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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 January 2017

Dear Councillor

You are invited to attend a meeting of the Cabinet which will be held at 9.30 am on Tuesday, 17th January, 2017 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 - 18)

Purpose: To confirm as a correct record the minutes of the meetings on 6th December 2016 and 13th December 2016.

TO CONSIDER THE FOLLOWING REPORTS

STRATEGIC REPORTS

4 CONNAH'S QUAY SWIMMING POOL : CAMBRIAN AQUATICS OVERVIEW OF BUSINESS PLAN 2016/18 (Pages 19 - 22)

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

Purpose: To consider the Grant Allocation to Cambrian Aquatics for the Year 2017/18

5 COUNCIL FUND BUDGET 2017/18 – PART 3 CLOSING STRATEGY
(Pages 23 - 38)

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

Purpose: To outline Part 3 of the Budget Strategy

6 DRAFT HOUSING REVENUE ACCOUNT (HRA) BUDGET 2017/18 & CAPITAL PROGRAMME 2017/18 (Pages 39 - 68)

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

Purpose: To present for approval the draft 2017/2018 Revenue Budget and Housing Revenue Account (HRA)

7 BUY BACK OF COUNCIL RIGHT TO BUY (RTB) PROPERTIES (Pages 69 - 80)

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

Purpose: To approve proposals and criteria for the re-purchase of ex-council properties

8 LOCAL PLANNING GUIDANCE NOTES TO BE FORMALLY ADOPTED AS SUPPLEMENTARY PLANNING GUIDANCE NOTES (Pages 81 - 84)

Report of Chief Officer (Planning and Environment) - Deputy Leader of the Council and Cabinet Member for Environment

Purpose: To seek final approval for 20 Local Planning Guidance Notes (LPGN's) in order for them to be formally adopted as Supplementary Planning Guidance

OPERATIONAL REPORTS

9 REVENUE BUDGET MONITORING 2016/17 (MONTH 8) (Pages 85 - 122)

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

Purpose: To provide Members with the latest revenue budget monitoring information for 2016/17 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month 8 and projected forward to year-end based on the most up to date information available

10 **COUNCIL TAX AND BUSINESS RATE STATUTORY POLICIES 2017/18**
(Pages 123 - 128)

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

Purpose: To approve local discretionary policies for the administration of Council Tax and Business Rates

11 **THEATR CLWYD - COMPLIMENTARY TICKET POLICY** (Pages 129 - 130)

Report of Chief Officer (Organisational Change) - Leader of the Council and Cabinet Member for Finance

Purpose: To provide an update on the Theatr Board's response to the County Council notice of motion

12 **PLAY AREAS, PLAY SCHEMES AND STRATEGIC PLAY FORUM UPDATE** (Pages 131 - 148)

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

Purpose: To provide an update on play areas and play schemes

13 **WELSH PUBLIC LIBRARY STANDARDS: REVIEW OF PERFORMANCE 2015/16** (Pages 149 - 158)

Report of Chief Officer (Organisational Change) - Cabinet Member for Education

Purpose: To provide an update on performance in 2014/15

14 **THE INTEGRATED TRANSPORT UNIT** (Pages 159 - 172)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Environment

Purpose: To provide an update on the staffing changes within the Integrated Transport Unit

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) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

The public interest in withholding the information outweighs the public interest in disclosing the information.

15 **CONNAH'S QUAY SWIMMING POOL : DETAILED BUSINESS PLAN
2016/18** (Pages 203 - 230)

Report of Chief Officer (Organisational Change.) - Cabinet Member for Waste Strategy, Public Protection and Leisure

Purpose: To consider the progress and performance of Cambrian Aquatics

The following item is considered to be exempt by virtue of Paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

The public interest in withholding the information outweighs the public interest in disclosing the information.

16 **ALTERNATIVE DELIVERY MODEL SOCIAL CARE LEARNING
DISABILITY DAY CARE AND WORK OPPORTUNITY SERVICES** (Pages 231 - 238)

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

Purpose: To agree a preferred provider to deliver Learning Disability Day and Work Services for further clarification as part of the procurement process

Yours sincerely



Robert Robins
Democratic Services Manager

CABINET
6th DECEMBER 2016

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 6th December 2016

PRESENT: Councillor Aaron Shotton (Chair)

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

IN ATTENDANCE:

Chief Executive, Chief Officer (Governance), Corporate Finance Manager and Team Leader - Democratic Services

OTHER MEMBERS IN ATTENDANCE:

None.

102. DECLARATIONS OF INTEREST

None.

103. 2017/18 COUNCIL FUND BUDGET – STAGE 2

The Chief Executive introduced the 2017/18 Council Fund Budget – Stage 2 report which outlined proposals on corporate financial stewardship. Those proposals were considered by Corporate Resources Overview and Scrutiny Committee on 30th November 2016 and written feedback from that meeting was provided. Also provided was a copy of the presentation slides which would be delivered at County Council that afternoon.

The Corporate Finance Manager provided details on the ongoing work on Corporate Financial Stewardship including the prudent use of reserves.

In response to a question from Councillor Attridge, the Chief Executive explained that a decision had not yet been received from Welsh Government on the transport grant that had been applied for in relation to the liquidation of GHA Coaches.

On Schools Investment, Councillor Shotton emphasised that this was positive position as there was an increase of 1.34% to schools budgets.

Councillor Shotton provided details of the final stages which were:

- 6th December (pm) – following Cabinet, County Council would be asked to approve Corporate financial stewardship proposals
- February 2017 – final approval of the budget by County Council
- March 2017 – formal County Council meeting to set Council Tax levels

RESOLVED:

- (a) That the feedback from the Special Corporate Resources Overview and Scrutiny Committee meeting held on 30 November 2016 be received; and
- (b) That a final set of detailed proposals for Stage Two of the budget be recommended to Council.

104. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There were no members of the press or public in attendance.

(The meeting commenced at 9.00 a.m. and ended at 9.25 a.m.)

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Chair

CABINET
13th DECEMBER 2016

Minutes of the meeting of the Cabinet of Flintshire County Council held in the Clwyd Committee Room, County Hall, Mold on Tuesday, 13th December 2016

PRESENT: Councillor Aaron Shotton (Chair)

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

IN ATTENDANCE:

Chief Executive, Chief Officer (Education & Youth), Chief Officer (Governance), Chief Officers (Organisational Change), Chief Officer (Planning and Environment), Chief Officer (Social Services) and Corporate Finance Manager

The Leader of the Council advised that agenda item number 8, School Modernisation Update, would be brought forward and considered after the minutes of the last meeting.

105. DECLARATIONS OF INTEREST

Councillor Kevin Jones declared a personal and prejudicial interest in agenda item 4 – Development of 2017/18 - 2019/20 Capital Programme. He also declared a personal interest in agenda item 12 – Alternative Delivery Models – Implementation Plans for Leisure and Libraries, Facilities Management, Social Care Day Care and Work Opportunities.

106. MINUTES

The minutes of the meeting held on 18th October 2016 had been circulated with the agenda.

RESOLVED:

That the minutes be approved as a correct record.

107. SCHOOL MODERNISATION UPDATE

Councillor Bithell introduced the report on the School Modernisation update which informed Cabinet of the responses from the information consultation period for the Area Review.

Recommendations for the initial phase of the School Modernisation Plan were presented and approved by Cabinet in June 2015. At that time, Cabinet agreed to complete an area review of the following schools; Brynford CP School, Lixwm CP School and Ysgol Rhos Helyg, Rhosesmor. This was due to the schools in the area meeting a number of triggers for review in accordance with the Council's School Modernisation Strategy. Consultation opened on 1st July, 2016 and closed on 26th August, 2016 with consultation events for parents/carers/staff and governors. A copy of the consultation report was shown at Appendix 1 of the report.

The Chief Officer (Education & Youth) commented on the sensitivity recognised when dealing with school organisation and thanked the school staff, governing bodies and school council for their thoughtful and active involvement in the consultation process. He spoke of the clear evidence in the potential for school organisation in Brynford and Lixwm bringing increased resilience over time and that this would be tested during the consultation process. The anticipated consultation timeline was shown at Appendix 4 of the report and it was recommended that the consultation document be published in September 2017 with a view of implementing the selected option in September 2018.

Councillor Attridge asked if a proposal for a federation between Brynford CP School and Lixwm CP School was submitted by the governing bodies, could this be considered prior to the formal consultation process beginning in September, 2016. The Chief Officer (Education & Youth) responded that the Schools could submit a proposal for federation at any point in time for Cabinet to consider.

The Chief Executive advised that Cabinet would need to consider making funds available through the Capital Programme for any re-modelling works required.

In response to a question from Councillor Attridge, the Chief Officer (Education & Youth) explained that there was sufficient evidence that Rhos Helyg CP School should stand alone.

RESOLVED:

- (a) That Cabinet commission consultation on statutory proposals for school organisation change for September 2017 based on Option B – Area school on two sites – Ysgol Rhos Helyg, Rhosesmor would remain as it is, retain its name, category, budget, governors, staff and would remain in its community. Brynford CP and Lixwm CP would amalgamate onto one site. The amalgamated school would retain its category but would have a new name, governing body, head teacher and budget and would remain in one of the communities, either Brynford or Lixwm; and
- (b) That if proposals for a federation between Brynford CP or Lixwm CP were to be submitted from both governing bodies prior to consultation on statutory proposals commencing in September 2017, this would be considered by Cabinet at that time.

108. DEVELOPMENT OF 2017/18 – 2019/20 CAPITAL PROGRAMME

The Chief Officer (Organisational Change) introduced the developing Capital Programme for the period 2017/18 – 2019/20. The report built on the Capital Strategy and Asset Management Plan adopted in February 2016 and information contained within the report referred to Council Fund schemes only.

The council funded programme primarily supported infrastructure assets and buildings (e.g. highways and schools) and investment in the new or readopted service models (e.g. leisure and social care). The proposed capital investments were aligned

to the portfolio service business plans and the Improvement Plan. The proposal allocations for 2017/18 – 2019/20 were shown at Table 2 of the report and within the table reference was made to £0.100m being allocated to introduce a programme of toilet upgrades in both primary and secondary schools and an annual allocation to fund the most urgent requirements to play areas and synthetic sports pitches.

Table 3 contained within the report detailed proposed investment schemes for 2017/18 – 2019/20. The Chief Officer (Organisational Change) provided detailed information on each of the proposed investment schemes, as outlined within the report including a summary of the generally funded capital programme and estimated available specific funding for 2017/18 – 2019/20 as shown at Table 4 and 5 within the report.

In response to a question from Councillor Butler, the Chief Officer (Organisational Change) explained that details of many capital grants have not been released by the Welsh Government (WG). As they become available they would be reported to Cabinet via the quarterly 2017/18 Capital Programme monitoring reports.

Councillor Attridge welcomed the proposed investment at Glan Aber Primary School, Bagillt and Castell Alun High School as detailed within the report. He commented on the use of capital receipts and sought assurance that schemes would only be proposed once capital receipts had been received. The Chief Officer (Organisational Change) gave an assurance that only capital receipts that have been received to date were included in the total funding available, shown in Table 1 of the report.

In response to a further question from Councillor Attridge around prudential borrowing, the Chief Officer (Organisational Change) explained that it was anticipated that there would be no need for prudential borrowing given the potential for significant capital receipts to be generated during the remainder of 2016/17.

Councillor Christine Jones welcomed the proposal to replace the learning disability day care facility at Glanrafon.

The Chief Executive advised that the proposed Capital Programme for 2017/18 – 2019/20 saw an investment in service models to ensure sustainable services during times of financial pressures.

Councillor Shotton thanked officers for the report and explained that the proposed Capital Programme would be referred to the all Member Corporate Resources Overview & Scrutiny Committee meeting scheduled for 20th January, 2017 for comment prior to being discussed at Cabinet and County Council on 14th February, 2017.

RESOLVED:

- (a) That the allocations and schemes in Table 2 (paragraph 1.07) for Statutory/Regulatory and Retained Assets sections of the Council Fund Capital Programme 2017/18 - 2019/20 be approved;

- (b) That the schemes included in Table 3 (paragraph 1.20) for the Investment section of the Council Fund Capital Programme 2017/18 - 2019/20 be approved;
- (c) That it be noted that the shortfall in funding of schemes in 2018/19 and 2019/20 (paragraph 1.30) at this point in the approval process is flexible. Options including a combination of future capital receipts, alternative grants, prudential borrowing or phasing schemes over several years will be considered during 2017/18, and included in future capital programme reports; and
- (d) That the development of a more longer term Capital Strategy and Asset Management Plan be noted.

109. WELSH IN EDUCATION STRATEGIC PLAN

Councillor Bithell introduced the Welsh in Education Strategic Plan (WESP) which had been written in accordance to Welsh Government (WG) guidance and which had to be submitted to WG by 20th December, 2016. The Plan was in its final draft stage before being issued for an eight week consultation with a prescribed list of stakeholders.

The WG launched a draft national strategy to achieve a million Welsh speakers by 2050. WG acknowledges that in order to meet its ambitious target and secure the use of the language in the longer term, children and young people in Wales must be given the change to improve and extend their use of Welsh. Key to this is improving learners' outcomes in Welsh and increasing the number of children accessing their education through the medium of Welsh where children will become totally bilingual.

Councillor Bithell made reference to the recommendation for local authorities following the recent Estyn thematic review as outlined within the report. He also outlined the action plan within the WESP which detailed how it would achieve the seven key outcomes determine by WG.

The Chief Officer (Education & Youth) outlined the vision statement, principles and commitment of the local authority in supporting the Welsh language and Welsh medium education, as detailed within the report. He also advised that based on the consultation responses received and any feedback from WG, the Plan would be amended. Once final approval had been receive from WG, the Plan would be operation from 1st April, 2017.

Councillor Shotton reported that the Plan would be considered by the Education & Youth Overview & Scrutiny Committee on 15th December, 2016. He also commented on the successful increased provision in Welsh medium education at Ysgol Glannau Dyfrdwy.

Councillor Christine Jones commended the work of Cylch Meithrin, Garden City which through Mudiad Meithrin and Flying Start Programmes provided free quality Welsh medium childcare provision to parents in the area.

Councillor Kevin Jones said that WG had set a very ambitious target in achieving such a high number of Welsh speakers but raised concerns that in order to

achieve this additional resources would be required which were not being passported from WG to local authorities.

Councillor Bithell advised that allocated future funding could be set aside for the purchase of land. As part of the revised WESP for 2017-2020 the Council would undertake a consultation with all of its English medium primary and secondary schools to raise awareness of the language categorisation model and to test whether there was capacity for schools to consider changing their language status. The outcome of this consultation would then inform any future plans for changes to the Flintshire schools' profile of language categorisation.

RESOLVED:

- (a) That the changes in the guidance on Welsh in Education Strategic Plans be acknowledged;
- (b) That the Flintshire's Welsh in Education Strategic Plan be approved; and
- (c) That the recommendations from the Estyn Thematic Review in Welsh in Education Strategic Plans be noted.

110. QUARTER 2 IMPROVEMENT PLAN 2016/17 MONITORING REPORT

Councillor Mullin introduced the Quarter 2 Improvement Plan Monitoring Report which showed positive levels of achievement. The majority of activities were assessed as making good progress (98%) and likely to achieve the desired outcome (54%). 70% of the performance indicators (PIs) met or exceeded targets for the quarter. Risks were also being successfully managed with the majority being assessed as moderate (70%) or minor/insignificant (18%).

The Chief Executive explained that the report was an exception based report and therefore detailed areas of under-performance:-

- 10 PIs which showed a red RAG status for quarter two
- six major red risks

In conclusion the Chief Executive explained that overall the position was positive with 77% having a green or amber RAG status. Individual priority reports would be submitted to the respective Overview and Scrutiny Committees.

RESOLVED:

- (a) That the following be agreed:
 - The levels of progress and confidence in the achievement of high level activities which seek to deliver the impacts of the Improvement Plan;
 - The performance against Improvement Plan performance indicators; and
 - The current risk levels for the risks identified in the Improvement Plan

- (b) That Cabinet Members be assured by plans and actions to manage the delivery of the 2016/17 Improvement Priority, subject to Overview and Scrutiny Committee review.

111. REVENUE BUDGET MONITORING 2016/17 (MONTH 7)

The Corporate Finance Manager introduced the Revenue Budget Monitoring 2016/17 (Month 7) report which provided the latest revenue budget monitoring position for 2016/17 for the Council Fund and Housing Revenue Account based on actual income and expenditure. The report projected how the budget would stand at the close of the financial year if all things remained equal.

The projected year end position, without any further action to reduce cost pressures or to identify new efficiencies was:

Council Fund

- Net in year expenditure forecast to be £1.771m higher than budget
- Projected contingency reserve balance of £1.434m

The overall projected in year position was an increase of £0.218m on the position reported in November 2016. The Council was awaiting a decision from Welsh Government (WG) for an additional in-year transport grant which would reduce the underlying forecast overspend.

Housing Revenue Account

- Net in year expenditure forecast to be £0.037m higher than budget
- Projected closing balance as at 31 March 2017 of £1.061m

The report covered significant budget movements; programme of efficiencies; inflation, reserves and balances; and an overview of the Housing Revenue Account.

The Chief Executive reported that the Revenue Budget Monitoring 2016/17 (Month 7) had been considered by the Corporate Resources Overview & Scrutiny Committee on Thursday 8th December, 2016. The Scrutiny Committee were concerned around the significant portfolio variances as detailed within the report which included the increase in the projected outturn for Out of County Placements in Children's Services due to an increase in the number of Child and Parent placements. The main influence on this increase was the new Social Services and Wellbeing Act which had led to a higher number of court outcomes and placements. This matter needed to be raised with Welsh Government (WG) who when introducing the Act assured local authorities that there would be no negative financial impact.

Councillor Shotton said that there was a need for continued focus on the implications of financial overspend. He said that it had been pleasing to hear the Cabinet Secretary for Economy and Infrastructure had praised Flintshire County Council for the action undertaken in securing the school and public transport subsidised routes when GHA Coaches went into liquidation, as opposed to neighbouring local authorities.

In response to comments from Councillor Kevin Jones, the Chief Executive advised that the Council was awaiting a decision from WG for an additional in-year transport grant to part fund the costs incurred in procuring a full replacement service provider. The Council expects to recover at least a proportion of the additional cost.

RESOLVED:

- (a) That the overall report and the projected Council Fund contingency sum as at 31st March 2017 be noted and further work be commissioned on options for mitigating action in the future; and
- (b) That the projected final level of balances on the Housing Revenue Account be noted.

112. CHANGES TO DEVELOPER GUIDANCE NOTE – SPECULATIVE HOUSING DEVELOPMENT PROPOSALS

Councillor Attridge introduced the report to update the Developer Guidance Note relating to Speculative Housing Development, to reflect the status of the Unitary Development Plan (UDP) now that it was time expired, as well as tighten some of the requirements on developers to both fully justify their proposals and to ensure delivery if permission was granted. A copy of the amended Developer Guidance Note with tracked changes was shown at Appendix 1 of the report.

Councillor Attridge reported that, together with officers, he would be meeting with Lesley Griffiths AM, Cabinet Secretary for Environment and Rural Affairs in January, 2017 to voice concerns around the methodology of demonstrating a five year supply of housing and to seek that the matter be reviewed as a matter of urgency.

The Chief Officer (Planning and Environment) reported that the proposed changes had been considered by the Planning Strategy Group.

The proposed changes to the Developer Guidance Note were welcomed. Councillor Bithell suggested that North Wales Assembly Members be lobbied in order to ensure Welsh Government review policy TAN1.

RESOLVED:

That the amended Developer Guidance Note be approved so that it becomes immediately operational for use for Development Management purposes.

113. TO CHANGE THE DELEGATION FOR THE MOBILE HOMES (WALES) ACT 2013

Councillor Kevin Jones introduced the change to delegation for the Mobile Homes (Wales) Act 2013 report which sought approval to delegate decisions in relation to the fitness and propriety of any application for a licence under the Mobile Homes Wales Act 2013 to a Public Protection Service Manager.

On 21st April, 2015, a report was submitted to Cabinet, which included a recommendation that any application for a site licence where the fitness and propriety of the applicant was questioned, it be referred to and determined by a Licensing Sub-Committee. It has since become apparent that the Mobile Homes Wales Act 2013 was an executive function, and delegation should not have been passed to the Licensing Sub-Committee as this was a committee of the Council. Therefore, the report seeks approval for any application for a licence under the Mobile Homes Wales Act 2013 to be delegated to a Public Protection Service Manager, in consultation with the Cabinet Member.

Councillor Kevin Jones advised that no decisions had been made in relation to 'fit and proper person' under the legislation so far, therefore no decision had been compromised.

RESOLVED:

That delegated decisions in relation to the grant of a licence in respect of this legislation be given to a Public Protection Service Manager.

114. 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

- **Transfer of 4 No. Properties (Plots 47-50) Inclusive off High Street, Saltney Flintshire from Edwards Homes Saltney Ltd**
In accordance with the Section 106 Agreement dated 19th August, 4 No. dwellings to be used as affordable housing.
- **Leased Accommodation – Homeless Prevention**
Entering into private sector lease agreements to prevent homelessness.

Organisational Change

- **The Sale of Oak Tree Farm, Padeswood CH7 4JF**
The subject comprises farmhouse, buildings and land extending to 28.34 acres (11.47ha) shown edged red on the plan. In addition the purchaser will take up a new tenancy on the land edged blue on the plan extending to 38.51 (15.58 ha).
- **Leisure Services Tariff 2017**
The average price increase for 2017 across all Leisure Services' activities is 2.0%. Spa charges are not included in the revised tariff; they are revised as necessary in line with industry norms. Leisure Services' Tariff runs in accordance with the calendar year rather than the financial year.

Streetscene and Transportation

- **The Flintshire County Council (A550 Wrexham Road and Roads Adjacent, Hope to Penyffordd) (Restricted Road, 30mph, 50mph and De-Restriction Speed Limit) Order 20--**

To advise Members of six objections received, following the advertisement of the proposed A550 Wrexham Road and Road adjacent, Hope to Penyffordd (Restricted Road, 30mph, 50mph and De-Restriction Speed Limit) Order 20--.

RESOLVED:

That the actions taken under delegated powers be noted.

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

RESOLVED:

That the press and public be excluded for the remainder of the meeting for the following items by virtue of exempt information under paragraph 15 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

115. ALTERNATIVE DELIVERY MODELS – IMPLEMENTATION PLANS FOR LEISURE AND LIBRARIES, FACILITIES MANAGEMENT, SOCIAL CARE DAY CARE AND WORK OPPORTUNITIES

The Chief Officer (Organisational Change) introduced the report which updated Cabinet on work undertaken to establish an Alternative Delivery Model for Leisure and Libraries, Facilities Manager and Social Care Day and Work Opportunities.

The Chief Officer (Organisational Change) and Chief Officer (Social Services) provided an update on the implementation plans for each service as detailed within the report. A further report on the proposed Alternative Delivery Model for Social Care Day and Work Opportunities would be presented to Cabinet in January, 2017.

Members thanked officers, the workforce and trade unions for actively engaging in the process and for the work undertaken.

Councillor Attridge commented on the recommendations of the report and said that it was unclear at the current time if the estimated savings could be met through the procurement of a contract with the recommended provider for Social Care Day and Work Opportunities. He asked that this be discussed when considering the further report in January, 2017.

RESOLVED:

- (a) That the establishment of a Community Benefit Society to deliver Leisure, Library and Museum Services from 1st July 2017 be agreed and that delegated authority be given to the Chief Officer for Governance to enter into the necessary legal agreements to establish this organisation, transfer services to, and contract with the organisation;
- (b) That prior to completion of transfer of services to this organisation a number of conditions need to be met, as detailed below, and that delegated authority be given to the Chief Officer Organisational Change in consultation with the

Cabinet Portfolio Holder for Waste Strategy, Public Protection and Leisure and the Portfolio Holder for Education to sign these conditions off.

- That the staff vote supports the establishment of the new organisation;
 - Successful appointment of a senior management team and the Board;
 - Finalisation of work and diligence on Transfer of Undertaking Protection of Employment (TUPE) and pensions;
 - Finalisation of work on state aid exemption to ensure a grant aided contract is legally compliant;
 - Finalisation of work on the Tax position to ensure the estimate position in the business plan can be delivered;
 - Planned configuration of the financial system (Masterpiece) to address the requirements of the company;
 - That after diligence the final plans show the estimated financial benefits can be delivered;
- (c) That the establishment of a Local Authority Trading Company (LATC), using a TECKAL exemption to deliver Facility Management Services (Catering and Cleaning), from 1st April 2017 be agreed and that delegated authority be given to the Chief Officer for Governance to enter into the necessary legal agreements to establish the organisation and contract with it;
- (d) That prior to completion of transfer of these service to this organisation a number of conditions need to be met, as detailed below, and that delegated authority be given to the Chief Officer Organisational Change in consultation with the Deputy Leader of the Council and Cabinet Member for Environment to sign these conditions off.
- Successful appointment of the Board
 - Finalisation of work and diligence on Transfer of Undertaking Protection of Employment (TUPE) and pensions;
 - Finalisation of work on the Tax position to ensure the estimate position in the business plan can be delivered;
 - Planned configuration of the financial system (Masterpiece) to address the requirements of the company.
 - That after diligence the final plans show the estimated financial benefits can be delivered
- (e) That subject to approval of the recommended provider by Cabinet in January 2017 to agree to contract Day Care and Work Opportunities to a social provider of such services from 1st April 2016, that delegated authority be given to the Chief Officer for Governance to enter into the necessary legal agreements to contract with, and transfer services to the organisation; and
- (f) That prior to contracting with the organisation a number of conditions need to be met, as detailed below, and that delegated authority be given to the Chief Officer Social Services in consultation with the Portfolio Holder for Social Services to sign these conditions off.
- That the savings estimated can be met through the procurement of this contract with the recommended provider.

- That the recommended provider is able to clearly demonstrate how they will work with the Council to maximise the delivery of social value and community benefits and that this process engages key stakeholders including members, staff, users and trade unions.
- That a robust contract monitoring process is put in place to ensure quality of service is maintained and improved.
- Finalisation of work and diligence on Transfer of Undertaking Protection of Employment (TUPE) and pensions;

116. MEMBERS OF THE PRESS AND PUBLIC IN ATTENDANCE

There was five members of the public and one member of the press in attendance.

(The meeting commenced at 9.30am and ended at 11.37am)

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Chair

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CABINET

Date of Meeting	Tuesday 17 th January 2017
Report Subject	Connahs Quay Swimming Pool : Cambrian Aquatics Overview of Business Plan 2016/18
Cabinet Member	Cabinet Member for Waste Strategy, Public Protection and Leisure
Report Author	Chief Officers (Organisational Change)
Type of Report	Operational

EXECUTIVE SUMMARY

Connahs Quay Swimming Pool was transferred to Cambrian Aquatics in May 2016 as part of the Community Asset Transfer (CAT) scheme under the terms outlined in the 15th December 2015 Cabinet Report and related subsequent delegated approvals. In the first year of operation a revenue grant of £0.065m was provided to Cambrian Aquatics and a capital allocation of £0.130m.

Since this date the Swimming Pool has been operated successfully. This report summarises positive progress made since the Community Asset Transfer and, based on the updated business plan, proposes a grant of £0.065m for the second year of operation from 1st April 2017.

RECOMMENDATIONS

1	To agree that a revenue grant of £0.065m be provided to Cambrian Aquatics to support the operation of Connahs Quay Swimming Pool in line with the legal agreements already signed between Cambrian Aquatics and Flintshire County Council.
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REPORT DETAILS

1.00	COMMUNITY ASSET TRANSFER PROPOSAL UPDATE
1.01	<p>At the 15th December 2015 Cabinet Meeting the Community Asset Transfer of Connahs Quay Swimming Pool to Cambrian Aquatics was agreed with the following conditions to be met prior to legal completion:</p> <ul style="list-style-type: none">• Provision of an updated Strategic Business Plan;• That this Business Plan covers satisfactorily key areas identified in the Cabinet report of the 15th December 2015• Sign off of the Business Plan by Chief Officers for Organisational Change in consultation with the two lead portfolio holders. <p>The Chief Officer (Governance) was given delegated authority to enter into the necessary legal agreements to complete the Community Asset Transfer including:</p> <ul style="list-style-type: none">• Community Asset Transfer Lease with Cambrian Aquatics for 27 years based on a peppercorn rent;• Community Benefits Agreement with Cambrian Aquatics detailing the requirements for the peppercorn lease;• An initial revenue fund of £0.065m and the community benefits required for this funding;• An initial capital grant allocation of £0.100m and the conditions for use of this grant linked to the condition survey;• Co-operative Agreement with Connahs Quay Town Council and Cambrian Aquatics detailing the principles, values and ways of working between the three main partners. <p>These conditions were met with the only minor change in delegated sign off being the £30,000 additional capital allocation which was made based on a detailed roof survey that was completed prior to transfer. The pool was transferred and opened in the May half term holiday 2016.</p>
1.02	<p>Cambrian Aquatics will be present at the Cabinet Meeting to detail progress made against delivery of the Business Plan since the Community Asset Transfer. Progress has been very positive and therefore the report recommends the release of a £0.065m grant for the year 2017/18. Key successes in delivery of the Business Plan include:</p> <ul style="list-style-type: none">• Cambrian Aquatics has made a solid start to operations in the first quarter of operations;• They have recruited 26 staff (14 FTE);• Learn to swim numbers have increased from 760 to 814;• Cambrian Aquatics are working with 12 primary schools to develop innovative swimming program;• They have hit or exceeded their community benefit targets;• Public swim has doubled since opening;• They have invested heavily in staff training to improve their service.

1.03	The Part 2 report on this agenda provides a full copy of the Business Plan for 2016/18 and enables Cabinet to discuss any specific conditions that should be placed on release of this funding.
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2.00	RESOURCE IMPLICATIONS
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2.01	The release of £0.065m out of the 2017/18 revenue budget to Cambrian Aquatics This amount sits within the revenue budget for 2017/18. There are no Human Resource implications.
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3.00	CONSULTATIONS REQUIRED / CARRIED OUT
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3.01	Consultations have been undertaken in a joint review meeting with Cambrian Aquatics and Connahs Quay Town Council. The Town Council expressed that they would be positively supporting Cambrian Aquatics in 2017/18.
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4.00	RISK MANAGEMENT
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4.01	<p>Key Risks and Mitigation</p> <p>(1) The cash flow position of Cambrian Aquatics deteriorates – The Council will continue to make the grant payment in two equal instalments in April and October.</p> <p>(2) The operation of the swimming pool is no longer sustainable by Cambrian Aquatics – The co-operative agreement ensures that Cambrian Aquatics, Flintshire County Council and Connahs Quay Town Council will work to resolve issues as they arise. In the worst case the pool will transfer back to the Council and a range of options from closure to another community asset transfer to an alternative operation would be considered.</p>
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5.00	APPENDICES
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5.01	None
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6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
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6.01	<p>15th December 2015 Cabinet Report.</p> <p>Contact Officers: Ian Bancroft / Neal Cockerton Telephone: 01352 704511 E-mail: ian.bancroft@flintshire.gov.uk / neal.cockerton@flintshire.gov.uk</p>
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7.00	GLOSSARY OF TERMS
7.01	<p>Community Asset Transfer – The transfer of a building to a community organisation with a 27 year lease and peppercorn rent.</p> <p>Reserves – Funding set aside in an organisations accounts to deal with unforeseen operational issues or specific issues in the future.</p>



CABINET

Date of Meeting	Tuesday, 17 January 2017
Report Subject	Council Fund Budget 2017/18 – Part 3 Closing Strategy
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Chief Executive and Corporate Finance Manager
Type of Report	Strategic

EXECUTIVE SUMMARY

The annual Council Fund budget for 2017/18 has been developed in two stages:

- Stage One: which covers Part 1 of our Medium Term Financial Strategy (MTFS) – service reform based on the service portfolio business plans; and
- Stage Two: which covers Parts 2 and 3 of our Medium Term Financial Strategy (MTFS) – corporate financial stewardship and working with Welsh Government.

The Stage One proposals were approved by Council on 15 November 2016 and are now closed and being implemented.

The Stage Two proposals on corporate financial stewardship were approved by Council on 6 December 2016 following consideration by Corporate Resources Overview and Scrutiny Committee on 30 November and are also closed and being implemented.

The Provisional Settlement was received on 19 October 2016. The Settlement provided a similar level of financial support to the Council as in 2016/17 and has been referred to as a 'cash flat' Settlement. Given that there was no reduction in Revenue Support Grant for Flintshire the Settlement had a positive impact on the forecast budget 'gap' of £2.8m. The Council's response to the consultation on the provisional settlement is attached as Appendix 1.

The Final Local Government Settlement was received on 21 December 2016 and was largely unchanged in overall cash terms from the Provisional Settlement (an increase of £0.044m) other than the inclusion of important additional investment

for the rising costs of domiciliary care across Wales. Over and above this an amount of £0.201m was transferred into the settlement as a new responsibility for homelessness prevention. The funding previously received through the Housing Benefit Subsidy for temporary accommodation for the same purpose has been reduced so there is a net reduction in funding of £0.157m. Given demands for homelessness services this is a new pressure which cannot be avoided.

The amount remaining to be found to achieve a balanced budget stands at £2m.

There are limited options to close the remaining 'gap' as set out in the report.

RECOMMENDATIONS

1.	Note the details and the implications of the Welsh Local Government Final Settlement.
2.	Review the limited options for closing the remaining 'gap' of £2m for consultation with the Corporate Resources Overview and Scrutiny Committee (which meets on 20 January).

REPORT DETAILS

1.00	The Latest Budget Position
1.01	<p>The annual Council Fund budget for 2017/18 has been developed in two stages:</p> <ul style="list-style-type: none"> • Stage One: which covers Part 1 of our Medium Term Financial Strategy (MTFS) – service reform based on the service portfolio business plans; and • Stage Two: which covers Parts 2 and 3 of our Medium Term Financial Strategy (MTFS) – corporate financial stewardship and working with Welsh Government.
1.02	The Stage One proposals were approved by Council on 15 November 2016 and are now closed and being implemented.
1.03	The Stage Two proposals on corporate financial stewardship were approved by Council on 6 December 2016 following consideration by Corporate Resources Overview and Scrutiny Committee on 30 November and are also closed and being implemented.
1.04	The Provisional Settlement was received on 19 October. The Settlement gave a similar level of financial support to the Council as in 2016/17 and has been referred to as a 'cash flat' Settlement. Given that there was no reduction in Revenue Support Grant for Flintshire the Settlement had a positive impact on the forecast budget 'gap' of £2.8m. The Council's response to the consultation on the provisional settlement is attached as Appendix 1.

1.05	<p>The Final Local Government Settlement was received on 21 December 2016 and was largely unchanged in overall cash terms from the Provisional Settlement (an increase of £0.044m) other than the inclusion of important additional investment for the rising costs of domiciliary care across Wales. Over and above this an amount of £0.201m was transferred into the settlement as a new responsibility for homelessness prevention. The funding previously received through the Housing Benefit Subsidy for temporary accommodation for the same purpose has been reduced so there is a net reduction in funding of £0.157m. Given demands for homelessness services this is a new pressure which cannot be avoided.</p> <p>A briefing note on the Final Settlement is attached as Appendix 2.</p>																														
1.06	<p>The amount remaining to be found to achieve a balanced budget stands at £2m. There are limited options for balancing the budget at this third and final stage as set out in the report.</p>																														
2.00	<p>Summary of Stage 1 Service Portfolio Business Plans</p>																														
2.01	<p>Stage One of the budget was concluded at the Council meeting on 15 November. A summary of the approved efficiency proposals is shown below.</p> <p>Table 1</p> <table border="1" data-bbox="284 1021 1289 1518"> <thead> <tr> <th data-bbox="284 1021 970 1081">Portfolio</th> <th data-bbox="970 1021 1129 1081"></th> <th data-bbox="1129 1021 1289 1081">£m</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1088 970 1149">Planning and Environment</td> <td data-bbox="970 1088 1129 1149"></td> <td data-bbox="1129 1088 1289 1149">0.205</td> </tr> <tr> <td data-bbox="284 1155 970 1216">Streetscene and Transportation</td> <td data-bbox="970 1155 1129 1216"></td> <td data-bbox="1129 1155 1289 1216">1.350</td> </tr> <tr> <td data-bbox="284 1223 970 1283">Social Care</td> <td data-bbox="970 1223 1129 1283"></td> <td data-bbox="1129 1223 1289 1283">0.690</td> </tr> <tr> <td data-bbox="284 1290 970 1350">Education and Youth</td> <td data-bbox="970 1290 1129 1350"></td> <td data-bbox="1129 1290 1289 1350">0.873</td> </tr> <tr> <td data-bbox="284 1357 970 1417">Organisational Change</td> <td data-bbox="970 1357 1129 1417"></td> <td data-bbox="1129 1357 1289 1417">0.943</td> </tr> <tr> <td data-bbox="284 1424 970 1485">Community and Enterprise</td> <td data-bbox="970 1424 1129 1485"></td> <td data-bbox="1129 1424 1289 1485">0.629</td> </tr> <tr> <td data-bbox="284 1491 970 1552">Corporate Services</td> <td data-bbox="970 1491 1129 1552"></td> <td data-bbox="1129 1491 1289 1552">0.903</td> </tr> <tr> <td data-bbox="284 1559 970 1619">Central and Corporate Finance</td> <td data-bbox="970 1559 1129 1619"></td> <td data-bbox="1129 1559 1289 1619">0.150</td> </tr> <tr> <td data-bbox="284 1626 970 1686">Total</td> <td data-bbox="970 1626 1129 1686"></td> <td data-bbox="1129 1626 1289 1686">5.743</td> </tr> </tbody> </table> <p>Footnotes:</p> <ol style="list-style-type: none"> 1. The figures above may be subject to change at implementation stage 2. The proposals originate from the third and final year of service planning. 	Portfolio		£m	Planning and Environment		0.205	Streetscene and Transportation		1.350	Social Care		0.690	Education and Youth		0.873	Organisational Change		0.943	Community and Enterprise		0.629	Corporate Services		0.903	Central and Corporate Finance		0.150	Total		5.743
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3.00	<p>Summary of Stage 2a Corporate Financial Stewardship</p>																														
3.01	<p>Stage Two of the budget was concluded at the Council meeting on 6 December. A summary of the approved efficiency proposals is shown below.</p>																														

Table 2

Description		£m
Council Tax Base Increase		0.345
Independent Living Fund (ILF)		0.412
Transition to Adulthood		0.162
Flint Extra Care Scheme		0.170
Schools Investment		0.400
Apprentice Tax Levy		0.470
Central Loans and Investment Account (CLIA)		2.690
Total		4.649

Footnotes:

1. The figures above are precise estimates and will not be subject to any material change
2. The Council Tax base increase has been notified to Welsh Government
3. The figures assume the utilisation of reserves to meet the costs of the new Apprentice Levy.
4. The CLIA figure reflects the approved changes to the Minimum Revenue Provision (MRP) policy.

3.02 At the meeting on 6 December new and emerging pressures totalling £0.597m were also reported and added to the budget requirement for 2017/18.

4.00 **Summary of Stage 2b Working with Welsh Government**

4.01 As detailed in para. 1.05 The Final Local Government Settlement was received on 21 December 2016 and has resulted in a net reduction in funding of £0.157m. This takes into account the transfer into the settlement as a new responsibility for homelessness prevention of £0.201m for funding previously received through the Housing Benefit Subsidy for temporary accommodation.

A briefing note on the Final Settlement is attached as Appendix 2.

4.02 Following completion of Stages One and Two, and receipt of the Settlement, a gap of £2m remains to achieve a balanced budget.

Table 3

Description		£m
Projected Budget "gap"		14.4
Less:		
Portfolio Business Plans		(5.7)
Corporate Financial Stewardship		(4.6)
Provisional Settlement		(2.8)
Add:		
New and Emerging Pressures		0.6
Impact of Final Settlement		0.1
Remaining Budget "Gap"		2.0

5.00 **Closing Strategy to Reach a Balanced Budget**

5.01 There are only limited options available to close the remaining gap of £2m and these are set out below:

5.02 **Domiciliary Care - Charging Levels**

A Welsh Government announcement has recently been made on raising the charging cap from the current amount of £60 per week to £70 per week (from 1 April 2017). For Flintshire this will generate projected additional income of £0.238m in 2017/18. Welsh Government also announced, as part of the Settlement, an additional £10m to support the rising costs of domiciliary care across Wales. Based on an assumed formula distribution the Council should receive additional funds, in the form of a specific grant, in the region of £0.430m.

5.03 **Local Taxation**

The forecast assumes a Council Tax increase of 3% for 2017/18. The maximum permissible annual rise for councils is 5% per year. As a guideline every 0.1% of increase in Council Tax contributes approximately £0.057m to the budget position (net of the impact of increased benefit entitlements under the Council Tax Reduction Scheme budget).

5.04 The North Wales Fire and Rescue Authority approved an increase of 4% on its levy at its meeting on the 19 December 2016. When taking into account population changes Flintshire's annual increase come in at 4.52% - an increased cost of £0.317m which is not currently included in the budget estimate. This increase cannot be met by further reductions in Council services as Stage One of the budget strategy is now closed. An option is to add the levy increase to the planned Council Tax increase. If this option was adopted the planned Council Tax rise would increase from 3.00% to 3.55%. The only other options are to utilise further one-off reserves or to reduce the overall level of investment in schools.

5.05 The Police Precept is still yet to be formally notified to the Council although an increase of between 3.5% and 5% is expected. This is equal to an annual increase of between £8.40 and £12.01 on the 2016/17 Band D equivalent

	charge of £240.12.
5.06	<p>School Investment</p> <p>An uplift of £1.2m (1.34%) is currently included for the overall schools budget. The budget is distributed to schools through the local schools funding formula. Any reduction in this provision would cause risks for schools budget planning.</p>
6.00	<p>Use of Reserves and Balances</p>
6.01	There is the option to utilise reserves to assist in the budget for 2017/18 - noting that this only provides a one year solution. As part of the approved Corporate Financial Stewardship options an amount of £0.699m has already been earmarked to meet the first year costs of the new UK Government introduced Apprentice Tax Levy.
6.02	A decision on what is considered to be a prudent use of reserves needs to take into account both the future sustainability of the budget and the impact on the reserve levels which remain for future years.
6.03	Any use of reserves in the budget would need to be made good in the base budget the following year.
6.04	Earmarked reserves are projected to stand at £2.885m at the financial year end.
6.05	The Contingency Reserve is projected to stand at £4.268m at the financial year end (calculated as at month 8) although this will be subject to the final outturn. It is recommended that a significant portion of this reserve is maintained as a safeguard against in-year risks and unforeseen events. Any use of reserves to balance the budget greater than £2m is considered to be high risk (bearing in mind it has already been agreed that £0.699m of reserves will be utilised for the costs of the apprentice levy for 2017/18).
7.00	<p>Outstanding Risks and Issues</p>
7.01	<p>Single Environment Grant</p> <p>Welsh Government is considering making a reduction in this grant of 6.7% in 2017/18. This would cause an immediate operational budget pressure of £0.200m.</p>
7.02	<p>Transportation Costs</p> <p>Following on from one of the Council's main transport providers going into liquidation there is a risk that the cost of maintaining the local public and school bus services could require an additional £0.675m in a full year. Negotiations with Welsh Government over future funding, and reviews of routes and service frequency, continue.</p>
7.03	<p>Household Recycling Centres</p> <p>The new configuration of the local Household Recycling sites will not become</p>

	operational until quarter two of 2017/18. A shortfall in the planned operational efficiencies target of £0.240m is forecast as a result of the newly adopted strategy of the Council. However, this cost pressure can be mitigated by the ending of a previous prudential borrowing loan arrangement within the service where capital was borrowed to purchase household recycling receptacles.
7.04	Car Park Income – County Hall A planned change in the policy for workforce essential car user allowances and mileage cost levels aimed to achieve an upper target of savings in the region of £0.750m. It was anticipated that this upper target could offset a projected shortfall of £0.080m of car parking income caused by the decision to change the planned County Hall car parking scheme for the workforce and to only charge employees an administrative fee for the issue of car parking permits. The cost savings made to the change in policy for workforce essential car user allowances and mileage cost levels should generate an estimated saving of £0.650m in a full year having taking into account appeals made by employees against the planned withdrawal of their allowance. Therefore, there is a potential overall cost pressure of £0.080m.
7.05	Impact of the Outturn 2016/17 Any emerging issues from the outturn for the current financial year will also need to be considered where they will have an impact on 2017/18 or beyond. Any new pressures identified over time will need to be considered as part of the final balancing proposals.
8.00	Next Steps and Timescales
8.01	This report will be considered by Corporate Resources Overview and Scrutiny Committee on 20 January. This meeting is open to all members.
8.02	Final budget proposals will be considered by Cabinet on the morning of 14 February for recommendation to Council for approval in the afternoon.
8.03	The formal Council Tax setting meeting of Council will be held on 1 March.

2.00	RESOURCE IMPLICATIONS
2.01	As set out in the report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Consultation with Group Leaders, Overview and Scrutiny Committees, senior officers and service teams, and external partners have been held in the development of the business plans, budget proposals and resilience assessments.

4.00	RISK MANAGEMENT
	All parts of the financial forecast, and all budget solutions, are risk assessed stage by stage. Services have already been assessed against efficiency, value for money and resilience with the assessment being reported to the Overview and Scrutiny Committees throughout July 2016.

5.00	APPENDICES
5.01	Appendix 1 – Council response to the Welsh Local Government Provisional Settlement.
5.02	Appendix 2 – Briefing note on the Welsh Local Government Final Settlement

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Council Report 15 November 2016 Stage One http://committeemeetings.flintshire.gov.uk/mglIssueHistoryHome.aspx?lId=20333&LLL=0</p> <p>Council Report 6 December 2016 – Stage Two http://committeemeetings.flintshire.gov.uk/mglIssueHistoryHome.aspx?lId=20481&LLL=0</p> <p>Colin Everett, Chief Executive and Gary Ferguson, Corporate Finance Manager</p> <p>Contact Officer: Gary Ferguson Telephone: 01352 702271 E-mail: gary.ferguson@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Medium Term Financial Strategy (MTFS): a written strategy which gives a forecast of the financial resources which will be available to a Council for a given period, and sets out plans for how best to deploy those resources to meet its priorities, duties and obligations.</p> <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>Local Government Funding Formula: the system through which the annual funding needs of each council is assessed at a national level, and</p>

from which each council's annual AEF (see above) is derived. The formula is very complex. In summary, using information such as statistics on local population change and deprivation, the formula sets a guide for each council's funding needs called the Standard Spending Assessment (SSA).

Annual Settlement: the amount of its funds the Welsh Government will allocate annually to local government as a whole, as part of its total budget, and to individual councils one by one. The amount of Revenue Support Grant (see below) each council will receive is based on a complex distribution formula for awarding Aggregate External Finance (AEF). The formula is underpinned by assessments of local need based, for example, of population size and demographics and levels of social deprivation.

Specific Grants: An award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose.

Central Loan and Investment Account (CLIA): brings together the revenue costs of all Council's borrowing and investment activity. Contains; interest on debt, MRP (see below), Treasury Management costs (staff, advisors, software etc., charges for debt rescheduling undertaken in earlier years and income generated from investments. Also referred to as Capital Financing Charges.

Minimum Revenue Provision (MRP): method for charging (debt-funded) capital expenditure to the revenue account in local authority accounts. Full Council sets an MRP policy annually selecting from a range of options contained with Welsh Regulations set by Welsh Government.

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Colin Everett
Chief Executive
Prif Weithredwr



Simon Edwards
Local Government Funding and Performance
Branch
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

Your Ref/Eich Cyf

Our Ref/Ein Cyf

Date/Dyddiad 30th November 2016

Ask for/Gofynner am Colin Everett

Direct Dial/Rhif Union 01352 702101

Email/Ebost:
chief.executive@flintshire.gov.uk

Dear Simon

Local Government Provisional Settlement

Thank you for the opportunity to comment on the Local Government Provisional Settlement for 2017/18. We appreciate the timely announcement of the Provisional Settlement following the lateness of the respective announcement last year.

We have grouped our comments under four headings as set out below.

Medium-Term Planning

We do understand the difficulty in being able to plan ahead for the medium term with any certainty as the Cabinet Secretary thoughtfully explained both privately when we met, and in public statements. The absence of a medium-term indicative settlement does seriously compromise our ability to plan ahead for sustainable services, and service continuity, with sufficient confidence.

Given that the Chancellor has now made his Autumn Statement, and that civil servants will be analysing and advising on the immediate and medium-term implications of the Statement, we would request a statement of medium-term commitments to local government and the public services at the earliest possible point in the New Year. Deferral of medium-term commitments by Welsh Government to this time next year would seriously compromise future planning. New council administrations will need to plan ahead their priorities and investment choices for their five year term with some confidence as they settle in May post-elections.

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We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-oed i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



Overview of the Provisional Settlement

We appreciate that the case made by local government on the impacts of compounded reductions in Revenue Support Grant over a series of years, and the need for some relief to protect critical public services, has been heard.

We recognise the need for a form of annual funding 'floor' to protect the councils most exposed to a reduction in Revenue Support Grant and support the initiative of Welsh Government in funding the floor rather than requiring other councils to support the subsidy from a reduction in their own Grant. As a Council which has not benefited from a funding floor in any previous financial years this is an important point for us to make.

We share the concern at the relatively late emergence of considerable demography-led budget distribution changes from the Distribution Sub-Group. Many of us were unsighted on these changes. We appreciate and support the action taken to mitigate the impacts of these proposed changes as the consequences of their full introduction would have been de-stabilising for some councils.

Specific Comments on the Provisional Settlement

As a Council which has made a strong case for a 'cash-flat' settlement we support the Provisional Settlement as one which gives a minimum of protection to local government and to Flintshire. As a council which is poorly and unfairly funded under the Local Government Funding Formula we are particularly exposed to the risks and compound impacts of successive annual reductions in the Revenue Support Grant. Retention of our Grant at the 2016/17 level was our minimum expectation of the Provisional Settlement. The recent summary revision of our Medium Term Financial Strategy (MTFS) sets out our position and our need for Revenue Support Grant to be maintained at current levels, as a minimum, for future years.

We welcome the recognition of the escalating cost pressures in social care. However, the current Government investment levels are not sufficient to sustain critical care services - both directly provided and commissioned. The additional investment of £24M assumed in the Provisional Settlement calculations method is an under-estimate. The additional costs pressures for commissioned residential and domiciliary care services in 2017/18 are £2.7M for Flintshire alone. Social care and health should be given parity of esteem in funding decisions as co-dependent parts of the wider care sector. If a crisis in social care is to be avoided additional and continued investment is required in the short-term. We would request that Welsh Government increases the level of support for social care and that a proportion of the additional funds announced for health, including the Winter Pressures investment, is made available for shared cost pressures.

We remain concerned at the continuation of an excessive number of specific grants, the reduction in funding for certain specific grants specifically the Single Environment Grant, and the parallel announcement of the cessation of the Communities First

Programme with no transition plan or succession plan yet in place. We urge re-consideration, and the reinstatement of the Single Environment Grant to the current funding level. This Grant directly funds waste collection and recycling services, and any reduction will threaten the continuation of key services which are essential for councils to achieve their waste diversion and recycling targets. The proposal to reduce the Grant undermines Welsh Government's own environmental policy objectives and is contrary to the principles of the Well-being of Future Generations Act 2015. Further information is being shared with Welsh Government by the family of local government on the risks to environmental services posed by the proposed reduction in Grant.

Flintshire is one of the councils which has been pressing for a relaxation of the Domiciliary Care Fee Cap both on the principle that councils should have the freedom to set local charging schemes for services, and from necessity to recover a fuller proportion of service costs to ensure the sustainability of domiciliary care services. We appreciate that a decision on the relaxation of the Cap and/or additional investment to subsidise commissioning councils is imminent. We request a positive decision for 2017/18 supported by a plan for the revised Cap to be raised by a minimum of £10 per year in successive financial years.

Future Work

The case for a review of local government funding in Wales – the quantum of funding, the distribution method of funding, and local freedoms and flexibilities to act including income charging, taxation and the retention of Non Domestic Business Rates growth – has been well made, most recently by the Independent Commission on Local Government Funding in Wales. We urge Welsh Government to commit to an urgent review.

Flintshire is one of the councils with an evidential case for a review of the Local Government Funding Formula as part of this wider review. The disparity in funding per capita across councils is unfair and no longer justifiable. Low funded councils such as Flintshire are being exposed to a high level of risk with an unsustainable funding base which is not based on a balanced assessment of local need and does not recognise some of the greatest local cost pressures, such as workforce costs, in its calculation and distribution methodologies.

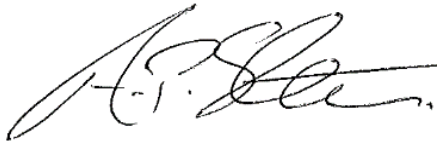
The reduction of specific grants should be included within this review.

Flintshire is keen to contribute to this review. The urgency of our case is expressed in the latest summary of our Medium Term Financial Strategy (MTFS) which is attached.

Yours sincerely

Handwritten signature of Colin Everett in black ink.

Colin Everett
Chief Executive

Handwritten signature of Aaron Shotton in black ink.

Aaron Shotton
Leader

APPENDIX 2 - BRIEFING NOTE ON FINAL WELSH LOCAL GOVERNMENT SETTLEMENT 2017/18

Background

The Final Settlement was received on 21st December 2016.

Headlines

Standard Spending Assessment (SSA)

The final SSA for 2017/18 is £257.526m (£256.492m at Provisional stage) which is an increase of 1.5% on the SSA for 2016/17 (£253.738m)

Aggregate External Finance (RSG & NDR)

The final AEF for 2017/18 is £185.033m (£184.989m at Provisional stage) which when compared to the adjusted 2016/17 AEF figure of £184.722m represents an increase of 0.2% (All Wales 0.2%).

Transfers into Settlement

The following transfers into the settlement were confirmed on the same basis identified at the provisional stage:

- Delivering Transformation (£0.123m)
- Deprivation of Liberty Standards (£0.009m)
- Food Hygiene Rating (£0.002m)

Transfers out of Settlement

The following transfers out of the settlement was confirmed on the same basis identified at the provisional stage:

- Education Workforce Council Teachers Registration Fees (£0.050m)

New Responsibilities

The following new responsibilities were confirmed on the same basis identified at the provisional stage:

- Increasing capital limits for Residential Care (£0.195m)
- War disablement pension disregard (£0.013m)

The final settlement identified one additional new responsibility:

- Homelessness Prevention (FCC £0.201m All Wales £6m)

Additional Funding (Floor)

- £1.6m included to ensure that no authority sees a reduction of greater than 0.5% compared to its 2016/17 allocation and top-up funding.

Specific Grants

Only very limited information at an All Wales level has been received at the present time.

General Capital Funding

Flintshire's General Capital Funding has now been consolidated into a single funding stream and reduced from a 2016/17 total of £6.728m to £6.634m, which is a net decrease of £0.094m (same as at provisional stage).

Funding Impact of the Settlement

There is an increase in AEF in cash terms of £0.044m when compared with the Provisional Settlement stage.

However, there is an additional new responsibility of £0.201m identified in the final settlement in relation to Homelessness Prevention which will need to be assessed in detail with regards to funding requirements for Flintshire. Taking this adjustment into account the settlement effectively shows a net reduction in funding of £0.157m

Other Headline Figures Identified outside of the AEF (All Wales)

- £10m available to local authorities for domiciliary care purposes
- £10m to provide non-domestic rates relief for businesses on high street

Gary Ferguson
Corporate Finance Manager
21/12/2016



CABINET

Date of Meeting	Tuesday, 17 January 2017
Report Subject	Draft Housing Revenue Account (HRA) Budget 2017/18 & Capital Programme 2017/18
Cabinet Member	Cabinet Member for Housing
Report Author	Chief Officer (Community & Enterprise) Corporate Finance Manager
Type of Report	Strategic

EXECUTIVE SUMMARY

The purpose of this report is to present for approval the draft Housing Revenue Account (HRA) Budget for 2017/18, and HRA Business Plan.

RECOMMENDATIONS

1	That Cabinet Members approve and recommend to the Council, the HRA budget for 2017/18 as set out in the Business plan.
2	That Cabinet Members approve a rent increase of 2.5% (plus up to or minus £2) as set out in the business plan with target rents applied for new tenancies.
3	That Cabinet Members approve and recommend to the Council a garage rent increase of £1 per week and a garage plot rent increase of £0.20 per week.
4	That Members approve the proposed HRA Capital programme for 2017/18 as set out in Appendix D.

REPORT DETAILS

1.00	BACKGROUND TO THE DRAFT HRA BUDGET AND HRA BUSINESS PLAN
1.01	<p><u>Considerations</u></p> <p>The HRA is required to produce a 30 year business plan. The first three years focuses on the achievement of the Welsh Housing Quality Standards (WHQS), Choices document promises kept, ongoing efficiencies made and 200 new council homes built. The longer term picture shows a strong account with surplus income over expenditure needs. This presents opportunities to do more to improve service delivery; provides reassurance that once achieved, the WHQS standard can be maintained, and could provide further capital funding for new build.</p> <p>The strategic context for this year's HRA budget setting includes the following:</p> <ul style="list-style-type: none"> • The need to ensure the treasury management strategy continues to meet the Councils new and ongoing borrowing requirements; • Delivering a prudent plan for income maximisation; • Setting a balanced budget with 3% surplus revenue over expenditure; • Continued drive to ensure all service costs are efficient and that value for money can be achieved; • Maximisation of revenue efficiencies to minimise the borrowing required to meet WHQS by 2020; • Delivery of new build Council housing.
1.02	<p><u>Self financing</u></p> <p>Self-financing was introduced in April 2015 and is contained within the Housing Wales Act 2014. This policy change brings more self-determination for local council's longer term. As part of introducing self-financing the Act contained a duty for the 11 Councils affected to make a one-off settlement payment of £920m, and it set the all wales limit of indebtedness for those individual local authorities. Flintshire's borrowing cap is £144m.</p> <p>In summary, Flintshire's borrowing requirements and/or limits for borrowing are (approximately) as follows:</p> <ul style="list-style-type: none"> • Existing HRA borrowing £25.7m • Borrowing to achieve settlement £79.2m • Total Borrowing for WHQS £15.3m • Total Borrowing for new build £24.8m <p>The initial borrowing of c£79.2m for buy-out resulted in a basket of loans of varying lengths in accordance with the Councils Treasury Management Strategy. External advice was sought and the recommendation was for the Council to continue to operate a single debt pool approach, providing</p>

	<p>maximum flexibility.</p> <p>The current borrowing assumptions for 2017/18 are:-</p> <ul style="list-style-type: none"> • Borrowing for WHQS £4.1m • Borrowing for new build £7.7m <p>This will take borrowing levels up to £125m once the minimum revenue provision has been deducted.</p>
1.03	<p>Rents</p> <p>The Social Housing Rents policy was introduced by Welsh Government (WG) in April 2015 for local authorities and is in place for five years. The policy aims to achieve rent convergence between Council and Housing Association rents over time.</p> <p>Welsh social rent policy is devolved from the U.K government. There has been pressure however, to follow the UK Government requirement for social landlords in England to reduce social rents by 1% for each of the next four years. WG sought evidence from social landlords across Wales on the impact this change would make to business plans and has decided to retain the current rent policy for 2017/18.</p> <p>In a written statement on the 21st November 2016, the Department of Works & Pensions (DWP) Secretary for State announced that the Government proposes that the local housing allowance (LHA) cap for tenants living in general needs social housing will be applied from April 2019. When this proposal is implemented, rents for many 1 bedroom properties in Flintshire will reach the cap quite quickly. This could have negative impacts on the HRA business plan and the viability of some new housing developments.</p> <p>The WG rent policy requires all service charges to be disaggregated from rents. The Council is in the process of completing this.</p> <p>There is flexibility for each landlord to set the rent band at either target rent, 5% below or 5% above. The Council agreed to set Flintshire rents at target to support tenant affordability.</p> <p>The rent policy sets out the total target rent band for each landlord. The Councils target rent for 2017/18 is £91.69. Currently the Councils average rent is £85.87. Where a landlord's weekly rent is lower than the target rent band, transitional protection applies to tenants. In any year a landlord is not permitted to increase the rent for any individual tenant by more than £2 per week in addition to the agreed average annual rate of rent increase for the sector as a whole. The inflation indices used for uplifting rents each year are based on Consumer Price Index (CPI) at the previous September and a real increase percentage of 1.5.</p> <p>CPI for September 2016 was 1% plus 1.5% giving rent inflation for 2017/18 of 2.5%.</p>
1.04	<p>Garage Rents</p> <p>Garage rents are currently charged at £5.61 per week and garage plots £1</p>

	per week. An increase of £1 per week is proposed for garages and £0.20 for garage plots.
1.05	Capital programme
	<p>£20m has been built into the WHQS and Asset investment programme for 2017/18. This includes provision for internal work streams, external enveloping works, environmental programmes, fire risks and Disability Discrimination Act (DDA) works, Asbestos, off gas and energy efficiency works. Cabinet has approved the Asset investment plan to achieve the WHQS by 2020 and the budget set will ensure that the council is still on track to meet its commitment to achieve the standard.</p> <p>In addition, £7.704m of prudential borrowing has been budgeted in 2017/18 for Council housing building schemes.</p> <p>Attached to this report for Cabinet approval: -</p> <ul style="list-style-type: none"> • Draft HRA Business Plan – Appendix A • Draft 30 year HRA business plan summary - Appendix B • Draft HRA business efficiency & investment proposals - Appendix C • Draft capital programme for 2017/18 - Appendix D

2.00	RESOURCE IMPLICATIONS
2.01	The HRA is a ring fenced budget. This HRA budget and Business Plan demonstrates that the council can achieve the WHQS by 2020, can meet service improvement plans and commitments and with prudential borrowing can continue its Council house building programme in 2017.
2.02	Additional staff have been appointed to deliver an accelerated WHQS programme. The funding for these posts is provided for in the WHQS programme.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The draft budget will be discussed with the Tenants Federation at their February meeting.
3.02	Detailed consultation has been undertaken with tenants and elected members to inform the preparation of the WHQS investment programme.
3.03	Full local consultation is carried out for each new build scheme.

4.00	RISK MANAGEMENT
4.01	The Council has agreed a Rent Policy which will see rents at benchmark levels, rather than taking the opportunity to set at 5% per cent above the benchmark. This decision was taken to safeguard affordability for tenants.
4.02	Stock investment delivery plans will enhance the appearance of the environment and will contribute toward the Council's CO2 reduction

	targets.
4.03	All households will benefit from the Councils WHQS programme. The impact of the investment planning and efficiencies is being modelled for various customer groups to ensure that there is no disproportionate impact on any groups with protected characteristics.
4.04	The Business Plan assumes a confirmation of Major Repairs Allowance (MRA) for the full 30 year life of the Business Plan.

5.00	APPENDICES
5.01	Appendix A - Draft HRA Business Plan Appendix B - Draft 30 year HRA Business Plan Summary Appendix C - Draft HRA business efficiency and investment proposals Appendix D - Draft capital programme

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None. Contact Officer: Clare Budden, Chief Officer (Community & Enterprise) Telephone: 01352 703800 E-mail: clare.budden@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	<p>Financial Year: the period of 12 months commencing on 1 April 2017.</p> <p>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.</p> <p>Capital expenditure: money spent by the organisation on acquiring or maintaining fixed assets, such as land, buildings, and equipment.</p> <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> <p>Treasury Management: the Council has adopted the Chartered Institute of Public Finance Accountants (CIPFA) Treasury Management in the Public Services: Code of Practice. Treasury Management is conducted in accordance with the Council's Treasury Management Policy and Strategy Statement and Treasury Management Practices which are both reviewed annually. All borrowing and long term financing is made in accordance with CIPFA's Prudential Code.</p>

	<p>Major Repairs Allowance: Welsh Government grant paid to local authorities in Wales who still manage and maintain their council housing.</p>
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FLINTSHIRE HOUSING REVENUE ACCOUNT:

DRAFT BUSINESS PLAN



2017 - 2047

INTRODUCTION

The HRA funds the landlord function of the council for 7,189 homes. This includes repairs and maintenance, including upgrading properties and environmental improvements, neighbourhood management including resolving anti-social behaviour and estate caretaking, income collection and customer involvement.

BACKGROUND

The budget was set in 2016 for the thirty year period 2016/2046. Value for money principles were adopted to maximise resources for stock investment, service improvement and new build. It did, as with any business plan, make some financial assumptions, and therefore any aspects which were adopted will need to be kept under review to ensure that assumptions reflect actual costs, performance and risks on an annual basis.

This report will highlight how we actually performed during 2016/17 and report any changes to the financial assumptions agreed in 2016/17 based on new information.

2012 HOUSING BALLOT – CHOICES DOCUMENT

In 2012, the council balloted its tenants on the option for 'stock transfer'. This process involved making commitments to tenants on service quality and performance, should tenants opt to stay with the council or move to an alternative landlord. 71% of tenants used their vote, with 88% choosing Flintshire County Council to remain as their landlord.

This plan and budget proposals once approved will provide sufficient resources to ensure that all promises made to tenants in the Choices document can be delivered. At the time of the ballot a 5 year stock improvement programme was promised which would provide full kitchen and heating replacement schemes with limited work streams for other property fixtures. At this stage the full WHQS standard could not be delivered until 2038.

Since that time, following detailed cost and investment analysis work, robust efficiency plans and improved performance (coupled with relatively low levels of borrowing), the investment programme has been accelerated and full achievement of the standard can be delivered by 2020.

RESOURCES FOR 2017/18

Rents

The Social Housing rents policy was introduced by Welsh Government in April 2015 for local authorities. This policy was aimed at achieving rent convergence between council and housing association rents over time.

Welsh social rent policy is devolved from the U.K government. There is pressure however, to follow the UK Government requirement for social landlords in England to reduce social rents by 1% for each of the next four years. Welsh Government sought evidence from social landlords

across Wales on the impact this change would make to business plans and has decided to retain the current rent policy.

In a written statement on the 21st November 2016, the DWP Secretary for State announced that the government proposes that the local housing allowance (LHA) cap for tenants living in general needs social housing will be applied from April 2019. Should this proposal be implemented rents for many 1 bedroom properties in Flintshire would reach the cap quite quickly. This could have negative impacts on the HRA business plan and the viability of some new housing developments.

The WG rent policy required all service charges to be disaggregated from rents by April 2016. There is flexibility for each landlord to set the rent band at either target rent, 5% below or 5% above. Cabinet decided to set Flintshire rents at target to support tenant affordability.

The rent policy sets out the total target rent band for each landlord. The councils target rent band for 2017/18 is £91.69. Currently the Councils average rent is £85.87. Where a landlord's weekly rent is lower than the target rent band, transitional protection will apply to tenants. In any year a landlord will not be permitted to increase the rent for any individual tenant by more than £2 per week in addition to the agreed average annual rate of rent increases for the sector as a whole.

The inflation indices to be used for uplifting rents each year will be based on CPI at the previous September and a real increase percentage of 1.5% will be applied to the inflation indices. CPI for Sept 2016 is 1% plus 1.5% giving rent inflation for 2017/18 of 2.5%. Anticipated Rental (including voids rent loss) and other income for the three year period 2016/17, 2017/18 and 2018/19 are shown in the table below:

Garage Rents

Garage rents are currently charged at £5.61 per week. We are proposing an increase of £1 per week. Garage plots are currently a £1 per week. We are proposing a .20p per plot per week increase.

Anticipated Rental (including voids rent loss) and other income for the three year period 2017/18, 2018/19 and 2019/20 are shown in the table below:

Year	Net Rental Income	Other Income	Total Income
2017 – 2018	£30,850,000	£ 1,292,000	£ 32,142,000
2018 – 2019	£32,032,000	£ 1,664,000	£ 33,696,000
2019 – 2020	£33,916,000	£ 1,735,000	£ 35,651,000

Rent Charges		2017/18				
		£'s			No.	
		Target Rent	Average Transitional Rent	Variance	Equal to / above Target Rent	Below Target Rent
Property Type	No. of Properties					
G1Bedsit	21	65.71	65.78	0.07	21	0
G1bungalow	12	81.71	85.06	3.35	3	9
G1Flat	163	76.42	76.27	-0.16	150	13
G1House	1	81.71	72.84	-8.86	0	1
G2Bungalow	3	90.78	83.83	-6.96	0	3
G2Flat	293	84.64	82.33	-2.31	78	215
G2House	710	90.78	85.56	-5.22	190	520
G2Maisonette	9	82.14	82.14	0.00	9	0
G3Bungalow	4	99.86	99.02	-0.84	3	1
G3Flat	41	92.85	88.61	-4.24	11	30
G3Maisonette	1	90.35	90.35	0.00	1	0
G3House	3,147	99.86	91.26	-8.60	335	2,812
G4House	126	108.94	98.12	-10.82	13	113
G5House	5	118.02	106.24	-11.78	1	4
G6House	5	118.02	110.62	-7.40	2	3
M1Mini Group Bungalow	299	81.71	77.60	-4.10	97	202
M1Mini Group Flat	116	76.42	76.47	0.04	114	2
M2Mini Group Bungalow	94	90.78	86.07	-4.72	29	65
M2Mini Group Flat	23	84.64	83.68	-0.96	2	21
M3Mini Group Bungalow	1	99.86	99.86	0.00	1	0
S1Sheltered Bedsit	63	65.71	66.01	0.30	63	0
S1Sheltered Bungalow	851	81.71	78.09	-3.61	218	633
S1Sheltered Flat	321	76.42	76.39	-0.04	314	7
S1Sheltered House	1	81.71	78.96	-2.74	0	1
S2Sheltered Bungalow	508	90.78	83.74	-7.05	64	444
S2Sheltered Flat	306	84.64	84.44	-0.20	236	70
S2Sheltered House	1	90.78	81.94	-8.84	0	1
S2Wardens Bungalow	2	90.78	90.78	0.00	2	0
S2Wardens Flat	5	84.64	84.64	0.00	5	0
S2Wardens House	1	90.78	86.55	-4.23	0	1
S3Sheltered Bungalow	4	99.86	94.93	-4.94	2	2
S3Wardens Bungalow	16	99.86	97.78	-2.08	6	10
S3Wardens Flat	1	92.85	91.52	-1.33	0	1
S3Wardens House	20	99.86	93.25	-6.62	3	17
SO3Shared ownership houses	15	99.86	90.81	-9.05	2	13
	7,189	91.69	85.87	-5.82	1,975	5,214

Note

G = General Need

S = Sheltered

M = Mini Group (over 55s with no warden service)

The number equates to the number of bedrooms the property has for example a G3house is a general need 3 bed house.

The above chart shows the transitional rents chargeable to Flintshire tenants under the new rents policy from 2017/18 and how they compare to target rents. The average rent chargeable for 2017/18 is £85.87 some £5.82 below the weekly target rent under the new policy. There are currently 1,975 (27%) tenancies at target rent.

Empty Properties

Void rent loss is currently at 1.41 % of rental income. The business plan continues to assume this level of void rent loss.

Service Charges

By April 2016, the Welsh Government expected all social landlords to separate services from rents and introduce charges, to recover the cost of services in addition to rent. Prior to this the cost of these services were spread across all tenancies. Through the separation of service charges from rents, tenants are able to see how much they pay for the rent of their home and how much they pay for any additional services that they receive e.g. aerials, laundry services, window cleaning and communal cleaning.

The introduction of service charges aims to achieve greater transparency and fairness for tenants, providing greater accountability whilst helping to improve both the efficiency and quality of services being delivered.

The Council is currently working in collaboration and sharing best practice with three other North Wales stock retaining Councils. These being Wrexham, Denbighshire and Isle of Anglesey.

Flintshire is implementing service charges on a phased basis for existing/ongoing tenancies. From April 2015 all new tenants pay for services. A tenant consultation exercise will commence in June 2017 to discuss service disaggregation (such as individual gardening).

With the exception of services provided for the benefit of individuals, the service charges outlined above are all currently 'housing benefit eligible'. Currently, 67% of all Council Housing tenants were in receipt of full or partial housing benefit.

Expenditure

Proposed financial changes to the 2017/18 business plan

HRA Business Planning

Efficiencies

No	Section	Description	Type	2017/18 £m	Notes
1	Various	Price Inflation	Service Efficiency	(71,182)	During the 2016/17 business planning process, we had built in an element of price inflation. We have removed this price inflation to help fund some of the pressures the HRA is facing.
2	Estate Management	Estate Caretaker	Structural Review	(18,667)	Removal of vacant position
3	Management & Support	Handy Person	Structural Review	(38,488)	This vacant position is being removed from the budget as the estate caretakers are completing this work.
4	Various	Employee Travel	Service Efficiency	(11,091)	A result of the review of essential car users and rates.
5	Management & Support	Conference/Seminars	Service Efficiency	(13,544)	A reduction in the conference budget.
6	Estate Management	Supplies & Services	Service Efficiency	(4,165)	A review of supplies and services budgets.
7	Housing Asset Management	Fleet Costs (Disabled Adaptations)	Service Efficiency	(40,000)	We are able to capitalise the cost of vehicles used for the capital works on adapted properties.
8	Estate Management	Neighbourhood Housing Assistant	Structural Review	(19,310)	Removal of vacant position.
		Total HRA		(216,447)	

Investment Decisions/Cost Pressures

No	Section	Description	Type	2017/18 £m	Notes
1	Income	Reduction in income arising from phased implementation of service charges	Income Pressure	311,428	Reduction in income in line with phased introduction of Service Charges
2	Housing Programmes	SHARP - Site Investigation Fees/Other Costs	Service Improvement	79,000	Revenue budget to support the cost of the SHARP which cannot be capitalised (e.g. legal fees, land valuations)
3	Estate Management	Gardens	Service Pressure	55,000	Reflective of increased contract costs
4	Estate Management	Laundry	Service Pressure	14,000	Reflective of increased contract costs
5	Estate Management	Aerials	Service Pressure	20,000	Reflective of increased contract costs
6	Estate Management	Window Cleaning	Service Pressure	10,500	Reflective of increased contract costs
7	Estate Management	Communal Cleaning		9,000	Reflective of increased contract costs
8	Housing Asset Mgmt	Waste Removal	Service Pressure	20,000	Reflective of increased contract costs
9	Housing Asset Mgmt	Electrical Qualifying Officer	Service Improvement	40,226	Additional position introduced to cover Health & Safety requirements
10	Management & Support	Insurance	Historic Budget Flaw	78,000	To correct a budget flaw
11	Estate Management	Revenues Manager	Service Pressure	16,772	To reflect a charge of 25% to the HRA for work on rent collection.
12	Management & Support	Apprentice Levy	Service Pressure (national policy)	37,129	New national policy (0.5% of payroll)
13	Landlord Services	Servicing & Adhoc Call Outs	Service Pressure	40,000	(e.g. smoke alarm testing, lift maintenance).
		Total HRA		731,055	
		Grand Total HRA		514,608	

Staff and associated costs

The business plan includes 231.53 established Positions (FTE) within the Housing Revenue Account in 2017/18.

Housing Asset Management

Housing Asset Management (HAM) includes Responsive repairs, voids, WHQS and cyclical works and Disabled adaptations. Total FTE's for HAM assumed in the plan are 175. The revenue budget for 2017/18 is £8.457m.

Estate Management

Estate Management includes Rents, Anti-Social Behaviour, Tenant participation and Tenancy management services. Total FTE's assumed in the plan are 33.8. The planned budget is £1.647m.

Landlord Services

Landlord Services includes all costs associated with service charges and landlord costs for communal buildings. Total FTE's assumed in the plan for Landlord Services are 8.0. The planned budget is £1.318m.

Management & Support Services

Management & Support Services include Finance and cash collection, I.T, member services, HR and Training, Legal, Insurance, Buildings, admin and corporate management costs. The FTE's assumed on the plan for Management & Support Services are 14.68. The planned budget is £2.320m.

Capital Financing

Financial Year	New Loans	New Loans	Mid Year	Total Costs	Closing HRA Debt	Limit on indebtedness	Borrowing Capacity
	Build Programme	WHQS					
2017.18	£7,704,000	£4,100,000	£119,983,027	£7,500,531	£124,732,693	£143,934,209	£19,201,956
2018.19	£5,378,667	£3,500,000	£127,924,700	£7,956,858	£131,116,706	£143,934,209	£12,817,503
2019.20	£5,166,667	£1,400,000	£133,088,872	£8,268,822	£135,061,039	£143,934,209	£8,873,170

As per the self-financing agreement introduced in April 2015, the borrowing limits agreed for the council were £15m for new build, £25m for WHQS and £107.2m for the buy-out. This new borrowing in addition to existing borrowing gave us a debt cap of £143.9m (limit on indebtedness above).

The above table shows the planned new borrowing for WHQS and new build alongside the closing HR debt balance and borrowing cap. The level of borrowing remains within the cap. The capital programme for 2017/18 is £20.040m of which the majority is allocated to achieving the Welsh Housing Quality Standard.

Strategic Housing and Regeneration Programme (SHARP) - Council House Build Programme

Following Cabinet approval in September 2014 Flintshire has made good progress to deliver upon its strategic vision of developing 500 new (200 council, 300 affordable) at a range of sites across the county over the next five years. Wates Residential were appointed as the Council's development partner in June 2015, and in addition to the council's ambitious house-building programme, a range of linked regeneration and community benefit initiatives are also being delivered. These include;

- Environmental protection and improvements;
- Development of sub-contracting and supply chain opportunities including transparency of opportunities and award procedures including advertisement through Sell2Wales;
- Increased social return on investment through engagement and consultation with the community;
- Workforce and training initiatives.

SHARP Tranche 1

Tranche 1 of the SHARP is underway, delivering 42 new Council homes on The Walks, Flint and at Custom House School, Connah's Quay. The breakdown of property types is shown below:

Property Type	The Walks, Flint	Custom House School, Connah's Quay
1Bed Apartment	4	-
2 Bed Apartment	2	-
2 Bed House	18	8
3 Bed House	6	4
Sub Total	30	12
Total	42	

Custom House School, Connah's Quay

Custom House, Connah's Quay is the first completed scheme to be delivered through the SHARP, with tenants moving into the new properties at the beginning of December 2016, 2 months ahead of schedule. A Local Lettings Policy has been developed to ensure local people are prioritised for the scheme.

There has been a number of consultation events where Councillors, members of the local community and future tenants have visited the site. This has been well received and has raised the profile of the SHARP Council housing building programme.

The Walks, Flint

The build for the scheme commenced March 2016, with a projected completion of March 2018. In addition to the 30 Council properties, 62 affordable units will also be delivered on the site. These properties will be managed by the Council's NEW Homes Housing Company which was set up in April 2014 to assist those families living in Flintshire who do not qualify for Council properties due to their income being too high, but do not have sufficient income levels to access the private rented or low cost home ownership markets.

The Council and NEW Homes are developing joint estate management and maintenance policies to ensure all tenants living on the scheme receive an equitable, high quality service from both landlords. Similarity to the Custom House scheme, a Local Lettings Policy will be implemented, which will be consulted upon early in 2017 in preparation for allocations.

In addition to addressing housing need from the Council's Housing Register, the scheme will also assist applicants from its Specialist Housing Register who are in need of adapted and specialist accommodation.

SHARP Tranche 2

Sites for tranche 2 have been agreed, planning approved and pre-development work is underway. Consultation has taken place for each scheme with the local Member and communities. The site location and mix is outlined in the table below.

Site location	1 Bed Apart	2 Bed Apart	2 Bed House	3 Bed House	2 Bed Bung.	Total
Maes y Meillion and Heol Y Goron, Leeswood		4	3	2	4	13
Redhall, Connah's Quay			5			5
Dairy Site, Connah's Quay			3	3		6
Ysgol Delyn, Mold			10	6		16
Melrose Centre, Aston	2		2	2		6
The Police Station, Flint						tbc
Total						46

SHARP Tranche 3

The Council is currently in the process of undertaking detailed site feasibility works on a number of additional sites for inclusion in Tranche 3. These sites will be presented for Council approval in spring 2017. A projected £15.5M from the Council's Housing Revenue Account Borrowing Cap is proposed for the Council's House Building Programme.

Social and Economic Return on Investment

The following table provides a summary of the Social and Economic return on investment to date for the tranche 1 schemes at Custom House, Connah's Quay and The Walks, Flint. Going forward this will be measured and recorded for both the SHARP and WHQS programmes.

Employment & Training

Table 1. SHARP Community Investment Performance Batch 1 Sites	
Benefit	Narrative
Employment and Training	
194	Local people have benefited from Employment & Training Initiatives on this project
653	Training/employment weeks have been created for local people
3640	Hours have been invested to support these people by Wates staff
£195,090	Is the value of investment into training local people
Investing in the local economy	
£1,497,241	Has been spent with local small businesses on this project
£2,440,503	Economic Benefit has been generated for the local community as a result of this spend
£19,460	Has been invested into Social Enterprises on this project
Investing in the Community	
229 Hours	have been invested into volunteering in the community
£21,781	Has been invested into local charities / community causes
£2,676,834	Worth of Economic, Environmental and Social Value has been generated on this project
*According to FSB, 63 pence of every £1 spent locally with an SME is reinvested into the local economy for the Batch 1 sites (Custom House and The Walks).	

Flintshire Apprenticeship Academy

In October last year, the Council started working with Futureworks Flintshire to set an Apprentice Academy in the county. The academy is helping to maximise the creation of skilled local people through apprenticeships, which are needed for the Council's SHARP housing construction and WHQS refurbishment programmes over the next five years.

Council construction contracts always place a requirement on the contractor to provide apprentice opportunities and to recruit local labour, however it is often difficult to complete the apprenticeships owing to the nature of the contracts. The creation of this academy will ensure that full apprenticeships can be made and delivered.

Futureworks Flintshire is a community interest company which has the relevant experience, the right culture and values to be a close partner to the Council and working with a third party reduces significantly the cost of scheme administration for the Council.

Currently four apprentices are working with council-appointed contractors three with Wates Residential and one with Keepmoat.

BRIEF SUMMARY OF RECENT SERVICE CHANGES / EFFICIENCIES ALREADY ESTABLISHED

Delivering the Choices Document promises

Since the positive ballot result for the future ownership of the council housing stock, the council has focussed on delivering the promises made to tenants in the Choices document. These included both service improvements and stock investment. A number of the successes are detailed below;

- Increased the number of Tenant Liaison Officers from 3 to 5 full time, this has resulted in a significant reduction in the number of customer phone enquires in relation to the improvement programme.
- Restructured Capital Works team, investing in clerk of works and system support staff, to ensure continued smooth delivery of the WHQS programme up to 2020
- Remodelled the caretaking function to provide Handy person services to our most vulnerable customers without increasing costs, service will be reviewed in 17/18 to assess options around income generation.
- Implemented the Flintshire "lettable standard" for all empty properties after extensive consultation with customers which should increase satisfaction with new tenancy and reduce customer enquiries

Supporting customers in their homes through Adaptations

As from the start of the current financial year we have operated two categories of work for Disabled Facility Grants. Major and Minor adaptations. Minor consists of small works up to the value of a thousand pounds. Major adaptations consist of large value works which can be at a value of between £5k up to £30k.

Up to the end of quarter three we have logged 278 jobs for major adaptations with a committed value of £ 438,473 and ongoing/complete work for minors at 467 jobs with a committed value of £54,867.35. The overall budget for DFG work is £1m.

Service Transformation

Service reviews on all areas of the business have continued during the year, staff and customers have been involved in ensuring that key services are providing value for money, meet customer expectations and increase productivity. Some of the achievements in 2016/17 are:

- Restructure of Housing Management teams to allow a clear focus on new customers and existing customers through introducing dedicated teams for both. This will ensure the right people are allocated the right property making tenancies more sustainable.
- Upgraded the IT systems used to manage ASB which will allow for improved monitoring of performance, customer satisfaction and case management.
- Implemented new “self-serve” procedure for customer decorating materials, allows customer to order on line and reduces management and administration costs
- Reduced void security costs by £110 k by only using physical security on “higher risk” voids
- In advanced discussions with a local Social Enterprise to deliver void clearance services, employing Flintshire tenants and creating further job opportunities, by April 2017

Welsh Housing Quality Standards

WHQS – The Journey So Far

The Delivery programme continues to operate on a geographical split by using distinct “districts” to package WHQS work into manageable contracts. Customer consultation continues to take place in order to capture customer feedback ensure that the programme meets customer expectations, any lessons learnt are turned into actions for service improvement. Methods for systematically measuring individual customer satisfaction are currently being developed and will be implemented in 2017/18.

Work Streams are packaged in the following way:

WHQS – Work Streams

- The Internal Works will comprise of Kitchens, Bathroom and Heating Upgrades.
- The Envelope Works will consist of the following elements; Roofing, Chimney Repairs, Rain Water Goods, Rendering/ Pointing, Windows/ Doors etc.
- The External Works will consist of Footpaths and Fencing etc. within the curtilage of the properties.
- The Environmental Work Stream is set to target issues that affect the community such as parking and communal walk ways and ensuring best use of garages and associated land.

In addition to the main work streams listed above, the Capital Works team have also concentrated on the two clusters of non-traditional housing to increase fuel efficiency in those properties. The Easiform properties in the Holway estate are being treated presently and will be finished this financial year providing much needed improvements to the estate.

The three Tower blocks at Flint have now been renovated and provide excellent facilities for the occupants. The Towers have benefited from new internal heating pipework fitted following the demolition of the surrounding Maisonettes, the pipework was not fit for purpose and was renewed to increase efficiency in heating the blocks and to reduce the demand for future repair and maintenance. To improve fire safety a Sprinkler system was fitted retrospectively to provide additional protection and reassurance to the occupants of the blocks.

The environmental work stream has taken advantage of additional Vibrant and Viable funding, providing a new lease of life to the flats located at Pen Y Lan Courts in Connahs Quay. The complex now provides a much more aesthetically pleasing landscape and provides additional security measures to the blocks.

Delivery figures for 2016-2017

YEAR 2 2016-2017	WORK STREAM	DISTRICT	PROPERTIES	TOTALS	
	<i>Internal Works</i>	WHOLE HOUSE (K&B&H)	Deeside & Saltney	275	581
			Mold	306	
		Kitchens & Bathrooms	Holywell Flint	276 173	449
	Bathrooms & Heating	C'Quay & Shotton	368	368	
	<i>Envelope Works</i>	WHOLE HOUSE	Flint	209	209
		Gutter Line & Above Works	-	-	-
		Gutter Line & Below Works	-	-	-

WHQS Programme Out-turns

2014-15	Planned	Delivered
Heating Upgrades	600	966
Kitchen Replacements	922	1,023
Smoke Detectors	475	439
Bathroom Replacements	120	127

2015-16	Planned	Delivered
Heating Upgrades	334	192
Kitchen Replacements	1,129	1,393
Smoke Detectors	500	508
Bathroom Replacements	1,507	1,688
Roofs	317	112
Windows Doors	317	112

The Heating Upgrades are slightly behind as some customers have shown a reluctance to switch from oil / solid fuel due to low oil prices, staff continue to work closely with these customers to sell the benefits of upgrade, plus oil prices are now on the increase which should have an impact.

The Envelope work stream (Roofs, windows and Doors) was also behind programme for the year, factors influencing this were the contract being the last major tender to procure which resulted a later start on site.

Another contributing factor to this particular programme has been the renewal of Scottish Power cables on the Holway Estate.

I.T system- Anti- Social Behaviour Case Management

The upgrade of the current ReACT System to the latest version will further enhance the ability to effectively manage the Tenancy Management and Enforcement element of the service – there will be an enhanced ability to monitor costs of cases to be tracked to ensure value for money as well as helping improve performance by enabling effective case and performance management. This has been enhanced further with the introduction of a customer satisfaction survey from Quarter 2 of 2015/16 in relation to ASB case management with 66.7% recorded satisfaction.

During the first 2 quarters of 2016/17 there have been:

- 5 Postponed Possession Orders obtained
- 3 Mediation referral
- 1 Injunction
- 13 Referrals to Police and relevant support services

During the period there has been further development of effective partnerships with a wide range of agencies including Police, mental health, drug and alcohol services and tenancy support due to the complexity of the ASB cases. This has led to an increased focus on early intervention and support alongside legal enforcement action.

There is to be a revision of the current ASB procedure to ensure compliance with current legislation and best practice which will further enable the team to take consistent, effective and appropriate action when dealing with Anti-social Behaviour on the estates.

New proposals for efficiencies and service improvement

This plan provides additional efficiencies of c£0.216m. The principles underpinning the efficiencies are as follows:

- Procurement and contract management
- Realising and releasing capacity
- Improved performance
- Increased customer satisfaction

FUTURE FORECASTING & DEMAND

The demand for social housing is nationally outstripping supply, so there is minimal risk to the HRA not having sufficient demand for its properties in general terms. However, the design and location of some properties has resulted in low demand which incurs costs for the council through rent loss.

Discussions have started with colleagues in Social Services to explore further options, for best use of sheltered accommodation, which fit in with their longer term strategic plans.

WHQS must be achieved by 2020/2021 requiring an investment of £107m (stock condition survey figure pre inflation) however it can be assumed that this additional investment will have a positive impact on the demand for repairs, and the scale of investment needed post 2020/21. Completion of the works will gradually (from April 2015), release capacity for the DLO workforce to undertake capital work streams.

WHAT THE FUTURE SERVICE WILL LOOK LIKE AND WHAT NEEDS TO CHANGE:

- Review of Asset Management Strategy to ensure all stock is fit for both current needs and emerging needs, particularly those residents affected by Welfare Reform;
- Implement a revised Performance Management Framework across all services and continue to make best use of business intelligence from IT system;
- Housing Management and Housing Asset Management working together to implement estate wide improvements. and protect council property assets ;
- Introduction of more customer self-serve options to reduce transaction cost and promote channel choice;
- Following implementation of housing management restructure provide a more proactive management and maintenance service that will improve tenancy sustainability, enforce tenancy conditions and ultimately protect WHQS investment;
- Develop IT system to enable “Right First Time” response to repairs and other customer enquiries to be performance managed;
- All repairs undertaken through appointment and scheduling system;
- More automated workflows through Civica and Capita System;
- Implement revised Customer Involvement Strategy that will enable performance to be challenged at a local neighbourhood level and ensure methods of involvement and feedback are in line with customer preferences;
- Improve methods of collecting and analysing customer satisfaction across all key service areas;
- Deliver the new ‘handypersons’ service in line with service objectives and review potential to charge.
-

RISK MANAGEMENT

A risk management plan has been developed for the WHQS programme and this is regularly monitored by both scrutiny committee and the Cabinet. Reports have also been considered on progress of the Choices Document promises by Scrutiny Committee and by regular reporting to tenant’s conferences and the Tenants Federation. The risk register below is updated and monitored monthly at the HRA Programme Board.

Ref	Description/Issue	Risk	Mitigation Act (MA) / Response Plan (RP)
1	MRA funding certainty - MRA is	<ul style="list-style-type: none"> • MRA funding is only guaranteed 	<ul style="list-style-type: none"> • Ensure delivery of WHQS programme

Ref	Description/Issue	Risk	Mitigation Act (MA) / Response Plan (RP)
	included within the HRA 30 year Business Plan at £5.0m per annum	<ul style="list-style-type: none"> • year on year • MRA funding not received 	<ul style="list-style-type: none"> • Fully complete Welsh Government MRA returns on a quarterly basis • Lobby Welsh Government on need for MRA to continue to invest in the Housing stock • Monitor and review at HRA Programme Board
2	Meeting the WHQS by 2020 - Delivering a significantly increased investment programme	<ul style="list-style-type: none"> • Annual Programme not delivered to targets • Major supplier issues • Contractor performance or contractor viability issues • Loss of key staff • Recruitment to delivery team • Significant stock condition issues • Tenant satisfaction 	<ul style="list-style-type: none"> • Effective contractor management • Appoint sufficient resource in delivery team • Develop a revised delivery team structure • Appoint additional Tenant Liaison Officers • Post inspection of completed work • Monitor and review at HRA Programme Board
3	Delivering the New Build Programme by 2020	<ul style="list-style-type: none"> • Insufficient or unsuitable land and /or complex ownership issues, • not maximizing commercial opportunities • Expensive scheme costs • Poor quality product leading to poor customer 	<ul style="list-style-type: none"> • Integration of the Programme with the development of the Local Development Plan (LDP) and the housing strategy • KPI's in place including quality standards • Specialist software identified to support financial viability assessments of potential schemes

Ref	Description/Issue	Risk	Mitigation Act (MA) / Response Plan (RP)
		satisfaction <ul style="list-style-type: none"> • Failure to deliver within budget • Inadequate internal capacity 	<ul style="list-style-type: none"> • Integrated Communications Plan • Design Procurement process to meet commissioning objectives • More intensive site visits to be conducted on potential development sites • Early feasibility investigations to be undertaken in respect of sites identified • Concurrent work stream to liaise with highways; planning and street scene officers • Experienced Housing Programme and Design and Consultancy teams in place • Monitor and review at HRA Programme Board
4	Introduction of charging for services	<ul style="list-style-type: none"> • Quality and cost of services delivered • Recovery of income • Tenant satisfaction 	<ul style="list-style-type: none"> • Extensive tenant consultation • Effective debt management arrangements • Review of standard and cost of services delivered • Monitor and review at HRA Programme Board
5	Maximising rental	<ul style="list-style-type: none"> • Poverty issues 	<ul style="list-style-type: none"> • Effective tenancy

Ref	Description/Issue	Risk	Mitigation Act (MA) / Response Plan (RP)
	income particularly in light of full roll out of Universal Credit from Spring 2017	<ul style="list-style-type: none"> • Increase in rent arrears • Tenancy sustainment issues 	<ul style="list-style-type: none"> • management and support • Creative use of DHP • Consideration to resource for tenancy sustainment • Monitor and review at HRA Programme Board
6	Meeting Annual Efficiency targets - Delivering the HRA efficiency plan ensuring savings targets are achieved	<ul style="list-style-type: none"> • Efficiency targets not met • Detrimental impact on service delivery • Tenant satisfaction 	<ul style="list-style-type: none"> • Monitor progress through Council Housing Service Senior Management Team • Service Plans and 1:1's • Financial management and monitoring • Monitor and review at HRA Programme Board
7	Proposed Rent review	<ul style="list-style-type: none"> • Impact on HRA Business Plan • Ability to deliver WHQS • Ability to deliver New Build programme • Impact on HRA services and sustainability 	<ul style="list-style-type: none"> • Ensure dialogue with Welsh Government • Ensure representation on relevant National boards • Modelling and risk management • Monitor and review at HRA Programme Board

CONCLUSION

This plan is written at a time of significant change for council housing finance across Wales. There are positive opportunities ahead to provide good quality housing services; local homes maintained to a high standard and new council homes built to meet local housing need.

* 2016/17 based on period 8 projections

(0.0308)

Yr	Year	Income			Expenditure						Net Operating Balance						Available Capital Funding					Capital Programme					
		Net Rent Income	Other Income	Total Income	Estate Mgmt	Landlord Services	Housing Asset Mgmt	Mgmt & Support	Debt Charges	Total Expenses	Net Operating Expenditure	Balance B/F	CERA	Balance C/F	3% of expenditure	Check Balance	CERA	MRA	Prudential Borrowing	Capital Receipts	Total Capital Funding	WHQS Capital Programme	DFG	SOLAR PV	SHARP	Total Capital Programme	Shortfall / (Surplus)
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
0	2016.17	(30,228)	(383)	(30,611)	1,499	1,206	8,124	2,271	7,098	20,198	(10,413)	(1,178)	10,531	(1,060)	(945)	Ok	10,531	5,050	12,817	-	28,398	20,870	1,010	0	6,518	28,398	0
1	2017.18	(30,850)	(1,292)	(32,142)	1,647	1,318	8,457	2,320	7,545	21,287	(10,855)	(1,060)	10,890	(1,025)	(998)	Ok	10,890	5,050	11,804	-	27,744	19,010	1,030	0	7,704	27,744	0
2	2018.19	(32,032)	(1,664)	(33,696)	1,663	1,319	8,541	2,369	8,002	21,894	(11,802)	(1,025)	11,733	(1,094)	(1,041)	Ok	11,733	5,100	8,879	-	25,712	19,282	1,051	0	5,379	25,712	0
3	2019.20	(33,916)	(1,735)	(35,651)	1,679	1,333	8,626	2,392	8,313	22,343	(13,307)	(1,094)	13,253	(1,149)	(1,099)	Ok	13,253	5,100	6,567	-	24,919	18,681	1,072	0	5,167	24,919	0
4	2020.21	(34,526)	(1,799)	(36,325)	1,642	1,346	8,712	2,416	8,364	22,480	(13,844)	(1,149)	13,322	(1,671)	(1,099)	Ok	13,322	5,100	-	-	18,422	14,745	1,093	0	2,583	18,422	0
5	2021.22	(35,439)	(1,811)	(37,250)	1,664	1,348	8,799	2,440	8,160	22,411	(14,839)	(1,671)	15,302	(1,208)	(1,154)	Ok	15,302	5,100	-	-	20,402	13,487	1,115	0	5,800	20,402	0
6	2022.23	(35,653)	(1,823)	(37,476)	1,680	1,362	8,887	2,465	7,987	22,381	(15,095)	(1,208)	14,794	(1,509)	(1,138)	Ok	14,794	5,100	-	-	19,894	13,757	1,137	0	5,000	19,894	0
7	2023.24	(36,366)	(1,835)	(38,201)	1,697	1,375	8,975	2,490	7,796	22,334	(15,867)	(1,509)	16,092	(1,284)	(1,175)	Ok	16,092	5,100	-	-	21,192	14,032	1,160	0	6,000	21,192	0
8	2024.25	(37,093)	(1,848)	(38,941)	1,714	1,389	9,065	2,514	7,584	22,267	(16,674)	(1,284)	16,396	(1,563)	(1,183)	Ok	16,396	5,100	-	-	21,496	14,312	1,183	0	6,000	21,496	0
9	2025.26	(38,562)	(1,874)	(40,436)	1,731	1,403	9,156	2,540	7,395	22,225	(18,212)	(1,563)	18,206	(1,569)	(1,236)	Ok	18,206	5,100	-	-	23,306	14,599	1,207	0	7,500	23,306	0
10	2026.27	(38,592)	(1,874)	(40,466)	1,749	1,417	9,247	2,565	7,221	22,199	(18,267)	(1,569)	18,522	(1,314)	(1,244)	Ok	18,522	5,100	-	-	23,622	14,891	1,231	0	7,500	23,622	0
11	2027.28	(39,363)	(1,888)	(41,251)	1,766	1,431	9,340	2,591	7,012	22,139	(19,112)	(1,314)	18,844	(1,581)	(1,252)	Ok	18,844	5,100	-	-	23,944	15,188	1,256	0	7,500	23,944	0
12	2028.29	(40,151)	(1,901)	(42,052)	1,784	1,445	9,433	2,617	6,809	22,088	(19,964)	(1,581)	19,673	(1,872)	(1,275)	Ok	19,673	5,100	-	-	24,773	15,492	1,281	0	8,000	24,773	0
13	2029.30	(40,954)	(1,915)	(42,869)	1,802	1,460	9,528	2,643	6,616	22,048	(20,821)	(1,872)	21,009	(1,685)	(1,314)	Ok	21,009	5,100	-	-	26,109	15,802	1,307	0	9,000	26,109	0
14	2030.31	(41,773)	(1,930)	(43,702)	1,820	1,474	9,623	2,669	6,429	22,015	(21,687)	(1,685)	21,851	(1,522)	(1,339)	Ok	21,851	5,100	-	-	26,951	16,118	1,333	0	9,500	26,951	0
15	2031.32	(43,428)	(1,958)	(45,386)	1,838	1,489	9,719	2,696	6,248	21,990	(23,396)	(1,522)	23,200	(1,718)	(1,378)	Ok	23,200	5,100	-	-	28,300	16,440	1,359	0	10,500	28,300	0
16	2032.33	(43,460)	(1,959)	(45,419)	1,856	1,504	9,816	2,723	6,035	21,935	(23,485)	(1,718)	23,556	(1,647)	(1,387)	Ok	23,556	5,100	-	-	28,656	16,769	1,387	0	10,500	28,656	0
17	2033.34	(44,330)	(1,974)	(46,304)	1,875	1,519	9,914	2,750	5,834	21,892	(24,412)	(1,647)	24,419	(1,640)	(1,412)	Ok	24,419	5,100	-	-	29,519	17,105	1,414	0	11,000	29,519	0
18	2034.35	(45,216)	(1,990)	(47,206)	1,894	1,534	10,014	2,778	5,500	21,719	(25,486)	(1,640)	25,289	(1,837)	(1,433)	Ok	25,289	5,100	-	-	30,389	17,447	1,443	0	11,500	30,389	0
19	2035.36	(46,121)	(2,005)	(48,126)	1,913	1,550	10,114	2,805	5,140	21,521	(26,605)	(1,837)	26,667	(1,775)	(1,468)	Ok	26,667	5,100	-	-	31,767	17,796	1,471	0	12,500	31,767	0
20	2036.37	(47,043)	(2,022)	(49,064)	1,932	1,565	10,215	2,833	4,834	21,379	(27,685)	(1,775)	27,552	(1,908)	(1,491)	Ok	27,552	5,100	-	-	32,652	18,152	1,501	0	13,000	32,652	0
21	2037.38	(48,907)	(2,054)	(50,961)	1,951	1,581	10,317	2,862	4,576	21,287	(29,674)	(1,908)	29,945	(1,637)	(1,560)	Ok	29,945	5,100	-	-	35,045	18,515	1,531	0	15,000	35,045	0
22	2038.39	(48,943)	(2,055)	(50,998)	1,970	1,597	10,420	2,890	4,321	21,198	(29,800)	(1,637)	29,846	(1,590)	(1,554)	Ok	29,846	5,100	-	-	34,946	18,885	1,561	0	14,500	34,946	0
23	2039.40	(49,922)	(2,072)	(51,994)	1,990	1,613	10,524	2,919	4,094	21,141	(30,853)	(1,590)	30,755	(1,688)	(1,580)	Ok	30,755	5,100	-	-	35,855	19,263	1,593	0	15,000	35,855	0
24	2040.41	(50,921)	(2,089)	(53,010)	2,010	1,629	10,630	2,948	3,954	21,170	(31,839)	(1,688)	31,672	(1,855)	(1,608)	Ok	31,672	5,100	-	-	36,772	19,648	1,625	0	15,500	36,772	0
25	2041.42	(51,939)	(2,107)	(54,046)	2,030	1,645	10,736	2,978	3,817	21,206	(32,840)	(1,855)	32,598	(2,098)	(1,637)	Ok	32,598	5,100	-	-	37,698	20,041	1,657	0	16,000	37,698	0
26	2042.43	(52,978)	(2,125)	(55,103)	2,050	1,661	10,843	3,008	3,785	21,347	(33,756)	(2,098)	34,032	(1,822)	(1,684)	Ok	34,032	5,100	-	-	39,132	20,442	1,690	0	17,000	39,132	0
27	2043.44	(55,077)	(2,162)	(57,238)	2,071	1,678	10,952	3,038	3,755	21,493	(35,745)	(1,822)	35,474	(2,093)	(1,732)	Ok	35,474	5,100	-	-	40,574	20,850	1,724	0	18,000	40,574	0
28	2044.45	(55,118)	(2,162)	(57,281)	2,092	1,695	11,061	3,068	3,727	21,643	(35,638)	(2,093)	35,926	(1,805)	(1,750)	Ok	35,926	5,100	-	-	41,026	21,267	1,758	0	18,000	41,026	0
29	2045.46	(56,221)	(2,182)	(58,402)	2,113	1,712	11,172	3,099	3,703	21,798	(36,604)	(1,805)	36,386	(2,023)	(1,768)	Ok	36,386	5,100	-	-	41,486	21,693	1,794	0	18,000	41,486	0
30	2046.47	(57,345)	(2,201)	(59,546)	2,134	1,729	11,284	3,130	3,682	21,957	(37,589)	(2,023)	37,356	(2,255)	(1,802)	Ok	37,356	5,100	-	-	42,456	22,127	1,829	0	18,500	42,456	0

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HRA Business Planning

Efficiencies

No	Section	Description	Type	2017/18 £m	Notes
1	Various	Price Inflation	Service Efficiency	(71,182)	Price inflation has been removed.
2	Estate Management	Estate Caretaker	Structural Review	(18,667)	Removal of vacant position
3	Management & Support	Handy Person	Structural Review	(38,488)	This vacant position is being removed from the budget as the estate caretakers are completing this work.
4	Various	Employee Travel	Service Efficiency	(11,091)	A result of the review of essential car users and rates.
5	Management & Support	Conference/Seminars	Service Efficiency	(13,544)	A reduction in the conference budget.
6	Estate Management	Supplies & Services	Service Efficiency	(4,165)	A review of supplies and services budgets.
7	Housing Asset Management	Fleet Costs (Disabled Adaptations)	Service Efficiency	(40,000)	Capitalisation of the cost of vehicles used for the capital works on adapted properties.
8	Estate Management	Neighbourhood Housing Assistant	Structural Review	(19,310)	Removal of vacant position.
		Total HRA		(216,447)	

Investment Decisions/Cost Pressures

No	Section	Description	Type	2017/18 £m	Notes
1	Income	Service Charges	Income Pressure	311,428	Reduction in income in line with phased introduction of Service Charges
2	Housing Programmes	SHARP - Site Investigation Fees/Other Costs	Service Improvement	79,000	Revenue budget to support the cost of the SHARP which cannot be capitalised (e.g. legal fees, land valuations)
3	Estate Management	Gardens	Service Pressure	55,000	Reflective of increased contract costs
4	Estate Management	Laundry	Service Pressure	14,000	Reflective of increased contract costs
5	Estate Management	Aerials	Service Pressure	20,000	Reflective of increased contract costs
6	Estate Management	Window Cleaning	Service Pressure	10,500	Reflective of increased contract costs
7	Estate Management	Communal Cleaning		9,000	Reflective of increased contract costs
8	Housing Asset Mgmt	Waste Removal	Service Pressure	20,000	Reflective of increased contract costs
9	Housing Asset Mgmt	Electrical Qualifying Officer	Service Improvement	40,226	Additional position introduced to cover Health & Safety requirements
10	Management & Support	Insurance	Historic Budget Flaw	78,000	To correct a budget flaw
11	Estate Management	Revenues Manager	Service Pressure	16,772	To reflect a charge of 25% to the HRA for work on rent collection.
12	Management & Support	Apprentice Levy	Service Pressure (national policy)	37,129	New national policy (0.5% of paybill)
13	Landlord Services	Servicing & Adhoc Call Outs	Service Pressure	40,000	(e.g. smoke alarm testing, lift maintenance).
		Total HRA		731,055	

		Grand Total HRA		514,608	
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Draft HRA Capital Programme 2017/18

HRA Capital Programme	2017/18
WHQS	£'m
CATCH UP REPAIRS / MAJOR WORKS	
Urgent Capital Works 3% on £95m	0.522
IMPROVEMENTS / COMMUNAL WORKS	
Fire Risk Assessments Work	0.150
General DDA Work	0.050
IMPROVEMENTS / ACCELERATED WORKS	
Asbestos Survey and Removal (Ongoing Programme)	0.350
Off Gas Programme	0.500
Welfare Reform / Adaptations	0.100
PROGRAMMED WORK STREAMS	
Internal Works	9.856
Envelope Works	4.231
External Works, Paths, Fences	0.475
Environmental Works - General	0.950
Capitalised Salaries 6% on £90m	1.076
Vacant Properties	0.750
Total WHQS	19.010
Non WHQS	
Disabled Facility Grants (DFG) - Mandatory/ Minor Adaps	1.030
Total Non - WHQS	1.030
SHARP Programme	
Batch 1	2.018
Batch 2	3.103
Batch 3	2.583
Total SHARP Programme	7.704
Total Capital Spend	27.744

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Cabinet

Date of Meeting	Thursday, 15 th December 2016
Report Subject	Buy Back of Council Right to Buy (RTB) Properties
Cabinet Member	Cabinet Member for Housing
Report Author	Chief Officer (Community and Enterprise)
Type of Report	Strategic

EXECUTIVE SUMMARY

This report proposes the introduction of a new policy setting out the Councils approach to the strategic acquisition of properties that become available on the open market including taking up the option of purchasing ex Council properties that have been sold under the Right to Buy (RTB) scheme. The policy reflects current legislation with regard to Right to Buy and is reflective of best practice.

The main purpose of this Policy is to provide clarity, consistency and delegated authority around how future decisions are made, for both the council and owner of the property being considered for purchase.

The Policy also highlights the potential circumstances wherein the council may consider property purchases as a “strategic acquisition”, where there is a sound business case for doing so. This is explored in more detail in the main body of the report.

RECOMMENDATIONS

1	Cabinet to approve the implementation of a Strategic Acquisition Policy (Incorporating Right to Buy Buyback).
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REPORT DETAILS

1.00	STRATEGIC ACQUISITION POLICY (INCORPORATING RIGHT TO BUY, BUYBACK AND DISCOUNT REPAYMENT)
1.01	The current Housing Strategy (2012 – 2017) for Flintshire contains a number of strategic actions and objectives which all link to an overall aim of increasing the number, type and location of affordable social housing to address an increasing need. In 2014 Flintshire made a commitment through delivery of the SHARP programme to provide 500 new homes over a 5 year development programme.
1.02	In addition the Council has applied to Welsh Government to suspend RTB for a 5 year period to reduce the risk of further reducing the numbers of available social housing within the area, approval is anticipated imminently. The Council is also supportive of the Welsh Government proposal to approve a national suspension of the policy.
1.03	Outside of the Council House Build programme there are, however, a number of ways in which an increase in council owned social housing can be achieved. There may be opportunities to increase the stock in future through outright purchase of properties or RTB buyback where it is strategically beneficial for the council to do so.
1.04	It therefore makes good business sense to have a policy in place that provides clear and consistent criteria that will serve as a decision making guide internally and evidence transparency of decision making externally.
1.05	The policy outlines the financial criteria that will influence whether or not a decision is made to buyback the property and the considerations that will need to be made.
1.06	<p>In addition the policy outlines the circumstances which may result in the council considering the purchase of other properties as a “strategic acquisition” for example:</p> <ul style="list-style-type: none"> • properties causing blight in neighbourhoods where the Council has an interest or investment • properties where the owner is struggling with mortgage or cost of maintaining the property • properties that can meet an unmet demand • properties that would free up land or access to a site suitable for development of affordable housing.
1.07	By establishing a policy with clear criteria the risk of purchasing properties that do not represent value for money in the short or longer term is greatly reduced. For example an ex council property may have similar lay out and ongoing repairing obligations to other council owned stock making it a cost effective option. Purchasing a property on the open market or off the shelf development to meet an unmet demand may be cheaper and offer a quicker re housing solution than new build commissioned by the Council. However, value for money will be the key consideration in all instances.

1.08	On 18 th January 2005 changes to the Right to Buy legislation came into force affecting the sale of ex council properties. Where the Right to Buy application for the purchase of a property was received by the council on or after 18 January 2005, the council has right of first refusal for the repurchase of the property.
1.09	This means that for a period of 10 years from the date of sale of a property under the Right to Buy scheme, any owner wishing to sell their property must first offer to sell it back to the council (or someone nominated by the council).
1.10	Since this change there have been covenants placed on all properties sold to ensure that the council has the option to buy back properties sold that have been subject to future sale. To date the council have chosen not to take up the option of purchase on any re sale of previously owned properties. Since April 2010, 55 properties have been sold under the scheme at an average price of £80,080.
1.11	The Welsh Government issued a consultation paper in January 2015 proposing some key changes to the RTB and Right to Acquire (RTA) policy. As a result the maximum discount was reduced for all applications to buy from £16,000 to £8,000 in July 2015. As detailed above further proposals to end the RTB and RTA policy completely in Wales will be entered within the current Government's 4 year term.
1.12	The full policy is attached as an appendix to this report.

2.00	RESOURCE IMPLICATIONS
2.01	It is proposed that a budget for strategic acquisitions and buyback or ex council properties is established as part of 2017/18 budget setting process which is subject to approval in February 2017.
2.02	<p>A key factor in any decision to buyback or purchase a property would be the ability to demonstrate that the purchase represents value for money. Consideration would be given on a property by property basis and financial issues such as the following would be part of the decision making process:</p> <ul style="list-style-type: none"> • availability of funds in the HRA business plan, • property price, (less repayment of discount and any other deductions to bring up to lettable standard) • costs of any repair or improvement, • rent chargeable on the purchased property and consequent payback period / return on investment. <p>In line with best practice it is proposed that the maximum payback period be set at 30 years.</p>
2.03	The Council already has staff employed to manage and administer the RTB scheme which includes any assessment of the buyback option. Therefore as the process of property purchase on the open market would be the same it would make sense to place this responsibility within this existing team, therefore there are no resource implications in respect of

	people.
3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Consultation is not applicable as this policy reflects legislation and good practice.
3.02	The report was taken to Community & Enterprise Overview Scrutiny on 15 th December for their review and implementation was fully supported.
4.00	RISK MANAGEMENT
4.01	The risk of reduction in the numbers of social housing stock available is mitigated by two things, firstly the councils request to suspend the right to buy in Flintshire and secondly the implementation of the Strategic Acquisition (incorporating RTB buyback) policy. However, there is a low risk that if a property fitted the criteria in the policy making it suitable for purchase / buyback the council would not be able to fund the purchase due to financial resources being prioritised elsewhere.
5.00	APPENDICES
5.01	Strategic Acquisition Policy (incorporating RTB Buyback and Discount)
6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>http://gov.wales/docs/desh/publications/150801-your-right-to-buy-your-home-en.pdf</p> <p>Welsh Government guidance on RTB</p> <p>Contact Officer: Steve Agger, Interim Senior Manager, Council Housing Telephone: 01352 703724 E-mail: steve.agger@flintshire.gov.uk</p>
7.00	GLOSSARY OF TERMS
701	Social Housing stock - Houses owed by the council and available to rent Covenant – a promise made in the agreement to sell the property



**Strategic Acquisitions policy
(Incorporating Right- to- buy Buyback
and Discount Repayment).**

Version Control

Version	Amendments	By/ date	Approved by/ date
November 2016	First draft	Cathy Abraham 22/11/16	

Circulation and availability

1. Introduction

1.1 This policy sets out Flintshire Council's (the Council) approach to the strategic acquisition of properties including buyback of properties previously sold under Right to Buy (RTB) and other strategic stock acquisitions

2. Purpose

2.1 The purpose of this policy is to set out the Council's approach in respect of the strategic acquisition of properties and / or buy- back of properties previously sold under Right to Buy, the policy aims to:

- Maximize the supply of affordable housing within Flintshire
- Define the criteria the Council will use when considering to purchase or buyback a property
- Comply with current legislation and regulatory requirements
- Provide a clear statement of the service standards to which the Council will work

3. Scope

3.1 The policy applies to the purchase of any property or land that once acquired would provide strategic benefit as outlined within the policy. In addition the policy applies to all properties sold by Flintshire Council under Right to Buy since 18 January 2005 (when new legislation came into effect).

4. Legislation and Guidance

- Housing Act 1980 and amended by the Housing Act 1985 part five
- The Housing Act 2004
- The Housing (Right of first refusal) (Wales) Regulations 2005
- Community and Local Government, Reinvigorating Right to Buy and One for One Replacement

5. The Policy

5.1 Buy back and strategic acquisition criteria

The Council's decision to make use of its right to buy back a property when offered by a former tenant or to take up the option of purchasing a property as a strategic acquisition will be determined by the following factors:

- The property is situated amongst existing Flintshire Council housing stock or an area where Flintshire have a strategic interest
- Property is in an area that has low property values but high demand

- There is a specific housing need for the type of property that is being offered or made available as established by unmet demand
- Whether to property provides a more suitable re housing option for a specific community or customer group e.g. elderly, vulnerable, disabled, young people
- The current proposals within Social Housing and Regeneration Programme (SHARP)
- Whether the purchase of the property would provide a quicker and more cost effective option that Flintshire commissioned new build
- Whether a purchase of the property would free up land or enable access to a site suitable for development of affordable housing
- Whether the property is of similar lay out / design as existing stock with similar ongoing repair and maintenance obligations
- Address a serious issue of blight, crime or anti-social behaviour within a neighborhood where the council has other asset responsibilities

A property requirement may be identified through a business planning process or asset management review. Once a requirement has been identified, a strategic outline business case for the acquisition must be prepared by the XXX. This will set out the rationale, background, policy context and strategic fit for the requirement. The strategic case should clearly state the corporate objectives that are to be delivered and the economic, social or environmental benefits. The level of detail required will be reflected by the value of the potential acquisition but must clearly evidence why the purchase offers a sound financial investment.

Unless there are exceptional circumstances, the Council will only acquire land or property for the purposes set out above and after consideration of the financial implications below

5.3 Financial considerations

The financial resources available to implement this policy will be dependent on the ability of the HRA Business Plan to fund any acquisitions and being able to clearly demonstrate that the buyback or acquisition represents value for money going forward. In addition the following factors will be considered as part of the decision making process:

- Funds available to acquire properties as receipts used from RTB may only finance up to 25% of the cost of re-purchasing former council homes. *Local Authorities (Capital Finance and Accounting) Wales Regulations 2003*
- The purchase price of the property taking into consideration repair or improvement costs to bring to up to a lettable standard and any repayment of RTB discount (*The cost of works to make the property lettable may have a negative impact on the final purchase price agreed*)
- Payback period on investment taking into consideration rent that could be charged on the purchased property (not more than 30 years)

Properties will be considered on a case-by-case basis and any decision to purchase or buy back a property will be subject to approval by the Chief Officer.

5.1 Processing Buyback Claims

In accordance with the 'Right of First Refusal', the Council places covenants on all properties sold that requires any owner intending to sell their property within 10 years of purchase from the Council (since 18 January 2005) they must first offer the property back to the Council.

The owner wishing to sell the property must submit an Offer Notice in writing to the Council, which should include the full address and specifics of the property such as its size, the type of heating system and improvements that have been made since its purchase from the Council.

The Council will send an acknowledgement of receipt within 5 working days. This acknowledgement will specify the date on which the Offer Notice was received and give more details regarding the Right of First Refusal.

In accordance with the criteria set out in 5.2 the Chief Officer will decide whether the Council accepts the offer and purchase the property. If the Council wishes to accept the offer it will confirm this to the owner within 8 weeks of receipt of the Offer Notice. The Council will ask its nominated valuer to value the property. This must be agreed between both parties. If no agreement can be made the value will be determined by the District Valuer. Acceptance of the offer will be carried out in writing through the issuing of an Acceptance Notice.

If the Council does not wish to accept the offer a Rejection Notice will be served as soon as possible. If the Council has not served an Acceptance Notice or Rejection Notice within 8 weeks of the receipt of the Offer Notice the owner may proceed with selling the property as they see fit.

If after a period of 12 months the owner has not sold the property and still intends to do so they must serve a fresh Offer Notice to the Council first.

If an offer to purchase the property is made by the Council a binding contract must be entered into with the owner:

- No later than 12 weeks after the date on which the Acceptance
- Notice is served on the owner or no later than 4 weeks after receipt of written confirmation from the owner that they are ready to complete (whichever is later)

5.4 Re-payment of discounts

Should an application for the Council to buy back the property be made within five years of completion in accordance with the Housing Act 2004 the owner will be required to pay back a percentage of the discount applied on a sliding scale (see table below).

Property sold after 1 year 100% discount must be repaid
Property sold during second year 80% discount must be repaid
Property sold during third year 60% discount must be repaid
Property sold during fourth year 40% discount must be repaid
Property sold during fifth year 20% discount must be repaid
Property sold after five years No repayment of discount required

The amount of discount to be repaid if a property is sold within five years of purchase will be a percentage of the resale value of the property, disregarding the value of any improvement.

For example,

If the property was valued at £100,000 at the time it was bought from the Council, with a discount of £20,000 that means that the discount was 20 per cent.

If the property is valued at £150,000 when it is intended to be sold within the second year of purchase, the purchaser will have to repay £24,000 (20 per cent of £150,000 x 80 percent).

Certain shares or transfers are exempt from the requirement to repay discount, e.g. transfers between certain family members. The Council will re-consider the need to repay the full discount if doing so will cause the household financial hardship.

If in advance of the purchase, or within the discount repayment period, RTB applicants enter into an agreement to transfer the property to a third party in the future, then this will trigger repayment of the discount. Discount repayment is triggered from the date that the agreement is entered. So, for example, if the purchaser entered into such an agreement before the property was bought or during the first year after buying, the owner of the property will have to repay the full amount of discount received.

6.0 Appeals

Appeals must be received within 28 calendar days of the decision letter. Where the appeal is in respect of how the policy has been applied the matter will be investigated in accordance with the Councils Complaints Policy.

Appeals against decisions will be considered by the Chief Officer whose decision is final.

7.0 Role, Responsibilities and Authority

The Chief Officer will retain the overall responsibility for the implementation of this policy.

The Service manager Council Housing is responsible for the operational delivery of this policy and the associated procedures and has the responsibility for ensuring that this policy complies with Regulatory and Legislative requirements.

All staff involved are responsible for implementing this policy.

8.0 Monitoring, Review and Evaluation

The Chief Officer will be responsible for monitoring the financial impact on the HRA business plan and asset base.

This policy will be reviewed annually to ensure compliance with legal and regulatory requirements.

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CABINET

Date of Meeting	Tuesday, 17 th January 2017
Report Subject	Local Planning Guidance Notes to be Formally Adopted as Supplementary Planning Guidance Notes
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Environment
Report Author	Chief Officer (Planning & Environment)
Type of Report	Strategic

EXECUTIVE SUMMARY

To seek final approval for 20 Local Planning Guidance Notes (LPGNs) in order to formally adopt them as Supplementary Planning Guidance Notes (SPGN's), to be used in support of policies in the adopted Flintshire Unitary Development Plan (UDP), for use in determining planning applications.

RECOMMENDATIONS

1	That Cabinet approves the guidance notes as Supplementary Planning Guidance.
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REPORT DETAILS

1.00	EXPLAINING THE NEED TO ADOPT THE GUIDANCE NOTES
1.01	<p>A suite of 20 Local Planning Guidance Notes (LPGNs) have been progressed to a stage where they can be adopted as formal Supplementary Planning Guidance (SPG). Guidance notes can only be adopted as formal SPG when they have been the subject of a public consultation exercise and a Council resolution. The guidance notes have all been out to public consultation and the results of the consultation exercise have been considered by Planning Strategy Group (PSG). Upon receiving Cabinet approval the guidance notes can be published formally as adopted Supplementary Planning Guidance Notes. The benefits of this are that SPGN's are afforded greater weight as material planning considerations on land use planning decisions, than previously was the case with the LPGNs.</p>
1.02	<p>Consideration has previously been given to the on-going review of the LPGNs at meetings of the Planning Strategy Group (PSG) both in terms of the content of each note issued for consultation, and the feedback from public consultation. Some of the notes are new notes whilst others are updated versions of existing notes, which all seek to support the relevant policies in the adopted UDP. In order to follow the progress of the changes to these documents, the original version of the LPGN, a Revised Draft SPGN and a subsequent Pre Adoption Draft SPGN version of the notes are all available on the Council website, the links to all the document are available below. Although the UDP is time expired it is still the adopted Development Plan for the county until it is superseded by an adopted Local Development Plan. Therefore updated and adopted guidance will be useful to help clarify certain policies in the UDP, until such time as new SPG can be approved as part of the LDP.</p>
1.03	<p>The subjects covered by the SPGNs are set out in the Appendices.</p>

2.00	RESOURCE IMPLICATIONS
2.01	<p>The adoption of the SPGNs will involve a small cost associated with making copies available on the website and publication in hard copy format. This is already catered for within budget.</p>

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	<p>Following consideration by Members at PSG, a public consultation exercise was undertaken, whereby developers, agents, consultants, internal council departments, adjoining authorities, town and community councils, statutory consultees and local interest groups were notified of the consultation exercise which ran from 18th December 2015 to 12th February 2016. The comments received, the officer's response and a recommendation as to whether any changes to the LPGs is considered necessary and appropriate</p>

	were considered by PSG on 25 th February 2016. Further consultations were undertaken specifically on the SPG note No23 Developer Contributions to Education from 10 th June 2016 to 22 nd July 2016. The comments and changes to this were subsequently considered by PSG held on 15 th December 2016.
3.02	A number of comments were received from developers, Anwyl Construction, Welsh Water, consultants, local interest groups and from some internal sections of the Authority. There was also a need to update the guidance in respect of new changes to legislation or new guidelines from Welsh Government. Most of the LPGs were the subject of comments which is indicative of the consultation carried out. Subsequent editing changes to the notes following the PSG meetings, has been agreed by the Chief Officer and the Chair of PSG, (for example the newly updated version of Planning Policy Wales Nov 2016, will mean references to PPW in the notes will need to be updated).
3.03	Of the 22 LPG notes which have been updated and consulted upon there are still issues to be resolved for the following notes : <ul style="list-style-type: none"> • No 13 Outdoor Playing Space and New Development, • No19 Water Conservation and Sustainable Drainage Systems <p>These will need to be the subject of further consideration by officers and will be reported to a future meeting.</p>

4.00	RISK MANAGEMENT
4.01	The Guidance notes have been through all of the required stages in their development and consultation, but to give them weight, must be subject to a resolution of the Council to approve them for Development Management use.

5.00	APPENDICES
5.01	Flintshire Supplementary Guidance Notes: (NB: Refer to Pre-Adoption Draft versions) No 1. Extensions and Alterations to Dwellings No 2. Space Around Dwellings No 3. Landscaping No 4. Trees and Development No 5. Conversion of Rural Buildings. No 6. Listed Building No 7. Conservation Areas No 8. Nature Conservation and Development No 9. Local Needs and Affordable Housing No 10. New Housing in the Open Countryside No 11. Parking Standards

	<p>No 12. Access for All No 18. Telecommunications No 20. Sustainable Buildings – Energy Conservation and Renewable Energy No 21. Environmental Impact Assessments (EIAs) No 23 Developer Contributions to Education No 27. One Planet Development No 28. Archaeology No 29 Management of Surface Water for New Development No 30. Public Art</p>
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6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None.</p> <p>Contact Officer: Andy Roberts, Service Manager Strategy Telephone: 01352 703211 E-mail: andy.roberts@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Local Planning guidance Notes: Supplementary guidance that expands on the interpretation of policies in the Development Plan, but that have not yet been formally adopted by the Council.</p> <p>Supplementary Planning Guidance Notes: As (1) but where the guidance has been through a series of development and consultation phases and has been adopted by the Council as part of the policy framework for determining planning applications.</p> <p>Planning Strategy Group: A sub-group of Members of the Planning Committee that meet monthly to consider matters relevant to the operation of the committee, such as the development of Supplementary policy guidance. The Planning Strategy Group is not a public committee.</p> <p>Material Planning Consideration: something that is relevant to take into account in considering a planning application e.g. the impact of traffic generated by development on the highway network.</p>



CABINET

Date of Meeting	Tuesday, 17 January 2017
Report Subject	Revenue Budget Monitoring 2016/17 (month 8)
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Corporate Finance Manager
Type of Report	Operational

EXECUTIVE SUMMARY

This monthly report provides the latest revenue budget monitoring position for 2016/17 for both the Council Fund and Housing Revenue Account.

The report is based on actual income and expenditure as at Month 8 of the financial year. The report also projects how the budget would stand at the close of the financial year if all things remained equal.

The projected year end position, without any further action to reduce cost pressures or to identify new efficiencies would be as follows:-

Council Fund

- The net in year position comprises of an operating deficit of £1.810m - an increase in the deficit of £0.039m from the position reported last month.
- However, the overall projected in-year position has improved by £2.886m due to the change in accounting policy for MRP as agreed by County Council. This has the effect of eliminating the operating deficit.
- Projected contingency reserve balance of £4.268m

Housing Revenue Account

- Net in year expenditure forecast to be £0.037m higher than budget
- Projected closing balance as at 31 March 2017 of £1.061m

RECOMMENDATIONS

1	To note the overall report and the projected Council Fund contingency sum as at 31 st March 2017 and continue to support the work on actions and options for mitigating action.
2	To note the projected final level of balances on the Housing Revenue Account.

REPORT DETAILS

1.00	EXPLAINING THE MONTH 8 POSITION
1.01	The operating deficit reported is £1.810m above budget which is an increase of £0.039m from the deficit reported last month. As resolved by Cabinet work is ongoing to identify actions and options to reduce the operating deficit through detailed analysis of overspending areas.
1.02	The operating deficit in-year is in effect 'written-off' by the change in the Council's policy for accounting for Minimum Revenue Provision (MRP) which was reviewed and approved by Council on 6 December 2016 as part of the 2017/18 budget proposals. This has resulted in a positive impact of £2.886m on the 2016/17 budget as part of providing a major efficiency for 2017/18, and means that the projected spend is now £1.076m less than the budget.
1.03	Transport Costs The Council, along with neighbouring councils, was given notice in July that one of its contracted transport operators, was going into immediate liquidation. Urgent action was required to secure the school and public transport subsidised routes operated by the transport operator.
1.04	The procurement of full replacement service providers is projected to incur an additional cost of £0.440m for the remainder of 2016/17. The Welsh Government has offered a provisional grant award to the three local authorities affected for 2016/17. Negotiations are ongoing with Welsh Government and the neighbouring authorities over distribution of the grant. Negotiations should be concluded in time for the grant income to be reported in the month 9 report.

1.05	<p>Council Fund Latest in Year Forecast</p> <p>The table below shows the projected position by portfolio.</p> <table border="1" data-bbox="304 264 1386 1290"> <thead> <tr> <th data-bbox="304 264 692 495">TOTAL EXPENDITURE AND INCOME</th> <th data-bbox="692 264 868 495">Original Budget</th> <th data-bbox="868 264 1038 495">Revised Budget</th> <th data-bbox="1038 264 1219 495">Projected Outturn</th> <th data-bbox="1219 264 1386 495">In-Year Over / (Under) spend</th> </tr> <tr> <td></td> <td data-bbox="692 456 868 495">£m</td> <td data-bbox="868 456 1038 495">£m</td> <td data-bbox="1038 456 1219 495">£m</td> <td data-bbox="1219 456 1386 495">£m</td> </tr> </thead> <tbody> <tr> <td data-bbox="304 495 692 551">Social Services</td> <td data-bbox="692 495 868 551">58.534</td> <td data-bbox="868 495 1038 551">60.829</td> <td data-bbox="1038 495 1219 551">61.425</td> <td data-bbox="1219 495 1386 551">0.595</td> </tr> <tr> <td data-bbox="304 551 692 607">Community & Enterprise</td> <td data-bbox="692 551 868 607">12.035</td> <td data-bbox="868 551 1038 607">12.437</td> <td data-bbox="1038 551 1219 607">11.941</td> <td data-bbox="1219 551 1386 607">(0.496)</td> </tr> <tr> <td data-bbox="304 607 692 685">Streetscene & Transportation</td> <td data-bbox="692 607 868 685">27.011</td> <td data-bbox="868 607 1038 685">28.527</td> <td data-bbox="1038 607 1219 685">29.306</td> <td data-bbox="1219 607 1386 685">0.779</td> </tr> <tr> <td data-bbox="304 685 692 741">Planning & Environment</td> <td data-bbox="692 685 868 741">4.978</td> <td data-bbox="868 685 1038 741">5.130</td> <td data-bbox="1038 685 1219 741">5.451</td> <td data-bbox="1219 685 1386 741">0.321</td> </tr> <tr> <td data-bbox="304 741 692 797">Education & Youth</td> <td data-bbox="692 741 868 797">11.225</td> <td data-bbox="868 741 1038 797">11.404</td> <td data-bbox="1038 741 1219 797">11.405</td> <td data-bbox="1219 741 1386 797">0.000</td> </tr> <tr> <td data-bbox="304 797 692 853">Schools</td> <td data-bbox="692 797 868 853">86.162</td> <td data-bbox="868 797 1038 853">87.762</td> <td data-bbox="1038 797 1219 853">87.762</td> <td data-bbox="1219 797 1386 853">0.000</td> </tr> <tr> <td data-bbox="304 853 692 909">People & Resources</td> <td data-bbox="692 853 868 909">4.319</td> <td data-bbox="868 853 1038 909">4.646</td> <td data-bbox="1038 853 1219 909">4.646</td> <td data-bbox="1219 853 1386 909">0.000</td> </tr> <tr> <td data-bbox="304 909 692 965">Governance</td> <td data-bbox="692 909 868 965">8.159</td> <td data-bbox="868 909 1038 965">7.716</td> <td data-bbox="1038 909 1219 965">7.781</td> <td data-bbox="1219 909 1386 965">0.064</td> </tr> <tr> <td data-bbox="304 965 692 1021">Organisational Change 1</td> <td data-bbox="692 965 868 1021">5.560</td> <td data-bbox="868 965 1038 1021">5.972</td> <td data-bbox="1038 965 1219 1021">6.045</td> <td data-bbox="1219 965 1386 1021">0.073</td> </tr> <tr> <td data-bbox="304 1021 692 1077">Organisational Change 2</td> <td data-bbox="692 1021 868 1077">2.244</td> <td data-bbox="868 1021 1038 1077">2.572</td> <td data-bbox="1038 1021 1219 1077">2.196</td> <td data-bbox="1219 1021 1386 1077">(0.376)</td> </tr> <tr> <td data-bbox="304 1077 692 1133">Chief Executive</td> <td data-bbox="692 1077 868 1133">3.204</td> <td data-bbox="868 1077 1038 1133">3.176</td> <td data-bbox="1038 1077 1219 1133">3.134</td> <td data-bbox="1219 1077 1386 1133">(0.042)</td> </tr> <tr> <td data-bbox="304 1133 692 1211">Central & Corporate Finance</td> <td data-bbox="692 1133 868 1211">28.552</td> <td data-bbox="868 1133 1038 1211">21.814</td> <td data-bbox="1038 1133 1219 1211">19.818</td> <td data-bbox="1219 1133 1386 1211">(1.995)</td> </tr> <tr> <td data-bbox="304 1211 692 1290">Total</td> <td data-bbox="692 1211 868 1290">251.984</td> <td data-bbox="868 1211 1038 1290">251.984</td> <td data-bbox="1038 1211 1219 1290">250.908</td> <td data-bbox="1219 1211 1386 1290">(1.076)</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	58.534	60.829	61.425	0.595	Community & Enterprise	12.035	12.437	11.941	(0.496)	Streetscene & Transportation	27.011	28.527	29.306	0.779	Planning & Environment	4.978	5.130	5.451	0.321	Education & Youth	11.225	11.404	11.405	0.000	Schools	86.162	87.762	87.762	0.000	People & Resources	4.319	4.646	4.646	0.000	Governance	8.159	7.716	7.781	0.064	Organisational Change 1	5.560	5.972	6.045	0.073	Organisational Change 2	2.244	2.572	2.196	(0.376)	Chief Executive	3.204	3.176	3.134	(0.042)	Central & Corporate Finance	28.552	21.814	19.818	(1.995)	Total	251.984	251.984	250.908	(1.076)
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1.06	The reasons for the projected variances are summarised within Appendix 2 with key significant portfolio variances explained in paragraphs 1.09 to 1.12.																																																																											
1.07	<p>Significant Budget Movements between Original and Revised Budget</p> <p>As stated in the month 7 report a review of Corporate Administration has been completed which agreed to transfer portfolio administration teams together into a combined service, under a single manager, that serves County Hall and Flint offices. This has resulted in a budget movement from Governance (£0.078m), Community & Enterprise (£0.026) and Planning & Environment portfolios (£0.251m) to Social Services in month 8.</p>																																																																											
1.08	The Education ICT budget has been delegated to schools from the ICT Service, this has resulted in a transfer of £0.389m from Governance to Schools.																																																																											
1.09	<p>Streetscene and Transportation</p> <p>There is a significant variance within the portfolio of £0.779m which is a decrease of £0.099m from month 7. As referenced in 1.04, negotiations with</p>																																																																											

	Welsh Government for a proportion of additional grant funding are due to be concluded before Month 9 which will further reduce this variance. Full details of all other variances are given in Appendix 2.				
1.10	Social Services				
	Within Social Services there is a reported overspend of £1.320m for Children's Services which mainly relates to Out of County Placements (£0.626m) and Professional Support (£0.686m).				
1.11	The reported overspend for Out of County Placements is due to a number of complex cases and the new Social Services and Wellbeing Act which has led to a higher number of court outcomes and placements which will need to be tracked. A critical review of a number of placements made by court order is being undertaken. The financial impact of this emerging pressure will need to be considered as part of the Medium Term Financial Strategy (MTFS). Legal and Social Services managers are working together to make a compelling case for alternative care arrangements to placements at forthcoming court cases, and so reduce the level of out of county placement being made.				
1.12	The Professional Support service currently has a small number of permanent social work vacancies. Given the high levels of demand, and complexity of work, there is insufficient capacity to support the children/families within existing staffing compliment. Processes are in place for recruitment to the vacant posts but, like other authorities, we are experiencing challenges in recruiting experienced qualified social workers. In the short term we have a small number of posts covered by agency staff whilst we work to attract appropriately qualified, experienced and high calibre staff. Work is being undertaken to develop a strategic approach to managing demand through service development as well as attracting and supporting permanent staff.				
1.13	Programme of Efficiencies				
	The 2016/17 budget contains £11.282m of specific efficiencies which are being tracked and monitored. An amount of £0.761m was approved from the contingency reserve in the month 4 report to meet the impact of conscious decisions to change proposals for household recycling centres, community asset transfers, town centre car parking charging and workforce essential car user allowances resulting in a revised efficiency target of £10.521m.				
1.14	Appendix 3 provides detail on the latest position where there is a variation to the level of efficiency achievable compared to the budget.				
1.15	This shows that it is currently projected that £9.398m (89%) will be achieved resulting in a net underachievement of £1.123m - a decrease of £0.072m. The changes in efficiency assumptions since month 7 are summarised below:				
		Original Efficiency	Previous Month Revised	Current Month Revised	Increase/ (Decrease) between

			Efficiency	Efficiency	months
	Portfolio	2016/17 £(m)	2016/17 £(m)	2016/17 £(m)	2016/17 £(m)
	<u>Planning & Environment</u> Self-financing for Public Protection Services. - Animal & Pest Control. - Licencing Charging.	0.050	0.020	0.050	0.030
	Various Planning Efficiencies;	0.101	0.101	0.000	(0.101)
	<u>People & Resources</u> Finance Modernisation	0.135	0.093	0.092	(0.001)
1.16	Inflation Included within the 2016/17 budget are provision for pay (£0.936m), targeted price inflation (£0.573m) and income (£0.185m).				
1.17	Following the allocation to portfolios of the provisions described in paragraph 1.16 there is a remaining balance of £0.070m which is included within the overall outturn figure.				
1.18	No provision has been made for non-standard inflation (NSI) in 2016/17. Areas that may be subject to NSI increases will be monitored throughout the year and any emerging pressures will be considered in future reports.				
	Reserves and Balances				
1.19	Un-earmarked Reserves The 2015/16 outturn reported to Cabinet on 19 July 2016 showed un-earmarked reserves at 31 March 2016 (above the base level of £5.769m) of £4.375m.				
1.20	Taking into account the current projected overspend at Month 8 and previously agreed allocations the balance on the Contingency Reserve at 31 March 2017 is projected to be £4.268m as detailed in appendix 4.				
1.21	Earmarked Reserves The Council adopted a reserves protocol in September 2015 which set out the principles around how the Council determines, manages and reviews its level of reserves. Within the protocol is reference to regular reporting of the latest position to Cabinet and Corporate Resources Overview and Scrutiny Committee.				

1.22	A summary of earmarked reserves as at 1 April 2016 and an estimate of projected balances as at the end of the financial year will be included in the month 9 report.
1.23	Housing Revenue Account The 2015/16 Outturn Report to Cabinet on 19 July 2016 showed an un-earmarked closing balance at the end of 2015/16 of £1.178m.
1.24	The 2016/17 budget for the HRA is £31.979m which includes a movement of £0.080m from reserves.
1.25	The Month 8 monitoring for the HRA is projecting in year expenditure to be £0.037m higher than budget and a closing balance as at 31 March 2017 of £1.061m, which at 3.3% of total expenditure satisfies the prudent approach of ensuring a minimum level of 3%.

2.00	RESOURCE IMPLICATIONS
2.01	The Revenue Budget Monitoring Report reflects the planned use of the financial resources of the Council for the current financial year and details the variations in the first eight months and the risks as known.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	None required.

4.00	RISK MANAGEMENT
4.01	Achievement of Planned In-Year Efficiencies The Council sets a challenging level of specified efficiencies to be achieved in-year as part of its approach to annual budget planning. These efficiencies are generated from the three year service portfolio business plans and from corporate financial planning. In recent years the level of efficiency achievement has averaged at around 85%. The current assessment of the efficiency profile for 2016/17 shows that 89% of the efficiencies would be achieved. There is an ongoing risk that the shortfall cannot be mitigated other than by drawing on temporary funding from the Contingency Reserve. There is a further risk that any ongoing under-achievement of efficiencies will have a recurring and negative impact on the 2017/18 budget as an efficiency target deficit would in effect be carried forward. Risk status: stable/green risk for 2016/17 only.
4.02	In-Year Reductions in Government Specific Grants This has been a trend in recent years whereby specific grants awarded by Government, and its grant awarding bodies, can be reduced in year and

	<p>with limited notice. In such cases the Council faces the difficult choice of either reducing the services which the grants fund or absorbing the grant deficit as an in-year cost pressure. Whilst grants are tracked and representations are made to Government when any risks of grant reductions become known, this remains an open risk though variations should not occur at this late stage of the financial year. Although the in-year risk has now reduced a significant risk still exists for 2017/18 onwards. Risk status: stable/green risk for 2016/17 only.</p>
4.03	<p>Cost Pressures in Residential and Domiciliary Care</p> <p>The Council is faced with having to meet high levels of annual cost inflation for commissioned places and homecare packages in the residential and domiciliary provider markets due, in the main, to the introduction of the Living Wage and its impact on the payroll costs of providers. In setting its annual budget the Council referred to the need to set aside reserves of £0.646m to meet the additional inflationary costs for 2016/17 as a temporary funding solution, if additional funding was not available to fund these increases. The Council has secured £0.500m from the Intermediate Care Fund (ICF) to part fund these costs. This will mean that only an amount of £0.146m will need to be met from reserves. The projected budget figures for the Social Services portfolio for 2016/17 reflect this net cost. There is no confirmation at this stage that the use of the ICF in this way will be continued for 2017/18 and the inflationary costs within the care sector will continue to increase as profiled in previous reports. Therefore there are risks of significant cumulative cost pressures in this sector.</p> <p>Risk status: stable/amber risk for 2016/17 only.</p>
4.04	<p>Municipal Mutual Insurance (MMI)</p> <p>MMI was the predominant insurer of public sector bodies prior to 1992 before going into liquidation. Flintshire was required to pay a levy of 15% of its share of the claims paid out previously and for any future claims. Other local authorities likewise have to make a contribution. When MMI's administrator published their 2015 accounts it showed that due to an increase in the number of claims overall there would need to be an increase in the levy to meet liabilities. A recommendation was approved in 2015/16 to meet a significant liability which reflects a 20% increase in the levy. MMI have recently published their 2016 Accounts which indicate no further increase in the levy at this time. The in-year risk is therefore closed although this risk will remain next year as the risk of a further increase in the levy remains open as legal work on claims is protracted with uncertain outcomes.</p> <p>Risk status: stable/green risk.</p>
4.05	<p>Historic Child Abuse Settlements</p> <p>A number of historic child abuse cases, which predate the existence of Flintshire County Council, have been settled this financial year. There are still a number of outstanding cases to be settled and it is not possible to estimate the full financial impact of these at this stage. The financial provision set aside may not prove to be sufficient to meet the total liabilities of all cases when closed. Within the month 3 report a contribution from the</p>

	contingency reserve was agreed to meet the settlement costs paid along with any future costs. The settlement costs incurred to date total £0.146m. Risk status: unstable/amber risk.
4.06	<p>Landfill Site Energy Income</p> <p>The Council derives an income from the sale of electricity produced from gas extraction at the Standard and Brookhill landfill sites. Energy production and therefore income levels have been reducing over time. There is potential for further loss of gas engine income through diminishing levels of gas. The service is being out-sourced to remove the risk longer-term and a budget pressure has been included from 2017/18. Risk status: stable/green risk.</p>
4.07	<p>Orphaned Industrial Site at Sandycroft</p> <p>The contract for the removal of all Isosorbide Dinitrate (ISDN) chemical deposits, site cleansing and site close-down will come to a conclusion in the early winter. The contract has had to be flexible to meet the unforeseen nature of the materials and how they were left and stored given the unique circumstances of this case (the former Euticals company). The contract to remove the higher level risk (ISDN) has been completed at the end of December 2016. Final site works will be completed in the early new year in readiness for site disposal. Risk status: unstable/amber risk.</p>
4.08	<p>Infrastructure for improvement works at Bagillt</p> <p>Flooding events in the Bagillt area resulted in a number of properties being flooded. Drainage works have been carried out to improve the existing system and further investigatory works are being undertaken which are revealing further issues that are being addressed. This risk is now closed.</p>
4.09	<p>Procurement of Transport Services</p> <p>As explained in 1.04 above there is an in-year budget risk of an additional procurement cost of £0.440m for local transport services. The Welsh Government has offered a provisional grant award to the three North East Wales local authorities for 2016/17 only. Negotiations are ongoing with Welsh Government and the neighbouring authorities on grant distribution. Risk status: unstable/amber risk.</p>
4.10	<p>Minimum Revenue Provision (MRP)</p> <p>The Council has reviewed its policy of accounting for MRP in conjunction with its Treasury Management Advisors. This has resulted in a reduction to the in-year amount and is reflected in the outturn position. This risk is now closed.</p>
4.11	<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. There is always a risk of significant variances occurring although this area continues to be closely monitored.</p>

	<p>The main influence on this increase is the new Social Services and Wellbeing Act which has led to a higher number of court outcomes and placements has increased the financial pressure on this service area. Legal and Social Service Managers are working together to make a compelling case for alternative care arrangements to placements at forthcoming court cases, and so reduce the level of Out of County placement being made.</p> <p>Risk status: unstable/red risk.</p>
4.12	<p>Children’s Services</p> <p>Children’s Services are experiencing high levels a demand including child protection work and the need for intensive support for older children with complex needs. Priorities are being developed to help respond to increasing service demand and to provide a greater range of targeted community support.</p> <p>Risk status: unstable/red risk.</p>

5.00	APPENDICES
5.01	<p>Appendix 1: Council Fund – Movement in Variances from Month 7</p> <p>Appendix 2: Council Fund – Budget Variances</p> <p>Appendix 3: Council Fund – Programme of Efficiencies</p> <p>Appendix 4: Council Fund – Movement on Un-earmarked Reserves</p> <p>Appendix 5: Housing Revenue Account Variances</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None required</p> <p>Contact Officer: Sara Dulson Telephone: 01352 702287 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> <p>Council Fund: the fund to which all the Council’s revenue expenditure is charged.</p> <p>Financial Year: the period of twelve months commencing on 1 April.</p> <p>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</p>

from the Council Fund and trading accounts and is funded primarily from rents and government subsidy.

Projected Outturn: projection of the expenditure to the end of the financial year, made on the basis of actual expenditure incurred to date.

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.

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.

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.

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.

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.

Medium Term Financial Strategy: a written strategy which gives a forecast of the financial resources which will be available to a Council for a given period, and sets out plans for how best to deploy those resources to meet its priorities, duties and obligations.

Minimum Revenue Provision (MRP): A charge made to the Council Fund to repay borrowing taken out for capital expenditure. Authorities must determine their own prudent MRP charge each year, taking into consideration statutory guidance issued by the Government.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £25k
Social Services		
Older People		
Localities	0.074	Budget realignment to Learning Disabilities to partly address pressures within external care provision.
Resources & Regulated Services	(0.164)	Residential Care Homes (£0.093m) - including reduction in catering recharges, Home care - reduced pay cost projections (£0.045m), extra care - vacancy savings (£0.010m), Day centres - vacancy savings (£0.016m).
Other Minor Variances	(0.003)	
Disability Services		
Resources & Regulated Services	(0.121)	Virement of budget for Fee Increases & Inflation from Older People Service.
Administrative Support	0.123	Admin vacancy savings now transferred to Business Support service.
Transition & Disability Services	(0.053)	Agency staff costs transferred to Childrens Services Professional Support Service.
Other Minor Variances	0.004	
Mental Health Services		
Voluntary Sector Services	0.018	Minor variances.
Intensive Support	(0.022)	Minor variances.
Residential Placements	(0.105)	The reduction in overspend is due to additional joint funding contributions from the Health Board which were not previously agreed.
Employment & Occupation	0.028	£0.010m British Gas invoices. £0.004m Gardening services adj to net nil.
Ring-fenced budget	(0.020)	Minor variances.
Other Minor Variances	(0.002)	
Children's Services		
Family Placement	(0.046)	Reduction in projected cost of payments to Foster parents.
Grants	(0.019)	Minor variances.
Professional Support	0.177	There has been difficulty recruiting to vacant social worker posts, coupled with an increase in service demand this has resulted in a necessary increase in agency staff - this includes costs transferred from Transition and Disability Services.
Out of County Placements	0.141	Further increases in placement costs - now validated following an extensive review process.
Other Minor Variances	0.011	
Development & Resources		
Charging Policy income	0.023	Minor variances.
Business Support Service	(0.118)	This is a new service created within the Social Services portfolio as the final outcome of the cross Organisation review of Admin. These savings were previously reported partly within other Social Services areas and partly within other portfolios and relate to short term vacancy savings and other non staff budget savings such as stationery.
Finance /Deputyship	(0.014)	Minor variances.
Safeguarding Unit	(0.013)	Minor variances.
Good Health	(0.016)	Minor variances.
Other Minor Variances	(0.004)	
Total Social Services	(0.121)	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £25k
Community & Enterprise		
Customer And Housing Services	0.011	Contact centre review shortfall £0.075m. Customer Services minor variances (£0.017m). Connects minor variances (£0.015m). Customer and Housing services minor variances (£0.032m).
Council Fund Housing	(0.030)	Vacancy savings identified to offset Telecare pressures (£0.108m). Increased Telecare monitoring charges £0.020m. Additional equipment costs and repairs £0.030m. Reduction in Telecare income £0.054m. Minor Variances (£0.026m).
Regeneration	(0.037)	Reduction in market income shortfall £0.009m. Grant recharges £0.036m.
Revenues & Benefits	(0.020)	Further underspend on the Council Tax Reduction Scheme provision (£0.016m). Movement in surplus on the Council Tax Collection Fund (£0.005m).
Housing Programmes	0.032	SHARP feasibility works at Flint Police Station £0.055m. Other minor variances (£0.023m).
Total Community & Enterprise	(0.044)	
Streetscene & Transportation		
Ancillary Services & Performance		
Waste Collection	0.018	Minor variances.
Bereavement Services	(0.014)	Minor variances.
Highways Network		
Highways Network	(0.075)	£0.061m of improvement works on the Bagillt flooding event has been capitalised in the land drainage programme.
Transportation & Logistics		
Transportation	(0.025)	Minor variances.
Other Minor Variances	(0.003)	
Total Streetscene & Transportation	(0.099)	
Planning & Environment		
Business		
Pollution Control	0.014	Minor variances.
Minor Variances	(0.004)	
Community		
Licensing	(0.034)	Increase in Licensing Income
T/S Investigations	0.017	Minor variances.
Minor Variances	0.002	
Development		
Land Charges	0.023	Lower than expected Search Fee income received in Period 08.
Development Management	0.111	Revised outturn for Planning Fee Income.
Minor Variances	0.001	
Access		
Public Rights Of Way	0.017	Minor variances.
Minor Variances	(0.004)	
Strategy		
Minor Variances	0.012	
Management Strategy		
Other Minor Variances	0.001	
Total Planning & Environment	0.156	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £25k
Education & Youth		
Integrated Youth Provision	(0.021)	Minor variances.
Other Minor Variances	0.002	
Total Education & Youth	(0.018)	
Schools	(0.000)	
People & Resources		
HR & OD	(0.009)	Minor variances.
Corporate Finance	0.001	Minor variances.
Total People & Resources	(0.008)	
Governance		
Legal Services	0.012	Minor variances.
Democratic Services	0.026	A new structure for Democratic Services has been approved and implemented, the financial implications of which are reflected in this month. The new structure came into effect later in the year than expected which has led to a higher level of workforce expenditure being incurred.
Internal Audit	(0.062)	A number of vacancies have occurred this financial year. Whilst options for future service delivery were being considered the in-year vacancy savings were unable to be accurately reported until this month.
Procurement	0.004	Minor variances.
Business Support	0.030	The budget and projected expenditure for this service has been transferred to Social Services as part of the review of Corporate Administration. The underspend which had been previously reported is now within the Social Services portfolio.
ICT	(0.000)	No variance.
Total Governance	0.010	
Organisational Change 1		
Public Libraries & Arts, Culture & Events	(0.001)	Minor variances.
Museums	0.000	Minor variances.
County Archives	(0.002)	Minor variances.
Leisure	0.001	Minor variances.
Community Assets	0.000	Minor variances.
Total Organisational Change 1	(0.002)	
Organisational Change 2		
Administrative Buildings	(0.032)	In-year efficiency on utility bills through the closure of Phases 3 and 4 County Hall.
CPM & Design Services	(0.046)	Additional design fees secured by the service.
Catering	(0.041)	Additional catering income through leaner processes within primary schools.
Minor Variances	0.004	
Total Organisational Change 2	(0.115)	
Chief Executive	0.010	Minor variances.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Movement between Periods (£m)	Narrative for Movement between Periods greater than £25k
Central and Corporate Finance	(2.615)	As a result of changes to the Minimum Revenue Provision (MRP) policy, as agreed by Council on 6th December 2016 (£2,886m). Pension deficit recovery increase £0.100m. Increased costs on commercial property £0.035m. Support Services recharge £0.140m, as a result of the reduction in services across the Council the annual support service recharges will be less than in previous years. Minor Variances (0.004m).
Grand Total	(2.847)	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Social Services						
Older People						
Localities	15.880	15.218	(0.662)	(0.736)	Domiciliary Care reflects a projected underspend of (£0.203m) based on existing clients. Other main influences on this projected underspend include Minor Adaptations (£0.099m) for which the local demand is currently being met by the Intermediate Care Fund. Additional one-off income has been received from Intermediate Care Fund (ICF) to contribute to provider fee increases. Other underspends are as a result of full year vacancy savings from within the Single Point of Access team (£0.136m). Residential Care has a projected underspend of £0.146m including property income of (£0.023m) and client contributions of (£0.056m). Locality teams staffing reflects a projected underspend of £0.070m due to short term vacancy savings. Overall net minor variances of £0.008m.	Keep under review with consideration for further potential realignment.
Reablement Services	0.441	0.388	(0.053)	(0.045)	Projected underspend is due to unbudgeted additional Continuing Health Care funding from Betsi Cadwaladr University Health Board (BCUJHB).	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Community Equipment Contribution	0.477	0.323	(0.154)	(0.155)	Following review of and implementation of an updated Section 33 partnership agreement for the North East Wales Community Equipment Store (NEWCES), the contribution levels of partners have been updated resulting in a reduced level of contribution from FCC going forward.	Maintain underspend in current financial year, pending realignment from 2017/18 to meet revenue costs of Flint Extra Care Scheme.
Resources & Regulated Services	6.035	5.785	(0.250)	(0.086)	Short term vacancy savings within provider day care services and extra care schemes plus reduced projections for internal catering recharges at Residential Care homes.	
Minor Variances	0.195	0.196	0.000	(0.004)		
Disability Services						
Resources & Regulated Services	18.258	19.089	0.831	0.952	Service user demand level is in excess of current provision. At period 08 costs have been realigned within the LD budget and projections revised.	Continue to monitor and review costs.
Disability Services	1.309	1.213	(0.097)	(0.105)	Reflects current projected placement costs.	Continue to monitor and review costs.
Forensic budget	0.529	0.318	(0.211)	(0.206)	There is a significant underspend of (£0.211m) at period 8 revised outturn based on current projected costs and increased income from Joint funded packages.	Keep under review - potential volatile service area.
Administrative Support	(1.359)	(1.112)	0.247	0.124	Shortfall in Supporting People (SP) income following review of eligibility criteria and local distribution of grant. There is no further capacity within the SP reserve as this has already been utilised in full.	

**Budget Monitoring Report
Council Fund Variances**

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Transition & Disability Services	0.627	0.564	(0.063)	(0.010)	Reduced service user demand and vacancy savings.	
Minor Variances	0.069	0.071	0.003	0.002		
Mental Health Services						
Residential Placements	0.844	0.883	0.039	0.144	Reflects current projected placement costs.	Keep under review.
Substance Misuse	0.274	0.340	0.066	0.073	Pay cost pressures in a number of areas together with a reduced income commitment for the Substance Misuse Action Fund (SMAF) grant.	Work being undertaken to review.
Employment & Occupation	0.444	0.406	(0.038)	(0.066)	Short term vacancy savings on work schemes.	
Minor Variances	2.046	2.050	0.004	0.023		
Children's Services						
Family Placement	2.394	2.441	0.047	0.094	The overspend is due to foster care placement demand and also court orders for residence and special guardianship orders.	Opportunity for budget realignment to be carried out to mitigate overspends within the service.
Prevention & Support	0.196	0.156	(0.040)	(0.050)	Savings on legal fees and S17 permanency allowances.	
Residential Placements	0.398	0.471	0.073	0.086	The level of overspend reflects the current projected costs of residential placements.	All placements are made through a robust panel process which ensures that placements are only made when no alternative method of support can be optimised - continued monitoring of outturn.
Professional Support	4.638	5.324	0.686	0.509	Increasing overspend in Duty and Assessment team which is due to the need to deploy staff to address key risks within this area of service. An allocation of £0.100m has been made from Contingency reserve as approved by Cabinet to help alleviate this pressure.	Continue to monitor and review.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Out of County Placements	3.434	4.060	0.626	0.485	There has been an unprecedented increase in the number of Child and Parent placements, being 8 placements, of which 7 have been the subject of court/legal determinations. The main influence on this is the new Social Services and Wellbeing Act which enables judges to require Local Authorities to demonstrate that the needs of parents are being met and that there is a proactive investment in removing barriers/supporting parents to be able to care for their children.	Continue to monitor and review.
Minor Variances	1.076	1.004	(0.072)	(0.067)		
Development & Resources						
Charging Policy income	(1.929)	(2.059)	(0.130)	(0.153)	The increase in income is due to recent changes in the treatment of certain disregards within service user financial assessments.	Continue to monitor and review
Business Support Service	1.223	1.105	(0.118)	0.000	This is a new service bringing together generic admin. capacity from a number of portfolios following the cross organisation review of Admin. The savings arise mainly from vacancies plus an element of non-staff savings such as Stationery.	Continue to monitor and review

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Safeguarding Unit	0.821	0.914	0.093	0.105	The projected overspend is a combination of additional legal and medical costs associated with the Deprivation of Liberty Safeguards (DOLS) assessments and a shortfall of budget income from Supporting People Grant, and a contribution to the North Wales Safeguarding Board.	Continue to monitor and review
Good Health	0.915	0.780	(0.136)	(0.120)	The underspend is mainly due to short term vacancy savings and reductions in payments to voluntary organisations.	Continue to monitor and review.
Minor Variances	1.593	1.498	(0.095)	(0.077)		
Total Social Services	60.829	61.425	0.595	0.717		

**Budget Monitoring Report
Council Fund Variances**

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Community & Enterprise Customer And Housing Services	1.320	1.311	(0.009)	(0.020)	Implementation of the Contact Centre Review is expected to begin towards the end of the 2016/17 financial year resulting in a shortfall of £0.075m. Customer Services and Flintshire Connects service efficiencies of £0.039m. Other Customer and Housing Services efficiencies identified resulting from vacancy and other service savings of £0.045m.	Continue to monitor and review.
Council Fund Housing	(0.324)	(0.331)	(0.008)	0.023	Accommodation Support vacancy savings of £0.108m identified to offset the pressures on Telecare resulting from increased call monitoring charges (£0.020m), equipment purchase and repairs (£0.030m) and reduced Telecare income (£0.054m). Other minor variances of £0.004m.	Continue to monitor and review.
Regeneration	0.377	0.407	0.031	0.067	Estimated shortfall of £0.047m in markets due to income targets increasing in line with inflation each year, where charges have not increased at the same rate. Regeneration efficiency due to the reallocation of officer time to specific grants (£0.036m). Other minor variances £0.015m.	Continue to monitor and review.
Revenues & Benefits	10.886	10.341	(0.545)	(0.525)	Projected underspend on the budgeted provision for the Council Tax Reduction Scheme of (£0.279m). Projections indicate an anticipated surplus on the Council Tax Collection Fund of (£0.300m). Other minor variances £0.034m.	Continue to monitor closely as these areas are highly volatile and projections are likely to change.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Housing Programmes	0.178	0.213	0.035	0.003	Pressure of £0.055m on the SHARP programme relating to feasibility works at the Flint Police Station site. If the scheme is approved prior to year end, this cost will be capitalised. Other minor variances of £0.020m.	Continue to monitor and review.
Total Community & Enterprise	12.437	11.941	(0.496)	(0.452)		

**Budget Monitoring Report
Council Fund Variances**

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Streetscene & Transportation Ancillary Services & Performance						
Waste Collection	7.425	7.672	0.247	0.228	Solar Energy Production at Landfill commenced from October, resulting in an in-year shortfall of £0.065m. Adverse variance of £0.240m relating to reduced electricity sales from reducing levels of gas extraction at the Standard and Brookhill landfill sites. Final part-year reduced payment of prudential borrowing for black bins (£0.100m). Improved position from recycling income of £0.120m. Additional costs for disposal of hazardous waste from HRC sites £0.050m. Additional plant hire costs across the service of £0.040m and cumulative minor variances within waste services of £0.065m.	Gas engine income levels being monitored monthly and contracts being prepared for the service to be outsourced. Reported in Programme Tracker Pressure in 2017/18 relating to the ESD grant. WG have confirmed a 6.7% reduction in the grant .
Other Minor Variances	0.653	0.647	(0.006)	0.009		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
<i>Highways Network</i> Highways Network	7.461	7.542	0.081	0.155	Due to ongoing discussions on Community Asset Transfers (CATs), the maintenance liability being transferred for Cemeteries to Town/Community Councils totalling £0.050m has not yet been implemented. Probation Service Litter Collection will be implemented later than anticipated, totalling £0.050m. £0.061m of improvement works on the Bagillt flooding event has been capitalised in the land drainage programme. Additional costs and staff time still being picked up by the area teams for ongoing maintenance works.	Keep under review as part of MTFS Reported in Programme Tracker.
<i>Transportation & Logistics</i> Logistics & Resource Services	4.524	4.602	0.078	0.081	Neighbouring Authorities not willing to share specialist plant, £0.050m. Further overspends relate to minor variances across the service area.	Keep under review as part of MTFS Reported in Programme Tracker.
School Transport	4.972	5.100	0.128	0.126	Estimated additional subsidy costs following re-procurement for covering former GHA services for school transport following the company going into liquidation, £0.125m.	WG have been consulted upon with regard to funding the additional costs. Funding highly unlikely due to Statutory provision requirements. Therefore, consideration will be required in the MTFS 2017/18 taking account of full year effect.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Transportation	1.928	2.206	0.277	0.302	Estimated additional subsidy costs following re-procurement of services provider going into liquidation, £0.285m. This includes the costs of former commercial services routes.	Consideration in MTF5 2017/18 if no WG funding is forthcoming after 2016/17, taking account of full year effect.
Other Minor Variances	1.563	1.537	(0.026)	(0.023)		
Total Streetscene & Transportation	28.527	29.306	0.779	0.878		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Planning & Environment						
Business						
Pollution Control	0.474	0.538	0.063	0.049	for 2x temporary EHO posts (funding due from Corporate) plus 1 EHO post funded by SLA with Community & Enterprise.	
Minor Variances	1.158	1.137	(0.021)	(0.018)		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Community						
Minor Variances	0.916	0.804	(0.112)	(0.096)		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Development						
Development Management	(0.339)	(0.051)	0.288	0.177	High Risk of further possible shortfall from Planning Application Fee income. At period 08 the shortfall is estimated to be £0.215m as the economy has not continued to recover to the extent which the 3 year Business Plan forecast. This has resulted in a lesser volume of applications being submitted than previously predicted.	
Minor Variances	0.190	0.191	0.002	(0.022)		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Access						
Minor Variances	1.322	1.294	(0.028)	(0.042)		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Shared Services						
Minor Variances	0.165	0.165	0.000	(0.000)		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Strategy						

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Minor Variances	0.832	0.876	0.044	0.032		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Management Strategy	0.412	0.497	0.085	0.084		Continue to monitor committed expenditure and reduce/remove commitments where possible.
Total Planning & Environment	5.130	5.451	0.321	0.164		
Education & Youth						
Inclusion & Progression	7.055	7.121	0.066	0.058	Movement in Out of County projected expenditure, which follows receipt of Individual Placement Agreements (templates).	A Task and Finish group is operational. An Invest to Save post has been identified to support a reduction in the overspend. Improved monitoring systems are being developed and implemented. Detailed review of all placements is on going.
Minor Variances	4.349	4.284	(0.065)	(0.040)		
Total Education & Youth	11.404	11.405	0.000	0.019		
Schools	87.762	87.762	(0.000)	(0.000)		

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
People & Resources						
HR & OD	2.258	2.183	(0.074)	(0.066)	The projected underspend is mostly due to current workforce vacancies.	Continue to monitor and review.
Corporate Finance	2.388	2.462	0.075	0.074	The projected overspend comprises of a shortfall in the Grant Income recharge target and an in-year underachievement on the Finance Modernisation Efficiency.	Continue to explore alternative income maximisation opportunities and progress the finance modernisation project.
Total People & Resources	4.646	4.646	0.000	0.008		
Governance						
Legal Services	0.642	0.678	0.036	0.024	Minor variances.	Continue to monitor and review.
Democratic Services	1.872	1.894	0.022	(0.004)	Minor variances.	Continue to monitor and review.
Internal Audit	0.434	0.366	(0.068)	(0.006)	The projected underspend is due to workforce vacancies.	Current vacancies are expected to remain vacant until the end of the financial year while the level of service is being assessed with this reduced capacity.
Procurement	0.166	0.197	0.031	0.026	Minor variances.	Continue to monitor and review.
Business Support	0.001	0.001	0.000	(0.030)	No variance.	
ICT	4.602	4.645	0.043	0.043	Minor variances.	Continue to monitor and review.
Total Governance	7.716	7.781	0.064	0.054		

**Budget Monitoring Report
Council Fund Variances**

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Organisational Change 1						
Public Libraries & Arts, Culture & Events	1.656	1.640	(0.016)	(0.015)	Minor variances.	Continue to monitor and review.
Museums	0.064	0.064	0.000	0.000	Minor variances.	Continue to monitor and review.
County Archives	0.281	0.277	(0.004)	(0.002)	Minor variances.	Continue to monitor and review.
Leisure	3.946	4.039	0.093	0.092	The CAT transfer at Holywell Leisure Centre is now expected to be phased between the end of December 2016 and 1st March 2017. This results in a pressure of £0.070m this year which is associated with continuing to operate the centre as a Council prior to full handover to the community to ensure continuity of operation. Other minor variances of £0.023m.	Continue to monitor and review.
Community Assets	0.024	0.024	0.000	0.000	Minor variances.	Continue to monitor and review.
Total Organisational Change 1	5.972	6.045	0.073	0.075		
Organisational Change 2						
Administrative Buildings	1.227	1.192	(0.035)	(0.003)	(£0.035m) in year utility savings realised from the closure of phase 3 and 4 County Hall. Adverse weather conditions over the coming months may impact on this saving.	Close Monitoring required.
Agricultural Estates	(0.168)	(0.162)	0.005	0.003	Minor variances.	
Property Holdings	0.015	0.015	(0.000)	0.000	Minor variances.	
Property Asset And Development	0.590	0.310	(0.280)	(0.281)	In-year salary savings as a result of the proposed staffing restructure.	
CPM & Design Services	0.703	0.572	(0.130)	(0.084)	Additional design fees secured by the team over an above the income target.	
Industrial Units	(1.239)	(1.058)	0.181	0.169	Shortfall in rental income (offset by in-year savings).	

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Catering	0.792	0.695	(0.097)	(0.056)	(£0.561m) additional income projected above income target. (£0.041m) Learner processes within the primary schools have contributed towards this saving.	
Caretaking & Security	0.299	0.299	(0.000)	0.000	Minor variances.	
Facilities HQ	0.200	0.200	0.001	(0.000)	Minor variances.	
Cleaning	0.006	(0.031)	(0.037)	(0.035)	Minor variances.	
CCTV & Open Spaces	0.192	0.210	0.018	0.028	Minor variances.	
Total Organisational Change 2	2.572	2.196	(0.376)	(0.261)		
Chief Executive	3.176	3.134	(0.042)	(0.052)	Minor variances.	Continue to monitor and review.

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Central and Corporate Finance	21.814	19.818	(1.995)	0.619	An underspend of (£2.998m) within the Central Loans and Investment Account, (£0.111m) is due to reduced level of borrowing, and higher than projected income from investments, (£2.886m) is due changes to the Minimum Revenue Provision (MRP) policy as agreed by Cabinet on 6th December 2016. Additional Matrix rebate income of (£0.120m).	Central Loans and Investment Account, keep under review. Matrix Rebate income, continue to monitor.
					Workforce efficiencies showing an underachievement of £0.278m.	Workforce Efficiencies, continue to identify further savings.
					Additional income generating activities, an underachievement of £0.300m, though work is continuing to identify areas of opportunity.	Additional Income Generating Activities, in year pressure only.
					In year pressure £0.178m due to non domestic rates liability on a commercial property.	Commercial Property liability, in year pressure.
					In year underspend on Audit Fees of (£0.088m)	Audit Fees reduced, additional identified efficiency

Budget Monitoring Report
Council Fund Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Central and Corporate Finance					<p>Windfall income, in year pressure £0.125m.</p> <p>Pension deficit recovery pressure of £0.250m, due to opt out rates.</p> <p>There is an underspend of (£0.070m) on centrally held inflation.</p> <p>Support Service areas have decreased, impacting on the recharge £0.140m.</p> <p>Minor variances £0.010m.</p>	<p>Windfall Income, keep under review.</p> <p>Pension Deficit Recovery, keep under review and consider impact alongside actuarial review.</p> <p>Pay related Inflation, keep under review in case of any emerging in year issues.</p> <p>Support Services, work is ongoing to review the impact.</p>
Grand Total	251.984	250.908	(1.076)	1.771		

2016/17 Efficiencies Outturn - Under or Over Achieved

Portfolio	Original Efficiency	Revised Efficiency	(Under)/Over Achievement
	2016/17 £(m)	2016/17 £(m)	2016/17 £(m)
Central & Corporate Finance			
Additional Income Generating Activities.	0.500	0.200	(0.300)
Workforce Efficiency.	0.500	0.222	(0.278)
Total Central & Corporate Finance	1.000	0.422	(0.578)
Chief Executive's			
Voluntary Sector Grants review.	0.070	0.090	0.020
Total Chief Executive's	0.070	0.090	0.020
People & Resources			
Finance Modernisation	0.135	0.092	(0.043)
Total People & Resources	0.135	0.092	(0.043)
Education & Youth			
School Modernisation.	0.187	0.123	(0.064)
Total Education & Youth	0.187	0.123	(0.064)
Organisational Change 1			
Community Asset Transfers.	0.544	0.474	(0.070)
Total Organisational Change 1	0.544	0.474	(0.070)
Organisational Change 2			
CCTV - Staff reductions.	0.040	0.020	(0.020)
Other - Campus Management.	0.030	0.015	(0.015)
Other - Maintenance.	0.005	0.015	0.010
Total Organisational Change 2	0.075	0.050	(0.025)
Community & Enterprise			
Telephone Contact Centre savings.	0.100	0.025	(0.075)
Galw Gofal Contract Fees.	0.030	0.015	(0.015)
Council Tax Reduction Scheme.	0.329	0.591	0.262
Total Community & Enterprise	0.459	0.631	0.172
Streetscene & Transportation			
Shared Specialist Plant with neighbouring authority.	0.050	0.000	(0.050)
Introduce non-generic streetscene roles (3 year plan).	0.115	0.085	(0.030)
Develop energy production at landfill.	0.100	0.035	(0.065)
Remove the existing policy of returning for missed bin waste collections.	0.075	0.035	(0.040)
Construction of a waste handling and biomass production facility at Greenfield.	0.100	0.080	(0.020)
Car Parking Charges.	0.200	0.165	(0.035)
Charge maintenance of Bus Shelters to Community & Town Councils.	0.020	0.000	(0.020)
Remove the subsidy for the Community Rail Officer.	0.010	0.005	(0.005)
Externalise the Stores Managed Service.	0.050	0.020	(0.030)
Pass Maintenance Liability and Cleanliness of Cemeteries to Town & Community Councils.	0.050	0.000	(0.050)
Probation Service to take on Litter Collections in some areas.	0.100	0.050	(0.050)
Total Streetscene & Transportation	0.870	0.475	(0.395)
Planning & Environment			
Staffing - service review.	0.127	0.088	(0.039)
Various Planning Efficiencies.	0.101	0.000	(0.101)
Total Planning & Environment	0.228	0.088	(0.140)
Total 2016/17 Budget Efficiencies		%	£
Met from Contingency Reserve			11.282
Revised Efficiency Target		100	10.521
Total Projected 2016/17 Budget Efficiencies Underachieved		11	1.123
Total Projected 2016/17 Budget Efficiencies Achieved		89	9.398

Movements on Council Fund Unearmarked Reserves

	£m	£m
Total Reserves as at 1 April 2016	10.144	
Less - Base Level	(5.769)	
Total Reserves above base level available for delegation to Cabinet		4.375
Less - allocation from contingency reserve to meet historic child claims		(0.146)
Less - allocation from contingency reserve to meet costs of summer play schemes		(0.076)
Less - allocation from contingency reserve to meet shortfall in the essential car user allowance efficiency		(0.211)
Less - allocation from contingency reserve to meet shortfall in the community asset transfers efficiency		(0.200)
Less - allocation from contingency reserve to meet shortfall in the rationalisation of household recycling centres efficiency		(0.250)
Less - allocation from contingency reserve to meet shortfall in the Flint car park income efficiency		(0.100)
Less - allocation from contingency reserve to meet shortfall in the County Hall car park income efficiency		(0.100)
Less - allocation from contingency reserve to meet the resource requirements for specialist social work for child protection		(0.100)
Plus - projected underspend as at Month 8		1.076
Total projected Contingency Reserve as at 31st March 2017		4.268

Budget Monitoring Report
Housing Revenue Account Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Housing Revenue Account						
Income	(31.796)	(31.906)	(0.110)	(0.046)	The projected underspend of £0.110m relates to additional rent income of £0.034m. This is partly because tenants have moved into Custom House properties earlier than expected and also because void rent loss is less than budgeted. £0.077m relates to savings on revenue costs associated with void properties such as council tax and costs of respite. These are included in the income line to show the total rent loss for voids. This saving will be used to fund the additional WHQS costs on void properties.	
Capital Financing - Loan Charges	7.285	7.098	(0.187)	(0.161)	The projected underspend of £0.187m relates to a reduction in the anticipated borrowing costs apportioned to the HRA. This is due to the reduction in Flintshires total borrowing requirement and the reduction in interest rates following the BREXIT referendum	
Estate Management	1.530	1.499	(0.031)	(0.021)	Minor variance	
Landlord Service Costs	1.207	1.206	(0.001)	(0.000)	Minor variance	
Repairs & Maintenance	9.546	9.419	(0.127)	0.203	The projected underspend of £0.127m consists of £0.106m savings on staff costs because of vacant positions. £0.065m relates to anticipated savings on fleet recharges. This is because some of the expenditure relating to work on disabled adaptations can be capitalised. £0.036m relates to reduced expenditure on materials. £0.080m relates to a reduction in recharges to other departments.	
Management & Support Services	2.232	2.271	0.040	0.062	Minor variance	

Budget Monitoring Report
Housing Revenue Account Variances

MONTH 8 - SUMMARY

Service	Revised Budget (£m)	Projected Outturn (£m)	Variance (£m)	Last Month Variance (£m)	Cause of Major Variance	Action Required
Capital Expenditure From Revenue (CERA)	10.077	10.530	0.453	(0.000)	The movement of £0.453m relates to a contribution from revenue budgets towards WHQS work on void properties. £0.386m of this was previously reported as void revenue expenditure and has been re-classified as capital. The remaining £0.067m is using the movements on other areas of the HRA to contribute to these costs to avoid the costs of having to borrow.	
Contribution To / (From) Reserves	(0.080)	(0.118)	(0.037)	(0.037)	Minor variance	
Total Housing Revenue Account		(0.000)	(0.000)	0.000		



CABINET

Date of Meeting	Tuesday, 17 th January 2017
Report Subject	Council Tax & Business Rate Statutory Policies 2017-18
Cabinet Member	Cabinet Member for Corporate Management
Report Author	Chief Officer (Community & Enterprise)
Type of Report	Operational

EXECUTIVE SUMMARY

Each year there is a need to approve certain policies for the administration of Council Tax and Business Rates, these are:

- Council Tax Discounts on second and long term empty homes
- Council Tax Discretionary Discounts
- Business Rates Discretionary Rate Relief
- Business Rates 'top-up' Discretionary Rate Reliefs to small businesses

The current policy of not offering a Council Tax discount on second and long term empty homes forms part of the wider Council Tax setting process for 2017-18. More importantly, the decision not to provide discounts is also crucial to the implementation of the Council Tax Premium scheme where an additional charge, otherwise known as a Premium, will apply to second and long term empty homes from April 2017. In other words, it is essential to continue to adopt a policy of not awarding a discount on such properties in order to levy the Council Tax Premium, which is set at 50% for 2017-18.

The policy framework for Business Rates Discretionary Rate Relief in 2017-18 has already been approved by Cabinet in July 2016 and is contained in this report for reference purposes only. The introduction of a new Discretionary policy framework will mitigate towards future budget gaps as a result of reduced central government funding.

The adoption of all other policies for 2017-18 will deal with circumstances where the Council might award local taxation discounts and/or reliefs.

RECOMMENDATIONS

1	Adopt a policy of not awarding Council Tax discounts on second and long term empty homes in 2017-18. This will enable the Council to raise a Council Tax premium, in certain circumstances, at the rate of 50% above the standard rate of Council Tax as already agreed through the introduction of the Premium scheme from 2017-18. (i.e. a 150% charge).
2	Continue with the current policy to only consider Discretionary Council Tax discounts in cases of civil emergencies and natural disasters.
3	Note the implementation of the new Discretionary Business Rate Relief Policy Framework for 2017-18 as previously agreed by Cabinet.
4	Continue with the current policy in 2017-18 of not awarding 'top-up' Discretionary Discounts to businesses already qualifying for Small Business Rate Relief.

REPORT DETAILS

1.00	EXPLAINING THE COUNCIL TAX & BUSINESS RATE STATUTORY POLICIES 2017-18
1.01	<u>COUNCIL TAX ON SECOND AND LONG TERM EMPTY HOMES</u> The Council has long had a policy of not awarding Council Tax discounts to second/holiday homes (defined as Prescribed Classes A and B) and long term empty properties (Prescribed Class C). These are defined by Regulations as: <ul style="list-style-type: none">• Class A – A property which is unoccupied and furnished but where occupation is prohibited by law for over 28 days each year• Class B – A property which is unoccupied and furnished and where occupation is not prohibited by law• Class C – A property which is unoccupied and substantially unfurnished beyond the normal exemption period (usually after 6 months)
1.02	The adoption of the Council Tax Premium scheme from April 2017, as agreed by Council in March 2016, will now result in the Council not only setting a nil discount, but then setting a 50% Premium (i.e. a 150% charge) on all properties defined by Prescribed Classes A, B and C, unless such properties are entitled to an exception from the Premium.
1.03	The policy applies to the whole County and the decision not only to award nil discounts for any of the Prescribed Classes but to also charge a Premium in relevant cases is also reflected in the 2017-18 Tax Base calculations.
1.04	<u>COUNCIL TAX DISCRETIONARY DISCOUNTS</u>

	Section 13a of the Local Government Finance Act allows the Council to use discretionary powers to reduce the amount of Council Tax payable, effectively granting a local Council Tax Discretionary Discount.
1.05	If the Council exercises this power it must act with regard to all relevant considerations and the interests of taxpayers as the full cost of awarding a Discretionary Discount would, in effect, be financed by other Council Tax payers.
1.06	The current policy together with the recommended policy for 2017-18 is for the Chief Officer – Community & Enterprise and Cabinet Member for Corporate Management to consider Discretionary Discounts through the use of delegated powers only in cases of civil emergencies or natural disasters.
1.07	<p><u>BUSINESS RATES – DISCRETIONARY RELIEF FOR CHARITABLE, VOLUNTARY AND NOT FOR PROFIT ORGANISATIONS</u></p> <p>The Local Government Finance Act 1988 prescribes a Business rates scheme of Mandatory and Discretionary Relief for charities, voluntary and not for profits organisations.</p> <p>Cabinet approved a new policy framework in July 2016 which focuses on ceasing Discretionary ‘top-ups’ to those organisations that already benefit from 80% Mandatory Relief and reducing all other Discretionary awards from 100% to a maximum of 80%. This means that all organisations are expected to make a 20% payment contribution towards business rates from 2017-18.</p>
1.08	<p><u>BUSINESS RATES – DISCRETIONARY RATE RELIEF FOR ALL OTHER BUSINESSES</u></p> <p>The Council can also provide discretionary relief in any circumstances in line with the Localism Act 2011. This is subject to the condition that, except in the limited circumstances specified, the Council may only grant relief if it would be reasonable to do so having full regard to the interests of council tax payers who would ultimately finance the full cost of providing rate relief in these circumstances.</p>
1.09	<p>The proposed policy in 2017-18 is for the Chief Officer – Community & Enterprise and Cabinet Member for Corporate Management to consider any applications received for discretionary discounts falling outside the scope of the policy in section 1.07. These will be considered on their own merits using the following criteria:</p> <ul style="list-style-type: none"> • Requests for reductions will be required in writing with a full business case and documentary evidence in support of the need for relief • The Council’s finances allow for a reduction to be made • It must be in the interests of Council Tax payers and the wider public interest to grant a reduction • All other eligible discounts/reliefs have been considered prior to seeking discretionary rate relief

1.10	<p><u>BUSINESS RATES – DISCRETIONARY RELIEF FOR SMALL BUSINESSES</u></p> <p>Welsh Government have decided to extend Small Business Rate (SBR) Relief scheme for a further 12 months from April 2017. This provides rate relief, on a sliding scale in certain cases, to businesses with a rateable value of £12,000 or less. This scheme is fully financed by Welsh Government.</p> <p>The Welsh Government SBR scheme also contains provision for local authorities to award discretionary ‘top-up’ relief to small businesses not qualifying for 100% SBR reductions, although the cost of providing ‘top-up’ awards to small businesses is financed completely by the Council.</p>
1.17	<p>The proposed policy in 2017-18 is not to award additional discretionary ‘top-up’ relief to small businesses already qualifying for partial SBR.</p>

2.00	RESOURCE IMPLICATIONS
2.01	<p>As part of the Budget build up for 2017-18, provisions have been made for the implementation of all existing or revised policies as set out in this report.</p>

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	<p>The Business Rates Discretionary Rate Relief scheme has been approved by Cabinet for implementation from April 2017.</p>

4.00	RISK MANAGEMENT
4.01	<p>Policies have already been agreed for the introduction of the Council Tax Premium scheme in April 2017 and a determination to charge a 50% Premium was made 12 months prior to the commencement of the scheme.</p>
4.02	<p>Similarly, the policy for Discretionary Rate Relief has been agreed prior to the commencement of the new 2017-18 tax year.</p>
4.03	<p>The approval of all other policies as set out in this report, prior to the commencement of the next billing period, will ensure that all statutory policies are in place to deal with applications for reliefs and discounts.</p>

5.00	APPENDICES
5.01	<p>None.</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<ul style="list-style-type: none"> • Local Government Finance Act 1988 – section 47 • Local Government Finance Act 1992 – section 12 • Non Domestic Rating (Discretionary Relief) Regulations 1989 Localism Act 2011 – section 69 • Housing (Wales) Act 2014 <p>Contact Officer: David Barnes Job Title: Revenues Manager Telephone: 01352 703652 E-mail: david.barnes@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Mandatory Rate Relief: Where a business property is occupied by a charity or a Community Amateur Sports Organisation and the property is put to use ‘wholly or mainly’ for charitable purposes, there is an automatic entitlement to a 80% reduction in the rate bill, the cost of which is picked up by Welsh Government.</p> <p>Discretionary Rate Relief: Voluntary Groups and ‘Not for profit’ organisations which are not registered charities are not eligible to receive Mandatory Rate Relief, but they are eligible to receive discretionary rate relief up to 100% (either as a ‘top-up’ to Mandatory Rate Relief or as an award in its own right based on the policy of a local authority). To be entitled to Discretionary Rate Relief, organisations must satisfy certain rules and conditions where the premises are occupied and put to use for charitable or otherwise for used for philanthropic, religious, education, social welfare, science, literature, the arts or recreational purposes.</p> <p>Council Tax Premium scheme: From April 2017, local authorities in Wales will be able to charge a premium of up to 100% of the standard rate of council tax on long term empty homes and second homes.</p> <p>Second homes are defined as domestic properties appearing in the Council Tax Valuation List which are not a person’s sole or main residence and which are substantially furnished, although they might sometimes be occupied periodically.</p> <p>Long Term Empty Homes are defined as a domestic properties appearing in the Council Tax Valuation List but which is both un-occupied and substantially unfurnished for a period of usually 6 months or more.</p> <p>Rateable Value: is a monetary value on the likely letting price assigned to commercial buildings based on the size, location and other factors used to determine the rates payable by the person responsible for payment of business rates on each commercial property appearing in the Rating List.</p> <p>Small Business Rate Relief: is a Welsh Government funded scheme that has been extended to 31st March 2018 to provide rate relief on a sliding</p>

scale to most small businesses operating from commercial premises with a rateable value of £12,000 or less. Properties with a rateable value of £6,000 or less are eligible for 100% rate relief. This means that businesses won't pay business rates on those properties. The rate of relief decreases from 100% to 0% for properties with a rateable between £6,001 and £12,000.

Tax Base: is a measure of the Council's Council Tax 'taxable capacity' taking into account the number of chargeable properties and the number of exemptions and discounts.

Council Tax Premium scheme: From April 2017, local authorities in Wales will be able to charge a premium of up to 100% of the standard rate of council tax on long term empty homes and second homes. The scheme is intended to be a tool to help local authorities to bring homes back into use and to support the supply of affordable housing.



CABINET

Date of Meeting	Tuesday, 17 th January 2017
Report Subject	Theatr Clwyd – Complimentary Ticket Policy
Cabinet Member	Leader of the Council and Cabinet Member for Finance
Report Author	Chief Executive Chief Officer (Organisational Change)
Type of Report	Operational

EXECUTIVE SUMMARY

A notice of motion was brought to Full Council on 14th June 2016 stating that:

‘This Council accepts that Theatr Clwyd operates an industry-standard complimentary ticket policy to develop audiences and encourage sponsor and media patronage. The policy should not extend to giving complimentary tickets and drinks to Theatr Board Members, Councillors, Senior Officers and other officials who should be expected to meet the costs of their tickets and drinks at the Theatr. The Theatr Clwyd Board should remove these privileges from its policy.’

Cabinet in October agreed to ask the Theatre Board to consider this notice of motion and to provide a final response to the Council on this matter and how it will address this issue. The Board did this in November and agreed to implement the notice of motion from the next season beginning in January 2017.

RECOMMENDATIONS

1	That the Cabinet welcome the response from the Theatre Board.
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REPORT DETAILS

1.00	EXPLAINING THE BACKGROUND
1.01	The notice of motion about complimentary tickets was received at the June Council meeting and was supported by full Council.
1.02	Theatr Clwyd is owned by the Council. The Theatre Board is given delegated authority by the Council to manage the operation of the Theatre. To enable this an annual business plan is agreed with the Council and as part of the budget process clear priorities have been agreed to ensure the future financial and strategic direction of the theatre.

2.00	RESOURCE IMPLICATIONS
2.01	Minimal resource implications.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The notice of motion has been considered and agreed by Full Council.

4.00	RISK MANAGEMENT
4.01	1. That in practice the changes are not fully implemented – that the Council ask for an update on progress after 6 months of operation.

5.00	APPENDICES
5.01	None

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	October Cabinet Report Contact Officer: Ian Bancroft Telephone: 01352 704180 E-mail: ian.bancroft@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	Complimentary Tickets – Tickets that are provided at a reduced rate or free of charge to specific individuals and groups for a reason that will benefit the overall operation and business of the Theatre.



CABINET

Date of Meeting	Tuesday 17 th January 2017
Report Subject	Play Areas, Play Schemes and Strategic Play Forum Update
Cabinet Member	Cabinet Member for Waste Strategy, Public Protection and Leisure
Report Author	Chief Officer (Organisational Change)
Type of Report	Operational

EXECUTIVE SUMMARY

The Council has made a commitment to the sustaining of play activity in the County through:

- Continuation of the revenue match funding for play areas (£0.105m per annum);
- Provisional allocation of capital funding through the capital programme to refurbish play areas (£0.887m over three years subject to Council decision in February);
- To continue to maintain all play areas during 2017/18;
- One year of transition funding to enable play schemes to continue during 2016 after the cessation of Welsh Government Grant from Families First;
- The agreement to re-invigorate the Flintshire Strategic Play Forum to co-ordinate play activity across Flintshire.

This report provides a progress update against these issues including recommending approval of the match funding schemes for play areas detailed at appendix 1, and the allocation of a one off sum of £0.040m to support play schemes in 2017.

RECOMMENDATIONS

1	<p>To adopt the approach outlined in this report to continue to sustain play activity in Flintshire including:</p> <ul style="list-style-type: none"> • Agreement of the play area match funding schemes detailed at Appendix 1; • The allocation of a one off fund of £0.040m to support a Flintshire play scheme programme for 2017.
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REPORT DETAILS

1.00	BACKGROUND INFORMATION
1.01	<p>The Council operates a revenue match funding scheme aimed at maintaining play areas that requires a match fund from Town and Community Councils. Detailed at Appendix A are the list of schemes put forward by Town and Community Councils. The total list adds up to £0.123m which is £0.018m over the budget available this year. It is proposed to roll the revenue funding for 2015/16 and 2016/17 into one fund to deliver all these schemes which would leave £0.087m available for match funding schemes in 2017/18. If agreed it is proposed to communicate to Town and Community Councils these decisions early in the New Year.</p>
1.02	<p>The Council has provisionally allocated £0.887m of capital funding to refurbish play areas over the next three financial years (subject to agreement of the capital programme in February). It is proposed based on need and sustainability to bring a programme of proposed projects to Cabinet early in 2017.</p>
1.03	<p>This year the Council provided one off funding of £0.080m to continue the level of play scheme provision provided in previous years (see Appendix B). These schemes are funded partly by the County Council and partly by Town and Community Councils. The Council has made it clear to communities that this funding would not continue in 2017/18 and has been working to enable sustainability of provision without funding. The result is that the Council is proposing to provide a three week offer to all areas apart from Connahs Quay (which has been a much larger scheme) that Town and Community Councils would buy back from the Council. Town and Community Councils have been verbally notified of these changes including the costs for their specific schemes. Some have indicated that they put funding aside for next year, others have said that they have put part of this funding away and that they would need to reduce provision in line with funding. Based on this feedback this report proposes that the Council allocate a one off fund of £0.040m to enable the costs for Town and Community Councils to be reduced by an average of 50%. For example this would mean in areas with one play scheme that Town and Community Councils paid on average £900 last year and the increase for this years scheme, after taking into account the proposed Flintshire Council contribution, will be £409 making a total cost of £1309 for the Town and Community Council. Without this contribution the increase in costs in this example would have been £818.</p>
1.04	<p>Given the requirement of the national Play Sufficiency Assessment and the challenges of providing these type of services in the current climate it was agreed to re-establish the Flintshire Strategic Play Forum to co-ordinate work across the County. An initial seminar was held in November 2016. An event to 'kick-start' this process was held on November 2nd at Deeside Leisure Centre, facilitated by Play Wales and Doctor Stuart Lester with an invitation extended to all community members and officers. The next steps will be to identify in late January/Early February, a new Chair/Vice chair</p>

	for the Flintshire Strategic Play Forum, and the arrangement of training for members after May 2017.
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2.00	RESOURCE IMPLICATIONS
2.01	Resource implications for the play area proposals contained at Appendix 1 can be managed within revenue budgets for 2016/17 and 2017/18. The proposal for a one off allocation of £0.040m to support play schemes would require a one off allocation from Council reserves.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Ongoing updates to the County Forum and individual discussions with Town and Community Councils.

4.00	RISK MANAGEMENT
4.01	The lack of sustainability of play schemes – An offer has been developed based on discussions with town and community councils and following their formal responses this programme will be adapted to best meet needs and funding available.

5.00	APPENDICES
5.01	Appendix 1 – Play Area Match Funding Proposals 2016/17 Appendix 2 – Play Schemes 2016 Appendix 3 – Play Sufficiency Seminar Report November 2016

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None

7.00	GLOSSARY OF TERMS
7.01	Play Sufficiency Assessment (PSA) - A duty under the Children and Families (Wales) Measure 2010

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Appendix 1

Upgrading of Children's Play Areas **Match Funding Scheme 2016/17** **Match Funding Budget Allocations £105,000**

Positive Responses Received From Town and Community Councils

Reference	Council	Site	Amount
1.	Argoed Community Council	Heol Fammau	£5,000
2.	Bagillt Community Council	To be confirmed	£10,000
3.	Broughton Community Council	To be confirmed	£10,000
4.	Buckley Town Council	To be confirmed	£10,000
5.	Hawarden Community Council	To be confirmed	£10,000
6.	Holywell Town Council	To be confirmed	£10,000
7.	Hope Community Council	Sarn lane	£10,000
8.	Leeswood Community Council	To be confirmed	£2,500
9.	Llanasa Community Council	Bryn Garth	£7,500
10.	Llanfynydd Community Council	To be confirmed	£10,000
11.	Mold Town Council	To be confirmed	£10,000
12.	Mostyn Community Council	To be confirmed	£6,000
13.	Northop Community Council	Sychdyn	£2,000
14.	Penyffordd Community Council	To be confirmed	£10,000
15.	Sealand Community Council	To be confirmed	£5,000
16.	Queensferry Community Council	Sandycroft Play Area	£10,000

Contribution Total: £128,000
Total Investment Total £256,000

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Appendix 2 - Flintshire Summer Playschemes in Partnership with Local Town and Community Councils & Urdd Gobaith Cymru

Playscheme Sites – Monday, 26th July – Friday, 12th /19th or 26th August, 2016

Team	Morning (10.30 am – 12.30 pm)	DATES	Afternoon (1.30 pm – 3.30 pm)	DATES
1	Cilcain Rec Ground	25 Jul – 12 Aug	Rhydymwyn Rec Ground	25 Jul – 12 Aug
2	Northop Hall Recreation Ground	25 Jul – 12 Aug	Gwernymynydd Play Area	25 Jul – 12 Aug
3	Leeswood Ysgol Derwenfa	25 Jul – 26 Aug	Penyffordd (Nr Chester) Play Area	25 Jul – 12 Aug
4	Mynydd Isa Watts Dyke Play Area	25 Jul – 12 Aug	Sychdyn Play Area	25 Jul – 19 Aug
5	Mold, Parkfields, Mold	25 Jul – 12 Aug	Mold, Gas Lane Play Area	25 Jul – 12 Aug
6	Northop CP	25 Jul – 12 Aug	New Brighton Rec Ground	25 Jul – 12 Aug
7	Bagillt, Victoria Road	25 Jul – 26 Aug	Bagillt, Ysgol Merllyn	25 Jul – 26 Aug
8	Flint, Coed Onn Road Play Area	25 Jul – 12 Aug	Flint, Coed Onn Road Play Area	25 Jul – 12 Aug
9	Flint, Albert Avenue	25 Jul – 12 Aug	Flint, Cornist Park	25 Jul – 12 Aug
10	Brynford CP School	25 Jul – 12 Aug	Rhosmor Rec Ground	25 Jul – 12 Aug
11	Pentre Halkyn Play Area	25 Jul – 12 Aug	Caerwys Memorial Institute Ground	25 Jul – 12 Aug
12	Greenfield – Ysgol Maes Glas	25 Jul – 26 Aug	Holway Meadow Bank Play Area	25 Jul – 26 Aug
13	Carmel, Ysgol Bro Carmel	25 Jul – 26 Aug	Whitford Glebe Fields	25 Jul – 26 Aug
14	Trelawnyd Rec Ground Mon/Wed/Fri Gwaenysgor - Tues/Thurs	25 Jul – 12 Aug	Ffynnongroyw	25 Jul – 26 Aug
15	Pen y Maes Play Area	25 Jul – 26 Aug	Pen y Maes Play Area	25 July – 26 Aug
16	Broughton, Brookes Ave Playing Field	25 Jul – 12 Aug	Saltney Ferry, Billy's Park	25 Jul – 12 Aug
17	Ffrith Play Area	25 Jul – 12 Aug	Abermorddu C.P School	25 Jul – 12 Aug
18	Pontybodkin Play Area	25 Jul – 12 Aug	Hope Sports Centre Fields	25 Jul – 12 Aug
19	Nercwys VP School	25 Jul – 12 Aug	Lixwm Play Area	25 Jul – 12 Aug
20	Hawarden Level Road	25 Jul – 12 Aug	Hawarden Gladstone Playing Fields	25 Jul – 12 Aug
21	Mancot Playing Fields	25 Jul - 12 Aug	Sandycroft Playing Fields	25 Jul – 12 Aug
22	Buckley – Westwood CP	25 Jul – 19 Aug	Buckley – Drury Park	25 Jul - 19 Aug
23	Buckley – Elfed High School Field	25 Jul – 19 Aug	Buckley – Buckley Common	25 Jul – 19 Aug
24	Sealand Manor	25 Jul – 26 Aug	Garden City – Welsh Road	25 Jul – 26 Aug
25	Flint Mountain Play Area	25 Jul – 12 Aug	Flint – Dee Cottages	25 Jul – 712Aug
26	Quayplay	25 Jul – 26 Aug	a) Gary Speed Memorial Park, Queensferry b) Shotton 33 Club	25 Jul – 12 Aug 25 Jul – 26 Aug
27	Trelogan	25 Jul – 26 Aug	Gronant	25 Jul – 26 Aug
28	Gwernaffield CP	25 Jul – 12 Aug		
29	Welsh medium playschemes, Maesgarmon, Croes Atti	25 Jul – 12 Aug	Welsh medium playschemes Carmel, Ysgol Bro Carmel	25 Jul – 12 Aug
30	Saltney Summer Playscheme	1 Aug – 19 Aug	Saltney Summer playscheme	1 Aug – 19 Aug

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Flintshire Play Sufficiency Seminar

2 November 2016

Deeside Leisure Centre, Queensferry

Flintshire Play Sufficiency Seminar

Flintshire County Council, in partnership with Play Wales, organised this seminar to explore how all of those whose work impacts on children's play can work together to make Flintshire a more play friendly county.

Section 11 of the Children and Families (Wales) Measure 2010 places a statutory duty on all local authorities to assess and secure sufficient play opportunities for children. This is a task that involves working together to consider the many aspects of community life that affect play opportunities. These include use of the environment; traffic and transport; play and leisure provision, and parental and community involvement with play.

Wales – A Play Friendly Country, statutory guidance to local authorities, sets out a wide range of Matters across several policy areas that need to be taken into account. These include:

- Education and schools
- Town and country planning
- Traffic and transport
- Health and wellbeing
- Child poverty
- Early years, childcare and family policy
- Intergenerational policy
- Community development
- Community safety
- Health and safety

Please email Janet.Roberts2@flintshire.gov.uk for more information.



Conference Programme

Item	Content
Welcome and introduction	Presentation of overall aim and opening contextualisation for the day: To think about the idea of 'play sufficiency', possibly in a slightly different way, to build on what has been achieved to date and to think ahead to how this momentum might be maintained to continue to make Flintshire a healthy place for playing
Opening context	<ul style="list-style-type: none"> • Play Sufficiency Duty in Wales • Flintshire's Play Sufficiency Assessment • Implementing Play Sufficiency in Flintshire: a case study
Exploring the idea of 'play sufficiency'	An introduction to key issues when thinking about play sufficiency – establishing foundations for the remainder of the day
Accounting for play	The issues and challenges of assessing children's play – the limitations of technical accountancy systems
Sufficiency, 'play-space' and spatial justice	Considering environmental conditions that might enhance or constrain the emergence of play in children's everyday lives
12.30 – 1.15pm Lunch	
Play sufficiency and 'critical cartography'	Ways of accounting for play – building a 'map' of local communities and subjecting it to critical scrutiny
Towards collective wisdom	Mapping networks of relations – how do they relate to each other, who else might be important in the formation of collective wisdom?
Action planning	Back to spatial justice and looking at equitable distribution of time/ space for playing – what small experimental steps would improve the possibility of playful moments emerging?
Review and evaluation	Drawing together some key lessons gained from the session and how this will shape future work. What do people need to continue along this route?



“We aim to make communities more play friendly by valuing and increasing quality opportunities for play throughout the community.”

The intended outcome will be more children playing both inside and outside and so enjoying the health, social, cognitive and emotional benefits that play provides.”

Welsh Government

It states that playing is a fundamental and vital dimension of the pleasure of childhood and an essential component of physical, social, cognitive, emotional and spiritual development. In the General Comment, the Committee on the Rights of the Child strongly encourages States to consider introducing legislation to ensure the rights under Article 31 for every child. It states that such legislation should address the principle of sufficiency – all children should be given sufficient time and space to exercise these rights.

In Wales, Play Sufficiency is part of the Welsh Government’s anti-poverty agenda. Section 11 of the Children and Families (Wales) Measure 2010 places a duty on local authorities to assess and secure sufficient play opportunities.

In its *Wales – A Play Friendly Country* statutory guidance to support local authorities to comply with its statutory duties, Welsh Government states, *“for children to have sufficient play opportunities, they need time to play, space to play and the recognition by adults that this is every child’s right so that all children are allowed this time and space.”*

Case Study

Simon Bazley, Playful Futures

Simon discussed the Playful Futures Play Sheds project, which was developed in direct response to an identified need for more playful playtimes across northeast Wales. The Playful Futures Play Sheds is a term long holistic project to support a move to more playful playtimes that can be sustained for years to come.

Why are schools important for securing sufficient play opportunities?

“73% of children interviewed by ICM as part of National Playday research (2009), say that school is the main chance they have to play with their friends”

If we can ensure that children’s play experiences are positive in school then it goes a good way towards securing sufficiency of play opportunities, at the very least in the one place where children spend a significant amount of their time, in school. Also, as schools are hubs of communities, if we can showcase the benefits of adopting a playwork approach in schools, then its benefits will be cascaded down through the communities of Flintshire.

The project:

- Child centred approach
- Term long project
- Single point of contact
- Enhances space – loose parts
- Changes attitudes – playwork
- Monitoring tools embedded
- Sustainable approach
- Acts as a catalyst for change
- Offers on-going support.

The project engages with children, staff and parents:

1. Identify children to act as Play Champions who undertake a five week investigation – right to play, play doctors, play detectives, play session, what if possibilities
2. Build shed and fill with loose parts
3. Train midday staff
4. Start more playful playtimes for four weeks (support change)
5. Play Champions re-assess playtimes
6. Parents session and then the school adopts approach (includes new play policy and risk-benefit assessments).

Some results from the pilot project include, on a continuum of 0-10:

- boring to fun – went from 3.8 to 10
- Whether adults stop or support play – 2.7 to 9
- Whether they have not enough to do or enough to do – 3.8 to 9.75
- Number of children who were dissatisfied with their play experiences at playtimes from 44.33% to 98.33% of children now

think that their playtimes are now either good or great.

Other benefits of the project:

- An increase in physical activity (and reduction in inactivity)
- A reduction in challenging behaviour on the school playground
- The provision of positive social experiences for children
- Increased attention and activity in the classroom
- A reduction in bullying
- Less stress for mid day supervisors and teachers
- Happier children and staff.

How has the project been possible to date?

- Pilot projects were funded initially by a one off grant from Welsh Government
- One school pursued their own funding via Big Lottery Awards For All fund
- Another self funded it across both of their sites



“My first thought about the Play Shed was that I didn’t think it would have a big impact on our children in Llanfynydd. How wrong I was.

From day one that the shed was up and open, the imagination and creativity of the children has blown me away. One year four child who always played on his own now interacts with others and can’t wait to get outside to play. Cardboard boxes, old wedding dresses, drain pipes, pots, pans, sleeping bags are now turned into fashion shows, pirate ships, car races, dens and loads of other creative ideas.

Even on wet days the shed is opened and the children have taken control of what is coming out and what needs to stay inside to keep dry. We can’t thank you enough Simon. I can count on one hand the arguments we have had to sort out since the shed has arrived and usually its about who wears the wedding dress. Every child should have access to a Play Shed.”

Midday supervisor

- Communities First in Flintshire recognises the broader impact on both children’s wellbeing and their increased perceptions of the school experience as a result of this project.

Researching Play Sufficiency – the story so far

Play Wales has worked with the University of Gloucestershire to undertake research exploring how local authorities responded to Welsh Government’s Play Sufficiency Duty. *Leopard Skin Wellies, a Top Hat and a Vacuum Cleaner Hose: An analysis of Wales’ Play Sufficiency Assessment duty*, presents the findings from a small-scale research project exploring how local authorities respond to the introduction of the duty to assess sufficiency of play opportunities for children,

the first part of the Play Sufficiency Duty as set out in the Children and Families (Wales) Measure 2010, Section 11.

It draws on data from 20 local authority Play Sufficiency Assessments (PSAs) and associated documentation, interviews and notes from stakeholder meetings in three local authority case studies, notes from attending regional meetings to share experiences across local authorities, interviews with a Welsh Government officer and key officers from national partners (Play Wales and Welsh Local Government Association) and an online survey for key stakeholders involved in the PSA process.

The research concluded:

- Everything governments do has an impact on children’s environments
- Play is not a separate phenomenon that happens in designated spaces and



**Leopard Skin Wellies, a Top Hat
and a Vacuum Cleaner Hose:**

An analysis of Wales’
Play Sufficiency Assessment duty

UNIVERSITY OF
GLOUCESTERSHIRE



prescribed times but is interwoven into children's everyday lives and will erupt whenever conditions allow

- Strengthened existing partnerships in local authorities
- Collective wisdom: more than facts; children's situated knowledge

Towards Securing Sufficient Play Opportunities: A short study into the preparation undertaken for the commencement of the second part of the Welsh Government's Play Sufficiency Duty to secure sufficient play opportunities, is a follow up research project. It presents the findings of a small-scale research project looking back over the first year of play sufficiency assessments and forward to the commencement of the second part of the Play Sufficiency Duty, to secure sufficient play opportunities for children.

The purpose of the *Towards Securing Sufficient Play Opportunities ...* research was to:

- Look at what happened over the 12 months after submission of the 2013 Play Sufficiency Assessments
- Look at how selected local authorities prepared themselves to respond to the forthcoming commencement of securing sufficiency of play opportunities.

Data from this report were gathered through documentation, attendance at and notes from regional meetings to consult on the draft Statutory Guidance for the second part of the Duty, and semi-structured interviews with national and local stakeholders.

Thinking about Play Sufficiency - Stuart Lester

Stuart Lester facilitated the seminar and invited us to think about the idea of 'play sufficiency' in a possibly different way. The session will build on what has been achieved to date and to think ahead to how this momentum might be maintained to continue to make Flintshire a healthy place for playing. A key outcome is to emphasise the importance of collective wisdom and re-invigorate partnership working (formally and informally). Stuart facilitated a range of interactive exercises to introduce some of the key issues when thinking about play sufficiency. We began to look beyond play provision to consider the spatial conditions that support playing. The discussions reinforced that children should have sufficient time and space for playing and supportive and tolerant attitudes from adult community members. It is best when these conditions are co-created and we were encouraged to consider 'what might this look like?'

Thinking differently:

- Not overly concerned with the meaning of playing but how does playing emerge from all the ever-present possibilities that exist at any given moment
- This requires a different set of conceptual tools than currently brought to the study of play
- Drawn towards processes of emergence and the points around which the virtual is actualised – how does play happen from all the other possibilities that might be present at any given moment
- A move beyond traditional methods of counting and measuring, comparing and classifying, mapping and planning which seek to present a scientific account of the world and reduce messiness to more of the same

- For example, 'mobility' can be measured and mapped (how far, how quickly, whereabouts) to produce transport models; space can be classified according to taxonomies, differentiated and ordered into discrete blocks.

Accountability and responsibility

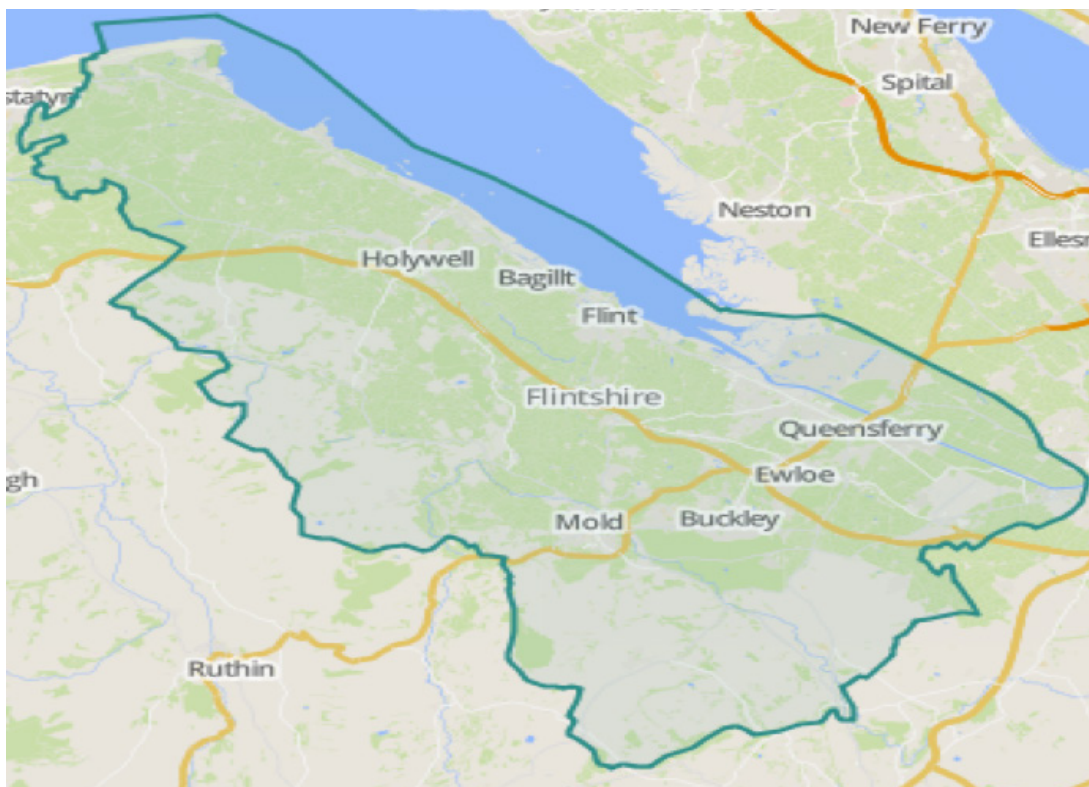
We started to think beyond traditional accounting systems (numbers attending provision, amount of space, distance between sites etc.) to get at the messiness of children's and adult movements in their everyday environments.

Stuart introduced the concept of Accountability – how might we work with the messiness of the world by developing an ability to take account of the movements and navigations of everyday life.

We also considered Response-ability – how might we develop the ability to be responsive to these movements and negotiate conditions that enhance the possibility for playful moments to emerge and transforming negative and constraining forces.

Using plans and maps of a specific geographical area (with schools, shops, playgrounds, open space, residential and main roads, playwork provision identified), we worked in small groups to respond to the prompt about boy getting up on Saturday morning with a series of follow-up questions to extend our thinking. We recorded significant ideas associated with the opportunities for playing response and provided feedback.

We were then encouraged to work in small groups to map networks of relations. We explored how we relate to each other in their small group, with everyone in the room and who else might be important in the formation of collective wisdom.



Thank you

Flintshire County Council and Play Wales would like to thank all the delegates for attending and contributing to the Flintshire Play Sufficiency Seminar.

Thank you to Simon Bazley for providing an inspiring case study showcasing how Flintshire is supporting more children to have

more time, space and permission to play in their neighbourhoods.

We would especially like to thank Stuart Lester for setting the scene and inspiring us to think about play sufficiency differently and in a way that considers children's negotiated movements through their neighbourhoods.

Flintshire – Play Sufficiency Seminar Delegate Feedback

What are the main learning points you have taken from the day?

- That play is unstructured and is not just a 'need', but a right
- That play sufficiency does not just mean new play areas but for conditions to play throughout the whole neighbourhood
- Play and its connections to and potential impact on other agendas
- Thinking about how we all link in and maximising this
- Every aspect of my work is somehow related to play
- There is more to offer my own area
- The view of sufficiency – the idea of play as 'movement'
- There are many links that can be made and opportunities for joint working and much can be achieved together
- The importance of changing spaces regularly – small interventions to make a difference and offer interesting and challenging opportunities for play
- Partnerships are key

- The importance of networking to support play opportunities
- The realisation that our aims and objectives are similar to other organisations and council departments and that we would achieve more by networking and working together.

What would you like to see happen next?

- More chance to network and share ideas
- Regular/frequent meetings of a network
- Be offered a place on the Strategic Play Forum
- Identify pilot communities to map and develop a framework
- Discussions implemented in the community
- Full commitment by Welsh Government
- To identify how/where/when children and young people play in their community
- Wider groups to be involved
- Schools to be actively involved
- To identify how the Play Sufficiency Action Plan fits in with the Local Development Plan



CABINET

Date of Meeting	Tuesday 17 th January 2017
Report Subject	Welsh Public Library Standards : Review of Performance 2015/16
Cabinet Member	Cabinet Member for Education and Youth
Report Author	Chief Officer (Organisational Change)
Type of Report	Operational

EXECUTIVE SUMMARY

The Public Libraries and Museums Act 1964 makes it a duty of the relevant Welsh Ministers “to superintend and promote the improvement of the public library service provided by local authorities...and to secure the proper discharge by local authorities of the functions in relation to libraries conferred upon them as library authorities under this Act”. Under the same Act, library authorities are required to “provide a comprehensive and efficient library service for all persons desiring to make use thereof”.

Since 2002, the Welsh Ministers have fulfilled this duty through the Welsh Public Library Standards (WPLS). Each set stands for a total of three years and individual frameworks have evolved to reflect the changing needs and expectations of public library users. We are currently operating within the fifth quality framework Libraries making a difference (2014-17).

Introduced at a time of budgetary constraint, this framework aims to provide opportunities for libraries to deliver services in innovative ways and the flexibility to make best use of the resources available to them. Library services contribute to a range of Welsh Government outcomes such as literacy, skills and learning, digital inclusion, poverty, health and well-being. Library provision spans these outcomes, offering a range of services which often support two or more of the outcomes simultaneously. The fifth framework has therefore been themed around four core service aspects:

- customers and communities;
- access for all;
- learning for life; and
- leadership and development.

Each aspect has a number of core entitlements and quality indicators associated with it. The 18 Core Entitlements outline what local residents can expect of their Library Service. They are designed to ensure that library services:

- Engage with customers and potential users
- Provide opportunities for individual and community development (1,2 & 3)
- Are delivered from buildings and facilities which are welcoming, inclusive and fit for purpose (4,5,6 &7)
- Provide a range of resources and services to meet people's needs (8,9,10,11,12 & 13)
- Are professionally managed with adequate resources (14, 15, 16, 17 & 18)

There are 23 Quality Indicators. Not all are measured by a target, and authorities are required to report on data collected from user surveys, feedback, sampling, and to use performance indicators such as visitor numbers, attendance at events and level of ICT use.

This report provides a review against performance in 2015/16 including the assessment from Welsh Government at Appendix A. In summary Flintshire has done well to maintain performance during a year of major change in 2015/16 and the year 2016/17 should see an improvement in performance. Flintshire continues to be ranked first in Wales for overall customer satisfaction (99%) and second in Wales for children's rating of the service (9.5 out of 10).

RECOMMENDATIONS	
1	For Cabinet to note progress of delivery against Welsh Public Library Standards.

REPORT DETAILS

1.00	BACKGROUND INFORMATION – PERFORMANCE AGAINST THE STANDARDS
1.01	In 2016 the library service reported on performance for the second year of the fifth framework of Welsh Public Library Standards (WPLS) covering 2014-17. The annual assessment of our performance is attached as Appendix A.
1.02	The annual assessment states that there have been some encouraging improvements during the year as well as some disappointing results, which is to be expected during times of change. The restructuring to concentrate resources in 7 hub libraries is expected to improve performance against the standards in the final year of WPLS reporting against the current framework.
1.03	In 2015-16 Flintshire met 17 of the 18 core entitlements in full, and partially met 1. This is expected to be 18 in the next return as all service points will

	offer Wi-Fi
1.04	<p>Of the 7 quality indicators which have targets Flintshire achieved:</p> <p>2 in full</p> <ul style="list-style-type: none"> • Location of service points and up to date reading material <p>4 in part</p> <ul style="list-style-type: none"> • Individual development – an improvement on last year with increased training and support, but will be met in full with formal training programme at all branches being introduced this year. • Appropriate reading material – we fail to meet the indicator on this by spending more than specified on children’s material • Online access - to be met in full this year with Wi-Fi available at all branches • Staffing levels and qualifications – fail to meet staff per capita and professional staff per capita <p>Did not meet 1</p> <p>Opening hours -The final year of reporting will meet this indicator as the extended library opening hours at the new library in Deeside are included.</p>
1.05	<p>The remaining indicators do not have targets but allow performance to be compared between authorities. This information is provided at Appendix A. Flintshire’s rankings on the whole fall within the median range as detailed below:</p> <ul style="list-style-type: none"> • Online performance improved with an increase in virtual visits and the service returned the highest result in Wales on overall customer satisfaction; • Areas of focus for the service identified through the return include; • IT usage - Flintshire scores lowest, but this low percentage of usage demonstrates an excess of available PCs. The way people use IT is changing, with many people coming in with their own devices. The service no longer plans to offer as many standalone PCs, and is focusing on improving Wi-Fi access and provision and investigate potential of wireless printing; • Supply of requests – a decrease in the speed of supply of requests has been reported. This is due in part to the housebound deliveries now being included within the reporting mechanism and the nature and format of their requests can take longer to deliver.

2.00	RESOURCE IMPLICATIONS
2.01	None.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	No consultation carried out.

4.00	RISK MANAGEMENT
4.01	<p>Key Risks and Mitigation</p> <p>(1) Performance against standards reduces – current plans within existing budgets show that performance will increase in 2016/17, this will be monitored carefully, and if budgets from Welsh Government reduce then consideration will need to be given to where it is acceptable to reduce performance against the standards.</p>

5.00	APPENDICES
5.01	Appendix A – Annual Assessment of Performance Against Welsh Public Library Standards

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None</p> <p>Contact Officers: Ian Bancroft / Kate Leonard Telephone: 01352 704511 E-mail: ian.bancroft@flintshire.gov.uk / kate.leonard@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Welsh Public Library Standards – the annual assessment of library service performance by Welsh Government.

Welsh Public Library Standards 2014-17

Flintshire

Annual Assessment Report 2015-16

This report has been prepared based on information provided in Flintshire's annual return, case studies and narrative report submitted to Museums, Archives and Libraries Division of the Welsh Government.

Flintshire's return was approved by the Portfolio Member, on 23rd June 2016.

1) Executive summary

Flintshire met 17 of the 18 core entitlements in full and partially met 1

Of the 7 quality indicators which have targets, Flintshire achieved 2 in full, 4 in part and failed to achieve 1.

There have been some encouraging improvements during the year, as well as some more disappointing results, which is to be expected during times of change. The restructuring to concentrate resources in 7 hub libraries is expected to improve performance against the standards in the final year of WPLS reporting against the current framework.

- Flintshire carried out an impact survey in November 2014. 92% of children thought that the library helped them to learn and find things out; 81% of adults and 69% of children felt that the library made a difference to their lives. One impact case study described provision and customer feedback from the new Deeside library.
- Flintshire carried out a customer survey in November 2014, and achieved high levels of overall satisfaction, with 99% of adults rating the service as 'good' or very good'. Ratings on individual elements of the service compare less favourably to other authorities, however. An increase in the provision of training across the service is welcomed, but this remains somewhat limited, reflected in low attendance figures.
- Flintshire meets the target for access to service points, but most usage indicators have fallen compared to last year. Virtual visits have increased, however.
- Flintshire meets the targets for levels of acquisitions. It continues to prioritise materials for children. ICT provision has improved, although this is not well used. Wi-Fi provision has also increased. The fall in the speed of supply of requests is disappointing.
- Staffing levels have been further reduced, and do not meet the targets set, although there is appropriate investment in staff training. Only 2 authorities reported having fewer professionally qualified staff per capita, and this remains an area of concern. Expenditure was reduced by 4.3% compared to last year and is below the median for Wales. The average net cost per visit was £2.43.
- Opening hours have been reduced, and were further affected by the restructuring programme which saw 3 small libraries replaced by a single co-located library. The authority expects to meet the opening hours target next year.

Considering the four areas in the framework (*Customers and communities; Access for all; Learning for life; and Leadership and development*) in comparison to the rest of Wales, Flintshire's performance is relatively poor, with some notable exceptions in customer

satisfaction, staff training and collection development.

Compared to the previous year, there have been notable improvements in support for individual development and ICT provision, but further falls in staffing, and the decline in speed of supply of inter library loans are a cause for concern.

2) Performance against the standards

The standards framework comprises of core entitlements, quality indicators with targets, quality indicators with benchmarks and impact measures. Section 2 summarises achievements against the core entitlements, the quality indicators which have targets, the quality indicators showing performance against others, and impact measures. A narrative assessment of the authority's performance is made in Section 3.

a) Core entitlements

Flintshire is meeting 17 of the 18 core entitlements in full and partially meeting 1. This is the same position as last year. The area in which it fails to fully meet the core entitlements is *Learning for Life*; at present Flintshire is only able to provide Wi-Fi in 7 service points.

b) Quality indicators with targets

There are 16 quality indicators (QI) within the framework. Of the 7 which have targets, Flintshire is achieving 2 in full, 4 in part and is failing to achieve 1 of the indicators:

Quality Indicator	Met?	
QI 3 Individual development:		Partially met
a) ICT support	✓	
b) Skills training	✗	
c) Information literacy	✓	
d) E-government support	✓	
e) Reader development	✓	
QI 5 Location of service points	✓	Met in full
QI 8 Up-to-date reading material:		Met in full
a) Acquisitions per capita	✓	
or Materials spend per capita	✓	
b) Replenishment rate	✓	
QI 9 Appropriate reading material:		Partially met
a) % of material budget on children	✗	
b) % of material budget spent on Welsh	✗	
or Spend on Welsh per capita	✓	
QI 10 Online access:		Partially met
a) All service points	✓	
Computers per capita	✓	
b) Wi-Fi provision	✗	
QI 13 Staffing levels and qualifications:		Partially met
a) Staff per capita	✗	
b) Professional staff per capita	✗	
c) Head of service qualification/training	✓	
d) CPD percentage	✓	
QI 16 Opening hours per capita	✗	Not met

There is an improvement since last year in QI 3, where only 1 target is now missed, and in QI 8. QI 16 was met last year.

c) Impact measures

The framework contains three indicators which seek to gather evidence of the impact that using the library service has on people's lives. Through these and other indicators it is possible to see how the library service is contributing towards educational, social, economic and health and wellbeing local and national agendas. These indicators do not have targets. Not all authorities collected data for the impact indicators, and ranks are included out of the numbers of respondents stated, where 1 is the highest scoring authority.

Flintshire carried out an impact survey in November 2014.

Performance indicator		Rank	Lowest	Median	Highest
QI 1 Making a difference					
b) % of children who think that the library helps them learn and find things out:	92%	7/12	86%	93%	99%
e) % of adults who think that the library has made a difference to their lives:	81%	9/13	36%	87%	97%
% of children who think that the library has made a difference to their lives:	69%	8/11	57%	73%	93%
QI 4 b) % of attendees of training sessions who said that the training had helped them achieve their goals:	n/a		85%	97%	100%

Flintshire provided a single impact case study, describing the new Deeside Library with comments from users demonstrating the real difference the library has made. Additional case studies would have strengthened this area of the return, particularly focusing on users.

d) Quality performance indicators and benchmarks

The remaining indicators do not have targets, but allow performance to be compared between authorities. The following table summarises Flintshire's position for 2015-16. Ranks are included out of 22, where 1 is the highest, and 22 the lowest scoring authority, unless stated otherwise. Indicators where fewer than 22 authorities supplied data are obtained from customer surveys which only need to be carried out once during the three year framework period, or those where relevant data elements were not available to some authorities. Figures reported in respect of last year for QI 4 to QI 16 are repeated for convenience of comparison. Note that indicators 'per capita' are calculated per 1,000 population.

Performance indicator		Rank	Lowest	Median	Highest	2014/15	Rank
QI 1 Making a difference							
a) new skills	64%	9/13	23%	72%	92%		
c) health and well-being	46%	8/13	26%	58%	93%		
d) enjoyable, safe and inclusive	94%	11/13	84%	97%	100%		
QI 2 Customer satisfaction							
a) 'very good' or 'good' choice of books	89%	8/14	74%	89%	97%		
b) 'very good' or 'good' customer care	96%	8/14	90%	97%	99%		
c) 'very good' or 'good' overall	99%	1/14	92%	97%	99%		
d) child rating out of ten	9.5	2/13	8.0	9.2	9.5		
QI 4 User training							
a) attendances per capita	11	20	5	30	390	5	21

Performance indicator		Rank	Lowest	Median	Highest	2014/15	Rank
c) informal training per capita	n/k		3	201	1017	n/k	
QI 6 Library use							
a) visits per capita	3,963	12	2,467	3,967	6,185	4,317	10
b) virtual visits per capita	442	18	340	976	2,475	403	20
c) active borrowers per capita	105	20	45	157	273	122	17
QI 7 attendances at events per capita							
	131	16	60	223	666	152	14
QI 11 Use of ICT - % of available time used by the public							
a) equipment	20%	22	20%	31%	68%	28%	19
b) Wi-Fi services	n/k		20%	60%	90%	n/k	
QI 12 Supply of requests							
a) % available within 7 days	70%	15	57%	71%	86%	75%	6
b) % available within 15 days	82%	16	71%	86%	96%	88%	5
QI 13 Staffing levels and qualifications							
(v) a) total volunteers	9	17	0	18	103	0	17
b) total volunteer hours	116	20	0	582	3,699	0	17
QI 14 Operational expenditure							
a) total expenditure per capita	£11,188	16/21	£7,516	£12,749	£18,760	£11,695	19
b) % on staff	61%	9/21	40%	58%	79%	60%	9
% on information resources	22%	2/21	7%	13%	23%	16%	5
% on equipment and buildings	5%	7/21	1%	3%	20%	16%	4
% on other operational costs	13%	16/21	0%	20%	39%	7%	20
c) capital expenditure per capita	£564	9/21	£0	£272	£4,677	£0	16
QI 15 Net cost per visit							
	£2.43	11/21	£1.83	£2.43	£3.53	£2.35	8 / 11
QI 16 Opening hours (<i>see note</i>)							
(ii) a) % hours unplanned closure of static service points	0.00%	12	0.00%	0.00%	0.16%	0.10%	16
b) % mobile stops / home deliveries missed	0.86%	12/19	0.00%	0.71%	23.44%	0.42%	11 / 19

Note: Rankings here have been reversed, so that 1 is the lowest scoring (best performing) authority.

3) Analysis of performance

The core entitlements and quality indicators are divided into four key areas. This section of the report outlines performance against the quality indicators within these four areas, and compares results with those from the first year of the framework.

a) Customers and communities

Flintshire carried out a customer survey in November 2014, and detailed comment was included in last year's report. There has been an improvement in the number of libraries offering services in support of individual development - training sessions to improve literacy, numeracy, and digital skills are now available in 7 of the 10 libraries open for 10 hours or more per week, and information literacy sessions in all. This is reflected in the numbers of attendances at formal training sessions, which have doubled compared to last year, but remain low compared to the rest of Wales.

b) Access for all

Flintshire meets the target for easy access to service points, and although visits per capita have fallen slightly compared to 2014-15, they remain close to the median for Wales as a whole. The total number of external visits to the library's web site has increased, as has the

number of library members. The figure for active borrowers does not include those who use only electronic resources. The authority notes that almost 500 events were offered during the year for both adults and children; 9% were in the medium of Welsh.

c) Learning for life

Flintshire has met all the targets for overall levels of acquisitions this year. The authority again prioritised material for children during 2015-16, spending 27% of the budget compared to 18.5% of the population. The target for the percentage of spending on material in the Welsh language has been only narrowly missed, but spending per capita exceeds the target level, at £881 per person able to read Welsh. All libraries now provide ICT facilities, but these are not well used, with the lowest percentage take-up in Wales. The authority notes that the level of provision is greater than required, and proposes to reduce this with improved access to W-Fi, and tablet loans. Use of the Wi-Fi network is not recorded. There has been a fall in the speed of supply of requests, which is now below the median for Wales as whole for both measures. This was previously an area of strength.

d) Leadership and development

Staffing has been further reduced in 2015-16, and Flintshire fails to meet the targets for staffing levels overall and for professional staff. The head of the service is a Chartered Librarian. Flintshire meets the target for staff training. Volunteering policies were being developed during the year, and Flintshire used 9 volunteers each giving an average of 13 hours to the service. They were trained to support the Summer Reading Challenge, and voluntary work was provided under the Duke of Edinburgh Award scheme. Training was also provided for community run library volunteers.

Flintshire had a budget cut of 4.3% to its budget in 2016-17, and total expenditure per capita is below the median for Wales. The average net cost per visit in 2014-15 was £2.43, compared to £2.35 last year. Capital expenditure for the new Deeside library came from MALD, match-funded from the library budget.

Opening hours were reduced by 18% at the start of the year, and three libraries closed in February. The effects of these changes can be seen in the decline in usage. The new Deeside library has increased opening hours for the most recent months, and the authority notes that the current weekly opening hours would have met the target if in place for the full year.

4) Strategic context

Flintshire provided a detailed statement concerning its contribution to wider government priorities and goals in the areas of equality, resilient communities, mitigating the effects of poverty, literacy, health and well-being, supporting learners into employment, and digital literacy.

5) Future direction

Flintshire is part way through a major re-structuring exercise, reducing the network of service points, reducing staffing costs, and deleting specialist posts. The library service is planned to become part of an employee-led mutual organisation providing leisure services from April 2017.

6) Conclusion

There have been some encouraging improvements during the year, as well as some more disappointing results which is to be expected during times of change. The restructuring to

concentrate resources in 7 hub libraries is expected to improve performance against the standards in the final year of WPLS reporting against the current framework.



CABINET

Date of Meeting	Tuesday 17 January 2017
Report Subject	The Integrated Transport Unit
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Environment
Report Author	Chief Officer (Streetscene & Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

Since the introduction of the new Integrated Transport Unit (ITU) in May 2015, the service now manages all of the Councils transport and transportation activities.

At any one time, the ITU has approximately 450 individual contracts in place with local suppliers, delivering all of the transport needs for Schools, Colleges, Social Care and the general Public Transport service. The day to day management and re-procurement of these contracts creates a significant workload for staff within the service and also puts pressure on the local supply chain to deal with the continuous tender process. The contracts are also complicated by the regular changes to the routes which are made necessary by changes to the individual user's circumstances, with each change requiring negotiated amendments to the existing contractual arrangements.

The Transport Service Diagnostic and Gain-Share delivery project, approved by Cabinet in 2015, is coming to an end with the main recommendations for change being a revised procurement process, the introduction of which is being overseen by the Business Partner. This report provides details of the new procurement process and the starting date for the new contracts. It also seeks Cabinet approval to extend the existing contracts to coincide with the commencement date for the new procurement model in September 2017.

The Council is supporting the introduction of a number of local Community Transport arrangements and the majority of Town and Community Councils have expressed an interest in becoming involved in these essentially localised projects. This report provides details of how these services are to be integrated into both the day to day business of the ITU and the new procurement arrangement.

RECOMMENDATIONS

1	That Cabinet approves the new procurement model for the Transportation contracts, detailed within the Procurement Commissioning Form. Appendix 1.
2	That Cabinet approves the extension of the existing Transport contracts until 4th September 2017, in order to coincide with the commencement of the new procurement arrangements.

REPORT DETAILS

1.00	EXPLAINING THE BACKGROUND TO THE PROPOSED CHANGES
1.01	Following Cabinet approval in May 2015, it was agreed that an ITU should be established within the Authority to ensure an integrated approach to service delivery and operational management, as well as offering benefits in terms of economies of scale, resilience and making better use of the specialist technical skills available to deliver operational and financial efficiencies in the future. The aim was to establish the ITU as the “one-stop shop” for the organisation for the delivery of all the Council’s transport needs.
1.02	Under the changes, service delivery, budget management and day-to-day operational management for Social Services’ transport transferred to the ITU. Eligibility assessment and policy setting remained within the Social Services portfolio, with ITU involvement at Panel Assessments as and when required. Budget management and eligibility assessment for mainstream home to school transport also transferred to the ITU however, policy setting for School transport remained within the Education & Youth portfolio.
1.03	In May 2015, Cabinet approved the engagement of a suitably qualified Business Partner, on a gain share basis, to assist with the assessment and delivery of the financial benefit that could be derived from the new ITU. With the advice and guidance of the Corporate Procurement Unit, the process to engage the Business Partner was subsequently undertaken and JMP Ltd were duly appointed, following a compliant procurement exercise.
1.04	The subsequent review has been undertaken in two phases by the Business Partner: Phase 1 – A diagnostic review of all transport operations across the Authority in order to identify any savings opportunities and efficiencies within the current operating arrangements. (This work was completed in May 2016). Phase 2 – Provide support to deliver and implement the opportunities and efficiencies identified within Phase 1 - on a gain-share basis.
1.05	The diagnostic review identified a number of areas of potential savings, particularly in the area of procurement. The Business Partner promoted an alternative procurement option, recommending an area framework

	<p>approach known as a Dynamic Purchasing System (DPS), rather than the current method of procuring each journey through an individual tender process. As a procurement tool, the DPS has some aspects that are similar to a framework agreement, but differ in that new suppliers can apply to join the DPS at any point during its lifetime and that it has to be run as a completely electronic process. The DPS is a two-stage process: firstly, the pre-qualification stage, where all suppliers who meet the selection quality criteria are admitted to the framework stage. The routes are then awarded during the second stage, based on the most beneficial mileage rates submitted by each contractor for particular journeys and vehicle types.</p>
1.06	<p>Within the DPS, it is intended that the County will be divided into 6 geographical areas, with a single framework being offered for all of the Authorities transport needs within each area. The suppliers will be invited to provide rates per mile for each category of vehicle type required to deliver the service within that area. The routes will then be optimised by the ITU staff to deliver maximum benefit and the route offered to the supplier with the lowest cost per mile, according to the mileage rate submitted within the tender. Any changes to the length of the route will be reimbursed at the same rate, without the need to re-negotiation the contract.</p>
1.07	<p>The new procurement option will reduce the workloads both within the ITU and for the local supply chain and the contract will operate for a period of four years from the start of the new arrangement. In order to align the commencement dates for all of the existing contracts within each area, it will be necessary to extend the current transport contracts to the proposed start date of the new arrangement which is 4 September 2017.</p>
1.08	<p>The Council is supporting the introduction of a number of local Community Transport arrangements and the majority of Town and Community Councils have expressed an interest in becoming involved in these essentially localised projects. It is important that new management and operating structure for Community Transport is integrated into the day to day business of the ITU to deliver a fully joined up approach to service. In order to achieve this a dedicated staff member within the ITU will manage all of the Authorities transport needs within each area.</p>
1.09	<p>It is intended therefore that the 6 new area frameworks will also mirror the new proposed Community Transport areas, which will allow the successful operators to be contracted to provide community benefit from the tendered contracts, through the provision of local Community Transport arrangements.</p> <p>Details of both the procurement and Community Transport areas are shown on Appendix 2</p>

2.00	RESOURCE IMPLICATIONS
2.01	<p>The new procurement arrangements will assist the service to deliver the savings identified by the Business Partner and detailed in the Business Planning proposals for 2017-18</p>

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	With Cabinet Member.
3.02	The existing contract operators have attended a number of 'drop in' sessions with staff from the ITU and have been fully consulted on the proposed changes to the procurement arrangements.

4.00	RISK MANAGEMENT
4.01	A Project Review Board has been meeting to monitor and oversee the implementation of the proposals, and to ensure that the project stays on target. The Board consists of Chief Officer (Streetscene & Transportation); Transportation & Logistics Manager; Internal Audit and Procurement.

5.00	APPENDICES
5.01	Appendix 1 – The Procurement Commissioning Form. Appendix 2 – Procurement and Community Transport Areas

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen O Jones Telephone: 01352 704700 E-mail: stephen.o.jones@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	ITU = Integrated Transport Unit DPS - Dynamic Purchasing System

Commissioning Form

This form is to be completed by the commissioning service or department for all procurement proposals with a total value above £25,000. If you are seeking an exception from Contract Procedure Rules or exception from the requirement to tender, you must complete an **Exception Form**.

Title Transport Dynamic Purchasing System (DPS)
Head of Service: Stephen O Jones
Manager: N/A
Report Completed by: Katie Wilby
Date: 13.12.2016
Total Estimated Value: £8 million (maximum) per annum

PROCUREMENT TEAM USE ONLY

Officer A Argyle
Priority High/Med/Low
Category Transport
Received 13/12/2016
Complete by 20/12/2016
Est Hrs Required

Type Copy and paste:

Goods	<input type="checkbox"/>
Services: services not subject to the 'light touch regime' (i.e. most services)	<input checked="" type="checkbox"/>
LTR: certain social, health, education & other services subject to the 'light-touch regime'	<input type="checkbox"/>
Works	<input type="checkbox"/>

Does the proposal include Land contracts or the appointment of developers? Yes No

If Yes, has the Monitoring Officer (Legal) been consulted? Yes No

If Yes state the Monitoring Officer's advice. If No, state why not:

Does the proposal include Information & Communication Technology, property or works? Yes No

If Yes, has the relevant council service been involved? Yes No

If Yes state the services' involvement. If No, state why not:

Procurement Level Copy and paste:

Intermediate Value: £25,000 to OJEU threshold*	<input type="checkbox"/>
High Value: above relevant OJEU threshold*	<input checked="" type="checkbox"/>

Procurement Process Copy and paste:

Is there a corporate purchasing arrangement or National Procurement Service framework or other framework agreement relevant to your proposal? Yes No

If Yes, state which below:

Are you planning to make use of any corporate purchasing arrangement or framework agreement identified above? Yes No

If Yes, will the process be direct award or mini competition?

If No, state the relevant grounds to justify an exemption:

Are you using a competitive market process? Yes No

If yes, indicate which process.

Open Tender Restricted Tender
 Competitive Dialogue Dynamic Purchasing System E-Auction
 Competitive Procedure With Negotiation Innovation Partnership
 Don't know

Timescales

Date	Milestone
January 2017	Authorisation of Commissioning Form
January 2017	Final contract terms, specification & evaluation methodology agreed by Procurement/Legal
1 st February 2017	Tender advertised
30 th June 2017	Tender closed to responses, start evaluation
July 2017	Evaluation finalised (start of 10 day standstill period)
July 2017	Contract award
4 th September 2017	Contract start

Outline

Briefly describe the proposal

Copy and paste:

Following a diagnostic review, it has been recommended that an alternative procurement method should be adopted for procuring transport services using a Dynamic Purchasing System (DPS) in order to reduce staff workloads and remove the continuous cycle of re-procurement within the Integrated Transport Unit (ITU). The DPS will be run as a two-stage process: firstly, the pre-qualification stage, where all suppliers who meet the selection criteria are admitted to the DPS. The routes will then be awarded during the second stage, where all suppliers who have been admitted to the DPS will bid for the specific contract in a mini-competition. Within the DPS, it is intended that the County will be divided into 6 geographical areas, with a single framework being offered for all of the transport needs within each area. The suppliers will be invited to provide rates per mile for each category of vehicle type required to deliver the service within that geographical area. The routes will then be optimised by the ITU staff to deliver maximum benefit and the cheapest supplier appointed to each journey according to the mileage rate supplied within the tender. Any changes to the length of the route will be covered by the payment for the additional mileage at the contracted variation rate, with no re-negotiation of the contract required.

Are there any links to other existing or planned commissions, projects or programmes or is this part of a multi-phase project (internal or external)? If yes please specify.

Yes No

Community Transport Project

Need / Demand

Briefly explain your evidence for the need or demand for this proposal.

Frontline Transport Services for Flintshire County Council (Home to School transport, adult social care transport, college transport, children's services, community transport and public transport services)

Output / Benefit

What will the output and benefit of the proposal be? What will it deliver? What will it achieve?

Integrated approach for all transport services
Reduced workload for ITU staff
Efficiency savings on the contracted routes
Development of the supplier market through the DPS
Improved contract management

Options

Copy and paste:

Has a zero cost option been considered?

Yes No

Has a reduced cost option been considered?

Yes No

State whether and why zero and/or reduced cost options have been adopted or discounted:

Not feasible for externally provided transport services
Dynamic Purchasing System aims to provide longer contracts and market stability

Price / Quality Weighting

Please state the percentage weightings being given to price and quality in your tender evaluation:-

Price

Quality

NB. Quality will be delivered through the Pre-qualification questionnaire

Welsh Language Standards

All advertisements in Sell2Wales and, where relevant, in the Office Journal of the European Union (OJEU), must be published bilingually in Welsh and English. The advertisement must state that quotations or tenders may be submitted in Welsh, and that a quotation or tender submitted in Welsh will be treated no less favourably than a quotation or tender submitted in English.

It is a requirement that all tender and contract documents are produced in Welsh in the following circumstances:-

- a) If the subject matter of the tender for a contract suggests that it should be produced in Welsh, or

b) If the anticipated audience, and their expectations, suggests that the documents should be produced in Welsh.

Copy and paste:

Yes No

State why you have selected either Yes or No:

Sell2Wales Notice will need to be bilingual and comply with FCC CPRs

Procurement Checklist

Copy and paste:

Has a Sustainability / Wellbeing Impact Assessment been completed?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you identified and mitigated any potential conflicts of interest?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have you conducted market dialogue, research, analysis?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you consulted stakeholders, partners and/or end users?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you consulted the Insurance and Risk Manager on potential insurance issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have you instructed the legal team to develop contract terms?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you sought advice on safeguarding issues?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you sought advice on any TUPE, IPR or other legal issues?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Have you specified contract management & information requirements?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you determined whether to use lots (e.g. to encourage SMEs)?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you considered how to encourage subcontractors or consortia?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Could you reserve the contract for public mutuals or social enterprises?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have you completed the tender specification?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have you developed evaluation criteria & scoring methodology?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Have you identified the scorers/evaluators?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have you drafted questions and guidance to bidders & scorers?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

Yes No N/A

Will you need to arrange interviews, presentations, site visits etc.?

Yes No N/A

Have you drafted the tender advertisement?

Yes No N/A

Is this proposal funded wholly or in part by EU grant?

If you wish to expand on any of your responses to these questions please give details in the box below:

Finance

Copy and paste:

Capital Funding Source	Amount	Approved	Applied for	Approached
	£			
	£			
Total Capital Funding:	£			

Revenue Funding Source	Amount	Approved	Applied for	Approached
Flintshire revenue support	£7.5m per annum			
Welsh Government grant funding	£0.5m per annum			
Total Revenue Funding:	£8.0m per annum			

Estimated Total Value:	£8.0m per annum
Estimated Annual Value	£8.0m per annum

Cost Code	TLU / TLS codes
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If the contract is a collaboration with external partners the figures quoted should include the total contract value not just the Local Authority element.

N.B: **Approved – written approval exists; **Applied for** – no written approval but application made; **Approached** – initial approach to or by funding body but no application submitted*

Contract

Provide basic details of any contract to be awarded

Type of contract	Framework Agreement
Terms and Conditions:	General Term & Conditions (Services)
Proposed Start date:	4 th September 2017
Proposed End date:	3 rd September 2021
Proposed options for extension (if any):	
Maximum duration (including extensions):	

Community Benefits

Copy and paste:

Are you including community benefits?

Yes

No

If Yes, provide details below: If No, state why community benefits have not been included

The new procurement option will reduce the workloads within the ITU and it is intended that the new area frameworks will mirror the new proposed Community Transport areas, which will allow the operators to be contracted to provide community benefit from the tendered contracts, through the provision of local Community Transport arrangements.

The Local Economy

Copy and paste:

Have you considered ways in which this proposal might benefit the local economy and increase opportunities for local businesses?

Yes

No

If Yes, provide details below: If No, please state why not.

Access to education, training, employment, health, social and leisure opportunities

Risk Assessment

What is the total estimated value of the proposal?	Over £2m
How many external organisations are involved in developing the proposal?	More than One
Has the Local Authority done this kind of thing before?	Never
If things go wrong, what is the operational risk to the Local Authority?	Medium
If things go wrong, what is the reputational risk to the Local Authority?	High
If things go wrong, what is the financial risk to the Local Authority?	Medium

PROCUREMENT TEAM ASSESSMENT

N.B: This section is to be completed by the Procurement Team following receipt of an appropriately completed form from the commissioning service.

<u>Section</u>	<u>Sign-Off?</u>		<u>Comments</u>
	Yes	No	
Type	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Procurement Level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Procurement Process	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Timescales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Outline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Need / Demand	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Output / Benefit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Options	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Price/Quality Weighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The quality element will be assessed following the initial receipt of applications to get on to the DPS. The following mini competitions will be awarded purely on price,
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Procurement Checklist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Contract	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Community Benefits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The Local Economy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PROPOSED START DATE

20.12/2016

TARGET END DATE

20/12/2016

RECOMMENDATIONS:

RED	ORANGE	YELLOW	GREEN	✓
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PROCUREMENT OFFICER

Andy Argyle

DATE

20/12/2016

AUTHORISATION

N.B: This section is to be completed by the commissioning service following the completion and return of the Procurement Team Assessment (above).

For details of authority to decide procurement strategy and invite competitive bids see CPR 2.7.2


Response to Corporate Procurement Team Assessment

Please detail your response and plan of actions to the Corporate Procurement Team's assessment. In particular, if you are choosing not to abide by their recommendations please state why not.

Subject to compliance with the instructions above, the undersigned authorise the commissioning proposal described in this document to go ahead.

HEAD OF SERVICE: (Mandatory)

Signature



Date

22/12/2016

SECTION 151 OFFICER (Finance): (Mandatory for all contracts above £250,000)

Signature

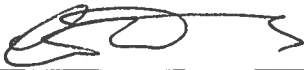


Date

22/12/16

MONITORING OFFICER (Legal): (Mandatory for all contracts above £250,000)

Signature

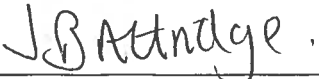


Date

3/1/17

LEAD CABINET MEMBER: (Mandatory for all contracts above £1,000,000)

Signature



Date

22/12/2016

N.B: Contracts over £2,000,000 also require Cabinet approval and the completion of a Cabinet report

Appendix 4 - Proposed DPS / CT Areas

Area: North Flintshire

Includes: Holywell, Greenfield, Mostyn, Penyffordd, Trelawnyd, Gwaenysgor, Whiford, Mertyn, Carmel, Lloc, Gorsedd, Pantasaph, Gwespwr, Axton, Gronant, Llanasa, Talacre, Ffynnongroyw, Halkyn, Pentre Halkyn, Rhosesmor, Brynford, Milwr, Babel

Cross-boundary services into North Denbighshire: St Asaph, Prestatyn, Rhyl, Tremeirchion, Rhuallt

Education Transport

Brynford Primary School
Gronant - Ysgol Gronant
Gwespwr Picton - Ysgol Mornant
Holywell - St Winefride's Catholic Primary School
Holywell - Ysgol Gwenffrwd
Greenfield - Ysgol Maes Glas
Holywell - Ysgol Maes y Felin
Ysgol Bryn Pennant - Mostyn
Penyffordd, Ysgol Bryn Garth
Ysgol Rhos Helyg - Rhosesmor
Trelawnyd - Voluntary Aided Church in Wales
Whitford, Ysgol Y Llan V.A. School
Ysgol Uwchradd Treffynnon - Holywell
Carmel – Ysgol Bro Carmel
Prestatyn High School
St Asaph, Glan Clwyd
Rhyl, Plas Cefndy
Ysgol Trelogan

Area: Central Coast

Includes: Flint, Bagillt, Oakenholt, Flint Mountain, Northop, Sychdyn

Education Transport

St. Mary's Catholic Primary School Y Fflint
Flint - Ysgol Croes Atti
Flint - Ysgol Gwynedd
Flint High School
Flint, St Richard Gwyn Catholic High School
Flint - Cornist Park C.P. School
Flint - Ysgol Maes Hyfryd
Ysgol Pen Coch, Flint
Ysgol Sychdyn
Bagillt, Ysgol Glan Aber
Bagillt, Ysgol Merllyn
Northop - Ysgol Owen Jones
Coleg Cambria - Northop Campus

Area: Deeside

Includes: Connah's Quay, Wepre, Shotton, Aston, Queensferry, Mancot, Pentre, Sandycroft, D.I.P., Garden City, Sealand, Northop Hall, Hawarden, Ewloe

Cross-boundary services into North Cheshire: Chester North,

Education Transport

Connah's Quay - Ysgol Cae'r Nant
Hawarden, Penarlag Primary
Northop Hall CP
Sandycroft C.P. School
Sealand C.P. School
Shotton, St. Ethelwold's Church in Wales
Shotton - Venerable Edward Morgan
Connah's Quay High School
John Summers High School
Hawarden High School
Saughall, Thomas Wedge
PRU - Deeside College
Shotton - Ysgol Tŷ Ffynnon
Connah's Quay - Ysgol Bryn Deva
Connah's Quay - Golftyn C.P. School
Connah's Quay - Wepre C.P. School
Penarlag C.P. School - Ewloe
Queensferry C.P. School
Shotton - Ysgol Croes Atti
Hawarden Village Church in Wales
Bryn Tirion Education Centre – Shotton
The Learning Centre – Shotton
Queensferry - Troi Rownd
Coleg Cambria - Deeside Campus

Area: West Flintshire

Includes: Mold, Cilcain, Rhydymwyn, Northop, Sychdyn, Caerwys, Afonwen, Ysceifiog, Lixwm, Rhes-y-Cae, Nannerch, Pantymwyn, Gwernaffield, Gwernymynydd, Cadole, Nercwys

Cross-boundary services into South Denbighshire: Trefnant, Denbigh, Ruthin

Education Transport

Caerwys, Ysgol yr Esgob Church in Wales
Cilcain - Ysgol y Foel
Mold - Ysgol Bryn Gwalia
Mold - Ysgol Bryn Coch
Mold - Ysgol Glanrafon
Nannerch V.C.P. School
Sychdyn Primary School
Mold Alun High School
Ysgol Y Foel, Cilcain
Mold – Rainbow Centre - Canolfan Enfys
Mold - St. David's Catholic Primary School
The Haven, Mold
Ysgol Maes Garmon, Mold
Gwernaffield - Ysgol y Waun
Gwernymynydd C.P. School
Lixwm C.P. School
Nercwys - St Mary's Church in Wales
Coleg Cambria - Llysfasi Campus, Ruthin
Ysgol Brynhyfryd, Ruthin

Area: Central Flintshire

Includes: Buckley, Mynydd Isa, Bryn-y-Baal, Dobshell, Pentrerobin, Penymynydd, Penyffordd, Padeswood, Alltami, Ewloe Green, New Brighton

Education Transport

Ysgol Mynydd Isa Infants and Juniors
Argoed High School
Elfed High School
Buckley – Westwood Primary School
Drury Primary School
Penyffordd, Ysgol Penyffordd
Buckley – Mountain Lane Primary School
Buckley – Southdown Primary School
Ewloe Green C.P. School
Pentrobina - St John the Baptist Church in Wales

Area: East & South Flintshire

Includes: Broughton, Bretton, Saltney, Higher Kinnerton, Hope, Caergwrle, Treuddyn, Llanfynydd, Ffrith, Cymau, Leeswood, Pontybodkin, Coed Talon, Pontblyddyn

Cross-boundary services into Wrexham and South Cheshire: South Chester, Lache

Education Transport

Treuddyn - Ysgol Parc y Llan
Treuddyn - Ysgol Terrig
Abermorddu CP
Broughton Primary School
Saltney Ferry C.P. School
St. Anthony's Catholic Primary School - Saltney
St. David's High School – Saltney
Hope - Ysgol Estyn
Castell Alun High School, Hope
Wood Memorial C.P. School - Saltney
Derwen Foundation School - Higher Kinnerton
Leeswood - Ysgol Derwenfa
Wrexham, St Joseph's
Gwersyllt, Bryn Alyn
Rhosnesi High School
Wrexham Military College
Wrexham, Morgan Llwyd
Wrexham, St Annes
Wrexham, St Christophers
Bryn Tirion Hall
Coleg Cambria - Yale Campus, Wrexham

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**FLINTSHIRE COUNTY COUNCIL FORWARD WORK PROGRAMME ITEMS
COUNCIL, CABINET, AUDIT AND GOVERNANCE & SCRUTINY
1 January 2017 TO 30 June 2017**

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	9/01/17	Organisational Change	Play Update To provide Committee with a progress update on Play Areas, Playschemes and the Play Forum	Operational	Cabinet Member for Economic Development
Organisational Change Overview & Scrutiny Committee	9/01/17	Organisational Change	Public Library Standards To update Committee on progress against Public Library Standards	Operational	Cabinet Member for Education
Organisational Change Overview & Scrutiny Committee	9/01/17	Overview and Scrutiny	Quarter 2/Mid-Year Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	

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	9/01/17	Overview and Scrutiny	Forward Work Programme (Organisational Change) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Organisational Change Overview & Scrutiny Committee.	All Report Types	Cabinet Member for Corporate Management
Environment Overview & Scrutiny Committee	11/01/17	Planning and Environment	Planning Enforcement Policy To consider the proposed changes to the policy	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Environment Overview & Scrutiny Committee	11/01/17	Streetscene and Transportation	Public Spaces Protection Orders (PSPO) Dog Control, Dog Fouling & DNA To provide the Committee with an update on Public Spaces Protection Orders(PSPO) Dog Control, Dog Fouling & DNA	Operational	

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	11/01/17	Streetscene and Transportation	<p>Dog DNA Scheme and the Introduction of Dog Control Public Spaces Protection Orders</p> <p>To provide the Committee with an update on Public Spaces Protection Orders(PSPO) Dog Control and Dog Fouling.</p>	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Environment Overview & Scrutiny Committee Page 175	11/01/17	Overview and Scrutiny	<p>Forward Work Programme (Environment)</p> <p>The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Environment Overview & Scrutiny Committee.</p>	Operational	
Corporate Resources Overview & Scrutiny Committee	12/01/17	People and Resources	<p>People Strategy 2016-2019</p> <p>For Members of the Committee to receive the draft People Strategy 2016-2019.</p>	Strategic	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	12/01/17	Governance	<p>Digital Strategy</p> <p>To provide the committee with an update and feedback from the Workshop held in December</p>	Operational	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)
Corporate Resources Overview & Scrutiny Committee	12/01/17	People and Resources	Workforce Information Report - Quarter 2 2016/17 For Members of the Committee to receive the Workforce Information Report for Quarter 2 of 2016/17.	Operational	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	12/01/17	Chief Executive's	Revenue Budget Monitoring 2016/17 (Month 8) 'This regular monthly report provides the latest revenue budget monitoring position for 2016/17 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 8, and projects forward to year-end.	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	12/01/17	Overview and Scrutiny	Forward Work Programme The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Cabinet	17/01/17	Chief Executive's	Council Fund Budget 2017/18 – Part 3 Closing Strategy To outline Part 3 of the Budget Strategy	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	17/01/17	Finance	Revenue Budget Monitoring 2016/17 (month 8) To provide Members with the latest revenue budget monitoring information for 2016/17 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month 8 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
Cabinet	17/01/17	Community and Enterprise	Draft Housing Revenue Account (HRA) Budget 2017/18 & Capital Programme 2017/18 To present for approval the draft 2017/2018 Revenue Budget and Housing Revenue Account (HRA)	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	17/01/17	Community and Enterprise	Buy back of Council Right to Buy (RTB) Properties To approve proposals and criteria for the re-purchase of ex-council properties	Strategic	Cabinet Member for Housing
Cabinet	17/01/17	Planning and Environment	Local Planning Guidance Notes to be formally adopted as Supplementary Planning Guidance Notes To seek final approval for 20 Local Planning Guidance Notes (LPGN's) in order for them to be formally adopted as Supplementary Planning Guidance	Strategic	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	17/01/17	Streetscene and Transportation	The Integrated Transport Unit To provide an update on the staffing changes within the Integrated Transport Unit	Operational	Deputy Leader of the Council and Cabinet Member for Environment
Cabinet	17/01/17	Organisational Change	Play Areas, Play Schemes and Strategic Play Forum Update To provide an update on play areas and play schemes	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	17/01/17	Organisational Change	Connah's Quay Swimming Pool: Detailed Business Plan 2016/18 To consider the progress and performance of Cambrian Aquatics	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure
Cabinet	17/01/17	Organisational Change	Connah's Quay Swimming Pool: Cambrian Aquatics Overview of Business Plan 2016/18 To consider the Grant Allocation to Cambrian Aquatics for the Year 2017/18	Operational	Cabinet Member for Waste Strategy, Public Protection and Leisure
Cabinet	17/01/17	Social Services	Alternative Delivery Model Social Care Learning Disability Day Care and Work Opportunity Services To agree a preferred provider to deliver Learning Disability Day and Work Services for further clarification as part of the procurement process	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	17/01/17	Organisational Change	Theatr Clwyd - Complimentary Ticket Policy To provide an update on the Theatr Board's response to the County Council notice of motion	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	17/01/17	Organisational Change	Welsh Public Library Standards: Review of Performance 2015/16 To provide an update on performance in 2014/15	Operational	Cabinet Member for Education
Cabinet	17/01/17	Community and Enterprise	Council Tax and Business Rate Statutory Policies 2017/18 To approve local discretionary policies for the administration of Council Tax and Business Rates	Operational	Cabinet Member for Corporate Management
Education and Youth Overview & Scrutiny Committee	19/01/17	Education and Youth	Regional School Effectiveness and Improvement Service (GwE) To inform Members of the GwE Challenge and Support Programme for Schools	Operational	Cabinet Member for Education

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	19/01/17	Education and Youth	School Modernisation Update To update Members on progress being made with the School Modernisation Programme	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	19/01/17	Overview and Scrutiny	Forward Work Programme (Education & Youth) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Education & Youth Overview & Scrutiny Committee.	Operational	Cabinet Member for Education
Corporate Resources Overview & Scrutiny Committee	20/01/17	Chief Executive's	Development of the 2017/18 to 2019/20 Capital Programme To present proposals for the developing Capital Programme for 2017/18 to 2019/20 for scrutiny	Strategic	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	20/01/17	Chief Executive's	Council Fund Budget Report 2017/18 – Part 3 Closing Strategy To outline Part 3 of the Budget Strategy	Strategic	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)
Community and Enterprise Overview & Scrutiny Committee	23/01/17	Community and Enterprise	Draft 2017/18 Revenue Budget and Housing Revenue Account (HRA) To enable the Committee to consider the draft 2017/18 Revenue Budget and Housing Revenue Account (HRA)	Strategic	Cabinet Member for Housing, Cabinet Member for Economic Development
Community and Enterprise Overview & Scrutiny Committee	23/01/17	Community and Enterprise	Commuted Sums Policy To consider revisions to the Policy to allow more flexibility in certain circumstances in using to support SHARP / HRA New Build Programme.	Operational	Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	23/01/17	Community and Enterprise	Rent Arrears Annual Report To consider the Rent Arrears Annual Report including information on the suggestion for WHQS improvements to be delayed for tenants with long term rent arrears.	Operational	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)
Community and Enterprise Overview & Scrutiny Committee	23/01/17	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Community & Enterprise Overview & Scrutiny Committee.	Operational	Cabinet Member for Economic Development, Cabinet Member for Housing
Audit Committee	25/01/17	Governance	Mobile Phones - Progress Update To provide a progress update on mobile phones.		
Audit Committee	25/01/17	Chief Executive's	Strategic Risks – mid year review To review the Council's strategic risk at the mid year position.	Operational	Cabinet Member for Corporate Management
Audit Committee	25/01/17	Chief Executive's	Wales Audit Office (WAO) - Annual Audit Letter 2015/16 To present the Wales Audit Office's Annual Audit Letter 2015/16 for Members information	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)
Audit Committee	25/01/17	Chief Executive's	<p>Treasury Management Strategy 2017/18 and Quarterly Update 2016/17</p> <p>1 To present the draft Treasury Management Strategy 2017/18 for review prior to the Committee recommending its approval to Cabinet.</p> <p>2 To provide Members with a quarterly update on matters relating to the Council's 2016/17 Treasury Management Strategy up to the end of December 2016.</p>	Strategic	Leader of the Council and Cabinet Member for Finance
Audit Committee	25/01/17	Governance	<p>Greenfield Valley Heritage Park</p> <p>To inform committee of the Internal Audit review of Greenfield Valley Heritage Park.</p>		
Audit Committee	25/01/17	Governance	<p>Contract Procedure Rules</p> <p>To update members on the implementation of the new Contract Procedure Rules</p>		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25/01/17	Chief Executive's	Treasury Management Mid Year Report 2016/17 To provide an update on matters relating to the Council's Treasury Management Policy, Strategy and Practices 2016/17 to the end of September 2016.	Strategic	Leader of the Council and Cabinet Member for Finance
Audit Committee	25/01/17	Chief Executive's	Code of Corporate Governance and Annual Governance Statement To endorse the Council's Code of Corporate Governance and preparation for this year's Annual Governance Statement.	Operational	Cabinet Member for Corporate Management
Audit Committee	25/01/17	Governance	Internal Audit Progress Report To present to the Committee an update on the progress of the Internal Audit Department.		
Audit Committee	25/01/17	Governance	Action Tracking To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	25/01/17	Governance	Forward Work Programme To consider the Forward Work Programme of the Internal Audit Department.		
Social & Health Care Overview & Scrutiny Committee	26/01/17	Social Services	Update on Delayed Transfer of Care To receive an update on Delayed Transfer of Care data for Flintshire	Operational	Cabinet Member for Social Services
Social & Health Care Overview & Scrutiny Committee	26/01/17	Social Services	Population needs assessment To receive a summary of the outcomes of the population needs assessment for Flintshire	Strategic	Cabinet Member for Social Services
February					
Community and Enterprise Overview & Scrutiny Committee	1/02/17	Community and Enterprise	Housing Renewal Policy To advise Members of the findings from the 2016 private sector housing stock condition survey and the subsequent recommended amendments to the Council Renewal Policy	Operational	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)
Community and Enterprise Overview & Scrutiny Committee	1/02/17	Community and Enterprise	SARTH To update the Committee on the local project and progress with the Denbighshire Partnership	Operational	Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	1/02/17	Community and Enterprise	Customer Services Strategy Update To update the Committee on the Customer Services Strategy	Operational	Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	1/02/17	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Community & Enterprise Overview & Scrutiny Committee.	Operational	
Education and Youth Overview & Scrutiny Committee	2/02/17	Education and Youth	Skilled Education Workforce Shortage To provide the Committee with information on how the Council is tackling the current skilled education workforce shortage	Operational	Cabinet Member for Education

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	2/02/17	Education and Youth	Learner Outcomes To provide Members with a summary of learner outcomes, including attendance and exclusions across primary and secondary schools	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	2/02/17	Overview and Scrutiny	Forward Work Programme (Education & Youth) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Education & Youth Overview & Scrutiny Committee.	Operational	
Environment Overview & Scrutiny Committee	8/02/17	Overview and Scrutiny	Forward Work Programme (Environment) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Environment Overview & Scrutiny Committee.	Operational	

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	9/02/17	Chief Executive's	Revenue Budget Monitoring 2016/17 (Month 9) This regular monthly report provides the latest revenue budget monitoring position for 2016/17 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 9, and projects forward to Year-End.	Operational	Leader of the Council and Cabinet Member for Finance
Corporate Resources Overview & Scrutiny Committee	9/02/17	People and Resources	Workforce Information Report – Quarter 3 2016/17 To receive the Workforce Information Report for Quarter 3 of 2016/17.	Operational	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	9/02/17	Chief Executive's	Welsh Language Policy To present the Council's Welsh in the Workplace Policy	Strategic	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	9/02/17	Chief Executive's	Corporate Safeguarding To present Flintshire County Council's Corporate Safeguarding policy.	Strategic	Cabinet Member for Corporate Management, 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)
Corporate Resources Overview & Scrutiny Committee	9/02/17	Overview and Scrutiny	<p>Forward Work Programme (Corporate Resources) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.</p>	Operational	
Cabinet	14/02/17	Chief Executive's	<p>Minimum Revenue Provision - 2017/18 Policy To present proposals for the setting of a prudent Minimum Revenue Provision (MRP) for the repayment of debt in 2017/18, as required under the Local Authorities (Capital Finance and Accounting) (Wales) (Amendment) Regulations 2008 ('the 2008 Regulations') for recommendation to Council.</p>	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	14/02/17	Chief Executive's	<p>Prudential Indicators 2017/18 to 2019/20 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) for recommendation to Council.</p>	Operational	Leader of the Council and Cabinet Member for Finance
Cabinet	14/02/17	Chief Executive's	<p>Development of the 2017/18 to 2019/20 Capital Programme To present proposals for the developing Capital Programme for 2017/18 to 2019/20 for recommendation to Council.</p>	Strategic	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	14/02/17	Finance	Revenue Budget Monitoring 2016/17 (month 9) To provide Members with the latest revenue budget monitoring information for 2016/17 for the Council Fund and Housing Revenue Account based on actual income and expenditure as at month 9 and projected forward to year-end based on the most up to date information available.	Strategic	Leader of the Council and Cabinet Member for Finance
Cabinet	14/02/17	Community and Enterprise	Council Tax setting To approve the Council Tax charges for the following year as part of budget setting.	Operational	Cabinet Member for Corporate Management
Cabinet	14/02/17	Community and Enterprise	Customer Services Strategy Update on progress with the three main workstreams; Digital, Telephone contact and face to face services	Operational	Cabinet Member for Corporate Management
Cabinet	14/02/17	Community and Enterprise	Supporting People Local Commissioning Plan To set out the commissioning and spend plan for 2017/18	Operational	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)
Flintshire County Council	14/02/17	Chief Executive's	Development of the 2017/18 to 2019/20 Capital Programme To present to Council the recommendations of the Cabinet in relation to the developing Capital Programme for 2017/18 to 2019/20		
March					
P 8 9 1 9 3 Social & Health Care Overview & Scrutiny Committee	2/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Environment Overview & Scrutiny Committee	8/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	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)
Environment Overview & Scrutiny Committee	8/03/17	Overview and Scrutiny	Forward Work Programme (Environment) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Environment Overview & Scrutiny Committee.	Operational	
Community and Enterprise Overview & Scrutiny Committee	8/03/17	Community and Enterprise	Update on North East Wales (NEW) Homes Board To update the Committee on the work of the North East Wales (NEW) Homes Board	Operational	
Community and Enterprise Overview & Scrutiny Committee	8/03/17	Community and Enterprise	Welfare Reform Update To update on the impact of Welfare Reform on Flintshire residents	Operational	Cabinet Member for Housing
Community and Enterprise Overview & Scrutiny Committee	8/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	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)
Community and Enterprise Overview & Scrutiny Committee	8/03/17	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Community & Enterprise Overview & Scrutiny Committee.	Operational	
Corporate Resources Overview & Scrutiny Committee	9/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	9/03/17	Finance	Revenue Budget Monitoring 2016/17 (Month 10) This regular monthly report provides the latest revenue budget monitoring position for 2016/17 for the Council Fund and Housing Revenue Account. The position is based on actual income and expenditure as at Month 10, and projects forward to year-end.	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)
Corporate Resources Overview & Scrutiny Committee	9/03/17	Overview and Scrutiny	Forward Work Programme (Corporate Resources) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.	Operational	
Organisational Change Overview & Scrutiny Committee	13/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Cabinet	14/03/17	Education and Youth	School Admission Arrangements 2018 To advise members of the outcome of the statutory consultation exercise on the admission arrangements for September 2018.	Operational	Cabinet Member for Education
Audit Committee	15/03/17	Governance	Forward Work Programme To consider the Forward Work Programme of the Internal Audit Department.		

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
Audit Committee	15/03/17	Governance	Action Tracking To inform the Committee of the actions resulting from points raised at previous Audit Committee meetings.		
Audit Committee	15/03/17	Governance	IA Progress Report To present to the Committee an update on the progress of the Internal Audit Department		
Education and Youth Overview & Scrutiny Committee	16/03/17	Overview and Scrutiny	Quarter 3 Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Education and Youth Overview & Scrutiny Committee	16/03/17	Education and Youth	Self-Evaluation of Education Services To enable Members to fulfil their role in relation to performance monitoring of education services	Operational	Cabinet Member for Education
Education and Youth Overview & Scrutiny Committee	16/03/17	Overview and Scrutiny	Forward Work Programme (Education & Youth) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Education & Youth Overview & Scrutiny Committee.	Operational	

COMMITTEE	MEETING DATE	CHIEF OFFICER PORTFOLIO	AGENDA ITEM & PURPOSE OF REPORT	REPORT TYPE (Strategic or Operational) (Cabinet only)	PORTFOLIO (Cabinet only)
April					
Social & Health Care Overview & Scrutiny Committee	6/04/17	Social Services	Social Services Annual Report For the Committee to receive and consider the draft Social Services Annual Report	Strategic	Cabinet Member for Social Services
Corporate Resources Overview & Scrutiny Committee	6/04/17	Overview and Scrutiny	Forward Work Programme (Corporate Resources) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.	Operational	
Cabinet	11/04/17	Community and Enterprise	Housing (Wales) Act 2014 An update on progress implementing the homeless legislation in 2016/17 (including decision on intentionality / prevention / B&B)	Operational	Cabinet Member for Housing
May					
June					

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	8/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Education and Youth Overview & Scrutiny Committee	8/06/17	Overview and Scrutiny	Forward Work Programme (Education & Youth) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Education & Youth Overview & Scrutiny Committee.	Operational	
Organisational Change Overview & Scrutiny Committee	12/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Environment Overview & Scrutiny Committee	13/06/17	Streetscene and Transportation	Update on Provision of Residents Parking Schemes & Disabled Bays on the Highway Network To review the current Policy for the provision of Resident Parking Schemes	Operational	Deputy Leader of the Council and Cabinet Member for Environment

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	13/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Environment Overview & Scrutiny Committee	13/06/17	Overview and Scrutiny	Forward Work Programme (Environment) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Environment Overview	Operational	
Community and Enterprise Overview & Scrutiny Committee	14/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Community and Enterprise Overview & Scrutiny Committee	14/06/17	Overview and Scrutiny	Forward Work Programme (Community & Enterprise) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Community & Enterprise Overview & Scrutiny Committee.	Operational	

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	15/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	15/06/17	Overview and Scrutiny	Quarter 4/Year-End Improvement Plan Monitoring Report 2016/17 To enable Members to fulfil their scrutiny role in relation to performance monitoring.	Strategic	Cabinet Member for Corporate Management
Corporate Resources Overview & Scrutiny Committee	15/06/17	Overview and Scrutiny	Forward Work Programme (Corporate Resources) The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.	Operational	

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