	1,517.62
Northop Hall	762.27	739.04
Penyffordd	1,953.93	1,838.14
Queensferry	687.82	680.98
Saltney	1,845.31	1,814.63
Sealand	1,133.04	1,141.28
Shotton	2,186.42	2,176.89
Trelawnyd & Gwaenysgor	412.73	414.18
Treuddyn	748.03	753.33
Whitford	1,139.75	1,132.51
Ysceifiog	671.50	664.99
TOTAL BAND 'D' EQUIVALENT PROPS	62,759.00	61,993.00

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EXERCISE OF DELEGATED POWERS – DECISIONS TAKEN

Organisational Change - Leisure Services

- **Fitness Suite Equipment**

To approve the replacement of fitness suite equipment in Deeside, Mold, Flint and Holywell Leisure Centres with a total value of £390,142 which will be funded via prudential borrowing over 5 years.

Organisational Change

- **School Meal Price Increase**

Increases to the price of meals within schools to bring them more into line with other school meal providers across Wales.

Streetscene

- **Queensferry Roundabout and Asda Signal Junction Improvement Works**
Modifications and other highway related improvement works.

Community and Enterprise

- **Installation of Solar PV on Council Houses**

Installation of Solar PV (Solar Panels) on Council Houses prior to the cut in the Feed in Tariff on 31 December 2015.

Community and Enterprise

- **Proposed granting of an Easement to provide a gas main supplying 10 Council properties at Tegfan Court, High Street, Caergwrle**

It is recommended that approval is given for a mains gas pipe to be laid to Tegfan Court, Caergwrle so the tenants can be connected and enjoy lower cost and lower carbon heating. To this end, to facilitate the installation and as the gas main supply pipe and the associated equipment will remain in the ownership of the Statutory Undertaker, the County Council is required to grant an easement to the Statutory Undertaker.

Copies of the Delegated Powers reports are on deposit in the Team Manager's Room, Committee Services

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**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND OVERVIEW & SCRUTINY
NOVEMBER 2015 TO APRIL 2016**

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
November					
Organisational Change Overview & Scrutiny Committee	2 November 2015	Organisational Change	Alternative Delivery Model Business plans for social care To consider the Alternative Delivery Model Business Plans for Social Care		
Organisational Change Overview & Scrutiny Committee	2 November 2015	Organisational Change	Establishing 'Intelligent Client' approaches for Valuation, Property and Estates To consider the proposed approaches for Valuation, Property and Estates		
Organisational Change Overview & Scrutiny Committee	2 November 2015	Organisational Change	Connah's Quay Swimming Pool Community Asset Transfer To provide comments on the business case from the community		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Organisational Change Overview & Scrutiny Committee	2 November 2015	Overview and Scrutiny	<p>Quarter 1 Improvement Plan Monitoring Report To present the monitoring of progress for the first quarter of 2015/16 focusing on the areas of under performance relevant to the Organisational Change Overview & Scrutiny Committee</p>		
Organisational Change Overview & Scrutiny Committee	2 November 2015	Overview and Scrutiny	<p>The role of the committee in supporting Organisational Change To present information on the role of the Committee in supporting Organisational Change</p>		
Organisational Change Overview & Scrutiny Committee	2 November 2015	Overview and Scrutiny	<p>Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	4 November 2015	Community and Enterprise	<p>Delivery and outcomes of recent Regeneration Programmes</p> <p>For Member review of the delivery and outcomes of the Vibrant and Viable Places programme, Communities First programme and European funding programmes</p>		
Page 129 Community and Enterprise Overview & Scrutiny Committee	4 November 2015	Community and Enterprise	<p>Growing the Local Economy</p> <p>To seek Member support in the Council's vision to grow the local economy in towns and rural areas. To include information on the work of the Mersey Dee Alliance, Economic Ambition Board, and Deeside Enterprise Board.</p>		
Community and Enterprise Overview & Scrutiny Committee	4 November 2015	Community and Enterprise	<p>Framework for the implementation of Local Lettings Policies</p> <p>To consider options and proposals to develop Local Lettings policies for new council housing</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	4 November 2015	Overview and Scrutiny	Alternative Sites for the Extra Care Facility in Holywell To provide the Committee with a verbal update on the alternative sites identified for the proposed Extra Care Facility in Holywell		
Community and Enterprise Overview & Scrutiny Committee	4 November 2015	Overview and Scrutiny	Forward Work Programme To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.		
Social & Health Care Overview & Scrutiny Committee	5 November 2015	Social Services	Children Services Inspection Report To receive the CSSIW Children Services Inspection report and action plan		
Social & Health Care Overview & Scrutiny Committee	5 November 2015	Social Services	Alternative Delivery Models - Day Services To receive a report on alternative delivery models - day services.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Social & Health Care Overview & Scrutiny Committee	5 November 2015	Social Services	CSSIW Annual Report To receive a presentation from CSSIW on their findings.		
Social & Health Care Overview & Scrutiny Committee	5 November 2015	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		
Corporate Resources Overview & Scrutiny Committee	12 November 2015	Finance	REVENUE BUDGET MONITORING 2015/16 (MONTH 5) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	12 November 2015	Chief Executive's	Medium Term Financial Strategy To receive a verbal update on the progress of the Medium Term Financial Strategy for 2015-2018.		
Corporate Resources Overview & Scrutiny Committee	12 November 2015	Chief Executive's	North Wales Fire & Rescue Authority - Consultation: 'Your Services, Your Choices' To receive a presentation on the Consultation document 'Your Services', 'Your Choices'.		
Corporate Resources Overview & Scrutiny Committee	12 November 2015	People and Resources	Workforce Information Quarter 2 To provide Members with an update on Workford Information for the second quarter for 2015/16.		
Corporate Resources Overview & Scrutiny Committee	12 November 2015	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	17 November 2015	Education and Youth	<p>John Summers High School - Options for Home to School Transport To review in detail the options for future home to school transport arrangements for John Summers High School in the event of school closure.</p>	Operational	Cabinet Member for Education
Cabinet	17 November 2015	Community and Enterprise	<p>Suspension of Right to Buy To seek approval for suspension of Right to Buy in Flintshire</p>	Strategic	Cabinet Member for Housing
Cabinet	17 November 2015	Social Services	<p>Ageing Well Plan To consider and endorse the strategy</p>	Strategic	Cabinet Member for Social Services

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	17 November 2015	Finance	<p>REVENUE BUDGET MONITORING 2015/16 (MONTH 5) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	17 November 2015	Community and Enterprise	<p>Council Tax Base for 2016-17 Approval of the Council Tax Base for the financial year 2016-17</p>	Operational	Cabinet Member for Corporate Management
Cabinet	17 November 2015	Planning and Environment	<p>CHANGES TO DOG BREEDING REGULATIONS To inform Members of changes to regulations in respect of dog breeding in Wales.</p>	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	17 November 2015	Social Services	Children's Services Restructure To seek approval of the proposed restructure in Children's Services.	Operational	Cabinet Member for Social Services
December					
Environment Overview & Scrutiny Committee page 135	3 December 2015	Overview and Scrutiny	Q2 - Mid Year Improvement Plan Monitoring Report (Environment) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Environment Overview & Scrutiny Committee	3 December 2015	Streetscene and Transportation	A55/A494 Update To receive a report on the current position in relation to proposed works on the A55/A494		
Environment Overview & Scrutiny Committee	3 December 2015	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Education and Youth Overview & Scrutiny Committee	3 December 2015	Overview and Scrutiny	Q2 - Mid Year Improvement Plan Monitoring Report (Education & Youth) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Education and Youth Overview & Scrutiny Committee Page 136	3 December 2015	Education and Youth	School Balances To provide the Committee with details of the closing balances held by Flintshire schools at the end of the financial year.		
Education and Youth Overview & Scrutiny Committee	3 December 2015	Education and Youth	Learning from the School Performance Monitoring Group (SPMG) To receive the annual report on progress and learning from the (SPMG)		
Education and Youth Overview & Scrutiny Committee	3 December 2015	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Organisational Change Overview & Scrutiny Committee	7 December 2015	Overview and Scrutiny	Q2 - Mid Year Improvement Plan Monitoring Report (Organisational Change) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Organisational Change Overview & Scrutiny Committee	7 December 2015	Overview and Scrutiny	Forward Work Programme(Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.		
Community and Enterprise Overview & Scrutiny Committee	9 December 2015	Community and Enterprise	Strategic Housing and Regeneration Project (SHARP) To seek Members support on the first phase Housing schemes tenure and size mix and funding arrangements		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	9 December 2015	Community and Enterprise	<p>Service Charges and Council Housing To consider the outcomes and next steps following the consultation exercise completed about proposals to introduce service charges for existing council tenants</p>		
Community and Enterprise Overview Scrutiny Committee	9 December 2015	Community and Enterprise	<p>Flintshire Business Week 2015 To report on the outcomes of Flintshire Business Week</p>		
Community and Enterprise Overview & Scrutiny Committee	9 December 2015	Overview and Scrutiny	<p>Q2 - Mid Year Improvement Plan Monitoring Report (Community & Enterprise) To enable Members to fulfil their scrutiny role in relation to performance monitoring.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	9 December 2015	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.		
Corporate Resources Overview & Scrutiny Committee	10 December 2015	Overview and Scrutiny	Police & Crime Commissioner: Consultation on the Crime & Policing Plan for 2016/17 Consultation		
Corporate Resources Overview & Scrutiny Committee	10 December 2015	Finance	Revenue Budget Monitoring 2015/16 (Month 6) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	10 December 2015	Overview and Scrutiny	Q2 - Mid Year Improvement Plan Monitoring Report (Corporate Resources) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Corporate Resources Overview & Scrutiny Committee	10 December 2015	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Cabinet	15 December 2015	Finance	Revenue Budget Monitoring 2015/16 (Month 6) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	15 December 2015	Finance	Capital Programme 2015/16 (Month 6) To provide Members with the Month 6 (end of September) capital programme information for 2015/16.	Operational	
Cabinet	15 December 2015	Community and Enterprise	Strategic Housing and Regeneration Project (SHARP) To seek support on the first phase Housing schemes tenure and size mix and funding arrangements	Strategic	Cabinet Member for Housing
Cabinet	15 December 2015	Community and Enterprise	Local Lettings Policy To consider options and proposals to develop Local Lettings policies for new council housing	Strategic	Cabinet Member for Housing
Cabinet	15 December 2015	Community and Enterprise	Vibrant and Viable Places Programme 2017 - 2020 To update on the implementation of the 2014-17 programme and seek approval for the development of proposals for the 2017 - 2020 programme.	Strategic	Cabinet Member for Economic Development

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	15 December 2015	Governance	ADMINISTRATION REVIEW This report is to approve an establishment structure for generic administrative posts and to note the savings achieved by the administrative review.	Strategic	Cabinet Member for Corporate Management
P 806 142 Social & Health Care Overview & Scrutiny Committee	17 December 2015	Social Services	Social Service Wellbeing Act update To receive an update report on the Act.		
Social & Health Care Overview & Scrutiny Committee	17 December 2015	Overview and Scrutiny	Q2 - Mid Year Improvement Plan Monitoring Report (Social & Health Care) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Social & Health Care Overview & Scrutiny Committee	17 December 2015	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
January					
Organisational Change Overview & Scrutiny Committee	11 January 2016	Organisational Change	Medium Term Libraries Plan : Hope, Mynydd Isa and Saltney Libraries To comment on the feasibility of Community Asset Transfers for these libraries		
Organisational Change Overview & Scrutiny Committee Page 143	11 January 2016	Overview and Scrutiny	Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.		
Community and Enterprise Overview & Scrutiny Committee	12 January 2016	Finance	Council Tax & Business Rate Statutory Policies To ratify annual policies for the financial year 2016-17 that determine discount schemes and administrative arrangements		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	12 January 2016	Community and Enterprise	<p>Supporting People - Local Commissioning Plan To enable the Committee to consider appropriate measures to manage reductions within the Supporting People Programme Grant to protect service delivery as much as possible</p>		
Community and Enterprise Overview & Scrutiny Committee	12 January 2016	Finance	<p>Housing Revenue Account draft budget and Rent Increase To provide the Committee with the draft HRA budget and proposed rent increase</p>		
Community and Enterprise Overview & Scrutiny Committee	12 January 2016	Overview and Scrutiny	<p>Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	13 January 2016	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.		
Corporate Resources Overview Scrutiny Committee	14 January 2016	Finance	Revenue Budget Monitoring 2015/16 (Month 7) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	14 January 2016	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Education and Youth Overview & Scrutiny Committee	14 January 2016	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education		
Cabinet	19 January 2016	Community and Enterprise	Council Tax & Business Rate Statutory Policies To ratify annual policies for the financial year 2016-17 that determine discount scheme and administrative arrangements.	Strategic	Cabinet Member for Corporate Management

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19 January 2016	Finance	<p>REVENUE BUDGET MONITORING 2015/16 (MONTH 7) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	19 January 2016	Community and Enterprise	<p>Housing Revenue Account Draft Budget and Rent Increase To provide the draft HRA Budget and proposed rent increase</p>	Strategic	Cabinet Member for Housing

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	19 January 2016	Community and Enterprise	Supporting People - Local Commissioning Plan To consider appropriate measures to manage reductions within the Supporting People Programme Grant to protect service delivery as much as possible.	Strategic	Cabinet Member for Housing
Social & Health Care Overview & Scrutiny Committee	21 January 2016	Social Services	Adult Safeguarding To update members on Adult Safeguarding Performance and current issues		
Social & Health Care Overview & Scrutiny Committee	21 January 2016	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	27 January 2016	Finance	<p>Statements of Accounts 2014/15 – Action Plan To provide the Audit Committee with the Flintshire’s response to the Wales Audit Office Audit of 2014/15 accounts.</p>		
Page 149 Audit Committee	27 January 2016	Finance	<p>Treasury Management Strategy 2016/17 and 2015/16 Update To present the draft Treasury Management Strategy 2016/17 for review prior to the Committee recommending its approval to Cabinet. To provide Members with a quarterly update</p>		
Audit Committee	27 January 2016	Finance	<p>Treasury Management Mid-Year Report 2015/16 To provide an update on matters relating to the Council’s Treasury Management Policy, Strategy and Practices 2015/16 to the end of September 2015.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
February					
Environment Overview & Scrutiny Committee	9 February 2016	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.		
Community and Enterprise Overview & Scrutiny Committee	10 February 2016	Community and Enterprise	Housing (Wales) Act 2014 – Homelessness To review the implementation of the Housing (Wales) Act 2014 and how the Council undertakes its new homelessness prevention statutory duty		
Community and Enterprise Overview & Scrutiny Committee	10 February 2016	Community and Enterprise	Introduction of Council Tax Premium for empty and second homes To seek the introduction of a local scheme to charge council tax premiums for long term empty property and second homes.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	10 February 2016	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community		
Corporate Resources Overview & Scrutiny Committee	11 February 2016	Finance	Revenue Budget Monitoring 2015/16 (Month 8) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 February 2016	Community and Enterprise	<p>Introduction of Council Tax Premium for empty and second homes To seek the introduction of a local scheme to charge council tax premiums for long term empty property and second homes</p>	Strategic	Cabinet Member for Economic Development
Page 152 Corporate Resources Overview Scrutiny Committee	11 February 2016	Overview and Scrutiny	<p>Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.</p>		
Organisational Change Overview & Scrutiny Committee	15 February 2016	Overview and Scrutiny	<p>Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 February 2016	Community and Enterprise	<p>Purchase of Ex Council Stock To consider proposals and criteria for the repurchase of ex council property.</p>	Strategic	Cabinet Member for Housing
Cabinet	16 February 2016	Finance	<p>REVENUE BUDGET MONITORING 2015/16 (MONTH 8) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	16 February 2016	Finance	<p>Treasury Management Mid-Year Report 2015/16 To present to Members the draft Treasury Management Mid-Year Report for 2015/16 for recommendation to Council.</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 February 2016	Finance	<p>Prudential Indicators 2016/17 to 2018/19 To present proposals for setting a range of Prudential Indicators in accordance with the Prudential Code for Capital Finance in Local Authorities (the Prudential Code).</p>	Operational	
Cabinet	16 February 2016	Finance	<p>Minimum Revenue Provision - 2016/17 Policy To present proposals for the setting of a prudent Minimum Revenue Provision (MRP) for the repayment of debt in 2016/17, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations).</p>	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	16 February 2016	Finance	Treasury Management Strategy 2016/17 To present to Members the draft Treasury Management Strategy for 2016/17 for recommendation to Council.		
Flintshire Council County	16 February 2016	Finance	Treasury Management Mid-Year Report 2015/16 To present to Council the Treasury Management Mid-Year Report for 2015/16 for approval.		
Flintshire Council County	16 February 2016	Finance	Treasury Management Strategy 2016/17 To present to Council the recommendations of Cabinet in relation to Treasury Management Strategy for 2016/17.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Education and Youth Overview & Scrutiny Committee	25 February 2016	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee.		
March Page 196					
Social & Health Care Overview & Scrutiny Committee	3 March 2016	Overview and Scrutiny	Forward Work Programme (Social & Health Care) To consider the Forward Work Programme of the Social & Health Care Overview & Scrutiny Committee.		
Organisational Change Overview & Scrutiny Committee	14 March 2016	Overview and Scrutiny	2015/16 Q3 Improvement Plan Monitoring (Organisational Change) To enable Members to fulfil their scrutiny role in relation to performance monitoring		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Organisational Change Overview & Scrutiny Committee	14 March 2016	Overview and Scrutiny	Forward Work Programme (Organisational Change) To consider the Forward Work Programme of the Organisational Change Overview & Scrutiny Committee.		
Audit Committee	16 March 2016	Finance	Wales Audit Office – Audit Plan 2016 To provide the Audit Committee with the Wales Audit Office - Audit Plan for 2016,		
Audit Committee	16 March 2016	Finance	Treasury Management 2015/16 Update To provide members with a quarterly update on matters relating to the Council's 2015/16 Treasury Management Strategy up to the end of February 2016.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Community and Enterprise Overview & Scrutiny Committee	16 March 2016	Overview and Scrutiny	2015/16 Q3 Improvement Plan Monitoring (Community & Enterprise) To enable Members to fulfil their scrutiny role in relation to performance monitoring		
Community and Enterprise Overview & Scrutiny Committee	16 March 2016	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) To consider the Forward Work Programme of the Community & Enterprise Overview & Scrutiny Committee.		
Corporate Resources Overview & Scrutiny Committee	17 March 2016	Finance	Revenue Budget Monitoring 2015/16 (Month 9) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Corporate Resources Overview & Scrutiny Committee	17 March 2016	Overview and Scrutiny	2015/16 Q3 Improvement Plan Monitoring (Corporate Resources) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		
Corporate Resources Overview & Scrutiny Committee	17 March 2016	Overview and Scrutiny	Forward Work Programme (Corporate Resources) To consider the Forward Work Programme of the Corporate Resources Overview & Scrutiny Committee.		
Environment Overview & Scrutiny Committee	17 March 2016	Overview and Scrutiny	2015/16 Q3 Improvement Plan Monitoring (Environment) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Environment Overview & Scrutiny Committee	17 March 2016	Overview and Scrutiny	Forward Work Programme (Environment) To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee.		
Cabinet	22 March 2016	Finance	REVENUE BUDGET MONITORING 2015/16 (MONTH 9) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available	Operational	Leader of the Council and Cabinet Member for Finance

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	22 March 2016	Finance	Capital Programme 2015/16 (Month 9) To provide Members with the Month 9 (end of December) capital programme information for 2015/16.	Operational	
Cabinet	22 March 2016	Education and Youth	School Admission Arrangements 2017 To advise members of the outcome of the statutory consultation exercise on the admission arrangements for September 2017	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	24 March 2016	Overview and Scrutiny	Forward Work Programme (Education & Youth) To consider the Forward Work Programme of the Education & Youth Overview & Scrutiny Committee.		
Education and Youth Overview & Scrutiny Committee	24 March 2016	Overview and Scrutiny	2015/16 Q3 Improvement Plan Monitoring (Education & Youth) To enable Members to fulfil their scrutiny role in relation to performance monitoring.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
April					
Cabinet	19 April 2016	Finance	REVENUE BUDGET MONITORING 2015/16 (MONTH 10) To provide Members with the latest revenue budget monitoring information for 2015/16 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month (insert month no.) and projected forward to year-end based on the most up to date information available	Operational	Leader of the Council and Cabinet Member for Finance

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